

Land of Sky Regional Council  
January 25, 2017  
Regular Meeting



*Please mute all electronic devices, including cell phones, laptops, tablets, and recorders. Also, Delegates are requested to state their names when moving on orders of business. Thank you!*

**AGENDA**

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Modification and Approval of Agenda
- VI. Public Comment
- VII. Recognition of Special Guests
- VIII. Chairman's Comments and Roundtable
- IX. Approval of Minutes from the December Regular Meeting
- X. Consideration and Approval of Consent Agenda Items
  - A. December FY2016 Treasurer's Report
  - B. NCDEQ – Upper Swannanoa River 9-Element Watershed Management Plan Implementation
- XI. Presentations/Recognition
  - A. Transportation Demand Management Program – Ritchie Rozzelle, TDM Coordinator
- XII. Old Business
- XIII. New Business
- XIV. Executive Director's Report
  - A. 2017 Meeting Locations
- XIV. Important Dates
- XV. Adjournment



## BOARD OF DELEGATES AGENDA ITEM

- Subject:** December Board of Delegates Meeting Minutes
- Item Number:** IX. Approval of Minutes from the December Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the meeting of December 2016
- Background:** Attached is the December 2016 Board of Delegates meeting minutes
- Staff Recommendation:** Recommend acceptance of the December meeting minutes.
- Suggested Motion(s):** Move to approve the December meeting minutes as submitted

Meeting of  
Land of Sky Regional Council Board of Delegates  
December 7, 2016

Minutes

- I. Call to Order - Chairwoman Mennella called the meeting to order at 1:00pm.
  - II. Invocation - The invocation was given by Charles Dickens
  - III. Pledge of Allegiance - All stood as the Chairwoman led the Delegates in the Pledge of Allegiance.
  - IV. Roll Call - The roll was called by Justin Hembree. The following members were present: Denise Braine, Wayne Brigman, George Goosmann, Jonathan Kanipe, Larry Harris, Albert Gooch, Mark Biberdorf, Barbara Volk, Dona Mennella, Brenda Mills, John Mitchell, Patrick Fitzsimmons, George Morosani, Josh Hallingse, Charles Dickens, and Kathe Harris. The following guests were present: April Riddle. It was announced that a quorum was present.
  - V. Modification and Approval of Agenda - The agenda was presented for consideration with no modifications requested. George Goosmann moved to approve the agenda as presented. George Morosani seconded the motion which carried without further discussion.
  - VI. Public Comment – The public comment period was opened. No comments were heard.
- I. Recognition of Special Guests – Chairwoman Mennella recognized the following guests: April Riddle, the Governor’s Western Region Director.
  - II. Chairman’s Comments and Roundtable – Dona Mennella – Shared that the Town of Laurel Park held its Christmas party at Echo Mountain Inn which was sponsored by the Civic Association. Jonathan Kanipe – Shared that in the Town of Biltmore Forest, the Christmas tree lighting went very well this year and plans are being made for next year’s event. Albert Gooch – Shared that in the Village of Flat Rock, *A Christmas Carol* is playing at the playhouse and is a treat for all to see. Josh Hallingse – Shared that in Transylvania County the tree lighting has taken place, kicking off the holiday season. Brenda Mills – Shared that the City of Asheville is continuing work on its River Arts District Transportation Improvement Project (RADTIP) (more info: <http://www.ashevilenc.gov/Departments/EconomicDevelopment/ProjectsInitiatives.aspx>). She communicated to Delegates that the City is doing outreach to neighboring municipalities as there are funds to be had for public transportation. Bids for the RADTIP will open at the end of January and it is planned that construction will kick off in March 2017. She also shared that the bond referendum passed and next steps are being looked at. The City also saw the launch of its City Lights which kicked-off after the Asheville Holiday Parade. Larry Harris – Shared that in the Town of Black Mountain, there are lots of holiday things going on. He shared also that preliminary work for the Avadim business expansion is underway. April Riddle – Shared that the Governor’s Western Residence will have an open house this weekend. She also shared that she will not be in her current position by the time the next meeting comes around. John Mitchell – Shared that it’s busy in Henderson County– during the wildfire the Governor’s office provided service above and beyond what was expected- we won’t miss the opportunity to say that when we needed the Governor’s office, they came through and we appreciated it. He also expressed appreciation for all of the care received from throughout WNC. The Cancer Center has opened in Henderson County through a collaborative effort between Wingate University, BRCC and Pardee Hospital. The County is also waiting to hear what the Commissioners will be doing with Hendersonville High School. And, lastly, the City of Hendersonville will be having a New Year’s celebration featuring an “apple lighting” ceremony at midnight. Barbara Volk – Shared that the City of Hendersonville had its tree lighting (2 trees in front of the Courthouse) the evening after the Thanksgiving Parade. The Historic Preservation Committee is sponsoring a “cookie caper” which will go around to the bed and breakfast establishments in the City and provide cookies. She also shared that the City Council approved an RFP for development of the mill property just outside of downtown Hendersonville

