

**HIGH COUNTRY COUNCIL OF GOVERNMENTS  
EXECUTIVE BOARD MEETING  
JUNE 16, 2025  
MINUTES**

The Executive Board of the High Country Council of Governments (HCCOG) met June 16, 2025, 7:00pm, in the HCCOG Board Room in Boone. The following members were present at the meeting: Charles E. Vines, Brenda Lyerly, Bill Osborne, Otis Church, Bill Wheeler, Larry Fontaine, Bobby Munsey, Mike Parlier, Jeff Harding, Rocky Buchanan, Teresa McCoy, Tom Hartman, Tim Futrelle, Braxton Eggers, Dennis Aldridge, and Doug Matheson. The following staff and guests were present at the meeting: Julie Wiggins, Caroline Briggs, Zack Green, Cory Osborne, Chris Grubb, Judson Blevins, and Victoria Oxentine. The following guest was present via Zoom: John Brooks.

**CALL TO ORDER AND INVOCATION**

Chairman Matheson called the meeting to order and welcomed attendees. Charles E. Vines led the Pledge of Allegiance and Tom Hartman offered the invocation.

**CONSIDERATION OF MINUTES**

Braxton Eggers moved to accept the minutes of the May 19, 2025 meeting, seconded by Otis Church. Motion carried.

**FINANCIAL MATTERS**

**Financial Highlights**

Finance Officer, Caroline Briggs presented the Financial Highlights as of May 31, 2025 (Attachment A) and discussed revenues versus expenditures. Charles E. Vines made a motion to approve the Financial Highlights as of May 31, 2025. Tim Futrelle seconded the motion. Motion carried.

**OPENING OF PUBLIC HEARING FOR FY2026 BUDGET ADOPTION**

Larry Fontaine moved to open the Public Hearing for FY2026 Budget Adoption. Braxton Eggers seconded the motion. Motion carried. Julie Wiggins, Executive Director reviewed the FY2026 Budget Resolution (Attachment B) and opened the floor for questions. Ms. Wiggins went over the budget highlights as the FY2026 Budget Resolution was presented in depth the prior month.

**CLOSING OF PUBLIC HEARING FOR FY2026 BUDGET ADOPTION**

As there were no public comments or movements from the Executive Board, Brenda Lyerly made a motion to close the Public Hearing for FY2026 Budget Adoption. Tim Futrelle seconded the motion. Motion carried.

**FY2026 BUDGET ADOPTION**

Tim Futrelle made a motion to adopt the FY2026 Budget Resolution. Charles E. Vines seconded the motion. Motion carried.

**CDBG FUNDING PROGRAMS**

John Brooks, CDBG Section Chief, Rural Economic Development Division, NC Commerce joined the meeting via Zoom and presented a slideshow presentation overiewing the Community Development Block Grant Neighborhood Revitalization (CDBG-NR) program,

funding, eligible activities, and projects. (Attachment C). Mr. Brooks noted that funding is available to local government units to spur job creation, job retention, infrastructure, and housing activities.

**NC HOUSING FINANCE AGENCY PROCUREMENT/DISBURSEMENT POLICY & ASSISTANCE PLAN OVERVIEW**

Chris Grubb, Planning and Development Director gave a brief department update on upcoming meetings and programs and then reviewed Procurement/Disbursement Guidelines (Attachment D) and an Urgent Repair Program Assistant Policy (Attachment D1) that the HCCOG must adopt after the NC Housing Finance Agency approves the drafts. After Executive Board approval in July, the funds can start being spent in the region.

**AREA AGENCY ON AGING UPDATE**

Zack Green, Area Agency on Aging (AAA) Director gave an update on the Digital Navigator program (Attachment E) noting that Fred Wilson, Digital Navigator is making a huge impact on the region by providing classes and device distribution. Mr. Green discussed other grants the AAA has received for non-evidence-based fall prevention and home safety modifications. Mr. Green also announced that Maddy Wilson will start on June 23rd as the new Home Modification Project Manager.

**REPORT FROM THE ADVISORY COMMITTEE AND EXECUTIVE DIRECTOR**

Julie Wiggins, Executive Director announced that the CDBG-DR program will have upcoming meetings and that the COG will help distribute information about them. Ms. Wiggins also announced that the Lead for NC Fellow will start with HCCOG in August for almost a year and will have a primary focus in the Planning department.

**BOARD MEMBER COMMENTS**

Board members discussed CDBG funding, Senate Bill 205 and disaster recovery concerns.

**ADJOURNMENT**

As there were no other comments or business, Otis Church made a motion to adjourn. Braxton Eggers seconded the motion. Motion carried. Meeting adjourned at 7:53 pm.

  
Chairman, Doug Matheson

  
Clerk to the Board, Victoria Oxentine

Date 7/21/25