

Board of Delegates Agenda

Chairman Michael Johnson will convene a meeting of the **Centralina COG Board of Delegates on Wednesday, August 12, 2015** with a working dinner. He also invites the Delegates to a Board Engagement session with representatives from USDA Rural Development at 6:15 p.m.

Time	Item	Presenter
6:15 p.m.	Board Engagement Session – USDA Rural Development Allen Hart, Area Director of the U.S. Department of Agriculture (USDA) Rural Development’s Asheboro area office, will provide a brief update on the funding sources and programs available to applicable small towns and unincorporated areas within our region. USDA provides a variety of supportive activities that can assist communities in their efforts to build needed infrastructure and secure partnerships for investment. USDA is interested in your thoughts about how these programs can benefit your community.	Allen Hart, Area Director of USDA-Rural Development, Asheboro Office
6:45 p.m.	Dinner: Please RSVP to Kelly Weston at kweston@centralina.org or (704) 348-2728 by 12 p.m. on Monday, August 3, 2015 so that catering can be arranged.	Kelly Weston
7:00 p.m.	Call to Order, Welcome, and Declaration of Quorum	Michael Johnson
	Amendments to the Agenda (if any)	Michael Johnson
Consent Items: <i>Consent agenda items may be considered in one motion and without discussion except for those items removed by a Board member.</i>		
7:05 p.m. Item 1 <i>Pages 4 - 7</i>	Approval of the May 13, 2015 Board of Delegates Meeting Minutes The minutes of the May 13, 2015 meeting have been sent to all members of the Board of Delegates and should be approved if correct. Action / Recommendation: I move to approve the May 13, 2015 Board of Delegates meeting minutes.	Michael Johnson
Regular Business Items:		
7:10 p.m. Item 2 10 minutes <i>Page 8</i>	Legislative Report This will be a presentation by Leslie Mozingo to provide an overview of strategies to increase federal resources for Centralina initiatives. Action / Recommendation: Receive report.	Leslie Mozingo
7:20 p.m. Item 3 15 minutes <i>Pages 9 - 13</i>	Greater Charlotte Regional Freight Mobility Plan Update and Contract Award to CDM Smith, Inc. The regional Comprehensive Economic Development Strategy (CEDS) called for a Regional Freight Study to assess and plan for the Region’s future freight system needs to support economic development. The Greater Charlotte Freight Mobility Plan incorporates strong partnerships across the region, including MPO/RPOs, councils of government, local governments, and multiple private partners. Since May, much progress has occurred on this project related to regional outreach, funding, project organization, and project committees. Staff will provide a project update. A scope of work was developed with private sector input and involvement from the region’s MPOs and RPO to ensure that the freight plan outcomes would provide deliverables to meet the region’s logistics and long-range transportation planning needs. After a nationwide, open consultant call, four companies were interviewed and while all of the firms were technically capable, CDM Smith, Inc. provided an additional insight into how freight issues align with local and regional economic development strategies and they were able to articulate the value of	Michelle Nance and Pat Anater, Senior Project Manager with CDM Smith