with plans for a hotel and retail space. The project should be finished in a couple of years. Mayor Volk commented that when dealing with the drought, when Mills River gets low, the City can work with the state to draw water from the French Broad- no water has been drawn yet as the recent rains have helped to build up the water supply a little. Water customers have been requested to cut back 10% and have actually cut back slightly more than that. Charles Dickens – Shared that he enjoyed a trip to the Flat Rock Playhouse and he remarked that he often gets comments about his name. Mark Biberdorf – Shared that the Town of Fletcher held its tree lighting last Thursday with the biggest attendance ever. The annual holiday parade is coming up on Saturday which will be a very cold day. The Town is getting ready for its building projects and has hired an architect to design a public works vehicle shed and getting ready to start an engineering study for streetscape improvements to support its downtown projects. The Town would like to be breaking ground by summer of 2017. Wayne Brigman – Shared that Madison County has hired an HR Director which is working out very well. The County's Finance Director is retiring in a few weeks and a new staff will be sought. He also shared that the Marshall holiday parade will be on Saturday.

III. Approval of Minutes from the August Regular Meeting – Charles Dickens moved to approve the minutes of the October meeting as submitted. George Goosmann seconded and the motion carried without further discussion.

IV. Consideration and Approval of Consent Agenda Items – Kathe Harris moved to approve the Consent Agenda consisting of: Item A. October FY 2016 Treasurer's Report. Wayne Brigman seconded and the motion carried without further discussion.

V. Presentations/Recognition -

A. Transportation Demand Management Program –Justin Hembree shared that Ritchie Rozzelle will not be presenting today as he and his wife are at the hospital for the birth of their first child. He continued that the TDM presentation will be re-scheduled as the presentation is very interesting as the TDM program helps employers get their employees to work.

B. Contracts for Services/Fee for Service Programs – Justin Hembree shared that LOSRC can provide many services for a fee and he noted the contract with Madison County to fulfill their need for administrative staff. Any needs that jurisdictions have please contact LOSRC and we'll see if we can help.

Justin Hembree also shared about the FEMA/NCEM information received earlier this week. Discussion has occurred with the County and Emergency Managers as Henderson County is trying to undertake the process to complete the paperwork for the two programs that FEMA oversees to try and get reimbursement for expenses incurred during the wildfire and to recoup funds expended during Hurricane Matthew. The paperwork and administrative process for receiving these funds is onerous and the county has requested if LOSRC could help with this process. Justin Hembree communicated that the agency is checking into the possibility of LOSRC, as an organization, to enter into a contract with a consultant to get the reimbursement request compiled and to have a blanket contract with the jurisdictions/municipalities in the region who may need assistance. We may also be able to find a local unit of government to assist in the process (for a fee). He shared that he will be sending out a communication to discern interest among jurisdictions in the region. He also noted that when the contracting process is handled within guidelines, 75% of a consultant's cost could be reimbursed as well. Outreach has been made to the directors in Regions A and D COGs to see if they are interested as well as it may be possible to find an entity and do a master contract for the super-region. FEMA and NCEM are here to help and when thinking about these types of reimbursements- it's not only towns, cities and counties but also volunteer fire departments which are eligible for reimbursement for their expenses during the wildfires, etc. More information will be forthcoming in the immediate future.

Mark Biberdorf shared that there is a lot of work involved in completing the requisite documents for FEMA/NCEM reimbursement. He also noted a need for updating emergency management plans.

