

**MINUTES OF THE  
COASTAL REGIONAL COMMISSION COUNCIL  
March 9, 2016  
Richmond Hill City Center, Richmond Hill, GA  
10:00 A.M.**

**CALL TO ORDER:** Chairman Thomas Ratcliffe called the meeting to order at 10:05 a.m. Invocation was provided by CRC Vice Chairman Jimmy Burnsed, followed by the Pledge of Allegiance.

**MEMBERS PRESENT:** Reggie Loper, Craig Root, Jimmy Burnsed, Donald Lovette, Ken Lee, John Morrissey, Walter Gibson, Tom Ratcliffe, Sean Register, Jimmy Starline, Dwight Gordon, Preston Dees, Phil Phillips, Dan Coty, David Boland, Graylan Quarterman, Allen Brown, Ray Howard, Allen Amason, Herb Jones, Shaw McVeigh, Chap Bennett, Jason Coley, Chris Blaine, and Dale Provenzano.

**MEMBERS ABSENT:** Kelly Spratt, Priscilla D. Thomas, Eddie DeLoach, Wyck Newberry, Pat Parker, Harold Fowler, Jan Moore, Julie Martin, Hugh Hodge, and Gwendolyn Davis.

**EX-OFFICIO MEMBERS PRESENT:** Dorothy Glisson, Screven County and Ron Elliott, Fort Stewart.

**GUESTS:** Jack Garvin, Effingham Democratic Party; C.J. Chance, Hussey, Gay & Bell; Rusty Haygood and Jennifer Fordham, DCA; Patrick Graham and King Evans, CHA; Jill Andrews, DNR; and Joe Parker, Freelance Reporter.

**STAFF PRESENT:** Allen Burns, Executive Director; Lena Geiger, Finance Director; Don Masisak, Transportation Director; Dionne Lovett, Aging Services Director; Peggy Luukkonen, ADRC Program Manager; Nikki Dukes and Joyce Jones, Gateway Counselors; Lupita McClenning, Planning & Gov't Services Director; and Colletta Harper, Administrative Services Director.

**APPROVAL OF MINUTES:** A motion was made to approve the minutes from the February 10<sup>th</sup> meeting.

**Motion:** Herb Jones  
**Second:** Graylan Quarterman  
**Vote:** Unanimous

**NEW BUSINESS**

**Approval of FY16 Mid-Year Budget** – *(See Attachment 1, attached herein and made a part of these minutes.)* Budget & Finance Committee Chairman Jimmy Burnsed stated the Committee had met and went over the budget and everything seemed to be in order; committee is recommending it to Council for approval. Executive Director Burns referred members to the handout and gave a brief overview of the FY16 Mid-Year Budget which has a net decrease of \$294,716 from the original budget. The total Mid-Year Budget is \$11,528,585 consisting of \$5,815,972 for Aging Services, \$4,391,879 for Coordinated Transportation, \$1,008,002 for Planning, Economic Development and Local Government Services, and the General Fund budget of \$312,732. This budget compares to the original budget of \$11,823,301 for FY 2016. Highlights of the budget changes are shown in the memo and spreadsheets.

The general fund budget has a net increase in expenses of \$72,625 and a net decrease in revenue of \$17,510 as compared to the original budget. The majority of the increase in expenses is related to the write-off of the remaining balance of accounts receivable due from CAT/Chatham County. Since March 2012, we have not received compensation for services provided, and as of August 2015, the total unpaid dollar amount is \$136,104.35. We provide an average of over 3,200 trips monthly in Chatham County through the DHS and 5311 programs. A letter has been written to Chatham County Chairman Al Scott requesting a meeting to discuss the non-payment of services already provided, and the discontinuation of transit services to their citizens

if an agreement is not reached. It was agreed that the Chairman should be made aware that if an agreement is not reached, the affected riders would be notified that their service would be discontinued and they should contact their elected officials. Chatham County Non-Public representatives also requested to attend the meeting.

With the mid-year adjustment, we anticipate to increase the general reserve by \$232,211. The Bylaws require our unrestricted fund balance to be above 5% of our budgeted revenues and we are at 7.5 percent. Our auditor has recommended that we have \$2 million in our reserve. After a brief discussion, a motion was made to approve the Mid-Year FY16 Budget.

**Motion:** Chairman Jimmy Burnsed

**Second:** Herb Jones

**Vote:** Unanimous

**Agency-wide and Transportation Fiscal Analysis for Past Five Years** – (See Attachment 2, attached herein and made a part of these minutes.) Executive Director Burns referred members to the handout which was done in an effort to show the variances in our budgets from year to year. In FY 13, we used all of the balance of the DHS transportation reserve and had to cover deficits with the CGRC general reserve. In FY15 and 16 we began recovering after we started implementing changes to the transportation program. Our budget has been as high as \$18 million to a low of \$13 million, depending on the funding we receive. He stated he has still not been able to figure out how to project forward when funding levels change each year. Chairman Jimmy Burnsed stated that Bryan County has contracted with the CRC to update their ordinances and that the cost is close to 50% less than hiring a private firm. The CRC offers great services and is a benefit to all of our cities and counties, which they should take advantage of them.

