

Land of Sky Regional Council  
August 22, 2018  
Regular Meeting



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

**AGENDA**

*Special Presentations from Dr. William Hathaway, Senior Vice President and Chief Medical Officer, Mission Health Systems & Bruce McKay, Senior Energy Policy Director, Dominion Energy (12:45pm)*

- I. Call to Order (1:15pm)
- 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 June Regular Meeting
- X. Consideration and Approval of Consent Agenda Items
  - A. July FY 2019 Treasurer's Report
- XI. Presentations/Recognition
- XII. Old Business
- XIII. New Business
  - A. Land of Sky Regional Council Strategic Plan
- XIV. Executive Director's Report
  - A. BBQ and Open House Recap
  - B. Outreach Activities
  - C. Alternate Delegates
- XIV. Important Dates
- XV. Adjournment



## BOARD OF DELEGATES AGENDA ITEM

- Subject:** June Board of Delegates Meeting Minutes
- Item Number:** X. Approval of Minutes from the June Regular Meeting
- Responsible Party:** Zia Rifkin, Administrative Services
- Attachment(s):** Minutes from the June 2018 Meeting
- Background:** The June 2018 meeting had a quorum to conduct business and the minutes include a recap of the special presentation about the Next Generation West Broadband Initiative, a Public Hearing for the FY 2018/2019 Budget Ordinance, and presentations from the North Carolina Department of Insurance (NCDOI) regarding the Office of the Fire Marshall and their Consumer Insurance Department, and the adoption of the LOSRC Fiscal Year 2018/2019 Budget Ordinance under old business.
- Staff Recommendation:** Recommend acceptance of the June 2018 meeting minutes.
- Suggested Motion(s):** Move to approve the June minutes as submitted

**Meeting of  
Land of Sky Regional Council Board of Delegates  
June 27, 2018**

**Minutes**

Special Presentation – Erica Anderson, Economic and Community Development Director, shared about the Next Generation Network West (NGNW) Broadband initiative. She introduced Dr. William Sederburg, Chair of the NGWN steering committee. Dr. Sederburg shared that the purpose of the NGNW Broadband initiative is to develop ways to bring faster, more affordable internet services to the western region of the state, including rural areas. He communicated that broadband has been identified as a driver for economic development. A number of organizations have joined the partnership, including ERC Broadband, to build upon the (middle road) network. Dr. Sederburg provided the history of the NGNW, which formed with six municipalities in 2016 with a request for negotiations that was released in August of that year. In North Carolina, prior to the recession of 2008, broadband development was lacking. A very strong fiber network was developed among the universities. The Education and Research Consortium (ERC) Broadband takes over and builds out the network for government agencies and non-profits. The goal of NGNW is to discover where the fiber (cable) is and to negotiate with internet services providers (ISPs) to develop the network further. Dr. Sederburg communicated that as a result of the negotiations, two new firms have emerged who have an interest in serving this region. The NGNW is currently working with a total of six firms. Erica Anderson shared that NGNW initially began with six municipalities including: the Town of Laurel Park, the Town of Fletcher, the City of Asheville, the City of Hendersonville, the Town of Biltmore Forest, and the Town of Waynesville and that the project is moving into Phase II. The goal is to include the entire region including rural areas. Erica Anderson noted that the state and the NC League of Municipalities have developed broadband plans. Phase II also includes asset mapping (vertical and horizontal assets) and the launch of a regional broadband survey. Currently, the initiative is involved in identifying priority locations for connections to under-served communities and the creation of a deployment plan. Erica Anderson noted that Madison County has completed its portion of the asset mapping. She also communicated the importance of the survey to gather the hard data needed to encourage providers to come in and expand the current fiber network. The NGNW survey link: <https://survey123.arcgis.com/share/51fa924550fd4302959233c020f65142>. The next phase of the initiative would include a continuation of the partnership with ERC to strengthen opportunities for broadband within rural, less urbanized areas and to continue working with municipalities to analyze new opportunities. Dr. Sederburg communicated that the initiative is a regional model in collaboration, which has helped municipalities identify their needs and collaborate with ERC where possible. Next steps include developing an effective structure for a public private partnership for broadband in the state. In addition, Dr. Sederburg noted that the mountains would require more substantial public investment.

