



Planning/Zoning and Code Enforcement Department
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TO: Warren County Golden Leaf Steering Committee
FROM: Ken Krulik, CZO - Planning and Zoning Administrator
DATE: June 24, 2008 (mailing date)
RE: Minutes of the June 9, 2008 meeting

Committee Members:

Warren County Manager - Linda Worth, Steering Committee Chair (non-voting)
Warren County Commissioner – Commissioner Clinton Alston
Warren County Commissioners - Commissioner Ernest Fleming (Vice-Chair)
Warren County Economic Development Director - John Church
Warren County Schools Superintendent - Dr. Ray Spain
Warren County School Board Member – Al Cooper
Warren County Planning and Zoning Director Ken Krulik (Secretary)
Warren County Chamber of Commerce Director - Toni Haavisto
Municipal representatives (one elected official per municipality) – John Mooring (Warrenton),
Herbert Burrows (Norlina), J.W. Beddingfield (Macon)
Tribal Government (Haliwa-Saponi) - Archie Lynch, Marty Richardson
Nonprofit representatives - Thomas Harris (Education), Frank Newell (Economic Development),
Walter Hurst (Tourism/Natural Resource Preservation), Kenneth Blackman (Youth/Recreation
Programs)
Warren County High School Representatives - Jamisha Twitty (Warren County High School),
Renford Lynch (New Tech High School)
At-Large Community Members – Jereann King-Johnson, Milo Alston, Hermenia Salmon

Alternates (representing)

Rob Evans (J.W. Beddingfield - Town of Macon)
Ron Richardson (Marty Richardson- Tribal Government)
John Freeman (John Mooring - Town of Warrenton)
Dr. Charles Grady (Al Cooper - Warren County School Board)

Others Present:

Golden Leaf Foundation Representatives - Patricia (Pat) Cabe
Henderson Daily Dispatch (press) - David Irvine
Jane Ball-Groom

Absent:

J.W. Beddingfield (Town of Macon)
Milo Alston (At Large Community member)
Kenneth Blackman (Youth/Recreation Programs)
Mark Sorrells and Courtney Mills (Golden Leaf Foundation Representatives)

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- ◆ **Chair Linda Worth** called the meeting to order and requested observing a moment of silence. Upon its completion she initiated roll call of those present, asking that if a person is standing for a sitting member to please acknowledge **(those present and standing in are noted above).**

- ◆ Upon completion of roll call **Chair Linda Worth**, moved to set the agenda for the June 9, 2008 Steering Committee meeting, with no changes she entertained a motion to approve the agenda as presented:
 - A. **Motion** was made by **Vice Chair Ernie Fleming** to approve the June 9, 2008 agenda as submitted.
 - B. **Second** was made by **Al Cooper**, on call for a vote by **Chair Linda Worth** all members voted to approve.
- ◆ **Chair Linda Worth** moved to the next agenda item, approval of Minutes for the May 27, 2008 Steering Committee meeting. She then asked if there were any questions or corrections, there were several minor corrections and are noted as follows:
 - Ken Krulik - correction per an email received by Hermenia Salmon that on page 3, 3rd bullet point from the bottom, that the comment noted was made by her (Hermenia Salmon) and not Jereann King-Johnson.
 - **Chair Linda Worth** - correction on page 1, under Others Present, that Mark Sorrells was not present and on page 2, 3rd bullet point from the top, that response to Jereann King-Johnson's comment for the number of proposals to be submitted that "the number had not been determined."
- ◆ With no further questions or comments **Chair Linda Worth** entertained a motion to approve the May 27, 2008 minutes as corrected:
 - A. **Motion** was made by **Ernie Fleming** to adopt the Minutes for the May 27, 2008 Steering Committee meeting as corrected.
 - B. **Second** was made by **Marty Richardson**, on call for a vote by **Chair Linda Worth** all members voted to approve.
- ◆ **Chair Linda Worth** moved to the next agenda item, Review of Proposal Rankings submitted by the Steering Committee Members, she turned the meeting to **Pat Cabe** of the Golden Leaf Foundation.
- ◆ **Pat Cabe** first thanked the Committee and then reminded them that as of the last meeting the submittal deadline for reviewed proposals had been extended to May 30, 2008. She also commended the Committee Members on their work in this process and noted that they were "tough, but fair."
- ◆ **Pat Cabe** distributed a summary sheet of the 23 submitted proposals, with tabulated average scores ranked from highest to lowest. She further reminded the Members that the annual grant cycle is open to all proposals and to keep in mind that even the un-selected proposals (for this particular meeting/process) in this process are still eligible to apply to the Golden Leaf Foundation for funding.
- ◆ **Pat Cabe** emphasized that this process that Warren County is currently going through, is not "a one time shot." She reviewed the timeline for the Golden Leaf Board; the final deadline for submittal to the Golden Leaf Board is August 1, 2008.
- ◆ **Pat Cabe** then informed the Steering Committee that of the top four ranked proposals, they total \$2,034,210.00 in requested funds from Golden Leaf. She added that the Golden leaf Board has set aside for this process/project area, a total of \$2,000,000.00 in assistance funds.
- ◆ **Pat Cabe** then explained a number of other project areas/counties that had been through the same process and offered as a comparison the number projects approved and funded for those areas.
- ◆ **Pat Cabe** explained that even with the extended deadline for the Steering Committee, there was not 100% response though they did receive responses from a majority of the Members (process is now complete).

