

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
August 12, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Tom Ratcliffe called the meeting to order at 10:00 a.m. Invocation was provided by Chairman Jimmy Burnsed followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Tom Ratcliffe, Sean Register, Margaret Evans, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Kelly Spratt, Edna Jackson, Ken Lee, Dwight Gordon, Pat Bazemore, Dan Coty, Jason Coley, David Boland, Herb Jones, Craig Root, Donald Lovette, Julie Martin, Chap Bennett, Harold Fowler, Dale Provenzano, Wyck Newberry, Graylan Quarterman, Chris Blaine, John Morrissey, and J.C. Warren.

MEMBERS ABSENT: Charles Wilson, Shaw McVeigh, Jimmy Starline, Hugh Hodge, Jan Moore, and Gwendolyn Davis.

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

GUESTS: Nathaniel Thomas, Chatham; Ron Feldner and Gerald Ethridge, Garden City; Eric Landon, Camden; Paul Teague, Atlanta Gas Light; Lisa Overbey, Long; Clifton DeLoach, Long; Mayor Mary Warnell and Dustin Peebles, Pembroke; Sandy Rayson, Woodbine; Dina McKain, Fort Stewart; Stephanie Dammen-Morrell, Hussey Gay & Bell; Mayor Daisy Pray, Walthourville; Patrick Graham, CHA; Jeff Ricketson, Liberty Consolidated Plng. Comm.; Al Burns, Glynn County; and Bo Causey, GA Dept. of Economic Development.

STAFF PRESENT: Allen Burns, Executive Director; Don Masisak, Transportation Director; Lena Geiger, Finance Director; Lupita McClenning, Planning & Gov't Services Director; Hunter Key GIS Manager; Stephen Brown, Planner/GIS Analyst; Meizi Wolven and Bill Compton, Grant Specialists; and Colletta Harper, Administrative Services Director.

OUTGOING CHAIRMAN – Chairman Ratcliffe presented an outgoing chairman plaque to Mayor Jim Thomas, City of Hinesville.

Presentation of Perfect Attendance Pins: Executive Director Burns presented perfect attendance pins to: Chris Blaine, Chatham County Non-Public Representative and Herb Jones, Effingham County Non-Public Representative. Herb Jones was presented with a CRC logo football, which was signed by all council members.

APPROVAL OF MINUTES: Chairman Ratcliffe requested approval of the minutes from the June 10th meeting.

Motion: Mayor Margaret Evans
Second: Commissioner Walter Gibson
Vote: Unanimous

BUSINESS ITEMS

Approval of Non-Public and Ex-Officio Members – *(See attachment 1, attached herein and made a part of these minutes.)* Chairman Ratcliffe referred members to the blue handout. A motion was made to approve the Non-Public & Ex-officio appointments as listed.

Motion: Dan Coty
Second: Vice Chairman Priscilla D. Thomas
Vote: Unanimous

Approval of Budget & Finance Committee – (See attachment 2, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the yellow handout. A motion was made to approve the Budget & Finance Committee as listed.

Motion: Craig Root
Second: Commissioner Walter Gibson
Vote: Unanimous

Approval of Appointment of Ethics Committee: (See Attachment 3, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the tan handout. A motion was made to approve the Ethics Committee as listed.

Motion: Vice Chairman Priscilla D. Thomas
Second: Mayor Edna Jackson
Vote: Unanimous

Approval of Appointments of Economic Development, Military, Transportation, and Infrastructure Committees: (See Attachments 4, 5, 6, and 7, attached herein and made a part of these minutes.) Chairman Ratcliffe referred members to the handouts and stated the officers were using their discretion to add these committees and gave a brief overview of the function of each committee. It was noted that Mayor Mary Warnell and Ron Elliot should be invited to participate in the Military Committee meetings. A motion was made to approve the committees as presented.

Motion: Commissioner Reggie Loper
Second: Commissioner Walter Gibson
Vote: Unanimous

Approval of Resolution to Change Signatories at Southeastern Bank: (See Attachment 8, attached herein and made a part of these minutes.) Executive Director Burns stated that Chairman Ratcliffe needed to be added as a designated agent of the CRC. A motion was made to approve the Resolution as presented.

Motion: Mayor Margaret Evans
Second: Commissioner J.C. Warren
Vote: Unanimous

Approval of Addition to CRC Employee Handbook: (See Attachment 9, attached herein and made a part of these minutes.) Executive Director Burns explained that in anticipation of DOL's ruling on the salary threshold for exempt and non-exempt employees, it was decided to add a section to the Handbook that clarifies the laws on travel time since there will be several employees whose status will change. There was a brief discussion on how this will affect productivity and the budget. Burns stated that he would work to make sure it didn't affect the budget and that others would have to pitch in to make sure productivity doesn't lapse. A motion was made to approve the addition to the Employee Handbook as presented.

Motion: Herb Jones
Second: Commissioner J.C. Warren
Vote: Unanimous

Approval of Resolution to Adopt the 2016-2021 Regional Work Program Update: (See Attachment 10, attached herein and made a part of these minutes.) Ms. Lupita McClenning, Planning and Government Services Director, reported that the Council had approved the transmittal of the Update to DCA at their April meeting. DCA has reviewed and approved the update and it now needs formal adoption by the Council. A motion was made to approve the Resolution as presented.