Jonathan Bullock with Hotwire Communications and Jody Call with RiverStreet Networks shared information with the Board about the services offered by their businesses. Jonathan Bullock noted that Hotwire is a new service provider in the state. The Hotwire network is all fiber, is the only solution for the future, and can support the broadband needs of virtual reality, etc. He noted that the return on investment for deploying fiber is low. To get fiber to communities, there would need to be some sort of public-private partnership. Hotwire would like municipalities to own their fibers. Hotwire is the service provider (providing services over the network and maintaining it). Hotwire shares revenue with the municipalities deploying the fibers. Hotwire operates by going into the communities and determining those areas that have the highest needs. Once generating revenue, operational income can be used to build out the network. The result is a sustainable model where the municipality owns the fiber. This can lead to economic development opportunities and can provide the internet services needed by students and others in the communities to improve lives and is sustainable moving forward.

Discussion occurred regarding the relationship between an increase in internet services and the perceived related increase in electricity usage. Dr. Sederburg commented that the use of electricity is decreasing due to increased efficiency of electrical devices. Jonathan Bullock noted that broadband is a way to replace those revenues lost due to less demand for electricity. Jody Call shared that consumption rates and revenue has been decreasing for electricity. He also noted that there are very few hard-wired devices being connected to the broadband networks.

Jody Call shared background on RiverStreet, which began serving customers in 1958, deployed their first fiber in 1992, and is a legacy business (as is deploying fiber, which can take 15 to 20 years to develop fully). Riverstreet believes in putting the fiber out there. Prior to 2015, the business had about 2000 customers and RiverStreet receives settlements based on the number of units it serves. RiverStreet purchased a couple of traditional telephone companies in 2016 and the business began the cut-over to fiber for the customers it was serving and began edging out in the areas it serves. Riverstreet is also involved in the acquisition of companies that will bring the number of customers to more than 15,000. Jody Call noted that Riverstreet works with ERC and would like to build the network to Saluda including the municipalities in-between (Towns of Fletcher, Biltmore Forest, Laurel Park, and the City of Hendersonville). In addition, RiverStreet plans to work with municipalities to determine where the zones are by spending time with each municipal location to begin sharing maps with drafting/engineering departments. He communicated that the business is looking for stakeholders to share where the need is. He closed by sharing that the LOSRC region is far ahead of other areas.

- I. Call to Order – Chairman Larry Harris called the meeting to order at approximately 1:30pm.
- II. Invocation – Chairman Harris gave the invocation.
- III. Pledge of Allegiance – All stood as Chairman Harris led the group in the Pledge of Allegiance.
  - I. Roll Call – Justin Hembree called the roll. The following members were present: Wayne Brigman, Forrest Gilliam, Mike Hawkins, Vijay Kapoor, George Goosmann, Jonathan Kanipe, Larry Harris, Maggie Tuttle, Charlie Landreth, Albert Gooch, Bob Davy, Barbara Volk, Ron Stephens, Alison Alexander, Nancy Allen, and Charles Dickens. The following guests were present: April Riddle, Robin Ramsey, Jordan Barnes and Bob Tomasulo. Justin Hembree announced a quorum was present to conduct business.
  - II. Modification and Approval of Agenda – The agenda was presented for approval with no modification requested.

*Jonathan Kanipe moved to approve the agenda as presented. Charlie Landreth seconded and the motion carried without further discussion.*
  - III. Public Hearing – *Charlie Landreth moved to open the public hearing for the FY 2018/2019 Budget Ordinance. George Goosmann seconded and the motion carried to open the public hearing.*

No comments were received from the public about the FY 2018/19 Budget Ordinance.

*Charlie Landreth moved to close the public hearing. George Goosmann seconded and the motion carried without further discussion.*
- IV. Recognition of Special Guests – Chairman Harris recognized April Riddle, Jacquie Buttles, and Shannon Bullock, Robin Ramsey, Jordan Barnes and Jeff Wells (Manager, Town of Mills River). LeeAnne Tucker and Danna Stansbury recognized Carol McLimans for her nearly 20 years of service to the LOSRC region as a family caregiver specialist. Best wishes to Carol! Danna Stansbury next recognized Kim Cox, staff to the Workforce (WFD) Department, who is also retiring. She shared that Kim Cox is a published author, which she will continue in retirement. Danna Stansbury then introduced Melissa Wright to the Delegates, as she is the new WFD staff training to assume the accountability specialist position.
- V. Chairman's Round Table – Jonathan Kanipe – Shared that the Town of Biltmore Forest is planning its July 4<sup>th</sup> festival. Albert Gooch – Shared that the Village of Flat Rock is recognizing Judy Boleman's retirement with a reception this Friday afternoon. Pat Christy will assume her duties. The Village has also hired a park ranger who will start July 5<sup>th</sup>. He also shared that all of the trails in the park are completed and there is a celebration planned for Saturday. In addition, the Village plans to proceed with the NCDOT plans to improve Highland Lake Road. Maggie Tuttle – Shared that the Town of Black Mountain is hiring a new manager and she thanked LOSRC for the loan of Justin Hembree. Ron Moore has agreed to be the interim until a new town manager is found. Vijay Kapoor – Shared that the City of Asheville had a productive Council meeting,

