



Kerr-Tar Regional Council of Governments

May 28, 2020

6:00 PM

Due to the COVID-19 pandemic, the meeting will be held solely by electronic means.

The public will not be allowed to physically attend this meeting; however, the meeting can be viewed or listened to live via Zoom.

When: May 28, 2020 06:00 PM Eastern Time

Topic: Board of Directors Meeting

Please use the address below to join the webinar:

<https://zoom.us/j/94283179365>

Or Telephone: (669) 900-6833

Webinar ID: 942 8317 9365

5:55 P.M. – Invocation – Mayor Walter Gardner, Warrenton

6:00 P.M. - Official Meeting Begins - Call to Order

Roll Call – Susan Tucker for Chairman Sidney Dunston

1. CONSENT AGENDA:

Items listed on the “Consent Agenda” are considered routine and shall be enacted by one motion of the Board with no separate discussion. If separate discussion is desired by a member of the Board, that item may be removed from the “Consent Agenda” and placed on the regular agenda.

A. January 23, 2020 Executive Committee Minutes

B. January 23, 2020 Board Minutes

C. March 26, 2020 Executive Committee Conference Call Minutes

D. March 26, 2020 Board Conference Call Minutes

E. April 14, 2020 Executive Committee Conference Call Minutes

F. April 2020 Finance Report

G. Budget Amendments- Fund 10 (General Fund) in the amount of \$135,600

H. Budget Amendment – Fund 11 (Aging Fund) in the amount of \$225,833

I. Budget Amendment – Fund 13 (WIOA Fund) in the amount of \$10,000

J. Executive Director’s Report

2. COMMENTS FROM THE PUBLIC:

This is the time set aside by the COG Board to allow individuals to address the Board on issues concerning the COG. Members of the public who would like to make public comments MUST register by emailing info@kerrtarcog.org before 12:00 pm (noon) on Thursday, May 28, 2020. You must include your name, address, comment topic, the phone number you will be calling from and email address. You will be recognized (by video or phone call using the instructions listed at the beginning of this agenda) for comments in the order that you registered. The time limit for each speaker shall be five minutes with a total time limit set aside for informal public comments totaling 30 minutes. Vulgarly and abusive comments will not be tolerated.

3. 2020 ESSENTIAL SINGLE FAMILY REHABILITATION PROGRAM (ESFRLP) ASSISTANCE POLICY- PERSON COUNTY

Approved for \$190,000 from the North Carolina Housing Finance Agency to serve a minimum of 5 units in Person County. Grant is a multi-year project. All rehabilitation work must be under contract by December 31, 2022. All rehabilitation work must be completed by June 15, 2023. Program Assistance Policies are required to be adopted that identifies the eligibility criteria for assistance, and for prioritizing applicants once that have been determined eligible. Draft policy has been reviewed for compliance by case manager at North Carolina Housing Finance Agency.

ACTION REQUESTED: Consider approval of the 2020 Essential Single Family Rehabilitation Program Assistance Policy- PERSON COUNTY

Roll Call – Susan Tucker for Chairman Sidney Dunston

4. 2020 ESSENTIAL SINGLE FAMILY REHABILITATION PROGRAM (ESFRLP) ASSISTANCE POLICY- VANCE COUNTY

Approved for \$190,000 from the North Carolina Housing Finance Agency to serve a minimum of 5 units in Vance County. Grant is a multi-year project. All rehabilitation work must be under contract by December 31, 2022. All rehabilitation work must be completed by June 15, 2023. Program Assistance Policies are required to be adopted that identifies the eligibility criteria for assistance, and for prioritizing applicants once that have been determined eligible. Draft policy has been reviewed for compliance by case manager at North Carolina Housing Finance Agency.

ACTION REQUESTED: Consider approval of the 2020 Essential Single Family Rehabilitation Program Assistance Policy- VANCE COUNTY

Roll Call – Susan Tucker for Chairman Sidney Dunston

5. **2020 ESSENTIAL SINGLE FAMILY REHABILITATION PROGRAM (ESFRLP) PROCUREMENT AND DISBURSEMENT POLICIES**

Procurement and Disbursement Policies specific to ESFRLP2020. Draft policy has been reviewed for compliance by case manager at North Carolina Housing Finance Agency.

ACTION REQUESTED: Consider approval of the 2020 Essential Single Family Rehabilitation Program Procurement and Disbursement Policies.

Roll Call – Susan Tucker for Chairman Sidney Dunston

6. **RESOLUTION TO SIGN REQUISITION FORMS**

Resolution to authorize Patricia S. Cox, Executive Director and Donna Lee, Finance Manager to sign requisition forms for the Essential Single Family Rehabilitation funds.

ACTION REQUESTED: Consider approval of the Resolution to Sign Requisition Forms.

Roll Call – Susan Tucker for Chairman Sidney Dunston

7. **LANGUAGE ACCESS PLAN**

As a recipient of federal funds, we are required to comply with Title VI of the Civil Rights of 1964, requiring us to take responsible steps to endure meaningful access by persons with limited English proficiency. Draft plan has been reviewed for compliance by case manager at North Carolina Housing Finance Agency.

ACTION REQUESTED: Consider approval of the Language Access Plan.

Roll Call – Susan Tucker for Chairman Sidney Dunston

8. **2020-2021 BUDGET PRESENTATION**

Executive Director will present the proposed budget for FY 2020/2021. Budget comes to the Board on recommendation from the Executive Committee

ACTION REQUESTED: No action required. A Public Hearing would be held prior to the Board Meeting on June 24th when the Board will vote on the proposed budget.

Roll Call – Susan Tucker for Chairman Sidney Dunston

9. **OTHER BUSINESS**

10. **ADJOURNMENT**