Board of Delegates Agenda

Time	Item	Presenter
	<p>freight logistics to the small town and rural segments of our region.</p> <p>The Executive Board reviewed and approved the draft CDM Smith, Inc. contract at their June 2015 meeting. The Board of Delegates is asked to approve the final consultant contract for this important project.</p> <p>Action / Recommendation: The CCOG Board of Delegates endorses the next steps for the Regional Freight Mobility Planning project, commits to encouraging local government and private financial support, and approves the contract with CDM Smith, Inc. for \$350,508.</p>	
<p>7:35 p.m. Item 4 10 minutes <i>Page 14</i></p>	<p>“CONNECT” Tools for Action Report Through May and June 2015, staff presented the CONNECT Toolkit to local government staff members in 10 counties, presenting twice in Mecklenburg County. Audiences included planners, managers, park and recreation officials, police chiefs, and a few elected officials. The agenda included a review of public input in the applicable county, a review of the CONNECT Toolkit and reports, and a summary of data and products available. Staff also engaged in a survey and discussion to determine the tools that would be most useful in their own county, and the challenges to tool implementation.</p> <p>CCOG staff will give a brief summary of outcomes from the 11 meetings and provide a preview of the CONNECT Consortium meeting that will occur on August 27, 2015.</p> <p>Action / Recommendation: The CCOG Board of Delegates commits to encouraging local government staff attendance at the Consortium event in August.</p>	Emily Parker
<p>7:45 p.m. Item 5 10 minutes <i>Page 15</i></p>	<p>2015 CCOG Conference Report CCOG staff is in the process of planning the 2015 “Creative Solutions for Thriving Communities” Conference. Staff is working with CCOG Delegates serving as Conference Champions who are providing input throughout the coordination phase. The Conference Champions will give a presentation on these planning efforts.</p> <p>Action / Recommendation: The Board of Delegates commits to registering for the 2015 CCOG Conference by the October 21st Early Registration deadline and encouraging other elected officials and staff in their communities to register.</p>	Conference Champions
<p>7:55 p.m. Item 6 10 minutes <i>Pages 16 - 17</i></p>	<p>CCOG Building Committee Report Centralina Executive Board has directed staff to develop options for building space in anticipation of our current lease expiration. A Building Committee comprised of Executive Board members is providing oversight on this process. The Committee will present a progress</p> <p>Action / Recommendation: The Board of Delegates authorizes the Executive Board Building Committee to develop options for renewing the current lease at 525 North Tryon Street.</p>	Sarah McAulay
<p>8:05 p.m. 5 minutes</p>	Comments from the Board of Delegates	Board Members



Board of Delegates Agenda

Wednesday, August 12, 2015
Gastonia Conference Center
145 South Marietta Street
Gastonia, NC 28052

Time	Item	Presenter
8:10 p.m. 5 minutes	Comments from the Chair	Michael Johnson
8:15 p.m. 5 minutes	Comments from the Executive Director	Jim Prosser
8:20 p.m.	Adjournment	Michael Johnson

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Centralina Council of Governments

Item 1



Centralina Council of Governments

**Board of Delegates Minutes
May 13, 2015**

Jurisdiction	Represented By	Jurisdictions Not Represented
Albemarle	Martha Sue Hall	Ansonville
Anson County	Jarvis Woodburn	Cherryville
Badin	Deloris Chambers	Belmont
Bessemer City	Kay McCathen	China Grove
Charlotte	Patsy Kinsey	Cleveland
Cornelius	Thurman Ross	Cramerton
East Spencer	Phronice Johnson	Dallas
Gaston County	Joe Carpenter	Davidson
Gastonia	Walter Kimble	Faith
Granite Quarry	Mike Brinkley	Harmony
Huntersville	Sarah McAulay	Hemby Bridge
Lincoln County	Martin Oakes	High Shoals
Matthews	Joe Pata	Marvin
Midland	Kathy Kitts	Kings Mountain
Mineral Springs	Peggy Neill	Indian Trail
Mint Hill	Richard Newton	Iredell County
Monroe	Bobby Kilgore	Landis
Mount Pleasant	Warren Chapman	Lincolnton
New London	Tate Daniels	Locust
Stallings	Regis Griffin	Marshville
Stanly County	Bill Lawhon	Lowell
Statesville	Michael Johnson	McAdenville
Wadesboro	Bill Thacker	Misenheimer
Weddington	Bill Deter	Mecklenburg County
		Mooresville
		Morven
		Mount Holly
		Norwood
		Oakboro
		Pineville
		Ranlo
		Richfield
		Salisbury
		Spencer
		Spencer Mountain
		Stanley
		Troutman
		Union County
		Unionville
		Waxhaw
		Wingate

Call to Order

Chairman Michael Johnson called the meeting to order. He welcomed the Alternates in attendance.

Amendments to the Agenda

There were no amendments to the agenda.

