



**Board of Delegates Meeting Minutes
August 10, 2016**

Jurisdiction	Represented By	Jurisdictions Not Represented
Albemarle	Martha Sue Hall	Ansonville
Anson County	Jarvis Woodburn	Belmont
Badin	Deloris Chambers	Cherryville
Bessemer City	Kay McCathen	Cleveland
Charlotte	Patsy Kinsey	Cornelius
East Spencer	Phronice Johnson	Cramerton
Gaston County	Joe Carpenter	Dallas
Granite Quarry	Bill Feather	Davidson
Huntersville	Charles Guignard	Faith
Lincoln County	Martin Oakes	Gastonia
Marshville	Virginia Morgan	Hemby Bridge
Matthews	John Ross	Indian Trail
Midland	Darren Hartsell	Iredell County
Mint Hill	Dale Dalton	Kings Mountain
Mecklenburg County	George Dunlap	Landis
Mooresville	Bobby Compton	Lincolnton
Morven	Theodore Carr	Lowell
Pineville	Christopher McDonough	Locust
Salisbury	Karen Alexander	Marvin
Statesville	Michael Johnson	McAdenville
Troutman	Judy Jablonski	Mineral Springs
Waxhaw	Steve Maher	Misenheimer
Weddington	Bill Deter	Monroe
		Mount Holly
		Mount Pleasant
		New London
		Norwood
		Oakboro
		Ranlo
		Richfield
		Spencer
		Spencer Mountain
		Stallings
		Stanley
		Stanly County
		Union County
		Wadesboro
		Wesley Chapel
		Wingate

Call to Order

Chairman Michael Johnson, City of Statesville, called the meeting to order.

Mayor Pro Tem Martha Sue Hall, City of Albemarle, gave the invocation.

Chairman Johnson led those present in wishing Commissioner Dale Dalton, Town of Mint Hill, a happy birthday.

Amendments to the Agenda

Chairman Johnson noted that “Approval of Audit Services Contract for Fiscal Year Ended June 30, 2016” had been added to the Consent Agenda as Item 3.

Mayor Pro Tem Hall made a motion to adopt the agenda as amended. Vice Chair Patsy Kinsey, City of Charlotte, seconded the motion and it carried unanimously.

Consent Agenda

Commissioner Martin Oakes, Lincoln County, requested removal of Item 3 for discussion.

Mayor Pro Tem Hall made a motion to approve the remaining items on the Consent Agenda as follows:

- 1. Approval of the May 11, 2016 Board of Delegates Meeting Minutes**
- 2. Centralina Economic Development Commission Appointment Renewals**

Commissioner Charles Guignard, Town of Huntersville, seconded the motion and it carried unanimously.

3. Approval of Audit Services Contract for Fiscal Year Ended June 30, 2016

In response to a question from Commissioner Oakes, Executive Director Jim Prosser explained that staff started a bid process for the audit contract, but did not open the three proposals received because there was concern about the ability to complete the audit with a new firm in a timely manner.

Treasurer Bill Feather, Town of Granite Quarry, added that the Finance Committee agreed to follow through with the current audit firm this year and once this year’s audit is complete, CCOG will open the future audit for bid. The auditor originally requested \$67,500 for services, but reduced that amount to \$57,500.

In response to Commissioner Oakes’ question, Finance Director Marsha Sutton indicated that staff will submit a request for proposals for audit services in November.

Mr. Prosser noted that Ms. Sutton started at CCOG in October and had to complete the audit with limited knowledge of the financial activity of the year being audited.

Commissioner Oakes expressed concern about the auditors not releasing the audit until they received confirmation of their fee increase and added that CCOG should not submit to blackmail.

Mayor Bill Deter, Town of Weddington, noted that CCOG was partly at fault for the audit delay because of having a new Finance Director, while the auditors were also at fault for not communicating with staff.

In response to Commissioner Guignard’s question, Mr. Prosser explained that the auditors requested an increase in their fee because of the additional work they had to complete as a result of CCOG having a new finance director.

Commissioner George Dunlap, Mecklenburg County, noted that the auditors discovered an error they had overlooked for five years.

Commissioner Joe Carpenter, Gaston County, made a motion to approve the contract with Dixon Hughes Goodman, LLP for audit services in the amount of \$57,500 for the fiscal year ended June 30, 2016. Mayor Pro Tem Hall seconded the motion, which passed on a vote of 15 in favor and two opposed.

4. Community and Economic Development Spotlight Presentation

Mike Manis, Community and Economic Development (CED) Director, introduced James Luster, CED Senior Coordinator, who presented an overview of the department's community development services. Mr. Luster explained that the Department of Environment and Natural Resources administers Community Development Block Grant funds (CDBG) with a primary focus on water and sewer infrastructure projects. Cities and towns can apply for a maximum of \$2 million for projects. The department also assists with other CDBG-funded projects such as housing rehabilitation inspection and downtown redevelopment. He noted that CCOG is providing CDBG entitlement program administration for Mecklenburg and Union Counties. He further noted that the department also provides drug and alcohol testing for local governments. CED also assists communities with enforcing the minimum housing code, zoning, and nuisance issues. He added that CED also helps with site evaluation and grant preparation for Brownfield redevelopment programs.

