



# Triangle J Board of Delegates

Wednesday, May 26, 2021  
6:00 PM - 8:00 PM  
Triangle J Council of Governments  
Virtual Meeting

**The Honorable Donald Rains, Presiding**

## Agenda

<u>Time</u>	<u>Item</u>	<u>Official</u>
6:00 PM	<b>Call to Order, Welcome, Roll Call &amp; Declaration of Quorum</b>	Donald Rains
6:10PM <i>Approve by consent</i>	<b>Review of Agenda</b>	Donald Rains
6:11 PM <i>Receive as information</i>	<b>Recognitions and Presentations</b> <ul style="list-style-type: none"><li>RDU Airport Authority Annual Outlook</li></ul>	Michael Landguth Alana Keegan
6:41 PM <i>Receive as information</i> <i>Receive as information</i> <i>Receive as information</i> <i>Receive as information</i> <i>Motion to approve</i> <i>Receive as information</i>	<b>Business</b> <i>Items in this section requiring Board of Delegates action have been added to the Consent Agenda.</i> <ul style="list-style-type: none"><li>Consideration of FY 2022 Recommended Budget</li><li>Request to sponsor expansion of the Foreign Trade Zone #93 service area</li><li>Equity Dashboard Resource</li><li>Nominating Committee Report – FY 2022 Officers</li><li>Approval of FY 2022 Officer Slate</li><li>FY 2022 Transportation Demand Management Program Funding Updates</li></ul>	Lee Worsley Renee Boyette Lindsay Whitson Alex Halloway Jim Crawford Donald Rains Sean Flaherty
7:31 PM <i>Motion to approve</i>	<b>Consent Agenda</b> <i>Items on the Consent Agenda are considered routine and will be enacted by a single motion unless a member of the Board of Delegates requests an item be removed. Any item removed from the Consent Agenda will be considered individually after the Consent Agenda.</i> <ul style="list-style-type: none"><li>Approval of FY 2022 Transportation Demand Management (TDM) Program Resolution</li><li>Approve minutes of April 28, 2021 Board of Delegates meeting</li><li>FTZ Resolution of Support</li><li>Fiscal Year 2022 Budget Resolution</li></ul>	Sean Flaherty Alana Keegan Renee Boyette Judy Weller
7:32 PM <i>Discuss and consider</i>	<b>Items Removed from the Consent Agenda</b>	Donald Rains

*Continued*

*May 26, 2021 Board of Delegates Agenda (continued)*

<b><u>Time</u></b>	<b><u>Item</u></b>	<b><u>Official</u></b>
<b>7:33 PM</b> <i>Receive as information</i>	<b><i>Executive Director's Report</i></b>	Lee Worsley
<b>7:40 PM</b> <i>Receive as information</i>	<b><i>Chairman's Report</i></b>	Donald Rains
<b>7:45 PM</b>	<b><i>Around the Region</i></b>	Donald Rains
<b>7:55 PM</b>	<b><i>Other Business</i></b>	Donald Rains
<b>8:00 PM</b>	<b><i>Adjourn</i></b>	Donald Rains

## Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021

Agenda Section: Presentations & Recognition  
RDU Airport Authority Annual Outlook

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**Background:** It has been almost a year since the RDU Airport Authority's last presentation to the Board on the State of Aviation in the U.S, the State of our region's primary airport, and the year ahead. Last year's presentation took place early in the COVID-19 pandemic, amidst much uncertainty for the airport. With vaccinations and re-openings underway, the year ahead for RDU Airport will look much different this year.

During this time, RDU Airport Authority's CEO Michael Landguth will discuss the outlook for aviation in the coming months, the impact of COVID-19 on RDU Airport and its plan for recovery, and the outlook for air travel in the remainder of 2021.

**Recommendation(s):** It is recommended that the Board receive the information from the RDU Airport Authority, ask questions, and share updates with their respective local boards.