Consent Agenda

Seeing that there were no requests to remove items from the Consent Agenda, a motion was made to approve the Consent Agenda as follows:

- 1. Approval of the February 11, 2015 Board of Delegates Meeting Minutes**
- 2. Appointment to the Centralina Economic Development Commission Board**

The motion was seconded and carried unanimously.

3. Region of Excellence Awards

Zachary Mohr, Assistant Professor of Political Science and Public Administration at UNC-Charlotte, presented the award for Controlling the Cost of Government to Gaston County for its Radio Communication Tower Construction, Co-location, and Interoperability project. He also presented an award for Growing the Economy to the City of Kings Mountain for the Downtown Kings Mountain Small Business Success Project.

Sean Flaherty, Program Director for Envision Charlotte, presented an award for Growing the Economy to the Town of Huntersville for the Strategic Economic Development Plan. He also presented the award for Improving Quality of Life to the Town of Indian Trail for the Resident Recreational Pass Program.

Marcie Smith, Gaston County Public Works, presented the Clean Cities Award to the City of Concord for demonstrating leadership, excellence, and innovation in clean transportation and fuel activities.

Kelly Weston, Clerk to the Board, declared that a quorum was present.

Chairman Johnson called the meeting to recess for dinner.

After a brief recess, Chairman Johnson resumed the meeting.

4. Lumina Foundation Grant Update

Mike Manis, Community and Economic Development Director, gave the staff presentation on this item. He aired a video from the Lumina Foundation that provided an overview of the grant program's national agenda.

Council Member Walter Kimble, City of Gastonia, noted that success is not necessarily found in a four-year degree, adding that schools are beginning to lag behind in the trades.

In response to a question from Council Member Martha Sue Hall, City of Albemarle, Mr. Manis explained that representatives from all K-12 school systems in the Centralina region were invited to a Lumina kick-off meeting in March.

Secretary Patsy Kinsey, City of Charlotte, made a motion to commit the CCOG Board Member's communication assistance with their local businesses and chambers of commerce to support the

stakeholder engagement plan to implement the Lumina CPACP work program. Council Member Hall seconded the motion and it was carried unanimously.

Chairman Johnson stated that CCOG is on the cutting edge of growing the economy and creating jobs in the region.

5. CONNECT Our Future Update

Emily Parker, Senior Planner, gave the staff presentation on this item. She presented a schedule of CONNEXT meetings to be held in each county in the region to discuss the next steps for the CONNECT Our Future project. She noted that a CONNECT Consortium meeting will be held in July to celebrate the results from the county meetings and determine annual priorities.

Council Member Hall requested that CCOG staff provide notice of the date and location of the CONNEXT Consortium meeting as soon as the date is finalized.

Vice Chair Sarah McAulay, Town of Huntersville, made a motion for the CCOG Board of Delegates to endorse the next steps for the CONNECT project and commit to encouraging local government staff attendance. Secretary Kinsey seconded the motion and it was carried unanimously.

Chairman Johnson read a letter from the U.S. Department of Housing and Urban Development’s (HUD) Office of Economic Resilience approving the final progress reports for the HUD Sustainable Communities Regional Planning Grant and commending CCOG for the quality of products, process, and participation associated with the CONNECT project. Chairman Johnson asked CCOG staff to send the letter to each member of the region’s state Congressional delegation.

6. Greater Charlotte Regional Freight Mobility Plan Report

Michelle Nance, Planning Director, gave the staff presentation on this item. She explained that freight logistics is an urban, suburban, and rural issue. CCOG has received over \$40,000 in local government support for the freight study. She encouraged communities who have not yet supported the project to consider doing so. Other funding partners include Metropolitan and Regional Planning Organizations, the Federal Highway Administration, and the North Carolina Department of Transportation.

A motion was made for the CCOG Board of Delegates to endorse the next steps for the Regional Freight Mobility Planning project, commit to encouraging local government financial support, and encourage local private sector representatives to participate. The motion was seconded and carried unanimously.