adopted the budget and a new comprehensive plan, and entered into an agreement with Henderson County for the water system. Barbara Volk – Shared that the City of Hendersonville’s Rhythm and Brews had its highest attendance ever last week. The next one is on July 19<sup>th</sup> and music starts at 6:00pm with great fun for the whole family. She also shared one disappointing piece of news for the City, who were optimistic of getting a boutique hotel in the old mill; however, the financial backer thought that it would be better to become workforce housing. Charles Dickens – Shared that the Regional Aging Advisory Council is meeting the first Thursday in July in the Town of Mars Hill at the County Library at 10:00am. Everyone is invited to attend. Wayne Brigman – Shared that the annual rodeo is coming up in Madison County. Nancy Allen – Shared that all is well in the Town of Marshall.

- VI. Approval of Minutes from the April Regular Meeting – ***Bob Davy moved to approve the minutes of the May 2018 meeting. George Goosmann seconded and the motion carried without further discussion.***
- VII. Consideration and Approval of Consent Agenda Items – The Consent Agenda, consisting of Item A. May FY 2018 Treasurer’s Report was presented for consideration.

***George Goosmann moved to approve the Consent Agenda as presented. Bob Davy seconded and the motion carried without further discussion.***

- VIII. Presentations/Recognition –  
North Carolina Department of Insurance (NCDI) –  
A. Office of the Fire Marshal – Shannon Bullock shared about Safe Kids NC, which helps to keep all kids safe from injuries. The initiative is part of Safe Kids Worldwide. She communicated that the state has the most coalitions, covering 74 counties and that Mission Hospital is the Safe Kids coalition leader in the LOSRC region. ([www.safekidsnc.org](http://www.safekidsnc.org)).
- B. Health Insurance – Jacquie Buttles shared that the purpose of the NCDI/Consumer Insurance Department is to provide education to consumers who have complaints to make sure insurance companies are in compliance with the state’s rules and regulations. The NCDI works with life insurance, auto, homeowners, and workers comp, etc. and works with folks using a case management model to assist individuals to resolve issues with insurance and the companies providing that. Another program is the Lost Life Insurance Policy Program that can help locate insurance policies for folks who are deceased to get the policy to the survivor legally entitled to it. She shared that a total of nearly \$12 million has been recovered by consumers. (<https://www.ncdoi.com/Consumer/Default.aspx>).

- IX. Old Business –  
A. Fiscal Year 2018/2019 Budget Ordinance Adoption – Chairman Harris shared that the proposed FY 2018/2019 Budget was reviewed last month. He communicated that page 9 of the agenda (Budget Ordinance for the Year Ending June 30, 2019) includes a clause (Section III), which added language that salary compensation (other than cost of living increases) must be approved by the Executive Director and the Executive Committee.

***Charlie Landreth moved to approve the Fiscal Year 2018/2019 Budget Ordinance as presented. George Goosmann seconded and the motion carried without further discussion.***

- X. New Business –
- XIV. Executive Director’s Report –  
A. Annual BBQ & Open House - Justin Hembree shared about the upcoming BBQ and Open House planned for Wednesday, July 25. Everyone is invited.
- B. Strategic Planning Workgroup – Justin Hembree shared that he would be reaching out to Delegates for volunteers to serve on this ad hoc committee.

C. Outreach Update – Justin Hembree provided an update on outreach efforts to Member Governments. He noted that activities continue and he thanked everyone for being at today's meeting. He communicated that the bylaws allow jurisdictions to appoint multiple delegates to assure that jurisdictions are regularly represented. George Goosmann noted that it was good to have the Towns of Woodfin and Mills River at today's meeting.

XV. Important Dates – Justin Hembree shared there was no scheduled Board meeting in July and that the next meeting would be August 22, 2018. He reminded everyone that the fourth Wednesday in July (25<sup>th</sup>) would be the annual BBQ and Open House.

