

# The Executive Board Agenda

Chairman Michael Johnson will convene a meeting of the **Centralina COG Board of Delegates on Wednesday, September 9, 2015. A light dinner will be served at 6:00 p.m. The meeting will be held in the Catawba Room of the Centralina COG office on the 12<sup>th</sup> floor of the 525 North Tryon Street building.**

Time	Item	Presenter
6:00 p.m.	<b>Dinner</b> Please RSVP to Kelly Weston at <a href="mailto:kweston@centralina.org">kweston@centralina.org</a> or (704) 348-2728 by <b>12:00 p.m. on Friday, September 4</b> so that catering can be arranged.	Kelly Weston
6:30 p.m.	<b>Call to Order, Welcome &amp; Declaration of Quorum</b>	Michael Johnson
	<b>Recognition of Pat Riley’s Contributions to CONNECT Our Future</b>	Michael Johnson
	<b>Amendments to the Agenda (if any)</b>	Michael Johnson
<b>Consent Items:</b> <i>Consent agenda items may be considered in one motion and without discussion except for those items removed by a Board member.</i>		
6:40 p.m. <b>Item 1</b> Pages 4 – 7	<b>Approval of the June 10, 2015 Executive Board Meeting Minutes</b> The minutes of the June 10, 2015 meeting have been distributed to all members of the Executive Board and should be approved if correct.  <b>Action/Recommendation:</b> “I move to approve the June 10, 2015 Executive Board Meeting minutes.”	Michael Johnson
<b>Item 2</b> Pages 8 – 9	<b>Approval of the August 3, 2015 Executive Board Special Meeting Minutes</b> The minutes of the August 3, 2015 special meeting have been distributed to all members of the Executive Board and should be approved if correct.  <b>Action/Recommendation:</b> “I move to approve the August 3, 2015 Executive Board Special Meeting minutes.”	Michael Johnson
<b>Regular Business Items:</b>		
6:45 p.m. <b>Item 3</b> 10 minutes Pages 10 – 11	<b>Merit Pay Authorization</b> At the June Executive Board meeting, action to authorize payment of merit increases was tabled until this September meeting. The purpose was to determine the amount of revenues received from requests to member counties to pay for senior programs match. Centralina has received 98% of the amounts requested as of late July. This amount, \$134,722, provides significant financial flexibility to cover the cost for merit pay increases.  <b>Action/Recommendation:</b> Provide direction to staff regarding changes to budget plans and authorize the provision of merit increases with a total pool of 2.5% of salaries based on employee evaluation results.	Jim Prosser
6:55 p.m. <b>Item 4</b> 5 minutes Page 12	<b>Volunteer Transportation Services and Mobility Management Update</b> CCOG is seeking authorization to execute the FY16 contract from North Carolina Department of Transportation (NCDOT) for VTS and Mobility Management activities. The full annual operating budget for VTS is \$157,233.00 and the program requires a 50% local match (\$78,617.00). The annual budget for Mobility Management is \$138,990.00 and the program requires a 20% local match. NCDOT has indicated in the contract they plan to pay 10% leaving a 10% local match of \$13,899.00.  <b>Action/Recommendation:</b> Consider a motion to give CCOG authorization to sign the FY16 contract with NCDOT to continue Mobility Management work and Volunteer Transportation Services.	Katie Kutcher

# The Executive Board Agenda

Time	Item	Presenter
<p><b>7:00 p.m.</b> <b>Item 5</b> 10 minutes Pages 13 – 14</p>	<p><b>Regional Transit – Innovation Corridors Planning Report</b> During the CONNECT public engagement sessions, transit was a clear topic of interest for urban, suburban, and rural communities. The Innovation Corridors concept joins several CONNECT priorities to create economic development and place-making opportunities in the short-term, while preparing for future transit in the long-term. Complimentary concepts include innovation hubs for jobs and training, broadband access, housing choice, farmland protection, and regional collaboration, to name a few. Federal, state, and local agencies gathered on August 28th to explore this concept. This item provides an update on their discussions and next steps.</p> <p><b>Action/Recommendation:</b> The Executive Board is asked to consider how the Innovation Corridors concept could apply to their community and provide input on additional partners to include in the conversation.</p>	<p>Michelle Nance</p>
<p><b>7:10 p.m.</b> <b>Item 6</b> 15 minutes Pages 15 – 22</p>	<p><b>Federal Relations Consultant Update</b> CCOG staff will provide an update on the contract with Strategics Consulting for federal relations assistance and on activities that have taken place under that contract since July 1, 2015. Strategics Consulting principal, Leslie Mozingo, will present for Executive Board review and approval, a draft Strategic Plan for Federal Funding of CCOG top priority issue areas and associated regional initiatives.</p> <p><b>Action/Recommendation:</b> “I move that the Executive Board approve the Strategic Plan for Federal Funding of CCOG Priority Initiatives as presented.”</p>	<p>Vicki Bott and Leslie Mozingo</p>
<p><b>7:25 p.m.</b> <b>Item 7</b> 15 minutes Pages 23 – 27</p>	<p><b>Private-Sector Fundraising Update</b> CCOG staff will provide an update on the contract with Jennifer Nichols as a consultant for private-sector fundraising assistance and on activities that have taken place under that contract since August 1. Ms. Nichols will present for Executive Board review a preliminary prioritization of initiatives. She will also provide an overview of the role that Delegates and other Member elected officials may play in the private-sector fundraising process.</p> <p><b>Action/Recommendation:</b> “I move that a) the Executive Board encourage staff and Consultant to proceed with the contract’s Statement of Work as presented, b) the prioritization of initiatives for private-sector fundraising be accepted as presented, and c) the Private-Sector Fundraising Committee be charged with reviewing the Strategic Plan for Private-Sector Funding and monitoring progress.”</p> <p>The Executive Board may also direct negotiation of specific amendments to the Statement of Work if any are so desired, and/or direct a different prioritization of initiatives, and/or decline to charge the Committee with reviewing the Plan and monitoring progress.</p>	<p>Sarah McAulay, Vicki Bott, and Jennifer Nichols</p>
<p><b>7:40 p.m.</b> <b>Item 8</b> 5 minutes Page 28</p>	<p><b>2015 CCOG Conference Report</b> CCOG staff is in the process of planning the second annual CCOG “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 Champions will present an update on Conference programming and follow up on requests for Executive Board assistance with sponsorship recruitment and registration.</p>	<p>Sarah McAulay</p>

# The Executive Board Agenda

Time	Item	Presenter
	<p><b>Action/Recommendation:</b> The Executive Board members are asked to report on CCOG Conference sponsor recruitment and registration efforts.</p>	
<p><b>7:45 p.m.</b> <b>Item 9</b> 5 minutes Page 29</p>	<p><b>Nominating Committee Formation</b> Each year, the Executive Board forms a three-member Nominating Committee to select a slate of Officers to serve on the Executive Board. The Board must form the Committee no later than its November 2015 meeting so that the Board of Delegates may hold elections at its February 2016 meeting.</p> <p><b>Action/Recommendation:</b> Executive Board members are asked to volunteer to serve on the Nominating Committee so that the Committee may be formed at the November 17, 2015 Executive Board meeting.</p>	Michael Johnson
<p><b>7:50 p.m.</b> 10 minutes</p>	<b>Comments from the Executive Board</b>	Board Members
<p><b>8:00 p.m.</b> 5 minutes</p>	<b>Comments from the Chair</b>	Michael Johnson
<p><b>8:05 p.m.</b> 5 minutes</p>	<b>Comments from the Executive Director</b>	Jim Prosser
<p><b>8:10 p.m.</b></p>	<b>Adjournment</b>	Michael Johnson