7. Updates on CCOG Programs and Initiatives

Vice Chair McAulay presented a series of updates to the Delegates. She reported that the Volunteer Transportation Services (VTS) program is funded by the North Carolina Department of Transportation Section 5310 grant, which now requires the program to secure a 50% local match of \$78,616.50. As of May 7, 2015, Centralina Connection has raised \$18,000 for VTS. Staff has mailed and emailed sponsorship information to over 1,300 organizations and individuals and will apply for \$135,000 in grant funding by the end of June.

She also reported that, following direction from the Executive Board, CCOG staff has selected December 3, 2015 as the new date for the CCOG Conference. The event will be held at the Gastonia Conference Center. She asked the Board Members to place the conference date on their calendars and to encourage their fellow elected officials and staff in their communities to attend.

Vice Chair McAulay reported that the North Carolina Association of Regional Councils held the NC Tomorrow Summit in Raleigh last month. The Summit showcased the NC Tomorrow strategy for economic growth. Jay Williams, Assistant Secretary for Economic Development with the U.S. Department of Commerce, complimented the regional councils for this innovative plan. Several Centralina initiatives were highlighted, including Career Headlight, presented by David Hollars, and Regional Water Resource work by Jason Wager and Barry Gullet.

In her final report, she noted that the Centralina Building Committee, comprised of herself, Commissioner Joe Carpenter, Gaston County, and Council Member Devin Rhyne, City of Lincoln, will provide guidance on the decision process and criteria for Centralina's office lease renewal options. The Executive Board and Board of Delegates will review the options. Criteria will include budget impact, cost-savings, location and interstate access, parking availability, and program space requirements. She added that a decision should be made by the spring of 2016.

Comments from the Board of Delegates

There were no comments from the Board.

Comments from the Chair

Chairman Johnson noted that the Centralina Workforce Development Board, along with Rowan-Cabarrus Community College and Chambers of Commerce and Economic Development authorities in Rowan and Cabarrus Counties, launched the new North Carolina Manufacturing Institute in April. The Institute's goal is to build a clear and achievable pathway for individuals to acquire skills needed to access good jobs in local communities.

He reported that CCOG staff recently attended a meeting on implementation of the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydroelectric Project. Staff hopes to assimilate projects under the agreement related to land preservation and recreational amenities on behalf of CCOG members so that those communities may participate in the projects.

He noted that Centralina organizes regional meetings of local government solid waste and recycling managers that provide a platform for networking and learning about program improvements.

Chairman Johnson noted that Jessica Hill and Emily Parker of the Planning Department facilitated a LEAN process improvement training for staff that focused on streamlining planning for the CCOG Conference. This new engagement technique will be a service offered to local governments.

He also noted that Jessica Hill completed a key financial strategies project for the Town of Waxhaw that helped the Town Council determine the need for prioritizing projects and examine options for financing community needs. This type of project is supported by the Local Government Commission and could benefit every community.

Comments from the Executive Director

There were no comments from the Executive Director.

Adjournment

With no further business to be discussed, Chairman Johnson adjourned the meeting at 8:25 p.m.

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Centralina Council of Governments