Motion: Pat Bazemore
Second: David Boland
Vote: Unanimous

PRESENTATIONS

GUARD Initiative: Mr. Bo Causey, Senior Project Manager, GA Dept. of Economic Development (GDEcD) provided an overview of this project which is being funded through a grant from the Office of Economic Adjustment on DoD contracts within Georgia. The GDEcD partnered with Chmura Economics and Analytics to collect and analyze contractor data and to develop a web based tool that will be available to each of the economic regions throughout Georgia. Regional meetings will be held in four locations; the closest one in Savannah on September 3rd. Purpose of the meetings are to: (1) Present Chmura Model and Data to regional leadership; (2) discuss regional opportunities for diversification; and, (3) solicit input on regional needs and identify common needs across the 4 clusters that might be addressed in a follow on grant at the state level. Additional information regarding all of the four meetings will be forwarded to everyone. There was a brief discussion regarding how much of an economic impact DoD contracts do have in our region. Invites to all of these meetings will be sent to membership.

GIS – Demographic Profiles: *(See Attachment 11, attached herein and made a part of these minutes.)* Mr. Hunter Key, GIS Manager, provided a PowerPoint overview of the GIS Demographic Profiles project that was completed by summer student interns Al Burns and Derrik Luukkonen. Interns utilized Business Analyst and ArcGIS online software to develop demographic maps with supporting reports for a community “quick look” page. Each county has 7-8 reports put together, with over 1,000 possibilities of additional reports that can be created using this data. Mr. Key also presented a Wi-Fi demo of how the counties can utilize this site. There was a brief discussion on how this data can be utilized, if it will be linked to other agencies that have similar information, and how you will know where and when information was last updated. Mr. Key stated that these were all great questions and suggestions that can be implemented. Executive Director Burns stated that when the 2020 census data comes about we can plug it into these data and it will be much easier than recreating the wheel. Mr. Key encouraged everyone to visit their county page via our website crc.ga.gov and click on the Economic Development District for Coastal Georgia and then their respective county tab. If anyone has any questions or suggestions, please email Hunter a hkey@crc.ga.gov.

OTHER BUSINESS

GARC Update: CRC GARC Representative David Boland reported he attended the GARC Policy officials meeting this month. The most significant item was the hiring of Susan Miller as the State Geospatial Information Officer. This is a two-year contract funded in part by EDA and the regional commissions. The CRC has headed up this project and Hunter Key has done an excellent job.

DRI Reports: None to report this month.

Project Status Reports - *(See Attachments 12, 13, 14, and 15 attached herein and made a part of these minutes.)* If anyone has any questions, please see staff after the meeting.

CADDA Report: No questions were raised regarding the CADDA report. *(See Attachment 16, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR’S REPORT

- Aging Status Report shows that we have 1,700 people on the waiting list. Transportation report shows that ridership has increased 28% since last year due to advertising and more individuals knowing the service is available. Finance Report shows that our Auditors will be here August 31 – September 4. Lena is working on our final year-end numbers, but they will be close to what is shown in the report.
- Received the Certificate of Excellence in Financial Reporting for FY14 – great job by the Finance Department.

- The CRC is in a partnership with the Friends of Disabled Adults and Children (FODAC). This ties in with our Tools for Life Lab. FODAC provides refurbished equipment and services for disabled adults and children to improve their overall quality of life. The CRC is a designated drop off facility for the public to drop off used equipment for pickup by FODAC, and FODAC drops off the refurbished equipment to our facility for distribution to those in need. We are currently the only regional commission that offers the Tool for Life Lab and has a partnership with FODAC.
- Susan Miller began her position as the State Geospatial Information Officer on August 10th. She will attend our September meeting. She is a contract employee of GARC and is housed in an office at DCA. We have a good working relationship with DCA and it is our hope that they will take over this position once the two year contract funded by EDA and GARC is complete. There are 35 states that have this position.
- Attended a meeting of the Brunswick Area Transit Authority (BATS) in hopes of getting them to participate in our transit program – they are the only hole in our regional transit effort.
- Received a letter from the ARC Chairman thanking us for working with them on their three-day meeting in Savannah. They are excited to work with our CRC as we face many similar issues.

Mayor Edna Jackson questioned if the CAT situation had been resolved. Executive Director Burns responded they have given a verbal commitment; however, nothing has been finalized.

Commissioner J.C. Warren questioned since we are in a new fiscal year if we would be able to get Aging Services for Screven. Executive Director Burns responded we are still working on it and we are trying to get the DHS Commissioner here for our September meeting. The Aging Services Advisory Council Chairman will be here as well.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:30 p.m., with lunch following.

NEXT MEETING: The next meeting will be on **Wednesday, September 9, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
September 9, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Tom Ratcliffe called the meeting to order at 10:00 a.m. Invocation was provided by Herb Jones followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Tom Ratcliffe, Margaret Evans, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Kelly Spratt, Ken Lee, Dwight Gordon, Dan Coty, Herb Jones, Donald Lovette, Julie Martin, Jason Coley, Harold Fowler, Dale Provenzano, Shaw McVeigh, Wyck Newberry, Graylan Quarterman, and J.C. Warren.