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Centralina Council of Governments

**Item 1**



**Executive Board Minutes**

**June 10, 2015**

<b>Officers Present</b>	<b>Delegates Present</b>	<b>Delegates Not Present</b>	<b>Centralina Staff</b>
Michael Johnson, Chair Sarah McAulay, Vice-Chair Bill Feather, Treasurer	Joe Carpenter Will Cauthen Warren Chapman Bobby Compton Martha Sue Hall Martin Oakes Devin Rhyne Jarvis Woodburn	Bill Deter George Dunlap Lyndell Ingram Patsy Kinsey, Secretary Gene McIntyre Jerry Simpson	Jim Prosser Vicki Bott Katie Kutcher Linda Miller Michelle Nance Kelly Weston Venecia White  <i>Guests:</i> Gary Becker Bill McKoy

**Open and Welcome**

Chairman Michael Johnson, City of Statesville, called the meeting to order at 6:30 p.m.

Commissioner Joe Carpenter, Gaston County, gave the invocation.

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

**Amendments to the Agenda**

Chairman Johnson noted the following amendments to the agenda:

- The language in Item 3 was revised to clarify CCOG’s Personnel Policy regarding retiree health insurance coverage.
- Review of Centralina Facility Options Progress was added to the agenda as Item 10.

Council Member Martha Sue Hall, City of Albemarle, made a motion to approve the amendments to the agenda. Commissioner Carpenter seconded the motion and it was carried unanimously.

**Consent Items**

Chairman Johnson read the Consent Agenda as follows:

1. **Approval of the Executive Board Minutes from the April 8, 2015 Meeting**
2. **CCOG Employee Health Insurance Update**
3. **CCOG Personnel Manual Update**
4. **Approval of Regional Freight Study Consultant Contract**

Vice Chair Sarah McAulay, Town of Huntersville, made a motion to approve the Consent Agenda. Treasurer Bill Feather, Town of Granite Quarry, seconded the motion and it was carried unanimously.

**5. Fiscal Year Ending June 30, 2016 Budget Review**

Jim Prosser, Executive Director, gave the staff presentation on this item, giving an overview of the financial forecast for the next fiscal year.

In response to Chairman Johnson's question, Linda Miller, Aging Programs Director, explained that Centralina Area Agency on Aging must re-submit its application to become a Medicare provider because the application must be submitted 90 days prior to holding the first Medicare-reimbursable pilot class.

Chairman Johnson asked staff to determine if there are programs counties are required to provide that are not Medicare-reimbursable for them but would be reimbursable if provided by CCOG.

Mr. Prosser stated that CCOG is looking into co-location and staff-sharing with Charlotte Works.

Chairman Johnson expressed concern about requesting accelerated membership payments while considering a salary increase for staff and suggested discussing the increase at the next Executive Board meeting.

Council Member Hall stated that she would not be able to vote for the merit increase.

Commissioner Bobby Compton, Town of Mooresville, indicated that he does not agree with waiting to consider a salary increase.

Commissioner Martin Oakes, Lincoln County, made a motion to postpone consideration of a merit increase until the September 9, 2015 Executive Board meeting. Council Member Hall seconded the motion and it was carried unanimously.

Vice Chair McAulay made a motion to approve the budget based on the information presented. Commissioner Oakes seconded the motion and it was carried unanimously.

**6. Report of Financial Activity for the Period Ending June 10, 2015**

Mr. Prosser gave the staff presentation on this item. He explained that incremental increases in revenue may be offset by changes in the state's process for accepting reimbursements. He added that the year-end audit will clarify some of the state's expectations regarding reimbursements.

**7. Volunteer Transportation Services Update**

Katie Kutcher, Aging Programs Coordinator, gave the staff presentation on this item, providing an update on the program's progress. She noted that Volunteer Transportation Services (VTS) has made 234 one-way trips to date.

Gary Becker, representing the Centralina Connection, Inc. Board, stated that it has been rewarding to watch the VTS program grow and see the relationships develop between riders and drivers.

Bill McKoy, also representing the Centralina Connection, Inc. Board, noted that surveys show that transportation is major concern for older adults. He added that he hopes the Executive Board will continue to support the program.

Mr. Prosser noted that he will have to recommend discontinuing the VTS program if it cannot be funded through the next quarter.

Council Member Hall made a motion to allow VTS to continue into FY16 on a quarterly basis with the understanding that VTS will continue to fundraise and apply for grant funding to meet the required local 50% match. Mayor Pro Tem Cauthen, Town of Cramerton, seconded the motion.

Commissioner Oakes requested a spreadsheet showing the program's fixed costs versus its variable costs.

Treasurer Feather made an amendment to the motion to include incremental goals. Council Member Hall and Mayor Pro Tem Cauthen accepted this amendment. The motion carried unanimously.

**8. Presentation on Funding Consulting Services**

Vicki Bott, Grants Development Director, gave the staff presentation on this item.

Commissioner Oakes, made a motion to proceed with selecting a federal relations consultant effective July 1, 2015. Commissioner Carpenter seconded the motion.

Council Member Hall expressed concern about having a lobbyist advocating for CCOG, adding that she does not want it to appear that the organization is going beyond what cities and towns are doing.

Chairman Johnson noted that the consultants will not lobby or contact members of Congress unless directed to do so. Instead, they will collect the current thinking of bureaucrats in federal agencies for staff to use in preparing grant applications.

Mr. Prosser stated that CCOG has developed a system to turn around grant requests more quickly. Staff is working to expand its efforts with foundations and other funders.

The motion carried on a vote of 10 in favor and one opposed, with Council Member Hall voting in opposition.

Vice Chair McAulay made a motion authorizing the Executive Director to contract with Strategics and to attempt to reduce the consultant's fee. Commissioner Carpenter seconded the motion.

Council Member Devin Rhyne, City of Lincoln, expressed concern about negotiating with the consultant.

Commissioner Compton expressed concern about paying for consultant services after voting against a salary increase due to finances.

In response to Chairman Johnson's question, Ms. Bott indicated that CCOG's grant success rate has increased over the last five years.

Treasurer Feather made a motion to add \$50,000 to the Fiscal Year 2015-2016 budget. Vice Chair McAulay seconded the motion and it carried on a vote of ten in favor and one opposed, with Council Member Rhyne voting in opposition.

Vice Chair McAulay amended her earlier motion to authorize the Executive Director to contract with Strategics within 15 days for an amount not to exceed \$50,000. Commissioner Carpenter seconded the motion and it carried on a vote of eight in favor and three opposed. Those voting in opposition were Treasurer Feather, Council Member Rhyne, and Council Member Hall.

Commissioner Oakes made a motion to invite private sector fundraisers to make presentations at the next Executive Board meeting. Treasurer Feather seconded the motion.