**Staff Responsible for Technical Support:** Alana Keegan, Member Engagement Manager.

## **Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021**

Agenda Section: Business

Consideration of Fiscal Year 2022 Recommended Budget

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**Background:** On April 15, 2021, the Executive Director sent his recommended budget to members and alternates of the Board of Delegates and the managers of TJCOG's member governments. During the April 28, 2020 Board of Delegates meeting, the recommended budget was presented to the members of the Board of Delegates and the required public hearing was held. Since the meeting was virtual, the public hearing was held open for 24 hours. There were no comments during the public hearing.

On May 5, 2021, the TJCOG Board of Delegates Officers met to discuss the recommended budget. No changes were made to the recommended budget during the officers meeting. A full version of the recommended budget may be viewed [by clicking this link](#).

The Budget Resolution is contained in the consent agenda and will be considered by the Board to the consent agenda portion of the meeting.

**Recommendation(s):** It is recommended that the Board adopt the 2021-2022 Budget Resolution as presented in the Consent Agenda.

**Staff Responsible for Technical Support:** Lee Worsley, Executive Director

# Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021

Agenda Section: Business

FTZ Presentation & Resolution of Support

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**Background:** TJCOG administers Foreign Trade Zone #93 through a grant of authority from the U.S. Department of Commerce. In November 2012, FTZ #93 shifted to an Alternative Site Framework (ASF) with a service area including Chatham, Durham, Franklin, Granville, Harnett, Johnston, Lee, Moore, Orange, Person, Vance, Wake and Warren counties. Sampson and Wilson counties have since been added to the service area.

Representatives of the Southeast Regional Airport Authority have requested that Scotland County be included in the FTZ #93 service area. Expansion of the service area requires an application be completed and submitted to the US Foreign Trade Zones Board with TJCOG Board agreement to sponsor. US Customs and Border Protection must also concur that the county meets the adjacency requirement.

At the May 18th FTZ #93 Board meeting, representatives of the Southeast Regional Airport Authority made a formal request for inclusion in the service area. The FTZ #93 Board unanimously endorsed this request and forwarded to the TJCOG Board of Delegates for consideration. Upon agreement to sponsor expansion, a required letter will be sent to Scotland County Board of Commissioners to notify them and staff will submit the application package to the US Foreign Trade Zones Board for consideration.

At this time, representatives from Scotland County and the Southeast Regional Airport Authority will discuss how inclusion in the FTZ #93 service area will benefit the county. FTZ #93 Board members will also speak in support of the expansion.

**Recommendation(s):** It is recommended the Board of Delegates receive this presentation and adopt the enclosed resolution to sponsor the request from the Southeast Regional Airport Authority to expand the service area of FTZ #93 to include Scotland County and authorize staff to pursue this designation.

**Staff Responsible for Technical Support:** Renee Boyette, FTZ #93 Administrator; Lindsay Whitson, Community and Economic Development Program Manager

# Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021

Agenda Section: Business  
Equity Dashboard Resource

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**Background:** A core component of advancing equity work is access to data for transparency, accountability, and measurement of progress. Key metrics can show how the region is growing and changing demographically, differing outcomes for populations, and access gaps that must be addressed to thrive collectively. The interactive equity dashboard created by TJCOG, serves as an initial hub for TJCOG and member governments to view equity data in a comprehensive way, learn about successful strategies implemented locally, and inform future policy and actions.

The need for this resource stemmed from recommendations following TJCOG's Regional Equity Summit presented in the fall of 2020. TJCOG staff listened to this need and were able to create a resource that will be helpful to members, TJCOG staff, and external stakeholders as they make decisions about their community. The dashboard may be found [here!](#)

**Recommendation(s):** It is recommended that the Board listen to the presentation, ask questions as needed, and share the resource with their local board members and staff.

**Staff Responsible for Technical Support:** Alex Halloway, AmeriCorps and Lindsay Whitson, Community & Economic Development Manager

## **Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021**

Agenda Section: Business

Report from the Nominating Committee – FY 2022 Officers

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**Background:** In accordance with applicable provisions of Triangle J’s Charter Resolution and Bylaws, the Triangle J Board of Delegates shall elect officers for the upcoming fiscal year “no later than the regular May meeting of the Board of Delegates”. The Nominating Committee is responsible for developing a slate of nominees for Triangle J’s 2021-2022 officer positions of chairman, first vice-chair, second vice-chair, and secretary/treasurer. The Nominating Committee is also responsible for recommending nominees for any vacancies that occur during the fiscal year.