Item 2



Board Agenda Item Cover Sheet

Board Meeting Date:	August 12, 2015	Agenda Item Type:	Consent:		Regular:	X
Submitting Person:	Jim Prosser	Presentation Time (est.):	10 minutes			
Presenter at meeting:	Leslie Mozingo	Phone Number/Ext:	(704) 748-2686			
		Email:	jprosser@centralina.org			
Alternate Contact Person:	Vicki Bott	Phone Number/Ext:	(704) 348-2703			
		Email:	vbott@centralina.org			
Submitting Department:	Executive	Department Head Approval:				
Board Expectation: <i>(required action or responsibility expected from Board members)</i>						
Receive introduction to Leslie Mozingo regarding services to be provided for Centralina Council of Governments and member communities.						
Description of Agenda Item:						
This will be a presentation by Leslie Mozingo to provide an overview of strategies to increase federal resources for Centralina initiatives.						
Background & Basis of Recommendations:						
The Executive Board has identified the need for Centralina to develop and implement strategies that will support job and economic growth, control cost of government and improve quality of life through systems required by communities that cross boundaries and by providing practical tools for communities within our region. The federal government provides both technical and financial support for these purposes. These federal resources are becoming more constrained. Recognizing the importance of optimizing our ability to secure those resources to support our communities, the Board has entered into an agreement with Leslie Mozingo. Ms. Mozingo's role will not be to lobby but rather to assist staff with connecting with the appropriate federal officials to assist in implement the initiatives approved by the Board.						
Action / Recommendation:						
Receive report from Leslie Mozingo.						
Time Sensitivity (none or explain):	None.					
Budget Impact (if applicable):	\$42,000 annually					
List of Attachments (if any):	None.					



Centralina Council of Governments

Item 3



Board Agenda Item Cover Sheet

Board Meeting Date:	August 15, 2015	Agenda Item Type:	Consent:		Regular:	X
Submitting Person:	Michelle Nance	Presentation Time (est.):	15 minutes			
Presenter at meeting:	Michelle Nance and Pat Anater, Senior Project Manager with CDM Smith	Phone Number/Ext:	(704) 348-2709			
		Email:	mnance@centralina.org			
Alternate Contact Person:		Phone Number/Ext:				
		Email:				
Submitting Department:	Planning	Department Head Approval:	<i>Michelle E. Nance</i>			
Description of Agenda Item:						
Greater Charlotte Regional Freight Mobility Plan – Update and contract award to CDM Smith, Inc.						
Background & Basis of Recommendations:						
<p>1) The regional Comprehensive Economic Development Strategy (CEDS) called for a Regional Freight Study to assess and plan for the Region’s future freight system needs to support economic development. The Greater Charlotte Freight Mobility Plan incorporates strong partnerships across the region, including MPO/RPOs, councils of government, local governments, and multiple private partners. Since May, much progress has occurred on this project related to regional outreach, funding, project organization, and project committees. Staff will provide a project update.</p> <p>2) A scope of work was developed with private sector input and involvement from the region’s MPOs and RPO to ensure that the freight plan outcomes would provide deliverables to meet the region’s logistics and long-range transportation planning needs. After a nationwide, open consultant call, four companies were interviewed and while all of the firms were technically capable, CDM Smith, Inc. provided an additional insight into how freight issues align with local and regional economic development strategies and they were able to articulate the value of freight logistics to the small town and rural segments of our region.</p> <p>The Executive Committee reviewed and approved the draft CDM Smith, Inc. contract at their June 2015 meeting. The Board of Delegates is asked to approve the final consultant contract for this important project.</p>						
Action / Recommendation:						
The CCOG Board of Delegates endorses the next steps for the Regional Freight Mobility Planning project, commits to encouraging local government and private financial support, and approves the contract with CDM Smith, Inc. for \$350,508.						
Time Sensitivity (none or explain):	High - Contract approval will allow this project to progress without delay, including soliciting participation and funds from the private sector.					

Budget Impact <i>(if applicable):</i>	Medium - This project has federal and local funding commitments, however, private sector participation is critical to the success of this project. Roughly \$200,000-\$250,000 in additional funding is currently needed for match and to support the current project scope.
List of Attachments <i>(if any):</i>	<ul style="list-style-type: none"> • Greater Charlotte Regional Freight Mobility Plan Status Report August 2015 • List of local government contributions



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Greater Charlotte Regional Freight Mobility Plan Status Report – August 2015

Why do the Freight Mobility Study?