Mr. Prosser suggested that Chairman Johnson identify a subcommittee to assist staff in preparing for the meeting with the consultants.

Chairman Johnson offered an amendment to the motion to add that the consultants would be invited pursuant to a subcommittee's assistance. Commissioner Oakes and Treasurer Feather accepted the amendment. The motion carried unanimously.

Chairman Johnson stated that the subcommittee will consist of Vice Chair McAulay, Council Member Hall, and Commissioner Compton.

**9. 2015 CCOG Conference Report**

Vice Chair McAulay presented an update on CCOG Conference planning activities, noting that James H. Johnson has been identified as one of the keynote speakers for this year's Conference. The Coordinating

Team is exploring the option of contracting with a conference consultant for registration and sponsorship assistance. Registration will open in August with fee's comparable to last year's rates. This year's sponsorship goal is \$23,000. To date, two sponsors have committed a total of \$1,000.

Vice Chair McAulay asked the Executive Board members to talk to the managers and staff in their communities about funding registration costs for their Planning and Parks and Recreation staff.

By consensus, the Executive Board members committed to providing CCOG staff with contact information for potential sponsors of the 2015 CCOG Conference, to delivering save-the-date postcards to Clerks in their communities, and to registering for the Conference and encouraging other elected officials and staff to register.

Council Member Hall suggested that the Executive Board members distribute copies of the CONNECT Our Future magazine along with the save-the-dates. She added that non-member governments should receive a copy of the letter from the U.S. Department of Housing and Urban Development's Office of Economic Resilience approving the CONNECT report.

#### **10. Review of Centralina Facility Options Progress**

Council Member Rhyne presented an update of the Building Committee's work on CCOG's facility options.

Treasurer Feather made a motion to enter into agreement with LaBella Associates for \$5,000. Council Member Hall seconded the motion and it was carried unanimously.

#### **Comments from the Executive Board**

Council Member Rhyne indicated that the recent Lincolnton open house was a success. He encouraged the Executive Board members to make sure that their communities are aware of what can be accomplished through the process, adding that the service is a great deal for the price.

#### **Comments from the Chair**

Chairman Johnson stated that Mr. Prosser has met with managers from the Cities of Concord and Kannapolis and from Rowan and Cabarrus Counties regarding rejoining CCOG. He has asked Vice Chair McAulay to lead a Membership Committee to develop strategies for following up with these communities.

Treasurer Feather stated that Greg Edds, Chairman of the Rowan County Board of Commissioners has expressed interest in visiting an Executive Board meeting.

Chairman Johnson noted that the CONNECT Consortium meeting will be held on August 27, 2015 at the U.S. National Whitewater Center in Charlotte. The meeting will be a celebration as well as a discussion of implementation and next steps.

#### **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 8:54 p.m.

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Centralina Council of Governments

**Item 2**



**Executive Board Minutes**

**August 3, 2015 Special Meeting**

<b>Officers Present</b>	<b>Delegates Present</b>	<b>Delegates Not Present</b>	<b>Centralina Staff</b>
Sarah McAulay, Vice-Chair Patsy Kinsey, Secretary	Joe Carpenter Will Cauthen Bobby Compton Martha Sue Hall Martin Oakes	Michael Johnson, Chair Warren Chapman Bill Feather, Treasurer Bill Deter George Dunlap Lyndell Ingram Gene McIntyre Jerry Simpson Devin Rhyne Jarvis Woodburn	Jim Prosser Kelly Weston

**Open and Welcome**

Vice Chair Sarah McAulay, Town of Huntersville, called the meeting to order at 2:00 p.m.

Jim Prosser, Executive Director, noted that a quorum was not present. He added that the items did not require formal action, but need the Board’s backing.

**1. Report on Private-Sector Fundraising Consultant Services**

Vice Chair McAulay read the Private-Sector Fundraising Committee’s report. She noted that the Committee found that Jennifer Nichols’ approach would likely produce results at a low cost and in a short timeframe.

Mr. Prosser added that CCOG has secured grants from the U.S. Department of Transportation and the Economic Development Administration for work related to the Regional Freight Plan. These grants require CCOG to raise \$250,000 in matches. Other initiatives in need of additional funding sources include Volunteer Transportation Services, Regional Water, CONNECT project implementation, and Career Headlight.

Council Member Martha Sue Hall, City of Albemarle, noted that the Committee decided to move forward with making a decision due to timing and hopes to see how productive the plan will be during the six month contract term.

Mayor Pro Tem Will Cauthen, Town of Cramerton, inquired if the Board could take a consensus vote on the item since a quorum was not present.

Mr. Prosser stated that the contract amount does not require Board approval.

Secretary Patsy Kinsey, City of Charlotte, made a motion accepting the Private-Sector Fundraising Committee’s recommendation that the Executive Board direct staff to negotiate a six-month contract with Jennifer Nichols for an amount up to \$6,000 plus reasonable reimbursable expenses, and to execute that contract as soon as possible so the consulting work can begin. The Committee further recommended that renewal of that contract for a longer term be considered based upon satisfactory performance under that

contract, and that the services of an economic development-oriented consulting firm like Convergent Solutions be considered at some point in the future as a longer-term option.

Mayor Pro Tem Cauthen seconded the motion and it was carried unanimously.

Mr. Prosser added that he will contact other members of the Executive Board to obtain a quorum vote on the item.

**2. Request for CCOG Conference Sponsor Recruitment Assistance**

Vice Chair McAulay noted that the 2015 CCOG Conference sponsorship goal is \$23,000. So far, eight sponsors have committed \$3,750.

By consensus, the Executive Board committed to making two to four sponsorship recruitment telephone calls as supported by materials prepared by staff, and reporting results of those recruitment efforts to CCOG conference staff by September 8.

Vice Chair McAulay asked the Executive Board members to let Kelly Weston know which potential sponsors they intend to contact.

**Adjournment**

With no further business to be discussed, Vice Chair McAulay adjourned the meeting at 2:18 p.m.

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Centralina Council of Governments

**Item 3**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Jim Prosser	<b>Presentation Time (est.):</b>	10 minutes			
<b>Presenter at meeting:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	(704) 348-2703			
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>			
<b>Alternate Contact Person:</b>	None	<b>Phone Number/Ext:</b>				
		<b>Email:</b>				
<b>Submitting Department:</b>	<b>Executive</b>	<b>Department Head Approval:</b>				
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>						
Authorize payment of merit pay for Centralina employees effective July 1, 2015.						
<b>Description of Agenda Item:</b>						
Merit pay adjustments						
<b>Background &amp; Basis of Recommendations:</b>						
<p>At the June Executive Board meeting, action to authorize payment of merit increases was tabled until this September meeting. The purpose was to determine the amount of revenues received from the request to member counties to pay for senior programs match. Centralina has received 98% of the amounts requested as of late July. This amount, \$134,722, provides significant financial flexibility required to meet our balanced budget plan approved at the June Executive Board meeting. This budget plan includes provision for merit increases.</p> <p>Additionally, it should be noted that member dues payment to date reflects receipts of \$732,866 or 96.5% of amount billed. We cannot be sure that we will receive the balance of the amount billed at this time. However, the dues amount received to date is approximately \$1,000 more than received last year.</p> <p>Merit increases have been included in the budget for the current fiscal year and will provide a means to recognize the work accomplished by staff in development of new programs as well as continuous improvement in existing programs. Cost of living adjustments (separate from merit increases) have not been included within the budget, so for most employees potential merit increases will be the only salary increase available. Exceptions would include promotions and working out of class pay, both of which are extremely rare. Merit pay also supports maintaining competitive pay for our employees.</p> <p>Over the last seven years, the Board has authorized salary adjustment as follows:  2009 – No increase or merit adjustments  2010 – No increase or merit adjustments  2011 – No increase or merit adjustments  2012 – Cost of living adjustment (across the board) 2.5%  2013 – Pay and class adjustments (varied – and merit adjustment pool of 2.5%; exact amount per employee varies dependent upon performance)  2014 – 2.5% merit adjustment pool (exact amount per employee varies dependent upon performance)</p> <p>The cost of providing a merit increase pool of 2.5% is estimated at \$65,000. Of that amount, \$55,000 will be reimbursed by grant revenues (direct and indirect), leaving a net amount of \$10,000 to be funded by the General Fund.</p>						