MEMBERS ABSENT: Charles Wilson, John Morrissey, Edna Jackson, Pat Bazemore, David Boland, Jimmy Starline, Sean Register, Craig Root, Chris Blaine, Chap Bennett, Hugh Hodge, Jan Moore, and Gwendolyn Davis.

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

GUESTS: Nathaniel Thomas, Chatham; Phillip Downs, Kerr & Downs Research; Rev. Lloyd and Delores Dees; Dr. James Bulot, DHS; Enoch Hendry, Chatham County; Paul Teague, Atlanta Gas Light; Chris Chalmers, Quantum Spatial; Mayor Mary Warnell, Pembroke; and Joe Parker, Jr., Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Dionne Lovett, Aging Services Director; David Dantzler, Mobility Manager; Lena Geiger, Finance Director; Lupita McClenning, Planning & Gov't Services Director; Hunter Key GIS Manager; Lisa Fulton, Senior Planner/GIS Analyst; Russell Oliver, Senior Planner, II; Bill Compton, Grant Specialists; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Ratcliffe requested approval of the minutes from the August 12th meeting.

Motion: Mayor Margaret Evans
Second: Commissioner Walter Gibson
Vote: Unanimous

PRESENTATIONS

Aging Services Update: Dr. James Bulot, DAS Director, DHS, reported that changes are coming and a new State Plan on Aging is currently being developed. Mr. Bulot stated that Dionne and the Coastal AAA are leading the change with their assistive technology lab. Very few in the state have realized just how valuable assistive technology is to seniors and the disabled to enhance their quality of life. Georgia has the 8th fastest growing senior population; however, services are not growing to match it. AAAs are there to help make sure funds are used appropriately for the best use and to assist seniors with making good decisions (i.e., Medicare choices, assistive technology, services, etc.) Legislation has finally been passed that makes it a chargeable crime to abuse the elderly. Chatham County is doing an excellent job investigating cases and prosecuting them; most abuse is done by family or friends.

Screven County representatives stated they felt like they were being left out with Coastal's progress and questioned why it was taking so long to transfer their aging services from CSRA to Coastal. Dr. Bulot responded that from the elected official's perspective the switch makes a lot of sense; however, DAS needs to know the senior's perspective - who is receiving services, what kind, and where they are located. They need to be able to document that the seniors currently receiving services will not experience a negative impact with a

redesignation of their planning service area. Dr. Bulot stated they now have time to devote to this since the legislation was not approved that would have moved DAS out of DHS and created a new state agency attached to the Dept. of Community Health that handles Medicaid. Ms. Lovett stated that they realized that DAS was pre-occupied with this legislation last year; and now would start working with them to schedule public hearings and conduct surveys for the seniors.

AAA Needs Assessment 2015 – Dr. Phillip Downs, Kerr & Downs Research, provide a PowerPoint overview of the 2015 Needs Assessment Survey. *(See Attachment 1, attached hereto and made a part of these minutes.)* Random phone interviews were conducted with 1,000 individuals 55+ in the coastal region to assess their needs. Overriding recommendations from the Assessment include: (1) document area’s aggregate capabilities to serve those who need service; (2) identify gaps between capabilities to serve and needs; (3) prioritize funding/resources needed; and (4) publicize your efforts. One of the key findings is that funding is down and the elderly population is up. After the presentation, Ms. Lovett explained that this assessment is used to allocate funds or reallocate funding as needed, and that staff is currently working on developing programs for those who can afford to pay for services.

Fund Raising for Aging Services: Aging Services Advisory Council Chairman Rev. Lloyd Dees stated that serving the cause of seniors was the best call of service he could do with the rest of his life. He stated that it took three years to get legislation passed that would make it a chargeable offense in the case of elder abuse. He stated law enforcement now needs to be educated and more personnel need to be hired, which takes money. He encouraged everyone to call their legislators and tell them what we need, give your full support, and let your voice be heard. He referred members to the two articles from the Savannah Morning News regarding elder abuse and how Chatham County has taken the lead and is investigating and prosecuting cases. *(See Attachment 2, attached herein and made a part of these minutes.)* It is his hope that all of our cities and counties will follow their lead. He stated the goal of the Advisory Council is to raise \$50,000 by next November to assist getting individuals off of our waiting lists. He encouraged everyone to start writing checks today made payable to the CRC with the designation “for Aging Services”. Rev. Dees stated he was available to talk to any group, just let him know.

Statewide GIS: Mr. Hunter Key, GIS Manager, reminded everyone of the EDA grant received for a State Geographic Information Officer position and that he was happy to introduce Susan Miller who began work in August. She is a contract employee of GARC and is housed in an office at DCA. Ms. Miller then provided an overview of her work background/experience. She stated she was happy that the CRC was her first Council meeting and visit to a region, since the CRC played a vital role in making this position a reality. She hopes to be able to visit quite often to hear what the needs of the coastal region are and to provide updates on the statewide program.