The Nominating Committee met and developed a recommended slate of officers for FY2021-2022. At this time on the agenda, the Nominating Committee will provide its report and recommendations.

**Recommendation(s):** It is recommended that the Board be prepared to receive this report, open the floor for additional nominations, and consider approval of the recommended slate.

**Staff Responsible for Technical Support:** Alana Keegan, Member Engagement Manager

# MEMORANDUM

May 26, 2021

TO: Triangle J Board of Delegates

FROM: Jim Crawford, Rebecca Wyhof Salmon, Ron Currin,  
Jennifer Robinson, Pamela Baldwin

SUBJECT: *Nominations for 2020-2021 Triangle J COG Officers*

The Nominating Committee has completed its deliberations and presents its recommendation herein for 2021-2022 Triangle J officers. The committee considered all expressions of interest by board members and an effort was made to select candidates who have a demonstrated commitment to regionalism.

After due consideration, the Nominating Committee submits the following nominations for election to the respective offices named:

Chair	Kathleen Ferguson, Town of Hillsborough
First Vice-Chair	Mark Wilson, Town of Archer Lodge
Second Vice-Chair	DeDreana Freeman, City of Durham
Secretary/Treasurer	Ken Marshburn, Town of Garner

Although not an elected office, Don Rains will serve as Immediate Past Chair.

These nominees are faithful contributors to Triangle J and demonstrate a true commitment to the region and its many challenges that lie ahead. The candidates all have good attendance records and avidly advocate for regional solutions and cooperation among Triangle J's membership.

It is the committee's belief that these individuals make an outstanding slate of officers for the coming year and that each will be a dedicated public official for the region. It is recommended the Board of Delegates be prepared to receive this report, open the floor for additional nominations, and elect TJCOG officers for the 2020-2021 fiscal year.

Thank you for your consideration of this report. We trust you will find this recommendation acceptable. Feel free to call on us should you have any questions.

## Triangle J Board of Delegates Meeting Agenda Comments – May 26, 2021

Agenda Section: business

Fiscal Year 2022 Transportation Demand Management (TDM) Funding Updates

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**Background:** Staff is seeking permission to apply for Integrated Mobility Division funding for the FY2022 Triangle Transportation Demand Management Program, enter into agreements with the North Carolina Department of Transportation, provide the necessary assurance and the required local match.

The FY22 grant request for TJCOG's Administration of the program is \$130,491. There is no cost-share requirement. The FY22 grant request for Regional TDM Partners is \$407,588 with an equal local match. The funds will support program activities between July 1, 2021 - June 30, 2022.

**Recommendation(s):** It is recommended that the Board approve TJCOG staff to move forward with applications for FY22 Integrated Mobility Division funding.

**Staff Responsible for Technical Support:** Sean Flaherty, Principal Planner

## **CONSENT AGENDA ITEMS**

# **PUBLIC TRANSPORTATION PROGRAM RESOLUTION**

## **FY 2022 RESOLUTION**

### **Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.**

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (*Board Member's Name*) \_\_\_\_\_ and seconded by (*Board Member's Name or N/A, if not required*) \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Section 5310 program.

WHEREAS, (*Legal Name of Applicant*) Triangle J Council of Governments hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the *(Authorized Official's Title)\** \_\_\_\_\_ of *(Name of Applicant's Governing Body)* \_\_\_\_\_ is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I *(Certifying Official's Name)\** \_\_\_\_\_ *(Certifying Official's Title)* \_\_\_\_\_ do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the *(Name of Applicant's Governing Board)* \_\_\_\_\_ duly held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
*Signature of Certifying Official*