<b>Action / Recommendation:</b>	
Provide direction to staff regarding changes to budget plans and authorize the provision of merit increases with a total pool of 2.5% of salaries based on employee evaluation results.	
<b>Time Sensitivity</b> ( <i>none or explain</i> ):	As noted.
<b>Budget Impact</b> ( <i>if applicable</i> ):	Merit increases would add a gross cost of \$65,000 and approximately \$10,000 net of non-grant reimbursed cost.
<b>List of Attachments</b> ( <i>if any</i> ):	None.



Centralina Council of Governments

**Item 4**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>	<b>Regular:</b>	X
<b>Submitting Person:</b>	Katie Kutcher	<b>Presentation Time (est.):</b>	5 minutes		
<b>Presenter at meeting:</b>	Katie Kutcher	<b>Phone Number/Ext:</b>	704-348-2705		
		<b>Email:</b>	<a href="mailto:kkutcher@centralina.org">kkutcher@centralina.org</a>		
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>			
		<b>Email:</b>			
<b>Submitting Department:</b>	<b>Aging</b>	<b>Department Head Approval:</b>	Linda Miller		
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>					
Review status of Volunteer Transportation Services (VTS) and Mobility Management					
<b>Description of Agenda Item:</b>					
<p>CCOG is seeking authorization to execute the FY16 contract from North Carolina Department of Transportation (NCDOT) for VTS and Mobility Management activities. The full annual operating budget for VTS is \$157,233.00 and the program requires a 50% local match (\$78,617.00). The annual budget for Mobility Management is \$138,990.00 and the program requires a 20% local match. NCDOT has indicated in the contract they plan to pay 10% leaving a 10% local match of \$13,899.00.</p>					
<b>Background &amp; Basis of Recommendations:</b>					
<p>The recommendation is to approve the continuation of VTS through June of 2016. Progress reports will continue to be provided to the Executive Board Finance Committee.</p>					
<b>Action / Recommendation:</b>					
<p>Consider a motion to give CCOG authorization to sign the FY16 contract with NCDOT to continue Mobility Management work and Volunteer Transportation Services.</p>					
<b>Time Sensitivity</b> <i>(none or explain):</i>	CCOG needs to execute the contract ASAP in order to be eligible for timely quarterly reimbursements.				
<b>Budget Impact</b> <i>(if applicable):</i>	\$78,617 is the required 50% match for the NCDOT 5310 grant funding for VTS. The full FY16 Annual Operating Budget is \$157,233.00. The annual budget for Mobility Management is \$138,990.00 and the program requires a 20% local match. NCDOT has indicated in the contract they plan to pay 10% leaving a 10% local match of \$13,899.00.				
<b>List of Attachments</b> <i>(if any):</i>	None.				





Centralina Council of Governments

**Item 5**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September, 9 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>	<b>Regular:</b>	X
<b>Submitting Person:</b>	Michelle Nance	<b>Presentation Time (est.):</b>			
<b>Presenter at meeting:</b>	Michelle Nance	<b>Phone Number/Ext:</b>	704-348-2709		
		<b>Email:</b>	<a href="mailto:mnance@centralina.org">mnance@centralina.org</a>		
<b>Alternate Contact Person:</b>		<b>Phone Number/Ext:</b>	704-348-2731		
		<b>Email:</b>			
<b>Submitting Department:</b>	<b>Planning</b>	<b>Department Head Approval:</b>	MEN		
<b>Description of Agenda Item:</b>					
Regional Transit – Innovation Corridors Planning					
<b>Background &amp; Basis of Recommendations:</b>					
<p>During the CONNECT public engagement sessions, transit was a clear topic of interest for urban, suburban, and rural communities. The Innovation Corridors concept joins several CONNECT priorities to create economic development and place-making opportunities in the short-term, while preparing for future transit in the long-term. Complimentary concepts include innovation hubs for jobs and training, broadband access, housing choice, farmland protection, and regional collaboration, to name a few. Federal, state, and local agencies gathered on August 28<sup>th</sup> to explore this concept. This item provides an update on their discussions and next steps.</p>					
<b>Action / Recommendation:</b>					
The Executive Board is asked to consider how the Innovation Corridors concept could apply to their community and provide input on additional partners to include in the conversation.					
<b>Time Sensitivity (none or explain):</b>	Medium – Update only.				
<b>Budget Impact (if applicable):</b>	None at this time.				
<b>List of Attachments (if any):</b>	Innovation Corridors Summary Sheet				

## ***Innovation Corridors Systems***

**WHAT:** ***Innovation Corridors Systems*** refers to a systematic approach to promoting economic development along key transportation corridors designated as part of the CONNECT Regional Growth Framework. The ***Innovation Corridors*** will explore the potential to include capacity for public transit and high-performance broadband coordinated with transit-oriented housing, commercial development and important public services, including education. Communities will be able to identify focus areas along the corridor for development of assets to promote economic development.

**WHY:**

- To promote economic development in accordance with the recently-completed CONNECT Regional Growth Framework and thus help achieve the desired community outcomes identified as priorities by residents throughout our region.
- To build on the successful broad-based CONNECT public engagement focusing on the next steps to building resilient communities.
- To strengthen linkages between urban and rural areas within the region.
- To reduce cost of providing government services and infrastructure by concentrating development within areas of existing infrastructure and service systems.
- To support enhanced development of walkable “hometown” downtowns by supporting compatible developments in areas of existing small businesses.
- To help preserve farmland by providing options for housing in areas with existing infrastructure.
- To better prepare for future public transit needs, providing options in addition to single-passenger modes of transportation, promoting land uses that will support development of public transit sooner than otherwise may occur, and identifying and potentially preserving public transit corridors prior to development with incompatible land uses.



Vibrant Communities – Robust Region

**HOW:** Implementing the CONNECT Regional Growth Framework requires the development of regional systems, capacity building and relationship building. For the “CONNECT” implementation phase to move forward, it will be necessary to fund ongoing organizational support.