OTHER BUSINESS

DRI Reports: None to report this month.

Project Status Reports - *(See Attachments 3, 4, 5, and 6 attached herein and made a part of these minutes.)* In regards to status reports – we had the auditors here the last week of August so Lena will have updated financial information next month. Transportation is averaging 12,000 trips/month and has received a NADO award for a “Public/Private Partnership for Transit Program Enhancement”. Planning has also received a NADO innovative award for the Regional Plan Digital Implementation Tool. The Aging Report shows that we have 1,700 individuals on our waiting list. Our AAA has provided assistive technology training to six other AAAs.

CADDA Report: No questions were raised regarding the CADDA report. *(See Attachment 7, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- The auditors completed the field work portion of our audit last week; exit interview indicated we should have another good audit. When the Audit is completed, we will meet with the Budget & Finance Committee to discuss and it will be presented at the November meeting. My travel expenses for the last fiscal year were \$863.03.
- Insurance – our vehicle/property insurance has decreased by \$26,000, which is attributed to downsizing our transportation fleet and adding camera to the buses, which will greatly reduce false claims. Our Health insurance has increased 7%; while no increase is good, it is lower than what we anticipated.
- Staff has started working on the Annual Report and it should be completed before the end of the year. I will set up meetings with everyone to discuss this past year and where you would like to see us go next year.
- Recognized Chris Chalmers, former CRC employee, who is now back in the region. His company will help sponsor our second annual golf tournament on November 4th at the King and Prince course that will benefit our meals on wheels program. Last year, we raised \$6,000 and hope to raise more this year; if you like to play golf, please see me about registering a team.
- “Bluzin in the Park” was held this past weekend; was a good event and discussions are already beginning for next year’s event.
- Last night Camden County approved a Memorandum of Understanding with FAA. The FAA will select an independent contractor to prepare an Environmental Impact Statement (EIS) to address potential environmental impacts of constructing and operating a commercial space launch site in Camden County. The EIS will be used to support the FAA’s determination on whether or not they should issue a Launch Site Operator License to Camden County. If this project is approved, it will change the face of our region.
- This summer Shruti Agrawl, an intern from UGA, who is from India, developed a template on resiliency issues on our coast. She has moved forward from this internship and will be presenting her project at a conference in Turkey.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:30 p.m., with lunch following.

NEXT MEETING: The next meeting will be on **Wednesday, October 14, 2015, at the Richmond Hill City Center at 10:00 a.m.** Scheduled to speak are Congressman Buddy Carter and Commissioner Chris Carr, Georgia Department of Economic Development.

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
October 14, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Tom Ratcliffe called the meeting to order at 10:05 a.m. Invocation was provided by Mayor Ken Lee followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Tom Ratcliffe, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Kelly Spratt, Jason Coley, Ken Lee, Dan Coty, David Boland, Jimmy Starline, Sean Register, Craig Root, Chris Blaine, Herb Jones, Julie Martin, Shaw McVeigh, and Graylan Quarterman.

MEMBERS ABSENT: Jimmy Burnsed, Charles Wilson, Dwight Gordon, John Morrissey, Margaret Evans, Edna Jackson, Pat Bazemore, Donald Lovette, Dale Provenzano, Chap Bennett, Hugh Hodge, Wyck Newberry, Harold Fowler, Jan Moore, J.C. Warren, and Gwendolyn Davis.

EX-OFFICIO MEMBERS PRESENT: Ron Elliott, Fort Stewart.

GUESTS: Jack C. Garvin, Effingham; Elmer Stancil, State of Georgia; Jan Melcher, GA Quick Start; Phil Phillips, Garden City, GA; Col Townley Hedrick, Garrison Commander, Fort Stewart; Bertha Gibbon, Chatham; Patrick Graham and King Evans, CHA; Ben Taylor, Bryan County; D. Smith, DABC; Jennifer Fordham, DCA; Wally Orrel, MCIDA; Dustin Peebles, Pembroke; Clay Mobley, Georgia Conservancy; Eric Landon, Camden County; Benjy Thompson, Coastal GA Water Council; Paul Teague, Atlanta Gas Light; Robert Cheshire, City of Statesboro; Stephanie Dammen Morrell, Hussey, Gay & Bell; Sabrina F. Reed, Liberty Co. Development Authority; Colleen Barrett, Townsend Bombing Range; Sandra Rayson, Woodbine; Congressman Buddy Carter; Commissioner Chris Carr; and Joe Parker, Jr., Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Donald Masisak, Transportation Director; Lena Geiger, Finance Director; Lupita McClenning, Planning & Gov't Services Director; Russell Oliver, Senior Planner, II; Bill Compton and Meizi Wolven, Grant Specialists; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Ratcliffe requested approval of the minutes from the September 9th meeting.

Motion: Commissioner Walter Gibson
Second: Commissioner Reggie Loper
Vote: Unanimous

BUSINESS ITEMS:

Approval of Authorizing Resolution for FY17 5311 GDOT Grant Application – *(See Attachment 1, attached herein and made a part of these minutes.)* Executive Director Burns stated this is required every year in order for him to be allowed to submit the 5311 Application to GDOT. A motion was made to approve the Resolution as presented.