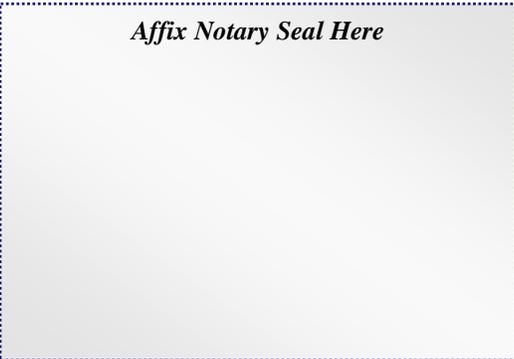
**\*Note that the authorized official, certifying official, and notary public should be three separate individuals.**

Seal Subscribed and sworn to me *(date)* \_\_\_\_\_

\_\_\_\_\_  
*Notary Public \**

\_\_\_\_\_  
*Printed Name and Address*

My commission expires *(date)* \_\_\_\_\_



## ***DRAFT MINUTES***

Board of Delegates Meeting

Wednesday, April 28, 2021

6:00 PM

Held via simultaneous communication via Microsoft Teams

### *Delegates and Alternate Delegates Attending:*

Wilma Laney, Town of Aberdeen	Shaun McGrath, Town of Holly Springs
Bob Smith, Town of Angier	Jessica Day, Town of Knightdale
Brett Gantt, Town of Apex	Kirk Smith, Lee County
Mark B. Wilson, Town of Archer Lodge	Steve Rao, Town of Morrisville (A)
Thomas Beal, Town of Broadway	Sally Greene, Orange County
Randee Haven O'Donnell, Town of Carrboro	Kevin Drum, Village of Pinehurst
Jennifer Robinson, Town of Cary	Donald Rains, Town of Princeton
Jim Crawford, Chatham County	Ronnie Currin, Town of Rolesville
DeDreana Freeman, City of Durham	Byron McAllister, Town of Selma
Heidi Carter, Durham County	Andy Moore, Town of Smithfield
Larry Smith, Town of Fuquay-Varina	Susan Evans, Wake County (A)
Ken Marshburn, Town of Garner	Chad Sary, Town of Wake Forest
Kathleen Ferguson, Town of Hillsborough	Joe DeLoach, Town of Wendell (A)
Matt Hughes, Town of Hillsborough (A)	David McGowan, Town of Wilson's Mills

### *Delegates and Alternate Delegates Absent:*

Joe Dannelley Town of Aberdeen (A)	Latitious Morris, Town of Knightdale (A)
Audra Killingsworth, Town of Apex(A)	Arianna Lavalley, Lee County (A)
Mark Jackson, Town of Archer Lodge (A)	Jay Langston, Town of Micro
Jerry Medlin, Town of Benson	Russell Creech, Town of Micro (A)
Cassandra Stack, Town of Benson (A)	Frank Quis, Moore County
Donald Andrews, Town of Broadway (A)	Satish Garimella, Town of Morrisville
VACANT, Town of Cameron	Renée Price, Orange County (A)
Dan Bonillo, Town of Carthage	Jeff Holt, Town of Pine Level
Christopher Nance, Town of Carthage (A)	Greg Baker, Town of Pine Level (A)
Lori Bush, Town of Cary (A)	Jane Hogeman, Village of Pinehurst (A)
Michael Parker, Town of Chapel Hill	Pamela Baldwin, Town of Pittsboro
Diana Hales, Chatham County (A)	Michael Fiocco, Town of Pittsboro (A)
Jason Thompson Town of Clayton	Corey Branch, City of Raleigh
Javiera Caballero, City of Durham (A)	Nikki Bradshaw, Town of Robbins (A)
Nida Allam, Durham County (A)	Michelle Medley, Town of Rolesville (A)
Jason Wunsch, Town of Fuquay-Varina (A)	Rebecca Salmon, City of Sanford
Tim Cunnup, Town of Goldston	Chet Mann, City of Sanford (A)
Aaron Wolff, Town of Holly Springs (A)	Bill Haiges, Town of Siler City
Butch Lawter, Johnston County	Cheryl Oliver, Town of Selma (A)
Trinity Henderson, Town of Kenly	Lewis Fadely, Town of Siler City (A)
John Dunn, Town of Smithfield (A)	Vivian Jones, Town of Wake Forest (A)
Carol Haney, Town of Southern Pines	Phil Tarnaski, Town of Wendell