XIV. Adjournment – As there was no further business, Chairman Harris adjourned the meeting.



## BOARD OF DELEGATES AGENDA ITEM

- Subject:** July FY 2019 Treasurer's Report
- Item Number:** X. Consent Agenda, Item A
- Responsible Party:** Vickie Thomas, Finance Director
- Attachment(s):** July FY 2019 Treasurer's Report
- Background:** Attached is the July FY 2019 Treasurer's Report. The report outlines year-to-date revenues and expenditures. Also included is cash balance information, fund balance reporting, and member dues information.
- Staff Recommendation:** Recommend acceptance of the July FY 19 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  
July, 2018**

	<u>Amount</u>	% of Budget
<b><u>YTD Report of Receipts &amp; Expenditures</u></b>		
Total Annual Budget	\$ 12,522,101	
Year-to-Date Revenues	\$ 311,035	2.48%
Year-to-Date Expenditures	(233,868)	1.87%
Grant/Contract Cash Balance	<u>\$ 77,167</u>	
Year-to-Date Target Percent		8.33%

**Cash Balance Report**

Total Cash Balance at beginning of month	\$ 2,193,748
Cash Received during month	631,470
Cash Expenditures for month	<u>(867,874)</u>
Total Cash Balance at end of month	<u>\$ 1,957,344</u>

**Fund Balance Report at 6/30/17 (Audited)**

Unassigned	\$ 1,252,476
Restricted-Stabilized by State Statute	1,087,503
Total Fund Balance	<u>\$ 2,339,979</u>

**Assessments (Dues) Report**

YTD Billed to Member Governments, 1st quarter	\$ 55,440
Collected to Date	-
Balance Due	<u>\$ 55,440</u>





## BOARD OF DELEGATES AGENDA ITEM

- Subject:** Land of Sky Regional Council Strategic Plan
- Item Number:** XIII. New Business; Item A.
- Responsible Party:** Chair Larry Harris
- Attachment(s):** Memorandum Dated August 13, 2018
- Background:** LOSRC's Executive Committee has identified the need for an updated visioning document that outlines the priorities of LOSRC for the next five to ten years, and in turn, serves as the foundation for the development of the Executive Director job description. A Strategic Planning Committee would be formed to develop the visioning document. Questions for Delegates to consider include:
- How should Land of Sky define/redefine its mission and vision?
  - What value does Land of Sky bring to member governments?
  - What issues will the region be facing during the next five to 10 years?
  - What is Land of Sky's role in helping the region face these issues?
  - What are the requirements for an effective Executive Director?
  - What job responsibilities should be included in the Executive Director job description?
- Staff Recommendation:** Discuss questions for consideration and appointment of Delegates to a Strategic Planning Committee
- Suggested Motion(s):** Move to approve moving forward with the development of a Strategic Planning Committee.



**August 13, 2018**

**To:** Board of Delegates  
**From:** Larry B. Harris, Chair  
**Subject:** August 22, 2018 Board of Delegates Meeting

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The Executive Committee has identified the need for an up-to-date job description for the Executive Director position. During our discussions concerning this matter, the Executive Committee felt this presented an excellent opportunity to seek input from our member governments and to allow for engagement from the full Board of Delegates.

The Executive Committee has authorized Councilman Patrick Fitzsimmons and me to assemble a Strategic Planning Committee. The charge of this committee is to develop a visioning document that outlines the priorities of Land of Sky Regional Council for the next five to ten years and, in turn, serves as the foundation for the development of the Executive Director job description. Please contact Patrick, Justin or me if you are interesting in serving on the Strategic Planning Committee.

This item will be focus for the business portion of our upcoming August 22 Board of Delegates meeting. In preparation for discussion during the meeting, the Executive Committee requests you consider the following questions:

- How should Land of Sky define/redefine its mission and vision?
- What value does Land of Sky bring to member governments?
- What issues will the region be facing during the next five to 10 years?
- What is Land of Sky's role in helping the region face these issues?
- What are the requirements for an effective Executive Director?
- What job responsibilities should be included in the Executive Director job description?

Please feel free to contact Patrick, Justin or me if you have any questions. I look forward to our discussion on the 22<sup>nd</sup>.



## BOARD OF DELEGATES AGENDA ITEM

**Subject:** Executive Director's Report

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

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

**Attachment(s):** None

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

- A. Annual BBQ & Open House Recap
- B. Outreach Activities
- C. Alternate Delagates

**Staff Recommendation:** N/A.

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