Motion: Shaw McVeigh
Second: Commissioner Priscilla D. Thomas
Vote: Unanimous

PRESENTATIONS

Congressman Buddy Carter stated that it was an honor to serve the district in which he was born and raised. Congressman Carter then provided an update of legislative happenings. They have a vacancy for Speaker in

light of John Bayner's resignation effective October 30th. The speaker does not have to be a member of Congress, but all eyes are on Paul Ryan. The legislative year started off good with them passing the budget on the first try since 2009; it is not balanced, but it is a road map that if followed will eventually pay off the national debt. A Trade Promotion Authority (TPA) was established, which asserts Congress' role and brings transparency and accountability to international trade agreements and requires a 60-day review period of the agreement for the public consideration and a 90 day review by Congress. The Highway Trust Fund is good through the end of October; committee is currently working to get a six-year long-term bill so states will know that they have reliable funding. Updated FEMA flood maps are being released and counties are being pleasantly surprised. December 11th is the next deadline before a government shutdown and the debt limit will need to be raised. A brief Q & A session followed.

Mr. Ron Elliott, Public Affairs, Fort Stewart introduced Colonel Townley Hedrick as their new Garrison Commander. Colonel Hedrick stated he was glad to be in Coastal Georgia and thanked everyone for their support of Fort Stewart.

Commissioner Chris Carr, Georgia Department of Economic Development – Commissioner Carr stated that Governor Deal tasked the Department with creating jobs and investment in Georgia through business recruitment and expansion, international trade and tourism, as well as the arts, film and music industries. The Department works with the private sector to determine what their needs are for them to be successful – i.e., a trained reliable work force. Georgia is the 11th largest exporting state with top exports to Europe. The Department has 12 offices around the world. On December 14th at Savannah Tech there will be a listening session. Commissioner Carr stated that everyone in the room has a vision for their community and that his Department wants to work with them. Georgia offers a great business environment, a great place to live, is a low tax state and has a talented work force. A brief Q & A session followed.

OTHER BUSINESS

DRI Reports: None to report this month.

Project Status Reports - (*See Attachments 2, 3, 4, and 5, attached herein and made a part of these minutes.*) In regards to status reports – Aging services will hold public hearings in November & December as part of their process in developing the new Area Plan Goals and objectives for the upcoming four-year planning cycle; please attend if you can. The HDM waiting list is at 308; the golf tournament in November will benefit this program; hope to raise more than the \$6,000 we did last year. ESPN Radio will be doing a live remote during the tournament. Transportation – staff has been assisting with the GTA Annual Conference that will be held December 2-4 on Jekyll Island; expected 250-300 attendees. Trips are averaging 10,000/month. Finance – running a slight deficit in transportation of \$43,000; this is due to the fact that DHS has changed how trips are to be ordered and Gateway and Pineland has had a decrease in trips, but we think that will pick back up.

CADDA Report: No questions were raised regarding the CADDA report. (*See Attachment 6, attached herein and made a part of these minutes.*)

EXECUTIVE DIRECTOR'S REPORT

- I have been appointed Chairman of the Spaceport Steering Committee. A subcommittee is being established to focus on the environmental aspects of the project. Steve Howard would like to come to the November meeting to provide an update.
- Working with Long and McIntosh Counties on their 911 Inter-governmental Agreement to work out some issues – they have a joint call center located in McIntosh.

- Bulloch County opened their beautiful new annex facility last month.
- Working on an additional lease for another wing of our Darien facility. Also, working with the McIntosh County Recreation Department to lease our ballfields, if we can work out the insurance details.
- Bryan County voted last night to turn over their transit program to the CRC; this will save them money and make us more efficient. We did not assume any liability with this, they already ran our buses, they employed the drivers, and now our TPO will take over those drivers.
- CRC Employees received their flu shot earlier this month.
- An Economic Development Committee has been formed, but has not met. The Transportation Committee met this morning and their discussion centered on economic development with the port expansion.
- Continue to work with McIntosh and Long Counties on the Townsend Bombing Range.

Report from Transportation Committee: Chairman Shaw McVeigh reported they have established a mission statement and goals. They are recommending that we invite DOT Commissioner Russell McMurry to attend one of our council meetings to improve our communications and let him know what the Committee wants to accomplish. Council agreed to extend an invitation to Commissioner McMurry.

Mr. Ron Elliott stated there would be a Soldier for Life Program on October 22nd at 1:30 p.m. at Fort Stewart. Fort Stewart HBI student soldiers will be building 75 sf. shelters for homeless vets in Chatham County.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:25 p.m., with lunch following.

NEXT MEETING: The next meeting will be on **Tuesday, November 10, 2015, at the Richmond Hill City Center at 10:00 a.m.** since our normal meeting date falls on the Veteran's Day holiday.

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
November 10, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Thomas Ratcliffe called the meeting to order at 10:08 a.m. Invocation was provided by Mayor Jim Thomas, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Tom Ratcliffe, Allen Brown, Priscilla D. Thomas, Ken Lee, Margaret Evans, John Morrissey, Dan Coty, Sean Register, Craig Root, Chris Blaine, Herb Jones, Julie Martin, Pat Parker, Shaw McVeigh, Dale Provenzano, Ray Howard, Phil Phillips, Chap Bennett, Wyck Newberry, Harold Fowler, and Graylan Quarterman.