Bill Pate, Town of Southern Pines (A)  
Al Mosley, Town of Vass  
Sig Hutchinson, Wake County

Jim Uzzle, Town of Wilson's Mills (A)  
Larry Loucks, Town of Zebulon  
Glenn York, Town of Zebulon(A)

(A) – Alternate Delegate

***TJCOG staff attending:***

Lindsay Whitson, Community & Economic  
Development Manager  
Judy Weller, Finance Director

Alana Keegan, Member Engagement Manager  
Lee Worsley, Executive Director

***Also Attending:***

Leslie Mozingo, Strategics Consulting

Ron Hamm, Hamm Consulting Group

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***Call to Order, Welcome, Roll Call and Declaration of Quorum***

Chairman Donald Rains called the meeting to order at 6:01 PM and welcomed all attendees. He then reviewed the requirements for virtual public meetings. Alana Keegan conducted the roll call to verify the attendance of delegates and alternates, then declared a quorum was present.

***Review of Agenda***

Chairman Rains presented the agenda for the April 28, 2021 Board of Delegates meeting and asked for any edits to the agenda. Hearing no changes, Chairman Rains declared the agenda approved by consent.

***Recognitions and Presentations***

• **Presentation on the American Rescue Plan**

Chairman Rains asked Alana Keegan, TJCOG Member Engagement Manager, to introduce the item and presenter Leslie Mozingo from Strategics Consulting. Ms. Keegan welcomed Ms. Mozingo and outlined the importance of local awareness of American Rescue Plan funding and timing. Ms. Mozingo provided an overview of the American Rescue Plan and the immense number of federal and state funding agencies that would receive allocations through the bill. She noted relevant funding sources for TJCOG, including \$3 billion to U.S Economic Development Administration, \$100 million to U.S Environmental Protection Agency, and \$50 billion for FEMA Disaster Relief Funds that will not require a match.

Ms. Mozingo discussed local allocations that each city, town, and county would receive from the Treasury Department, stressing that guidance for receiving and administering the funds had not been released. She outlined four eligible uses for the funds including to respond to the public health emergency or negative economic impacts; to provide premium pay to essential workers; to address reduced revenue for local governments; and to make necessary water, sewer, and broadband improvements.

Ms. Mozingo encouraged local governments to move forward immediately with getting financial documentation and accounts in order; assessing community needs and input, aligning

priorities with funding; finding projects to support that are sustainable, equitable, and collaborative; and preparing for compliance reporting.

Ms. Mozingo briefly discussed the American Jobs Plan and American Families Plan that had been outlined from the White House, but not yet passed by Congress, and the resurgence of earmarks.

Mr. Rao asked about the process for receiving the funds at the local level. Ms. Mozingo explained that metropolitan communities and counties will receive from the Treasury and non-metropolitan communities will receive from the state. Mr. Hamm added that the guidance is expected to be as flexible as possible, but that local governments should wait to commit funds to any specific projects until the guidance is released.

Mr. Rains stressed the need at the local level for water and sewer infrastructure improvements. Ms. Mozingo encouraged the Board to look at FEMA money that will be available through the plan to address water and sewer challenges. Mr. Hamm added that North Carolina will also receive dedicated funding that can be deployed for capital projects.

Ms. Carter asked if indirect relief to COVID-19 impacts will be eligible. Ms. Mozingo stressed that it is likely to be eligible, and guidance is expected to be broad enough to allow local governments to address their unique impacts.

Mr. Drum asked if a private library that his local government would be taking over due to COVID impacts could be funded using local allocations. Ms. Mozingo encouraged him to look at funding allocated to museum and library services, and connectivity funds for libraries to leverage beyond direct allocations.