- According to Federal Highway Administration Data, other states are further ahead of North Carolina in starting their MAP-21-required Freight Strategic Plans. It is important for this region to begin looking at these issues, especially given the need to support strong growth in freight movement due to Panamax traffic and the intermodal facility, and to support Export and Advanced Industries.
- The 2015-2016 Regional Freight Planning Initiative will provide data, engagement, and findings needed by our MPOs for their Metropolitan Transportation Plans (MTPs).
- Freight logistics are important to rural development, as delays and/or efficiencies impact business success, company productivity, and local jobs.
- As part of the upcoming changes to MAP-21, USDOT will require NCDOT to conduct a Statewide Strategic Freight Plan in the next two-three years. Our region will have a strategic advantage by beginning now to address pressing needs. Starting now ensures that our region’s freight plan will inform the statewide plan. CCOG has reviewed the initial MAP-21 recommendations concerning what the USDOT will want from State DOTs in advance of writing an RFP, and will continue to monitor them until they are finalized (expected mid-2015). NCDOT has been part of an early stakeholder group to provide input on this process.
- USDOT is focused on funding initiatives and facilities based on data-driven planning—known as “Performance Measurement”—to prioritize national investments. Having a freight plan now, will provide indicators needed to measure performance towards local, MPO, and NCDOT goals.
- Data collected as part of the freight study will complement MPO efforts towards local and MPO-wide scenario planning, as encouraged through MAP-21.



FLOW Project Elements:

The Centralina region must start this work now to ensure competitiveness of its freight systems and be positioned for future federal and state assistance. The FLOW initiative will begin in spring 2015, with a target completion date of December 2016. The project will proceed in phases as funding is secured and based on MAP-21 requirements, the Scope of Work will:



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- Include new analyses to understand the current and future levels of freight network activity (truck and rail) on a systemic (freeway/local roads) and land parcel basis, as well as the identification of new technologies to improve freight flow and transfer processes, which will help attract additional logistics business to the region.
- Serve all parts of the region, including suburban and rural areas. This is important since access to freight continues to be a key foundation of local economic development systems.
- Include a steering committee (and a Freight Advisory Committee) to involve key regional and national freight experts—manufacturers, shippers and brokers—those who know and rely upon the network in place but who also have additional insight into future needs.
- Meet the MAP-21 requirements as related to the MPO and the NCDOT Strategic Plans.

Recent Actions:

- CCOG has worked with this region's MPOs/RPO and presented to multiple local governing boards to gain support and funding commitments for the regional freight study.
- A scope of work was developed in concert with the MPOs/RPO and input from NCDOT and FHWA.
- A competitive Request for Proposals was sent to freight firms, consultant teams were interviewed, and a consultant was selected to complete the Regional Freight Plan.
- CCOG has applied for grant funding to support the cost of the Regional Freight Study:
 - Federal Highway Administration (FHWA) SHRP2 Grant (February 2015) – FHWA is funding this project through the Regional Models of Cooperation initiative – Funding awarded.
 - Economic Development Administration (April 2015) – Grant awarded.

Estimated Project Cost:

- Estimated project cost is \$500,000-\$700,000. Current/projected funding includes:
 - \$200,000 Federal Highways Association (FHWA)
 - \$150,000 from CRTPO, GCL MPO, Rocky River RPO, RFATS
 - \$89,000 from US Economic Development Administration (EDA)
 - \$30,000 from City of Charlotte (match with city and county payments)
 - \$95,000 (cities and counties)
 - Balance from other grant sources and private sector funds



Freight Mobility Study

Local Government Funding Status Report

Funding Goals

Scope and cost: The proposed Regional Freight Study is more than a traditional component within the mandated Long-Range Transportation Plan updates of the region’s MPOs. It implements both the regional Comprehensive Economic Development Strategy, and the CONNECT Our Future Framework for Growth with an innovative scope that incorporates economic development, workforce, and land use elements. It will involve extensive and multi-disciplinary stakeholder engagement, as well as sophisticated analysis and modeling, and its estimated cost is \$600,000 – 700,000.

Revenue sources: The project is expected to be funded from a variety of sources, including federal or state grants, planning funds allocated by the MPOs/RPOs, the region’s local governments, and relevant private sector companies. The federal grants typically require a non-federal local match, which the project plans to meet through Local Government and Private Sector sources.