Centralina Council of Governments

**Item 6**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Vicki Bott	<b>Presentation Time (est.):</b>	15 minutes (including Q&A)			
<b>Presenter at meeting:</b>	Vicki Bott and Leslie Mozingo	<b>Phone Number/Ext:</b>	(704) 348-2702			
		<b>Email:</b>	<a href="mailto:vbott@centralina.org">vbott@centralina.org</a>			
<b>Alternate Contact Person:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	(704) 348-2703			
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>			
<b>Submitting Department:</b>	<b>Grants Development</b>	<b>Department Head Approval:</b>				
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>						
The Executive Board is asked to receive an update concerning CCOG's July 1, 2015 contract with Strategics Consulting for federal relations assistance, and to review and approve a Strategic Plan for Federal Funding of CCOG priority initiatives that will guide CCOG's Federal Relations Consultant's services over the next 10 months.						
<b>Description of Agenda Item:</b>						
CCOG staff will provide an update on the contract with Strategics Consulting for federal relations assistance and on activities that have taken place under that contract since July 1, 2015. Strategics Consulting principal, Leslie Mozingo, will present for Executive Board review and approval, a draft Strategic Plan for Federal Funding of CCOG top priority issue areas and associated regional initiatives.						
<b>Background &amp; Basis of Recommendations:</b>						
At the Executive Board's direction, CCOG entered into a 12-month contract with Strategics Consulting for federal relations assistance, effective July 1, 2015, for the sum of \$42,000. In accordance with the contract's Statement of Work, staff and the Consultant have worked collaboratively to review each of the 13 regional initiatives and assess their potential for federal funding. Based on that work, the Consultant and staff have prepared a draft Strategic Plan for Federal Funding of CCOG priority initiatives, in which four issue areas and their six associated initiatives are identified as "top priorities" for Consultant attention. As pursuit of federal opportunities for those top priorities is completed, other priorities may rotate into the "top priority" list.						
<b>Action / Recommendation:</b>						
"I move that the Executive Board approve the Strategic Plan for Federal Funding of CCOG Priority Initiatives as presented."						
<b>Time Sensitivity (none or explain):</b>	Approval will allow the Consultant and staff to proceed expeditiously with work aimed at enhancing CCOG's ability to secure federal grant support for CCOG priority regional initiatives.					
<b>Budget Impact (if applicable):</b>	None. (Funds are already committed to the contract with the Consultant.)					
<b>List of Attachments (if any):</b>	<ul style="list-style-type: none"> <li>• Statement of Work Exhibit A-1 from Contract with Consultant</li> <li>• Draft Strategic Plan for Federal Funding of CCOG Priority Initiatives</li> </ul>					

## EXHIBIT A-1

### **Federal Relations Consulting Services Work Plan, Fees & Additional Provisions**

This Exhibit A-1, effective as of July 1, 2015, is incorporated into the Services Agreement by and between Centralina Council of Governments and Strategics Consulting, LLC with effective Date July 1, 2015 (the “Agreement”) as an attachment to the Agreement’s Exhibit A Initial Statement of Work.

- I. **Federal Relations Consulting Services Work Plan:** Consultant’s services to CCOG shall be provided in accordance with this Work Plan and Exhibit A’s Due Dates:
1. **Strategic Plan for Federal Funding.** Consultant shall develop and present to CCOG a comprehensive, written Strategic Plan for Federal Funding of CCOG priority initiatives (“Priority Projects”), as follows:
    - a. Review CCOG’s Priority Projects via project materials provided by CCOG and in-person “briefings” with CCOG staff.
    - b. Research potential federal opportunities whose objectives, eligibility criteria, and timing match well with CCOG’s Priority Projects.
    - c. Compile and review with CCOG staff a draft written Plan that:
      - i. Ranks Priority Projects by degree of likelihood of securing federal funding;
      - ii. Identifies specific current and anticipated federal funding opportunities and associated timeframes
      - iii. Includes a legislative outlook assessment for each Priority Project.
    - d. Present the draft Plan to CCOG’s Executive Board and receive their direction concerning Priority Projects selected for special focus and emphasis in other Consultant services provided under this Statement of Work.
    - e. Finalize the written Plan by identifying the selected Projects and deliver to CCOG.
  2. **Federal Relations Assistance.** Consultant will assist CCOG in implementing the Strategic Plan as follows, for Priority Projects selected by CCOG’s Executive Board:
    - a. Support CCOG’s federal advocacy action by identifying opportunities to communicate or meet with relevant legislators and agency administrative staff and providing their contact information, preparing talking points and sample letters, arranging in-person meetings and upon request accompanying CCOG delegates or staff to meetings;
    - b. Institute regular, bi-weekly phone or in-person meetings with CCOG staff to discuss strategies and action items;
    - c. Attend Executive Board meetings three times a year to review strategies and actions;
    - d. Amend the Strategic Plan as needed and to add agreed-upon advocacy actions.
  3. **Federal Grants Review.** For Priority Projects selected by CCOG’s Executive Board, and others as needed within reason, Consultant will:
    - a. Review grant strategy with the CCOG Project Team and recommend a schedule of grant development activities;

- b. Review and recommend edits to CCOG-drafted grant applications according to the schedule of grant development activities.
- 4. **Consultant's Notices of Federal Opportunities of Interest.** Consultant will alert CCOG to potential federal funding or advocacy opportunities as follows:
  - a. Include CCOG in bi-weekly summaries to all Consultant clients regarding legislative outlook and local government funding opportunities;
  - b. Conduct a daily review of opportunities specific to CCOG projects and send CCOG-specific emails to CCOG's designated personnel.

*[Note that Consultant's drafting of grant applications for CCOG review is not included in this Work Plan and may be provided under a separate Statement of Work.]*

II. **Fees.** CCOG shall pay Consultant for services under this Statement of Work a flat fee of \$3,500 per month. The annual limit for Consultant fees under this Statement of Work is \$42,000. Consultant shall invoice CCOG in monthly installments for work completed during the prior monthly period.

III. **Additional Provisions:** These additional provisions have effect for this Statement of Work only:

1. **Lobbying.** The Parties acknowledge, while it is not the intent of either Party for Consultant to engage in lobbying on behalf of CCOG, that Consultant's interactions with federal personnel on CCOG's behalf may nevertheless reach the legal thresholds for requiring Consultant to file a Lobbying Disclosure form. Consultant agrees not to undertake any activities that would result in filing a Lobbying Disclosure form without CCOG's express written consent. Consultant further agrees to make every effort to provide CCOG with notice of any proposed activities that would require such consent or filing sufficiently in advance whenever possible to allow CCOG time to make and communicate a reasonably considered decision whether to develop and carry out alternative activities that would avoid filing a Lobbying Disclosure form or to allow the activities.

2. **Conflicts of Interest and Disclosure of Agreement.** Consultant will provide CCOG with a written list of current clients to assist CCOG in assessing any current or potential perceived conflicts of interest. Consultant will further notify CCOG of any pending new clients and provide an updated list of current clients upon accepting new clients, to allow CCOG to identify any perceived conflicts of interest. The terms of Article VI.D of the Agreement notwithstanding, Consultant may share with Consultant's clients that are receiving the same or similar federal relations services as CCOG the fact that Consultant has been engaged by CCOG to provide federal relations services, provided, however, that Consultant's disclosure of other information, such as specific services or fees, to those clients requires CCOG's prior written permission. Disclosure regarding the Agreement or any Statement of Work to non-client third parties remains as allowed or limited in Article VI.

