



TRIANGLE J COUNCIL OF GOVERNMENTS

World Class Region

MINUTES

Executive Committee Meeting

Wednesday, September 25, 2019

Delegates and Alternate Delegates Attending:

Pamela Baldwin, Town of Pittsboro
Kathleen Ferguson, Town of Hillsborough
Amy Dalrymple, Lee County
Penny Rich, Orange County (A)

Donald Rains, Town of Princeton
Rebecca Wyhof Salmon, City of Sanford
James Hill, Durham County
Jim Crawford, Chatham County

Delegates Absent:

Butch Lawter, Johnston County (E)
Ronnie Currin, Town of Rolesville (E)
Sig Hutchinson, Wake County

DeDreana Freeman, City of Durham (E)
Marc Phillips, Town of Carthage (E)

(A) – Alternate Delegate (E) – Excused Absence

TJCOG staff attending:

Lee Worsley, Executive Director
Renée Boyette, Administration & Member Services
Director
Erika Brown, Planner

Alana Keegan, Engagement Specialist
John Hodges-Copple, Regional Planning
Director
Judy Weller, Finance Director

Call to Order, Welcome & Declaration of Quorum

Chair Crawford called the meeting to order at 6:11 pm and declared that there was a quorum.

Approval of Agenda

Chair Crawford presented the agenda for the September 25, 2019 Executive Committee meeting. Lee Worsley asked that the agenda order be readjusted in the Business section to reflect staff schedule changes; the change was made by unanimous consent. Chair Crawford asked for a motion to approve the modified agenda.

Ms. Ferguson made a motion to approve the agenda. Ms. Dalrymple seconded the motion; the motion was unanimously approved.

Recognitions and Presentations

None

Consent Agenda

- Approval of Executive Committee meeting minutes – June 26, 2019

Chair Crawford asked the Executive Committee if anyone wanted an item removed from the agenda; no requests were made. Chair Crawford then asked for a motion to approve the consent agenda.

Ms. Baldwin made a motion to approve the consent agenda. Mr. Phillips seconded; the motion was unanimously approved.

Business

- **Regional Housing Initiative Process**

Chair Crawford asked Mr. Worsley to present this item due to the absence of Housing Planner Erika Brown. Mr. Worsley provided background on the affordable housing conversation that was held during the August Board of Delegates meeting. He explained that the conversation resulted in the board adopting five priorities for TJCOG's housing work, including the addition of a fifth priority to identify and work on a regional housing initiative. Mr. Worsley asked if any Executive Committee members had any thoughts or reactions to this new priority, adding that while the goal was important, it was equally important that TJCOG avoid duplicating efforts and provide substantial value to existing efforts.

Ms. Ferguson said that she had access to data that might be valuable to the COG for building upon the work. Ms. Dalrymple said that the City of Sanford had a tough meeting recently due to a dense development, remarking that there needed to be a parallel conversation between transportation and housing work as the two topics are completely interconnected.

- **Discuss Offering Finance as a Service for Small Member Governments**

Chair Crawford asked Mr. Worsley to provide clarification about the importance of the conversation and how the potential service came into discussion. While TJCOG represents Raleigh, Durham and Chapel Hill, the organization also represent a lot of smaller communities that need additional and different assistance from their regional government; finance as a service is one example of the type of services. Mr. Worsley introduced Ms. Boyette and Ms. Weller to discuss the potential service and the analysis their team had conducted.

Ms. Boyette explained that there are a variety of services offered by the COG to help TJCOG members do things more efficiently, less expensively or to address general staff capacity needs. The concept of finance as a service would be provided as a fee-for-service program, which would be a self-sustaining program. This would be a new way to expand TJCOG offerings as well and to provide more direct technical assistance to local governments.

Ms. Weller stated that based on statute, TJCOG staff or any other third-party vendor cannot be the sole financial officer. TJCOG would begin using Paychex, a system that provides payroll and electronic, cloud-based financial services for organizations. Ms. Weller explained that staff had identified a way for members to join on TJCOG's Paychex account for an additional 20% with a waived entrance fee. This service would allow local government staff to free up time for

additional services, provide segregation of duties, and help TJCOG generate more fee-for-service revenues. Accounts payable would be completed by TJCOG staff and managed through an MOU agreement.

For accounts payable, TJCOG would target members below 5,000 population. For payroll, TJCOG would target members below 10,000. Ms. Boyette and Ms. Weller asked if the committee had any questions about the proposed service.

Ms. Ferguson asked if there would be details about additional expenses and billable rates. Ms. Weller said this information would be identified as the program was build out to assess how rates compared.

Mr. Rains said the largest time consumer for Princeton are water and sewer bills and managing the distribution of third-party vendors. Mr. Rains also mentioned that a neighboring community in Johnston County struggles with this as well, and that many communities could benefit from assistance or leveraging multiple communities to get better costs for audits.

Ms. Baldwin said the idea, given the costs of services, would be a great idea to explore for many communities' benefits.

Ms. Dalrymple said she believes there will be a lot of buy-in from smaller communities, especially with the struggle to compete with private sector jobs, a large concern for Goldston in Lee County.

Mr. Worsley mentioned that it is important for the region to assist local communities remain off the Local Government Commission's list. He explained that the purpose of the presentation was to allow the COG to have done its due diligence and begin exploration of the idea.

Ms. Ferguson mentioned that this is the exact type of work that the Forum brought to the General Assembly to display the value of the COGs.

By unanimous consent, the Executive Committee asked the staff to continue their effort and finalize their investigation of the project. The staff will provide further information by January 2020.

•Regional Summit Update

Chair Crawford asked Ms. Keegan to present this item. Ms. Keegan reminded the Executive Committee about the upcoming Regional Summit in Chatham County on October 10th and provided a highlight of the programming for the event. She explained that the planning committee was projecting roughly 300 attendees to partake in the morning keynote workshop and breakout sessions focused on transportation, housing, resilience, and economic mobility.

Chair's Report

No report.

Executive Director's Report

Mr. Worsley shared that TJCOG is talking with several communities in Moore County about the potential to share planning staff, another example of direct service being explored by the organization.

Other Business

Chair Crawford made the decision to cancel the December 18th Board Meeting.

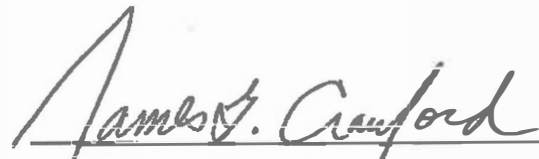
Closing Business

Chair Crawford asked for a motion to adjourn the meeting.

Ms. Ferguson made the motion. Ms. Baldwin seconded the motion; the motion passed unanimously.

The meeting adjourned at 7:45 pm.


Alana Keegan, Recording Officer


James G. Crawford, Chair