**Approval of Appointments to Committees of the Council-** (See Attachment 3, attached herein and made a part of these minutes. Chairman Ratcliffe referred members to the handout and stated that due to recent elections and council member resignations, there were a few spots that needed to be filled on some of the committees. A motion was made to approve the appointments as presented.

**Motion:** Shaw McVeigh

**Second:** Commissioner Dale Provenzano

**Vote:** Unanimous

**Approval of Executive Director's Annual Evaluation** – (See Attachment 4, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the summary of the Executive Director's evaluation. The evaluation was very good and a 3% merit increase is recommended. A motion was made to approve the evaluation and 3% merit increase.

**Motion:** Craig Root

**Second:** Mayor Allen Brown

**Vote:** Unanimous

Executive Director Burns thanked members and stated that he does use the comments given to improve his performance.

## **PRESENTATIONS**

**Coastal Issues** – Ms. Jill Andrews, Manager, Coastal & Ocean Management Program Director, DNR spoke on several topics. Coastal Hazards & Resiliency – NOAA provided DNR funding to work with local governments to develop a Disaster Recovery and Redevelopment Plan (DRRP). Chatham and Brantley counties were

chosen for the pilot program. The goal was to help cities and counties develop an approach to long-term disaster recovery for their community and help create stronger economies and healthier environments after a disaster. A new initiative will roll out in October – Green Infrastructure Resilience will look at using green infrastructure to help with flooding; Liberty County will be the first to undertake this project. Living shorelines – the CRD is looking at eroding shorelines, how to protect property, marsh, oysters, shellfish, etc. If someone has trouble with an eroding shoreline, please send them to DNR so they can try things to see what works. The CRD is partnering with Georgia SeaGrant to develop the state's first oyster hatchery. The Coastal Georgia Ecosystem Report Card looks at DNR's data and monitoring activities conducted along the Coast of Georgia. Coastal Georgia received a B+; check out the report card on their website. A general Q & A session followed the presentation.

### **OTHER BUSINESS**

**Update on GARC** – Mr. David Boland, CRC GARC Policy Official stated the Annual Economic Development Conference will be held in May.

**Project Status Reports** - *(See Attachments 5, 6, 7, and 8 attached herein and made a part of these minutes.)*  
Executive Director Burns noted: Aging – satisfaction surveys were done and the responses were good; 1,500 individuals on the waiting list. Planning – report shows their projects and the completion status. Transportation – January to February saw an increase in trips of 602; the CRC received a satisfactory rating on the Contractor Evaluation Survey.

**CADDA Report**: No questions were raised regarding the CADDA report. *(See Attachment 9, attached herein and made a part of these minutes.)*

### **EXECUTIVE DIRECTOR'S REPORT**

- It makes eight years that I have been here and I have enjoyed it. One of my evaluation comments said I didn't follow-up on activities such as LP use in buses and vehicles. We investigated this when gas prices were high; it would have been too expensive to convert vehicles to propane. Gas prices have dropped and it is cheaper to run gas than propane.
- The Mayor of Walthourville and a council member visited our office and toured our Tools for Life Lab. The Council member has a disabled child and will become one of our clients. Peggy Luukkonen does a good job with this and if you haven't seen it, you need to come by and take a tour.
- Hosted the new regional Boy Scout meeting at our office.
- Former Governor Roy Barnes, who now works with a law firm in Atlanta, spoke at the GARC Executive Director's meeting and reported that several local governments in north Georgia have had an audit conducted on E911 collections and have found that significant dollar amounts have been under reported. He suggested that a region-wide survey would help cities and counties realize how many dollars they are losing from this under reporting.
- The Water Council Meeting will be held here at the City Center tomorrow.
- My son Al won the regional science fair at Savannah State and will be moving on with 11 kids to State competition. His project was on Ground and Surface Water Contaminants which focused on which was the

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most potable drinking water from the raw Floridian, municipal system, and the Altamaha River. Surprisingly, the Altamaha River is an excellent water source.

### **Announcements**

A Celebration of Life will be held for Reverend Lloyd Dees on April 23<sup>rd</sup> at the Trinity Unity Methodist Church in Savannah. More details will be provided at a later date.

The dues legislation has failed again. Legislation is still on the floor for allowing regional commissions to meet via conference call. Hopefully, this will pass and will allow our committees to meet via conference call.

The Transportation Committee will represent all modes of transportation, and sees its work as an enhancement of activities and not a duplication of service; they will start meeting at 9:00 a.m. before the council meetings.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 11:45 p.m., with lunch following.

**NEXT MEETING:** The next meeting will be on **Wednesday, April 13, 2016, at the Richmond Hill City Center at 10:00 a.m.**