### ***Business***

- **Presentation of FY 2021-2022 Recommended Budget and Work Plan**

Chairman Rains asked Executive Director Lee Worsley to introduce the next item and present the recommended budget. Mr. Worsley provided an overview of the budget process for TJCOG, stressing its unique timeline compared to local governments and the requirement to pass the TJCOG budget at the May Board meeting. The recommended budget was emailed directly to the Board, regional managers, and TJCOG staff on April 15<sup>th</sup>.

Mr. Worsley explained that the TJCOG recommended budget is roughly ten percent higher than the previous year, due to additional pass-through funding to the Area Agency on Aging for COVID-19 assistance. He discussed member dues and their role in the recommended budget to fund staff members and provide local match on four critical projects. Member dues were not recommended to increase and remain stable due to ongoing support from local governments and the addition of nine new members since 2017.

Mr. Worsley discussed how TJCOG's organization priorities – diversity, equity, and inclusion; data and analytics; and service to our local government members – are reflected in the budget.

He also outlined the seven strategic focus areas for TJCOG in FY 2021-2022 that represent all the organization's work in the region. These include aging and human services; community and economic development; housing; natural resources and resilience; strategy and innovation; technical assistance; and transportation. Mr. Worsley provided an overview of each strategic focus area and several highlights of new or critical projects for each area in the new fiscal year.

Finally, Mr. Worsley outlined organizational items in the recommended budget including the addition of seven new positions and a new and significantly lower indirect rate to cover general costs and overhead.

Chairman Rains opened the public hearing to allow for public comments. He noted that the hearing would remain open for 24 hours through Friday morning. Chairman Rains welcomed the Board to ask questions.

Ms. Haven-O'Donnell asked for more specifics about participants in the new Solid Waste Consortium. Mr. Worsley said Alamance County, Orange County, Durham County, Wake County, Chatham County, the cities of Durham and Raleigh, and the town of Cary are committed.

Mr. Drum asked if the Solid Waste Consortium could be scaled to more communities in the region. Mr. Worsley said the program will be open to anyone who is interested in participating, and that there are several big opportunities for collaboration.

Chairman Rains concluded the agenda item with a reminder that the Board would consider the recommended budget for adoption at the May meeting.

- **Selection of the 2021 Sandbox Challenge**

Chairman Rains asked Ms. Keegan to present the item. Ms. Keegan introduced the topic and provided background on the Sandbox Challenge and Sandbox program at TJCOG. She explained the initiative was an opportunity for TJCOG to dedicate staff time and resources to a challenge identified by the region as a priority. She also outlined the criteria for challenge submissions including relation to economic stability, resilience, and/or COVID recovery; impact on multiple communities; and tied to the actions of the public sector.

Ms. Keegan presented the three finalist challenges to the Board. These included supporting inclusive entrepreneurship; building a resilient food economy; and reducing waste in the building sector. She then discussed how each challenge relates to the work already underway at TJCOG and connection to the Comprehensive Economic Development Strategy that can be leveraged for additional funding.

Ms. Keegan concluded by outlining the process for the Board to submit a vote through an online submission form; the link would be sent out after the meeting.

- **Presentation of Saralyn Culvert Project Resolution**

Chairman Rains asked Community and Economic Development Program Manager Lindsay Whitson to present the item. Ms. Whitson introduced the item, explaining that TJCOG was asking the Board to consider approval of a Memorandum of Agreement and resolution supporting a water resources development grant on behalf of the Saralyn Landowners Association in Chatham County. TJCOG was asked by the County to assist with the grant writing and administration of the grant due to limited staff capacity.

Ms. Whitson asked the Board to adopt both documents under the consent agenda. Chairman Rains added that TJCOG would also receive a fee from the Association to cover staff time.