MEMBERS ABSENT: Jimmy Burnsed, Charles Wilson, Walter Gibson, David Boland, Jimmy Starline, Dwight Gordon, Edna Jackson, Jason Coley, Reggie Loper, J.C. Warren, Donald Lovette, Kelly Spratt, Hugh Hodge, Jan Moore, and Gwendolyn Davis.

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

GUESTS: Chris Edwards, Auditor; Eric Landon, Camden County; Nathaniel Thomas; Sandra Rayson, Woodbine; Stefanie Nagid, DNR-CRD; King Evans and John Griffin, CHA; Jennifer Fordham, DCA; and Joe Parker, Jr., Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Don Masisak, Transportation Director; Terri Watkins, Transportation Fiscal Analyst; and Colletta Harper, Administrative Services Director.

Outgoing Council Member Plaques - Chairman Ratcliffe presented outgoing Council member certificates to Mayor Margaret Evans and Mayor James Thomas.

APPROVAL OF MINUTES: Chairman Ratcliffe requested approval of the minutes from the October 14th meeting.

Motion: Herb Jones
Second: Commissioner Priscilla D. Thomas
Vote: Unanimous

NEW BUSINESS

Approval of Non-Public Representatives – Chairman Ratcliffe requested approval of the non-public appointments of Phil Phillips, Chatham County and Ray Howard, Long County.

Motion: Shaw McVeigh
Second: Mayor Jim Thomas
Vote: Unanimous

Approval of FY15 Comprehensive Annual Financial Report– (*See Attachment 1, attached herein and made a part of these minutes.*) Budget & Finance Committee member Dan Coty reported the committee had met and reviewed the Audit and found everything to be in order. Mr. Chris Edwards, Auditor, McNair, McLemore, Middlebrooks & Co., LLC, commended Lena for doing an excellent job in preparing the document; the Comprehensive Annual Financial Report (CAFR) is the highest caliber report that can be issued, and means that management understands the process. Mr. Edwards then provided a general overview of the Audit. The

Transmittal Letter, written by Allen and Lena, provides an overview of the RC, what it does, and highlights any threats or weaknesses. While written by the CRC, the dollar amounts are audited.

Emphasis of Matter in the Report of Independent Accountants reflects the CRC's adoption of GASB 68 which changes the way you report and disclose financial reporting for pensions. Pension deficit is now shown as a debt on the balance sheet and not just reflected in the notes.

The MD&A section shows comparative information and financial highlights; if someone does not have time to read the entire report, they should focus on the MD&A section.

Total assets of the CRC are a little over \$5.8 million and the total liabilities are a little over \$3.8 million. The assets of the CRC exceeded its liabilities by a little over \$2 million; approximately \$800,000 is unrestricted and can be used to meet the CRC's ongoing obligations.

The organization had a netted loss of \$50,000, which is much better than last year and is manageable. Mr. Edwards stated that he was impressed with the positive way the organization reacted to his concerns last year.

Page 140 shows a 10-year comparison in net positions; in 10 years the expenses have doubled, and have fluctuated in the other years – Edwards stated it is a lot of change to manage.

The CRC again receives an unmodified opinion which is the best you can receive in an audit. Budget & Finance Committee Member Dan Coty stated that the Audit Committee was recommending that the Comprehensive Annual Financial Report be approved and made it a motion.

Motion: Dan Coty
Second: Mayor Jim Thomas
Vote: Unanimous

Approval of Fund Balance Policy. *(See Attachment 2, attached herein and made a part of these minutes.)*

Executive Director Burns stated this policy was created as a recommendation from our auditors last year. The policy, which will be added to the Financial Policies, basically defines the different fund balances allowed under GASB 54. Ms. Geiger further explained that this allows us to do local projects as a non-major fund which makes it more transparent and not just charged to the general fund. Also projects that are carried over can be assigned to the appropriate fund balance. A motion was made to approve the Fund Balance Policy.

Motion: Shaw McVeigh
Second: Chris Blaine
Vote: Unanimous

Approval of Resolution to Amend and Restate the CRC's Retirement Plan. *(See Attachment 3, attached herein and made a part of these minutes.)* Executive Director Burns stated that our 401K Plan currently does not allow for hardship withdrawals and having this option would allow the employee to do so without suffering a penalty; the employee could only withdraw their vested portion. The IRS recently reviewed ICMA-RC's Government Profit Sharing Plan and Trust document and provided them with a favorable opinion letter. As a result, plan sponsors (the CRC) has to adopt the restated document. A motion was made to approve the Resolution.

Motion: Dan Coty
Second: Mayor Margaret Evans
Vote: Unanimous

Approval for CRC to Cover Increase in Health Insurance – Executive Director Burns stated that this year our health insurance has only increased by 7% (approximately \$39.40/employee per month). In 2012 we started pushing the yearly increases to our employees, which is now currently \$185/month per employee. We've cut out COLA, but have given merit increases, but the increase in insurance has set the employees back. Burns stated he was recommending that since the increase is minimal this year that the CRC cover the increase. Any changes in future increases would be brought back to the Budget & Finance Committee. After a brief discussion, a motion was made for the CRC to incur the cost of the increase for employees.