Victoria Rittenhouse, CED Assistant Director, presented an overview of the Centralina Economic Development Commission (CEDC), a 501c3 formed to apply to the U.S. Department of Commerce Economic Development Administration (EDA) as the region's Economic Development District to receive funds for developing a Comprehensive Economic Development Strategy (CEDs). Under the CEDC, the department provides technical assistance services to local communities by helping them identify projects for EDA funding. The department received a grant from the Lumina Foundation for a project focused on finding ways to cultivate education attainment and growth within companies experiencing workforce growth shortages.

Mr. Manis presented an overview of the community and economic development milestones in the CONNECT Our Future process. He noted that the department will launch the process for developing the updated five-year CEDs plan in September.

5. Congressional Delegate Meeting Update

Vicki Bott, Grants Development Director, gave an overview of the August Advocacy initiative, explaining that it is part of CCOG's overall strategic plan to elevate the organization's awareness among the region's Congressional Delegation, their staff, and federal agencies. August Advocacy involves CCOG Delegates meeting with members of the Congressional Delegation during their August recess. Executive Board members have volunteered to lead meetings and other Delegates are invited to participate in one of those meetings. Delegates would be helping to advocate for CCOG.

Mayor Pro Tem Hall noted that the timing is great for advocacy and members of the Congressional Delegation should be receptive to meetings.

Chairman Johnson encouraged the Delegates to sign up for the advocacy meetings, noting that collectively they can have an important voice in the region.

6. CCOG Building Update

Mr. Prosser reported that the Building Committee selected a firm to assist staff with brokerage services. Bank of America, the owner of the current office space, has indicated that they potentially will let CCOG

end its lease early without penalty. Staff has received a general outline of a lease proposal for a new space. The final lease agreement will be distributed to the Executive Board for consideration and action at a later date. He added that the Committee would like to act rapidly if it is the will of the Board of Delegates. If the lease is approved, there would be a savings of approximately \$100,000 annually.

Commissioner Dunlap made a motion to authorize the Executive Director to execute a lease upon review and recommendation of the CCOG officers and Executive Board in an amount not to exceed \$300,000 annually (initial year). Commissioner Guignard seconded the motion and it carried unanimously.

Comments from the Board of Delegates

Commissioner Bobby Compton, Town of Mooresville, reported that the Conference Advisory Committee recently held a call to discuss the 2017 Creative Solutions for Thriving Communities Conference. He noted that the Federal Reserve Bank of Richmond and the Federal Deposit Insurance Corporation (FDIC) will assist CCOG with securing a keynote speaker, marketing the Conference, and managing attendee registration. He asked the Delegates to provide staff with sponsorship leads for the Conference. He noted that the Delegates attendance is critical and encouraged them to save the date of April 6, 2017 for the event.

Comments from the Chair

The attendees viewed a five-minute video on the Career Headlight online tool.

Chairman Johnson noted that the Federal Reserve Bank of Richmond and the FDIC hosted an event where the development of Career Headlight was highlighted as a new tool for job seekers.

He also recognized Delegates and Alternates in attendance who described the services CCOG has provided to their communities recently:

- Commissioner John Ross, Town of Matthews, noted that with the help of Ms. Rittenhouse, the U.S. Department of Housing and Urban Development has restored approximately \$99,000 in CDBG funds owed to the Town and has promised to return additional funds in 2017.
- Mayor Steve Maher, Town of Waxhaw, explained that CCOG has helped his community develop a financial system and is currently evaluating and making recommendations for processing development requests.
- Commissioner Compton noted that Mr. Luster has assisted Mooresville with housing code enforcement. He added that CCOG also prepares the Town’s annual pay schedule and has developed a community housing initiative.
- Mayor Karen Alexander, City of Salisbury, stated that CCOG has created a methodical process for downtown redevelopment in the city that has proved invaluable.
- Chairman Johnson noted that CCOG is helping Statesville redevelop the Vance Hotel property and secure a FASTLANE grant.

Chairman Johnson reported that registration is open for the Planning for Healthy Communities Conference to be held in Mooresville on August 31st. The conference will feature a keynote address from Anna Ricklin of the American Planning Association, a panel by state agencies involved in the Healthy Environments Collaborative, related breakout sessions, and an afternoon panel discussion with members from Plan4Health Charlotte coalition members.

He also reported that the Centralina Area Agency on Aging will hold its annual conference on September 23rd at Friendship Missionary Baptist Church in Charlotte. The conference draws between 400 and 500 professionals in the aging field. This year’s theme, “Aging for the Future,” will focus on how to prepare older adults to live independent and powerful as they age.

Chairman Johnson noted that Congresswoman Virginia Foxx applauded Centralina’s efforts to “foster a modern workforce that local businesses can rely on” through Career Headlight.

He reported that Volunteer Transportation Services provided its 1,000th trip at the end of July.

He also reported that Charlotte Works Executive Director Danielle Frazier recently praised Venecia White, Human Resources Officer, for the guidance and support she has provided their organization.

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 8:08 p.m.