

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
Bob Smith, Town of Angier
Brett Gantt, Town of Apex
Mark B. Wilson, Town of Archer Lodge
Thomas Beal, Town of Broadway
Ranee Haven O'Donnell, Town of Carrboro
Jennifer Robinson, Town of Cary
Jim Crawford, Chatham County
DeDreana Freeman, City of Durham
Heidi Carter, Durham County
Larry Smith, Town of Fuquay-Varina
Ken Marshburn, Town of Garner
Kathleen Ferguson, Town of Hillsborough
Matt Hughes, Town of Hillsborough (A)

Shaun McGrath, Town of Holly Springs
Jessica Day, Town of Knightdale
Kirk Smith, Lee County
Steve Rao, Town of Morrisville (A)
Sally Greene, Orange County
Kevin Drum, Village of Pinehurst
Donald Rains, Town of Princeton
Ronnie Currin, Town of Rolesville
Byron McAllister, Town of Selma
Andy Moore, Town of Smithfield
Susan Evans, Wake County (A)
Chad Sary, Town of Wake Forest
Joe DeLoach, Town of Wendell (A)
David McGowan, Town of Wilson's Mills

Delegates and Alternate Delegates Absent:

Joe Dannelley Town of Aberdeen (A)
Audra Killingsworth, Town of Apex(A)
Mark Jackson, Town of Archer Lodge (A)
Jerry Medlin, Town of Benson
Cassandra Stack, Town of Benson (A)
Donald Andrews, Town of Broadway (A)
VACANT, Town of Cameron
Dan Bonillo, Town of Carthage
Christopher Nance, Town of Carthage (A)
Lori Bush, Town of Cary (A)
Michael Parker, Town of Chapel Hill
Diana Hales, Chatham County (A)
Jason Thompson Town of Clayton
Javiera Caballero, City of Durham (A)
Nida Allam, Durham County (A)
Jason Wunsch, Town of Fuquay-Varina (A)
Tim Cunnup, Town of Goldston
Aaron Wolff, Town of Holly Springs (A)
Butch Lawter, Johnston County
Trinity Henderson, Town of Kenly
John Dunn, Town of Smithfield (A)
Carol Haney, Town of Southern Pines

Latitious Morris, Town of Knightdale (A)
Arianna Lavalley, Lee County (A)
Jay Langston, Town of Micro
Russell Creech, Town of Micro (A)
Frank Quis, Moore County
Satish Garimella, Town of Morrisville
Renée Price, Orange County (A)
Jeff Holt, Town of Pine Level
Greg Baker, Town of Pine Level (A)
Jane Hogeman, Village of Pinehurst (A)
Pamela Baldwin, Town of Pittsboro
Michael Fiocco, Town of Pittsboro (A)
Corey Branch, City of Raleigh
Nikki Bradshaw, Town of Robbins (A)
Michelle Medley, Town of Rolesville (A)
Rebecca Salmon, City of Sanford
Chet Mann, City of Sanford (A)
Bill Haiges, Town of Siler City
Cheryl Oliver, Town of Selma (A)
Lewis Fadely, Town of Siler City (A)
Vivian Jones, Town of Wake Forest (A)
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

Alana Keegan, Member Engagement Manager
Lee Worsley, Executive Director

Also Attending:

Leslie Mozingo, Strategics Consulting

Ron Hamm, Hamm Consulting Group

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 15th.

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 24th, 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 24th 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 organizational offices will be reopening to the public on or around June 1st; 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

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Alana Keegan, Recording Officer

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Don Rains

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Donald Rains, Chairman