All nine counties in the Centralina region, and 22 municipalities (those with 10,000 or more in population and/or county seats), were asked to consider assisting with funding of the project. Requested amounts ranged from \$250 to \$30,000, based on population ranges, and were payable in any fiscal year from 2014-15 through 2016-17.

Results to Date

As of July 24, 2015, local government funding is at 52% of goal: a total of \$49,250 has been raised from three counties and fourteen municipalities. Thank-you to these early-committing project funders:

Albemarle	Huntersville	Mount Holly
Belmont	Lincoln County	Stallings
Davidson	Matthews	Stanly County
Charlotte	Mecklenburg County	Statesville
Cornelius	Monroe	Wadesboro
Gaston County	Mooresville	



Centralina Council of Governments

Item 4



Board Agenda Item Cover Sheet

Board Meeting Date:	August 15, 2015	Agenda Item Type:	Consent:		Regular: X
Submitting Person:	Michelle Nance	Presentation Time (est.):	10 minutes		
Presenter at meeting:	Emily Parker	Phone Number/Ext:	(704) 348-2709		
		Email:	mnance@centralina.org		
Alternate Contact Person:		Phone Number/Ext:			
		Email:	eparker@centralina.org		
Submitting Department:	Planning	Department Head Approval:	<i>Michelle E. Nance</i>		
Description of Agenda Item:					
CONNECT Our Future – “CONNEXT” Tools for Action					
Background & Basis of Recommendations:					
<p>Through May and June 2015, staff presented the CONNECT Toolkit to local government staff members in 10 counties, presenting twice in Mecklenburg County. Audiences included planners, managers, park and recreation officials, police chiefs, and a few elected officials. The agenda included a review of public input in the applicable county, a review of the CONNECT Toolkit and reports, and a summary of data and products available. Staff also engaged in a survey and discussion to determine the tools that would be most useful in their own county, and the challenges to tool implementation.</p> <p>CCOG staff will give a brief summary of outcomes from the 11 meetings and provide a preview of the CONNECT Consortium meeting that will occur on August 27, 2015.</p>					
Action / Recommendation:					
The CCOG Board of Delegates commits to encouraging local government staff attendance at the Consortium event in August.					
Time Sensitivity (none or explain):					
Budget Impact (if applicable):	CONNECT 2015 work does not have a dedicated funding source and will be funded through local government dues (until other sources are secured).				
List of Attachments (if any):	Magazine to be provided at the meeting (to communities that have not received magazines).				



Centralina Council of Governments

Item 5



Board Agenda Item Cover Sheet

Board Meeting Date:	August 12, 2015	Agenda Item Type:	Consent: <input type="checkbox"/>	Regular: <input checked="" type="checkbox"/>	X
Submitting Person:	Kelly Weston	Presentation Time (est.):	10 minutes		
Presenters at meeting:	Sarah McAulay	Phone Number/Ext:	(704) 875-6872		
		Email:	srmcaulay@aol.com		
Alternate Contact Person:	Kelly Weston	Phone Number/Ext:	(704) 348-2728		
		Email:	kweston@centralina.org		
Submitting Department:	General Government	Department Head Approval:	Jim Prosser		
Board Expectation: <i>(required action or responsibility expected from Board members)</i>					
The Board of Delegates is asked to support staff's attendance goals for the second annual CCOG "Creative Solutions for Thriving Communities" Conference by committing to registering for the event and encouraging other elected officials and staff in their communities to register.					
Description of Agenda Item:					
CCOG staff is in the process of planning the 2015 "Creative Solutions for Thriving Communities" Conference. Staff is working with CCOG Delegates serving as Conference Champions who are providing input throughout the coordination phase. The Conference Champions will give a presentation on these planning efforts.					
Background & Basis of Recommendations:					
CCOG seeks to build on the success of the 2014 CCOG Conference with innovative programming that addresses a variety of emerging issues throughout the region. Registration opens in August and staff has set a goal of securing 100 Conference registrants by September 30.					
Action / Recommendation:					
The Board of Delegates commits to registering for the 2015 CCOG Conference by the October 21 st Early Registration deadline and encouraging other elected officials and staff in their communities to register.					
Time Sensitivity (none or explain):	None.				
Budget Impact (if applicable):	None. The 2015 Conference expense budget has been set for \$40,000, while staff anticipates revenues from sponsorships and registration fees will total \$40,000. While the event is self-funding, the Centralina Foundation has approved a loan request to cover upfront expenses associated with planning the Conference.				
List of Attachments (if any):	None.				