### ***Consent Agenda***

- **Clean Water Education Partnership Memorandum of Understanding with Raleigh and Authorization to Sign Future Agreements**
- **Approve minutes of March 24<sup>th</sup>, 2021 Board of Delegates meeting**
- **Approve Saralyn Culvert Project Resolution**
- **Approve FY 2021 Quarterly Financials and Budget Amendment No. 4**
- **Approve Procurement and Conflict of Interest policies**

Chairman Rains presented the Consent Agenda for approval and asked if anyone wished to pull an item for individual consideration. Ms. Carter noted a correction to the March 24<sup>th</sup> minutes to reflect that she was present at the meeting. Chairman Rains asked for a motion to approve the consent agenda including the correction to the minutes. *Mr. Currin made a motion to approve the Consent Agenda as presented; Ms. Ferguson seconded the motion. Ms. Keegan conducted the vote via roll call; the motion was unanimously approved.*

### ***Items Removed from Consent Agenda***

None Removed.

### ***Executive Director's Report***

Mr. Worsley stressed TJCOG staff is working diligently to communicate regularly with all local governments about American Rescue Plan funding and reduce duplication. This will include routine brainstorming meetings with key staff from each community, administration of funds and grant writing, gathering and aggregating projects and funding allocations, and identifying regional project opportunities.

Mr. Worsley noted that the organization's offices will be reopening to the public on or around June 1<sup>st</sup>; the details of this process and how staff will hold meetings would be announced in the coming weeks.

### ***Chairman's Report***

Chairman Rains stated that the Nominating Committee had identified a recommended slate of officers for 2021-2022, which will be presented at the May Board Meeting.

***Around the Region***

Chairman Rains asked each Board member to share a few updates from their local government and community.

***Other Business***

Chairman Rains asked if there was any other business.

Hearing no further business,

*Ms. Freeman made a motion to adjourn the meeting; Mr. McGrath seconded the motion.*

*Chairman Rains adjourned the meeting at 8:32 PM.*

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Alana Keegan, Recording Officer

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Donald Rains, Chairman



# TRIANGLE J COUNCIL OF GOVERNMENTS

*World Class Region*

## **A Resolution to Sponsor the Foreign Trade Zone #93 Application for Expansion of the Service Area to include Scotland County, NC**

***Whereas***, Foreign Trade Zones are designated sites licensed by the Foreign Trade Zones (FTZ) Board at which special Customs procedures may be used for foreign goods, the goal of which is to retain jobs and industries that may otherwise relocate, and

***Whereas***, on November 4, 1983, the Triangle J Council of Governments received a grant of authority from the United States Foreign-Trade Zones Board (the “FTZB”), to establish a Foreign Trade Zone. FTZB Order No. 233 (48 F.R. 52108; November 16, 1983) designated Raleigh/Durham, North Carolina and the surrounding area as Foreign Trade Zone Number 93 (“FTZ #93”), also known as the Research Triangle Area Foreign Trade Zone; and

***Whereas***, on November 30, 2012, FTZ #93 reorganized under the Alternative Site Framework and expanded the service area to include the thirteen counties of Chatham, Durham, Franklin, Granville, Harnett, Johnston, Lee, Moore, Orange Person, Vance, Warren, and Wake; and

***Whereas***, on January 9, 2015, FTZ Board Order No. 1963 was signed, and expanded the service area to include Sampson County; and on November 29, 2016, FTZ Board Order No. 2021 was signed, and expanded the service area to include Wilson County, bringing the service area to fifteen counties; and

***Whereas***, the Southeast Regional Airport Authority, located in Scotland County, requested, and received the endorsement of, the FTZ #93 Rates, Tariff and Legal Review Board to expand the FTZ #93 service area to include Scotland County; and

***Whereas***, TJCOG is offering, with the concurrence of U.S. Customs and Border Protection, to expand the service area to include Scotland County, in addition to the fifteen counties mentioned above,

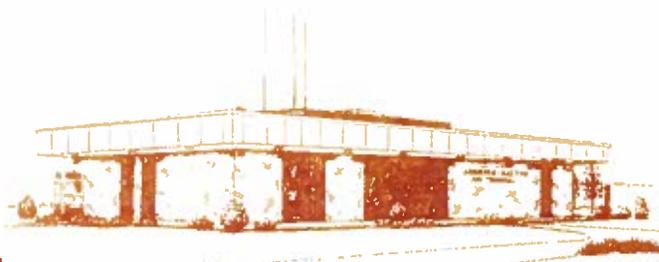
***Now, therefore be it resolved***, that the Triangle J Council of Governments’ Board of Delegates agrees to sponsor the application for expansion of the FTZ #93 service area and authorizes the Executive Director to sign the application letter to the US Foreign-Trade Zones Board.