April Riddle advised that during a disaster situation, text- don't call, as it uses less bandwidth.

Larry Harris shared that it's worth thinking about how we can move locally if there is no cellphone coverage and he noted how quickly things can get out of hand during emergency situations. He suggested bringing the group together to start talking about how disaster situations can be handled.

Justin Hembree communicated that during disasters, etc. LOSRC's role as a regional organization is to foster a community spirit and communities that come together during a disaster become more resilient. Recent events have provided the opportunity to have the conversations we've never had around dealing with disasters and building those resilient communities. Hopefully, this will make us more proactive.

Discussion occurred regarding the responses that were provided during the wildfires including how and what happens when the power goes out, especially with vulnerable populations. Until the smoke rolls in, we don't think about what we need to do. Larry Harris mentioned the "Code Red" system which provides a phone call to those who have signed up with the municipality. The Town of Fletcher has a similar program to send out blast calls during an emergency situation as does the City of Asheville.

Justin Hembree shared that the other good thing about dealing with disasters is that every time we do it, we get better and better at handling what may come up.

Larry Harris shared about representing our region at the Forum (statewide organization of regional councils). Two meetings are hosted during the year and he attended the Forum on December 2<sup>nd</sup>. The meeting provides an opportunity for the COGs to come together and provides an opportunity for a lot of influence of leadership when groups band together.

Justin Hembree shared that the NC Association of Regional Councils of Governments is the directors' group which meets every other month to assure that efforts are being coordinated among the COGs. The Joint Regional Forum was the predecessor and was tied very closely to the NC League of Municipalities, etc. the association and the league were very interested in seeing that group meet and move forward- there were issues, though, and it didn't continue. Now, directors' feel that it's important for municipalities (elected officials) to get together at least bi-annually to address issues with the General Assembly or the Governor that are regional in nature. This is especially true for statewide issues that impact regional governments or jurisdictions, etc. and the other thing that has been noticed is that many times the informal stuff is just as or more important than the work that is done at the formal meetings.

Larry Harris shared about some of the entities that were at the Forum including political folks that came in to talk about the election. A great divide can exist between what Raleigh wants and what the local municipalities/jurisdictions see as their needs. He also mentioned some potential legislation that would allow COGs to run housing authorities.

Danna Stansbury shared about the efforts LOSRC is making to give back during the holiday season. This year, Vickie Jennings, the Director for Mountain Mobility, has brought all of the holiday efforts together. Two families have been selected: a mom and her three daughters in Transylvania County nominated by SAFE (domestic violence shelter) and the other family is in Henderson County and is an older couple- the husband has dementia and his wife is his full-time caregiver. She also shared about the Blood Drive at the beginning of the month in which 13 folks participated including the bank staff and the Sheriff's Department. LOSRC is also having an office-door decorating contest, and will have a staff holiday party on December 14<sup>th</sup>. Anyone who would like to help out with the holiday families is welcome to do so and donations are due by December 12<sup>th</sup>.

VI. Old Business

XIII. New Business

- XIV. Executive Director's Report –
  - A. Holiday Closings – Justin Hembree shared that LOSRC will be closed December 23<sup>rd</sup> and 26<sup>th</sup> for the Christmas holiday and January 2<sup>nd</sup> for New Year's.
- XV. Important Dates – The next Council meeting will be Wednesday, January 25, 2017.
- XIV. Adjournment – George Morosani moved to adjourn the meeting and Wayne Brigman seconded and the meeting stood adjourned.



## BOARD OF DELEGATES AGENDA ITEM

- Subject:** December FY2016 Treasurer's Report
- Item Number:** X. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** December FY2016 Treasurer's Report
- Background:** Attached is the December FY2016 Treasurer's Report. The report outlines year-to-date revenues and expenditures. Also included is cash balance informaton, fund balance reporting, and member dues information.
- Staff Recommendation:** Recommend acceptance of December's FY2016 Treasurer's Report.
- Suggested Motion(s):** The Treasurer's Report, if not pulled, will be accepted as part of the motion to approve the consent agenda.