Centralina Council of Governments

Item 6



Board Agenda Item Cover Sheet

Board Meeting Date:	August 12, 2015	Agenda Item Type:	Consent:	Regular:	X
Submitting Person:	Jim Prosser	Presentation Time (est.):	10 minutes		
Presenter at meeting:	Sarah McAulay	Phone Number/Ext:	(704) 748-2686		
		Email:	srmcaulay@aol.com		
Alternate Contact Person:	Jim Prosser	Phone Number/Ext:	(704) 348-2703		
		Email:	jprosser@centralina.org		
Submitting Department:	Executive	Department Head Approval:			
Board Expectation: (required action or responsibility expected from Board members)					
Review progress of facilities options for Centralina operations.					
Description of Agenda Item:					
Authorize Executive Board Building Committee to develop options for renewing the current lease at 525 North Tryon.					
Background & Basis of Recommendations:					
<p>The lease for the current lease for Centralina office space at 525 North Tryon expires in May of 2018. Board of Delegates members have previously suggested that the Executive Board develop options to renew the current lease, which has an annual cost of \$360,000.</p> <p>While May of 2018 seems like a long time in the future, some options for lease renewal will require lead time of up to 2 years. Accordingly, Centralina Executive Board has directed staff to develop options for building space in anticipation of our current lease expiration. A Building Committee comprised of Sarah McAulay, Devin Rhyne, Bill Feather and Joe Carpenter is providing oversight on this process.</p> <p>The Building Committee has met monthly since April. Key issues discussed includes suggested criteria for evaluating office space options including:</p> <ol style="list-style-type: none"> 1. Budget impact 2. Operating cost savings (lease/debt service, including meeting space expense, parking expense, financing options, energy costs, maintenance) 3. Travel time for members and staff 4. Parking availability 5. Visibility 6. Program space requirements (including ability to recover fees for program use of meeting space) <p>Options to be considered will include renewal of current lease, lease of building space at another location, build and own office space and purchase/remodel office space. Additionally, the Board has directed that staff identify organizations that may co-locate with Centralina.</p> <p>One of the first steps in this process will be the development of an office “program” to determine the amount and type of office space required. This will be used to inform the various options to be considered.</p> <p>The Executive Board has approved a contract with LaBella Associates (formerly Pease Engineering and Architects) to provide services including development of a report outlining the office space requirements</p>					



<p>and a concept plan. Their work would include preparation of an initial draft report and editing draft based on feedback from the Board and staff. The cost for this work is \$5,000 payable within 18 months of project initiation.</p> <p>The committee will also be developing survey that will seek input for the decision criteria from member communities. Delegates that have an interest in serving on the Building Committee should contact Kelly Weston.</p>	
<p>Action / Recommendation:</p>	
<p>The Board of Delegates authorizes the Executive Board Building Committee to develop options for renewing the current lease at 525 North Tryon Street.</p>	
<p>Time Sensitivity (<i>none or explain</i>):</p>	<p>It is intended that the Facilities Study, including options, be completed for consideration by the Executive Board by summer 2016. Authorization to proceed with development of this phase of work would support this timeline.</p>
<p>Budget Impact (<i>if applicable</i>):</p>	<p>The budget impact will be determined as part of the study process.</p>
<p>List of Attachments (<i>if any</i>):</p>	<p>None.</p>