3. **Exclusive Services and Types of Deliverables.** For purposes of this Statement of Work, a "General Use Deliverable" is information or materials prepared by Consultant expressly for the use of all of its clients and to which CCOG's access is a Deliverable under this Statement of Work. CCOG's execution of this Statement of Work constitutes prior written permission, in accordance with Article VIII of the Agreement, for Consultant to disclose such General Use Deliverables to its other clients or to any third parties of Consultant's choosing. CCOG agrees not to disclose without Consultant's prior written permission such General Use Deliverables to any third parties except CCOG's own member organizations.

4. **Insurance.** For purposes of this Statement of Work, the following exceptions to Article XVII "Insurance Obligations" of the Agreement are made:

- a. Subsection B does not apply, and Consultant is not required to maintain, or require that its subcontractors approved pursuant to this SOW maintain, blanket employee fidelity coverage; and,
- b. The professional liability (errors and omissions) coverage minimum limit is \$500,000 annual aggregate rather than \$1,000,000 per claim and \$3,000,000 aggregate.
- c. Consultant shall ensure that its employees using personal vehicles in the conduct of Consultant's business under this SOW maintain personal automobile insurance with minimum coverage limits as follows:
  - \$250,000 bodily injury per person;
  - \$500,000 bodily injury per accident; and,
  - \$100,000 property damage per accident.

*[End of Exhibit A-1 as of July 9, 2015.]*



## TOP PRIORITIES

ISSUE AREA	INITIATIVE	CONSULTANT ACTION
<b>CONNECT CONSORTIUM</b>	Framework Implementation Mini-Grants and grants assistance for Centralina members to support Framework implementation and toolbox usage, e.g.: <ul style="list-style-type: none"> <li>• Farm-to-Table</li> <li>• Adaptive Reuse of Buildings</li> <li>• Creative Public Finance, etc.</li> </ul> Capacity-building Workshops	Provide CCOG with regular updates on federal competitive grant opportunities. Develop strategies for congressional and agency support. Provide contacts and strategies for receiving direction and debriefings. Assist in securing high-caliber federal agency representatives to act as speakers, panelists, etc., at workshops and participate whenever possible.
<b>ECONOMIC DEVELOPMENT &amp; ALTERNATIVE TRANSPORTATION</b>	Innovation Corridors and regional transit plan, including but not limited to affordable housing and broadband	Work to expand transit funding to allow for coordination with affordable housing and broadband. <ul style="list-style-type: none"> <li>- Surface transportation reauthorization (DRIVE Act)</li> <li>- FY17 Transportation Appropriations</li> </ul>

ISSUE AREA	INITIATIVE	CONSULTANT ACTION
<b>HEALTHY COMMUNITIES</b>	Public Health Fund - Evidenced based health programs; management of chronic conditions; diabetes, including nutrition; falls prevention.  Older Americans Act	Develop strategies for congressional and agency support, and work to ensure that COGs and Area Agencies on Aging are explicitly eligible.  Support reauthorization of Older Americans Act and protect funding that supports workshops conducted by regional councils.
<b>HOUSING</b>	Community-based Housing Strategy Pilots (i.e. Mooresville)  Community Development Block Grant	Seek resources to repeat Housing Strategy Pilot in new locations.  <ul style="list-style-type: none"> <li>- Protect funding levels.</li> <li>- Work for COGs to implement instead of state.</li> <li>- Prevent States from restricting uses for non-entitlement communities.</li> </ul>
<b>WORKFORCE DEVELOPMENT</b>	Career Headlight	Ensure that COGs and Workforce Development Boards are eligible for education and job training grants.  Seek grants for apprenticeship programs and incumbent worker training.  One minutes speeches on first anniversary to recognize successes already accomplished by CCOG under WOIA direction.

Consultant will also Monitor and Report on all top priority issue areas, tracking legislative issues that may impact federal funding to local governments and COGs. Consultant will prepare position statements on priority issues and keep CCOG informed on developments regarding:

- Tax-exempt Status of Municipal Bonds.
- Marketplace Fairness Act.
- Waters of the U.S. defined under Clean Water Act.
- Any changes to Workforce Investment Act following implementation
- DRIVE Act –
  - o Ensure that freight components remain
  - o Directing more funds to local level
  - o COGs roles within MPOs
  - o Bike-Ped funds
  - o Marketing funds for TDM

## OTHER PRIORITIES

ISSUE AREA	INITIATIVE	STATUS / CONSULTANT ACTION
<b>ALTERNATIVE TRANSPORTATION</b>	Transportation Demand Management  Volunteer Transportation Service	Work to get money distributed to COGs directly  Work to preserve match at 80/20 instead of state’s interpretation that it’s 50/50. Waiting to hear from CCOG contacts already made.
<b>ENVIRONMENT</b>	Water Management: Education and workshops needed to create network. Funds for regional planning for multi-basin and large scale water capacity needs	Water Resources and Reform Development Act (WRRDA) Reauthorization Bill not likely considered until 2017.

ISSUE AREA	INITIATIVE	STATUS / CONSULTANT ACTION
<b>CONNECT CONSORTIUM</b>	Regional Progress Monitoring: Updating data sets	Not currently a good fit with federal programs
<b>ECONOMIC DEVELOPMENT</b>	Post-secondary Attainment/LUMINA IMCP/CHAMPION	Not ready for federal relations assistance. Not ready for federal relations assistance
<b>HOUSING</b>	Fair Housing Initiatives Grant Program	Not ready for grant application. For next fiscal year cycle, garner congressional support.
<b>REGIONAL FREIGHT</b>	Regional Freight Plan Study will be complete by 2016.	Current effort needs <u>non</u> -federal matching funds. Once plan is completed, federal funds may be needed to implement it.