**Land of Sky Regional Council  
Treasurer's Report  
December, 2016**

	<u>Amount</u>	<u>% of Budget</u>
<b><u>YTD Report of Receipts &amp; Expenditures</u></b>		
Total Annual Budget	\$ 14,237,983	
Year-to-Date Revenues	\$ 4,978,014	34.96%
Year-to-Date Expenditures	(5,319,403)	37.36%
Grant/Contract Cash Balance	<u>\$ (341,389)</u>	
Year-to-Date Target Percent		50.00%

**Cash Balance Report**

Total Cash Balance at 12/1	\$ 1,818,813
Cash Received during month	1,158,903
Cash Expenditures for month	<u>(1,085,428)</u>
Total Cash Balance at 12/31	<u>\$ 1,892,288</u>

**Fund Balance Report at 6/30/15 (Audited)**

Unassigned	\$ 421,440
Restricted-Stabilized by State Statute	683,850
Total Fund Balance	<u>\$ 1,105,290</u>

**Assessments (Dues) Report**

YTD Billed to Member Governments, 2nd quarter	\$ 109,146
Collected to Date	<u>(109,146)</u>
Balance Due	<u>\$ -</u>



## BOARD OF DELEGATES AGENDA ITEM

- Subject:** NC Department of Environmental Quality – Upper Swannanoa River 9-Element Watershed Management Plan Implementation
- Item Number:** X. Consent Agenda; Item B.
- Responsible Party:** Erica Anderson Director of Economic and Community Development
- Attachment(s):** none
- Background:** In January 2016, the Town of Black Mountain requested assistance to apply for a grant to implement the recently completed Upper Swannanoa River Watershed Management Plan (WMP). The 7-mile section of the Upper Swannanoa River that runs through the Town of Black Mountain, from the headwaters to the North Fork, is on the EPA's 303(d) list of impaired waters. This implementation award will address water quality impairments with the ultimate goal of improving water quality.
- This project installs three high priority stormwater BMPs in Black Mountain:
- Golf Course Parking – bioretention, stream restoration – 0.6 acres drainage area
  - Church Street – bioretention – 3.0 acres drainage area
  - Library parking lot – bioretention – 0.2 acres drainage area
- This project will impact around 250,000 residents in Buncombe County and over 8,000 in Black Mountain. The Swannanoa and French Broad River are tourist destinations and are major economic drivers for the region.
- At this time, Council is being requested to authorize LOSRC to accept the award on behalf of the Town of Black Mountain in the amount of \$60,000 with the Town matching the award in the amount of \$40,000 for a total project of \$100,000.
- Staff Recommendation:** Approval
- Suggested Motion(s):** If not pulled, the NC DEQ award will be accepted as part of the motion to approve the consent agenda.



## BOARD OF DELEGATES AGENDA ITEM

**Subject:** Farmer Training Program

**Item Number:** XI. Presentations/Recognition; Item A.

**Responsible Party:** Lee Warren, Executive Director, Organic Growers School

**Attachment(s):** N/A

**Background:** The Farmer Training Program offered through the Organic Growers School is a 12-month training session that helps beginning farmers clarify their goals and strengths, establish a strong enterprise plan and start building their operation.

**Staff Recommendation:** N/A

**Suggested Motion(s):** N/A



## BOARD OF DELEGATES AGENDA ITEM

**Subject:** Transportation Demand Management Program in the French Broad River MPO Region

**Item Number:** XI. Presentations/Recognition; Item B.

**Responsible Party:** Ritchie Rozzelle, TDM Coordinator

**Attachment(s):** N/A

**Background:** The TDM program provides resources for companies and individuals to plan commutes that get people to work in ways beyond one person, one car. The program uses an online platform- GO Mountain Commuting to solve transportation challenges through the use of carpools, vanpools, transit and active commutes.

**Staff Recommendation:** N/A

**Suggested Motion(s):** N/A



## BOARD OF DELEGATES AGENDA ITEM

**Subject:** Executive Director's Report

**Item Number:** XIII. Executive Director's Report

**Responsible Party:** Justin Hembree, Executive Director

**Attachment(s):**

**Background:** The following items will be presented as part of the Executive Director's Report:

A. 2017 Meeting Locations

**Staff Recommendation:** N/A.

**Suggested Motion(s):** N/A