Motion: Dan Coty

Second: Craig Root

Vote: Approved; Dale Provenzano and Julie Martin voted no.

Approval of Authorizing Resolution to enter into Contract with DHS – (*See Attachment 4, attached herein and made a part of these minutes.*) Executive Director Burns stated this is something we have done before and in order to apply for funds from DHS through the MIPPA program the Council has to authorize us to sign the contract. A motion was made to approve the Authorizing Resolution.

Motion: Mayor John Morrissey

Second: Mayor Margaret Evans

Vote: Unanimous

Approval of Changes to CADDAs Bylaws- (*See Attachment 5, attached herein and made a part of these minutes.*) Executive Director Burns explained to new members that CADDAs was an entity of the CRC and that we work with them and have to approve their board members and any changes to their bylaws. Burns referred members to the salmon handout outlining the changes being made. A motion was made to approve the changes to the bylaws.

Motion: Shaw McVeigh

Second: Chris Blaine

Vote: Approved; Craig Root (also a CADDAs Board member) abstained.

Mayor John Morrissey commented on an observation he made during the Budget & Finance Committee. In the Audit Report in the statistical section he would like to see the state's average for unemployment and salaries so that comparisons could be made. There are only two substantial commercial businesses in our region and the other are governmental; he stated this is something we need to keep in front of us when made decisions for our region. Executive Director Burns replied that this is something that will be done in the future.

PRESENTATIONS

Spaceport Camden – (*See Attachment 6, attached herein and made a part of these minutes.*) Steve Howard, Camden County Administrator, provided a PowerPoint overview of Spaceport Camden which included computer renditions of a conceptual outlay of the Spaceport. The project is currently in the licensing and permitting process – which is a long process. A public scoping meeting will be held by the FAA on Monday, December 7th at the Camden County Public Services Authority Recreation Center from 5:00 – 8:00 p.m. The FAA will provide an overview of the environmental process followed by a public comment period. The FAA has chosen the Leidos Corp. to produce the Environmental Impact Statement on the spaceport project.

Mr. Clay Montague, Chairman of the Environmental Subcommittee, stated the purpose of the subcommittee is to develop a list of environmental concerns and figure out how to present them effectively to the FAA during the public scoping period – now is the time for locals to voice their concerns. Other environmental groups such as Georgia Conservancy, One Hundred Miles, Satilla Riverkeeper, and St. Marys Earthkeeper, etc., serve on the Subcommittee as well.

Approval of Resolution in Support of Spaceport Camden – After a brief discussion of the positive impact this could have on the coastal region, a motion was made to approve the Resolution as presented.

Motion: Mayor John Morrissey
Second: Craig Root
Vote: Unanimous

Allen E. Paulson College of Engineering and Information Technology (CEIT) at Georgia Southern University (GSU) – *(See Attachment 7, attached herein and made a part of these minutes.)* Dr. Mohammad Davoud, Founding Dean of CEIT, provided a PowerPoint Presentation on their program. In 2011, GSU began offering three engineering programs, which led them to establish the CEIT which now consists of six departments and has 10 degree programs. Enrollment in the programs is growing rapidly and most graduates stay in Georgia. GSU's goal is to encourage economic development; when you have a manufacturer/business interested in your community, put them in touch with me and let me meet with them and tell them what we can offer. Businesses need a skilled workforce and we are working to make that happen. We offer internships and small companies can also use our labs for testing products. We are very easy to work with. Information about their programs is available on the GSU website.

OTHER BUSINESS

DRI Reports: None to report.

Project Status Reports - *(See Attachments 8, 9, 10, 11, and 12 attached herein and made a part of these minutes.)* The AAA is holding four public hearings to assist in developing goals and objectives for the new four-year planning cycle (Savannah, Richmond Hill, Brunswick, and Statesboro); dates and places are listed on the first page of their report.

CADDA Report: No questions were raised regarding the CADDA report. *(See Attachment 13, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- CRC Office will be closed on Veteran's Day – thank you to all who served.
- Walter Gibson's mother-in-law passed away and her service is today.
- We just received the State's Performance Audit on regional commissions; I will be reviewing and will bring it to the January meeting.
- Senator William Ligon co-chaired the second meeting of the Coastal Greenway Joint Study Committee on Wednesday, November 4, 2015 at our office. The committee voted that the creation of a bicycle trail from Savannah to St. Marys would enhance ecotourism in the state. Senator Ligon and Representative Ron Stephens gave the CRC a strong vote of confidence by handing the project to us.
- Attended ceremony in Kingsland for Camden's designation as "America's First Coast Guard Community" – kudos to them.

November 10, 2015

Page 5

- Last week the GARC Annual Conference was held on St. Simons with over 300 attendees; the golf tournament was on Wednesday to raise money for our home delivered meals program.
- Next week I will be taking time off to volunteer for the McGladrey golf tournament.
- The AAA is again sponsoring a food drive for seniors on our waiting list; our employees always help with this. Also, the Southern Rider's Association will be doing a poker run on December 5th with proceeds being donated to our AAA for the seniors.
- My travel expenses last month were 0.