Centralina Council of Governments

**Item 7**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>	<b>Regular:</b>	X
<b>Submitting Person:</b>	Vicki Bott	<b>Presentation Time (est.):</b>	15 minutes (including Q&A)		
<b>Presenter at meeting:</b>	Sarah McAulay, Vicki Bott Jennifer Nichols	<b>Phone Number/Ext:</b>	(704) 348-2702		
		<b>Email:</b>	<a href="mailto:vbott@centralina.org">vbott@centralina.org</a>		
<b>Alternate Contact Person:</b>	Jim Prosser	<b>Phone Number/Ext:</b>	(704) 348-2703		
		<b>Email:</b>	<a href="mailto:jprosser@centralina.org">jprosser@centralina.org</a>		
<b>Submitting Department:</b>	<b>Grants Development</b>	<b>Department Head Approval:</b>			
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>					
The Executive Board is asked to receive an update concerning CCOG's August 1, 2015 contract with consultant Jennifer Nichols for private-sector fundraising assistance, to review a preliminary prioritization of initiatives to receive focused Consultant attention over the next five months, and to provide any further direction the Board may have for carrying out that work.					
<b>Description of Agenda Item:</b>					
CCOG staff will provide an update on the contract with Jennifer Nichols as a consultant for private-sector fundraising assistance and on activities that have taken place under that contract since August 1. Ms. Nichols will present for Executive Board review a preliminary prioritization of initiatives. She will also provide an overview of the role that Delegates and other Member elected officials may play in the private-sector fundraising process.					
<b>Background &amp; Basis of Recommendations:</b>					
At the Executive Board's direction, CCOG entered into a six-month contract with Ms. Jennifer Nichols for private-sector fundraising assistance, effective August 1, 2015, for the sum of \$6,000 plus reimbursable expenses. In accordance with the contract's Statement of Work, staff and Consultant are working collaboratively to review each of 13 regional initiatives and assess their potential for private-sector funding. Based on that work, Consultant and staff will prepare a draft Strategic Plan for Private-Sector Funding, in which selected initiatives will be identified as "top priorities" for Consultant attention and specific strategies outlined for pursuing private-sector funding for them. The Plan will be completed by September 17, shared with the Private-Sector Fundraising Committee, and implementation will begin immediately thereafter, with monthly progress reports to the Executive Board.					
<b>Action / Recommendation:</b>					
<i>"I move that a) the Executive Board encourage staff and Consultant to proceed with the contract's Statement of Work as presented, b) the prioritization of initiatives for private-sector fundraising be accepted as presented, and c) the Private-Sector Fundraising Committee be charged with reviewing the Strategic Plan for Private-Sector Funding and monitoring progress."</i>					
The Executive Board may also direct negotiation of specific amendments to the Statement of Work if any are so desired, and/or direct a different prioritization of initiatives, and/or decline to charge the Committee with reviewing the Plan and monitoring progress.					
<b>Time Sensitivity (none or explain):</b>	None.				
<b>Budget Impact (if applicable):</b>	None. Funds are already committed to the contract with Consultant.				
<b>List of Attachments (if any):</b>	<ul style="list-style-type: none"> <li>• Statement of Work Exhibit A-1 from Contract with Consultant</li> <li>• Preliminary Prioritization Report</li> </ul>				

## EXHIBIT A-1

### **Private-sector Fundraising Services Work Plan, Fees & Additional Provisions**

This Exhibit A-1, effective as of August 1, 2015, is incorporated into the Services Agreement by and between Centralina Council of Governments and Jennifer R. Nichols with Effective Date August 1, 2015 (the “Agreement”) as an attachment to the Agreement’s Exhibit A Initial Statement of Work.

- I. **Private-sector Fundraising Services Work Plan:** Consultant’s services to CCOG shall be provided in accordance with this Work Plan and Exhibit A’s Due Dates:
  1. **Strategic Philanthropic Plan.** Consultant shall develop and present to CCOG a comprehensive, written Strategic Plan for Private-sector (Philanthropic) funding of CCOG top 3-5 priority initiatives (“Priority Projects”), as follows:
    - a. Assessment & prioritization of key funding initiatives:
      - i. Review CCOG’s 10-15 key funding initiatives via project materials provided by CCOG and in-person “briefings” with CCOG staff, and categorize each by urgency of funding and importance to the region, as well as by issue-interest area of likely funders, geographic scope of likely funders (e.g., national, regional, local), and by type of likely funders (private foundation, corporate, high-wealth individual.)
      - ii. Research potential private-sector funders whose issue-interest areas and geographic scope match well with CCOG’s key funding initiatives.
      - iii. Compile and review with CCOG staff a draft written Plan that evaluates key funding initiatives by
        - a. Urgency/importance to CCOG and the region
        - b. Degree of match with private-sector funding priorities and current objectives;
      - iv. Present the draft Plan to CCOG’s Executive Board and receive their direction concerning selection of the top 3-5 key funding initiatives as Priority Projects for developing specific written funding strategies.
    - b. Develop specific written funding strategies for each of the selected 3-5 Priority Projects:
      - i. Compile and review with CCOG staff a draft written Plan addendum that provides for each Priority Project:
        - a. A gift chart specifying total fundraising goal and levels of giving to reach that goal.
        - b. A list of specific potential funders with contact information
        - c. A proposed method of approach for each potential funder (how the approach will be made, e.g. in person, telephone, letter, etc.)
      - ii. Present the draft Plan addendum to CCOG’s Executive Board and consult with them concerning who will “open the door”, who will “make the ask” regarding each potential funder for each Priority Project.
    - c. Finalize the written Plan by incorporating the Executive Board’s direction re the funding strategies and deliver to CCOG.

2. **Philanthropic Engagement and Relationship-Building Assistance.** Consultant will assist CCOG in implementing the completed Strategic Plan as follows:
  - a. Establish a regular schedule of meetings with CCOG staff to monitor implementation progress, review interim work product, and adjust as needed.
  - b. Develop communications materials for each of the 3-5 Priority Projects, in consultation with CCOG staff.
  - c. Coach Executive Board members, staff, and others who may be asked to engage and build relationships with potential funders (“Champions”).
  - d. Accompany Champions at meetings or phone calls with potential funders, or meet with or telephone potential funders, as needed.
  - e. Document results of approaches to funders and prepare a monthly written summary of progress.

II. **Additional Provisions:** These additional provisions have effect for this Statement of Work only:

1. **Insurance.** For purposes of this Statement of Work, the following exceptions to Article XVII “Insurance Obligations” of the Agreement are made:

- a. Consultant is exempt under federal and state law from Workers Compensation insurance requirements; therefor, Subsection A does not apply.
- b. Subsections, B,C and D are waived, and Consultant is not required to maintain, or require that its subcontractors approved pursuant to this SOW maintain, blanket employee fidelity coverage, general commercial liability , or professional liability (errors and omissions) coverage; and,
- c. Consultant shall ensure that all vehicles used in the conduct of Consultant’s business under this SOW carry automobile liability insurance with minimum coverage limits as follows:
  - \$50,000 bodily injury per person;
  - \$200,000 bodily injury per accident; and,
  - \$50,000 property damage per accident.

*[End of Exhibit A-1 as of August 26, 2015.]*





PRIVATE-SECTOR FUNDRAISING

**Preliminary Prioritization of Regional Initiatives**

Initiative	Current Status	Issue-interest Area	Geographic Scope	Funder Type	Preliminary Assessment Notes
<b>Immediate priorities</b> (focused attention)					
Career Headlight	\$105k/2yrs initial funding spent; \$300k add'l funding needed *	Education Workforce Development Economic Development Region Spec. Career Dev.	17-County Region	Large Corp/Banks Colleges/Tech Schools/Univ Foundations Chamber of Commerce	Highest priority Banks, Higher Education, Foundations, and Charlotte Chamber
Community-based Housing Strategy	Partial funding: \$110k secured out of \$340k total needed *	Economic Development Housing/Econ Disparity Community Capacity Bldg	Mooreville + 2 pilots within the 9-County Region	Large/Middle Employers Realtors/Builders/Developers Foundations – area specific	Corporate sector funding should be highest priority Chambers
Regional Freight Study	Partial funding: \$515k secured out of \$700k total needed *	Transportation Economic Development	14-County Region	AirCargo/Freight/Railroad Manufacturers/Energy Prov. Chambers of Commerce Business Associations	Highest Priority companies that move product
Volunteer Transportation Services	Partial funding: \$100k secured out of \$157k total needed *	Low Income Services Aging In Place Medical Transportation Underserved Populations	Lincoln County Mecklenburg County Potential 9 County	Medical/Insurance Churches/Individuals Foundations High Wealth Individuals	Highest priority – large churches for funding <i>and</i> volunteers, then insurance carriers
<u>Annual Regional CSTC Conference</u>	<u>Seeking \$19k in sponsors (need \$23k total)</u>				<u>For coordination of “asks” only</u>
<b>Secondary priorities</b> (“in the wings”)					
CONNECT	Seeking funding: \$250-500k *	Economic Development Quality of Life	14-County Region	Large Corporations EDC/Chambers AirCargo/Freight/Railroad Manufacturers/Energy Prov. Business Associations Larger National Foundations	Question concerning mini-grant funding