***Adopted and approved*** this 26th day of May 2021.

ATTEST:

\_\_\_\_\_  
Donald Rains, Chairperson

\_\_\_\_\_  
Lee Worsley, Executive Director



# *Southeast Regional Airport Authority*

(910) 844-5081

**MARCH 30, 2021**

Triangle J Council of Governments  
4307 Emperor Blvd., Suite 110  
Durham, NC 27703  
Attn: Renée Boyette

Re: Request for Expansion of Service Area of FTZ #93

Dear Ms. Boyette,

This is a formal request to expand the service area of the Research Triangle Area Foreign Trade Zone (Zone #93) to include Scotland County, NC. The Southeast Regional Airport Authority (SRAA) makes this request and intends to serve businesses at its facility located at 16701 Airport Road, Maxton, N.C., 28364.

After Scotland County's inclusion in the service area, the SRAA plans to use this economic development tool to offer FTZ services at its business park and will apply for appropriate authority as needed. Anticipated operations within the business park will be primarily related to warehousing, distribution and manufacturing activities for commercial products arriving primarily via ocean container, air freight and shipping to end customer retail stores across the world.

The SRAA has contracted with Alliance Operating Services to assist with their portion of the Application for Expansion of the Service Area of FTZ #93. Triangle J Council of Governments may communicate with representatives of Alliance Operating Services in regard to this matter. Direct responsibility for FTZ matters will belong to Seth Hatchell with SRAA, who can be contacted at (910) 844-5081 (m) or via email address [shatchell@lmairport.com](mailto:shatchell@lmairport.com). Invoices related to this request should be directed to Jo Ann Gentry at [jgentry@lmairport.com](mailto:jgentry@lmairport.com).

The SRAA and Alliance Operating Services also understand that the Triangle J Council of Governments is the Grantee of FTZ #93 and other businesses within Scotland County may independently apply for Zone designation and production authority once this expansion is authorized.

Thank you for your attention to this request. Please contact me at (910) 844-5081 or Kathy Wilkins with Alliance Operating Services at (817) 601-3326 should you require additional information.

Sincerely,

**Jo Ann Gentry**  
Executive Director

cc: Ms. Kathy Wilkins, Alliance Operating Services

**Triangle J Council of Governments**  
Budget Resolution Fiscal Year 2021 - 2022

**BE IT RESOLVED** by the Board of Delegates of Triangle J Council of Governments, Durham, North Carolina that the following anticipated revenues and division expenditures are hereby appropriated for the operation of said Council of Governments for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

SECTION 1. General Fund

Expenditures by Division:

Member Investment	\$345,572
Economic Development	\$639,180
Natural Resources & Resilience	\$1,208,418
Transportation	\$2,827,828
Housing	\$474,694
Aging Services	\$12,852,792
General Government	\$98,261
	<hr/>
General Fund Total Expenditures	<u>\$18,446,745</u>

Revenues by Source:

Federal	\$2,029,504
Fed/State Pass Thru	\$12,482,486
State	\$614,353
Member Investment	\$680,394
Special Local Assessment	\$870,923
Local Aging Share	\$286,870
In-Kind/Cost Share	\$3,900
Project Income	\$1,409,432
Interest Income	\$500
Deferred Revenue	\$25,257
Assigned Fund Balance	\$22,945
Other Revenue	\$20,181
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General Fund Total Revenues	<u>\$18,446,745</u>

SECTION 2. The Finance Officer is hereby authorized to transfer funds within and among divisions without the approval of the Board of Delegates.

SECTION 3. Copies of this resolution shall be furnished to the Finance Director so that they may keep this resolution on file for their direction and disbursement of funds.

Adopted and Approved this the 26th day of May 2021.

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Don Rains, Chairperson Triangle J Council of Governments

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Attested: Lee Worsley, Executive Director