- ◆ **Pat Cabe** continued that there is another potential form of funding assistance through UNC at Chapel Hill, based on interest in "value added" agricultural projects. She explained that they would like further discussion with the applicants for the following projects in relation to value added agriculture: E-11 (Four River Resource Conservation & development Council), T-1, E-9, and ED-2 (all with The Rural Entrepreneurial Institute), and E-3 (Warren County Cooperative Extension).
- ◆ **Chair Linda Worth** asked if this Steering Committee would be involved in those discussions as noted by Pat Cabe (outside the scope of this committee).
- ◆ **Pat Cabe** responded no, the Steering Committee would not be responsible or involved in those discussions unless they chose to be involved.
- ◆ **Pat Cabe** reviewed the next steps in the timeline for the proposals that the top applicants would need to have their completed proposal packages submitted to the Golden Leaf Board by early August. She explained that "one of the next steps in the Community Assistance Initiative process for Warren County is the scheduling of an informal meeting with a small group of Golden LEAF Board members and representatives of the Warren County Steering Committee and representatives from priority Warren County projects. This is designed to be an informational session with lots of time for Q&A on both sides. This is an informal, informational session and usually very helpful for Golden LEAF Board members, community members and prospective applicants. Although no votes or official actions will be taken, we consider all Golden LEAF meetings open to the public and welcome visitors."
- ◆ **Pat Cabe** reminded Members they had chosen to have a community forum in order to report the results of their work (by early July), before finalizing the applications for submittal to the Golden Leaf Board. She explained that the next meeting after the community forum would give the opportunity for the applicants to answer questions (Golden Leaf Board uses the same information as the ranking criteria).
- ◆ **Chair Linda Worth** asked if in the mid-July meeting, what is presented would be the proposal outline or the full application.
- ◆ **Pat Cabe** responded it would be just the proposal outline as this is an informal meeting with Golden Leaf Board.
- ◆ **Chair Linda Worth** then entertained a motion to approve the top four ranked project proposals on the summary list:
 - A. **Motion** was made by **Walter Hurst** to adopt top four ranked project proposals as indicated in the summary sheet (Y-4, E-7, E-8, and E-10) and instruct those applicants to proceed with the full process.
 - B. **Second** was made by **John Mooring**, on call for a vote by **Chair Linda Worth** all members voted to approve.
- ◆ Committee Members had some discussion on the funding totals of what is to be submitted and what is available through Golden Leaf.
- ◆ **Marty Richardson** asked if it's possible to have the community forum and informal Golden Leaf Board meetings in June rather than July. **Pat Cabe** responded that the end of June would be difficult, though the community meeting could be anytime.
- ◆ **Walter Hurst** commented that the community forum meeting would be a great opportunity to present the top four ranked proposals.
- ◆ **Ernie Fleming** added that it would be a good opportunity for the general public to ask questions (as a dry run for the applicants).
- ◆ **Chair Linda Worth** stated that they would need to advertise at least 10 days prior to the date of the community meeting.
- ◆ Committee Members discussed an appropriate date for holding the community forum meeting (either late June or early July). It was also discussed it would not be necessary for the Steering Committee to meet again. It was determined by consensus that July 7,

2008 at 6:30 PM the full Warren County Golden Leaf Committee to hold a community forum, as an opportunity to present the top four ranked proposals as a result of the Steering Committee's work.

- ◆ **Jereann King-Johnson** commented that the Committee did a wonderful job of creating this vision and indentifying these priorities. She continued that after this particular process is over they should keep this list of projects future opportunities.
- ◆ **Chair Linda Worth and Pat Cabe** stated that they would still encourage that even if individuals' projects not selected in this Steering Committee process, for those individuals to still pursue getting their projects in for the August deadline.
- ◆ **Walter Hurst** commented this has been a great experience (solid community effort).
- ◆ **Hermeria Salmon** commented that this same process (and leadership) would be beneficial for other groups in Warren County.
- ◆ **Pat Cabe** responded that they (Golden Leaf Representatives) would be happy to come back and facilitate roundtable discussions.
- ◆ **Clinton Alston** expressed his thanks to Pat Cabe and Golden Leaf, on behalf of the Board of Commissioners and this Steering Committee.
- ◆ **Ernie Fleming** expressed his thanks as well and commented that this process would not impact other applicants from submitting their proposals outside of this process.
- ◆ **Pat Cabe** thanked the Steering Committee as well; adding their work is now done.
- ◆ Committee Members had some discussion that they did not want this to be the end of cooperation and coordination in finding alternative funding resources for projects in the County (discussed to continue using the email list for communication).
- ◆ **Ernie Fleming** commented that the community forum could be a "kickoff" for those applicants who did not get their projects selected, to then determine how next to proceed and who to contact for assistance (within the Steering Committee itself).
- ◆ **Hermeria Salmon** suggest for the future it may be a good idea to establish categories for funding sources (municipal category, county category, outreach category, etc.) and then have funding related to each of those individual categories.
- ◆ **Pat Cabe** responded to "hold that thought" for future reference.
- ◆ **Chair Linda Worth** commented that they should keep these discussions moving forward and look at all available funding sources in the future.
- ◆ **Dr. Ray Spain** stated that all the Steering Committee Members should be commended for their coordination in working together. He echoed the earlier comments about the experience and ability for the Committee to stay together and suggested finding some way to continue this structure to support of other projects.
- ◆ With no further questions or comments **Chair Linda Worth** thanked the Steering Committee Members for their time and effort, she entertained a motion to adjourn:
 - A. **Motion** was made by **Clinton Alston** to adjourn the meeting of the Golden Leaf Steering Committee.
 - B. **Second** was made by **Ernie Fleming**, on call for a vote by **Chair Linda Worth** all members voted to approve.
- ◆ The Warren County Golden Leaf Steering Committee was adjourned after completion of its assigned work at 2:00 PM on June 9, 2008.