\* See Project Investment Sheet or draft Project Concept Sheet

(Initiatives in gray are related to CONNECT Framework implementation)

Evidence-Based Health	Expansion of current programs seeking funding *	Health Wellness Aging	9-County Region	Medical Community Insurance Companies Foundations	
Fair Housing	Concept in development; Seeking funding	Housing Disparities	9-14 County Region		Research Foundations
Regional Transit Plan / Innovation Corridors	Concept in development; Seeking funding *	Transportation Economic Development (Small Town and Rural)	9-County Region	Large Corporate EDC/Chambers AirCargo/Freight/Railroad Manufacturers/Energy Prov.	Research Foundations
Water Mgmt	\$50k/2yrs initial funding spent; \$275k add'l funding needed *	Water usage Cross Basin Water	9-County Region Potential 2 River Basins		Grant Apps in process: <ul style="list-style-type: none"> <li>• Duke Energy Water Resources Fund</li> <li>• NCDENR 205j</li> </ul>
<b>Longer-term possibilities (no current action)</b>					
Adv Manuf	\$400k/2yr initial funding spent; I-t concept & funding tbd	Economic Development	17-County Region		Industry Specific Asks
Energy	Concepts in development *	Energy	9-County Region		
Post-2' Attainment	\$120k/2yrs initial funding secured; \$800k I-t funding	Education Workforce Development	9-County Region		
Transportation Demand Mgmt	Pending state authorization *	Transportation	9-County Region		

(Initiatives in gray are related to CONNECT Framework implementation)



Centralina Council of Governments

**Item 8**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Kelly Weston	<b>Presentation Time (est.):</b>	5 minutes			
<b>Presenter at meeting:</b>	Sarah McAulay	<b>Phone Number/Ext:</b>	(704) 875-6872			
		<b>Email:</b>	<a href="mailto:srmcaulay@aol.com">srmcaulay@aol.com</a>			
<b>Alternate Contact Person:</b>	Kelly Weston	<b>Phone Number/Ext:</b>	(704) 348-2728			
		<b>Email:</b>	<a href="mailto:kweston@centralina.org">kweston@centralina.org</a>			
<b>Submitting Department:</b>	<b>General Government</b>	<b>Department Head Approval:</b>	Jim Prosser			
<b>Board Expectation:</b> <i>(required action or responsibility expected from Board members)</i>						
Report on CCOG Conference sponsor recruitment and registration efforts.						
<b>Description of Agenda Item:</b>						
CCOG staff is in the process of planning the second annual CCOG “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 Champions will present an update on Conference programming and follow up on requests for Executive Board assistance with sponsorship recruitment and registration.						
<b>Background &amp; Basis of Recommendations:</b>						
The Conference program is designed around the needs of local communities, with a unifying theme of “Economic Resilience in a Changing Region.” The day’s agenda includes three plenary sessions and nine breakout sessions.						
The Conference Coordinating Team has contracted with Streamlined Business Solutions, a conference planning consultant who is assisting with sponsorship and registration activities. The sponsorship goal for 2015 is \$23,000. Last year’s Conference sponsors have been invited to renew their sponsorship commitments for this year’s event. To date, eight sponsors have committed a total of \$4,000 for the Conference. At the August 3, 2015 Executive Board Special Meeting, the Board committed to assisting staff with sponsor recruitment.						
The registration goal for 2015 is 250 attendees. Early registration is underway and ends on October 21 <sup>st</sup> . At the August 12, 2015 Board of Delegates meeting, the Board committed to registering for the Conference by the early registration deadline and to encouraging other elected officials and staff in their communities to register. The Conference Champions also challenged the cities and towns in each County to unite as a County area and register as many local elected officials and staff as possible from that area.						
<b>Action / Recommendation:</b>						
The Executive Board members are asked to report on CCOG Conference sponsor recruitment and registration efforts.						
<b>Time Sensitivity (none or explain):</b>	None.					
<b>Budget Impact (if applicable):</b>	The Centralina Foundation has approved a loan request to cover upfront expenses associated with planning the Conference. The 2015 Conference budget has been set for \$41,000. Staff anticipates the Conference will breakeven once again, with revenues from sponsorships and registration fees covering the costs of the event, but needs the Board’s leadership and assistance in recruiting sponsors and registrants.					
<b>List of Attachments (if any):</b>	None.					



Centralina Council of Governments

**Item 9**



## Board Agenda Item Cover Sheet

<b>Board Meeting Date:</b>	September 9, 2015	<b>Agenda Item Type:</b>	<b>Consent:</b>		<b>Regular:</b>	X
<b>Submitting Person:</b>	Kelly Weston	<b>Presentation Time (est.):</b>	5 minutes			
<b>Presenter at meeting:</b>	Michael Johnson	<b>Phone Number/Ext:</b>	(704) 996-5978			
		<b>Email:</b>	<a href="mailto:michaeljohnson@earthlink.net">michaeljohnson@earthlink.net</a>			
<b>Alternate Contact Person:</b>	Kelly Weston	<b>Phone Number/Ext:</b>	(704) 348-2728			
		<b>Email:</b>	<a href="mailto:kweston@centralina.org">kweston@centralina.org</a>			
<b>Submitting Department:</b>	<b>General Government</b>	<b>Department Head Approval:</b>	Jim Prosser			
<b>Board Expectation: (required action or responsibility expected from Board members)</b>						
Executive Board members will be asked to volunteer to serve on the Nominating Committee.						
<b>Description of Agenda Item:</b>						
Each year, the Executive Board forms a three-member Nominating Committee to select a slate of Officers to serve on the Executive Board. The Board must form the Committee no later than its November 2015 meeting so that the Board of Delegates may hold elections at its February 2016 meeting.						
<b>Background &amp; Basis of Recommendations:</b>						
Guidelines for forming the Nominating Committee are outlined in Article IX, Section B of the CCOG Bylaws:						
<p><b>B. <u>Nominating Committee and Election:</u></b>  The Executive Board, prior to the Council meeting each year at which elections are to be held, shall appoint a Nominating Committee of three (3) delegates. At the Council's meeting each year at which the elections are to be held, and prior to the election of officers by the Council at that meeting, the Nominating Committee shall submit to the Council the names of proposed officers. Nominations from the floor may be made. The person receiving the highest number of votes cast for each office shall be deemed elected.</p>						
<b>Action / Recommendation:</b>						
Executive Board members are asked to volunteer to serve on the Nominating Committee so that the Committee may be formed at the November 17, 2015 Executive Board meeting.						
<b>Time Sensitivity (none or explain):</b>	None.					
<b>Budget Impact (if applicable):</b>	None.					
<b>List of Attachments (if any):</b>	None.					