ADJOURNMENT: There being no further business, the meeting was adjourned at 12:15 p.m., with lunch following.

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

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
January 13, 2016
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Thomas Ratcliffe called the meeting to order at 10:00 a.m. Invocation was provided by Mayor Ken Lee, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jason Coley, Reggie Loper, Donald Lovette, Jimmy Starline, Ken Lee, John Morrissey, Walter Gibson, Harold Fowler, Allen Brown, Tom Ratcliffe, Sean Register, Preston Dees, Priscilla D. Thomas, Pat Parker, Phil Phillips, Graylan Quarterman, Dan Coty, David Boland, Herb Jones, Shaw McVeigh, Kelly Spratt, Wyck Newberry, Chris Blaine, Ray Howard and Allen Amason.

MEMBERS ABSENT: Charles Wilson, Craig Root, Jimmy Burnsed, Chap Bennett, Eddie DeLoach, Jan Moore, Dwight Gordon, Julie Martin, Hugh Hodge, Dale Provenzano, and Gwendolyn Davis.

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

GUESTS: Nathaniel Thomas; Jeff Adams, St. Marys; Benjamin Stephaun, MAJ, Fort Stewart; Jack Garvin, Effingham Democratic Party; Jeff Ricketson and Nils Gustavson, LCPC; Patrick Graham, CHA; Stefanie Damien-Morrell, Hussey Gay & Bell; Jennifer Fordham, DCA; and Joe Parker, Jr., Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Don Masisak, Transportation Director; Dionne Lovett, Aging Services Director; Lupita McClenning, Planning & Gov't Services Director; Hunter Key, GIS Manager; Bill Compton, Senior Planner/Grant Specialist; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Ratcliffe called for any changes or corrections to the minutes. Hearing none, he called for a vote of approval.

Vote: Unanimous

NEW BUSINESS

Approval of Non-Public Representative – Chairman Ratcliffe welcomed Mr. Allen Amason, Dean, College of Business, GSU to the Council as its newest member.

Approval of Disclosure of CRC Employee Business Transactions – *(See Attachment 1, attached herein and made a part of these minutes.)* - Executive Director Burns stated this is a DCA requirement that has to be submitted each year and the attached form indicates that no staff had personal business transactions with local governments. A motion was made to approve the Disclosure of Business Transactions.

Motion: Shaw McVeigh

Second: Chris Blaine

Vote: Unanimous

Approval of Authorizing Resolutions to enter into Contract with DHS for 5316 & 5317 Applications – *(See Attachment 2, attached herein and made a part of these minutes.)* Donald J. Masisak, Transportation Director, explained we again have to have the Council's authorization for the Executive Director to execute contracts on behalf of the Council. A motion was made to approve the Authorizing Resolutions.

Motion: Shaw McVeigh

Second: Dr. Priscilla Thomas

Vote: Unanimous

PRESENTATIONS

“America’s First Coast Guard Community” – Ms. Sheila McNeill, the Camden Partnership, and first female National President of the Navy League, explained how important advocacy is and the role she has played in advocating for sea services for the last 25 years. As a result, four nuclear submarines (with 20 years of remaining life) which were scheduled for dismantling, were saved and retrofitted for normal warfare and are in current use today. There is a Coast Guard command center in St. Marys, and most recently Camden County has been designated as “America’s First Coast Guard Community”. She stated you must have a passion for your project, research your subject, know your facts, devise a simple way to pitch the project, and have a good team of supporters.

New Rules for Developments of Regional Impact (DRI) – *(See Attachment 3, attached herein and made a part of these minutes.)* Mr. Bill Compton, Senior Planner/Grant Specialist, explained the new DRI rules that became effective March 1, 2014. The new rules shorten the DRI timeline from 170 days to 30 days and changes the CRC’s role in the DRI process. Basically, the CRC is now just responsible for “checking the boxes” making sure notices are sent about the DRI to affected parties and not doing an analysis or providing an opinion as to if the project is in the best interest or not of the region and state. Each regional commission is encouraged to establish alternative DRI requirements tailored to meet the needs of their region. After discussing this with local governments that have current DRI’s and are being affected by this change, the planning department is recommending that the Council move toward establishing alternative DRI requirements. One such option is the local government’s getting the CRC involved with the developer before a DRI is submitted. After a brief discussion, it was decided that staff should develop an alternative and bring to the Council for approval.

Coastal Georgia Geospatial Consortium-Imagery Project – *(See Attachment 4, attached herein and made a part of these minutes.)* Mr. Hunter Key, GIS Manager, explained that an ortho imagery flight is being planned for January 2018. By starting on this early we can get a large collaborative group, get the dollar amounts needed on the budget radar screen, and build the consortium for state and federal players. The high resolution aerial images that combine the visual attributes of an aerial photograph with the spatial accuracy and reliability of a high accuracy horizontal map will help ensure high accuracy imagery for local cities and counties when editing their tax maps, 911 addressing, road centerlines, and building footprints. The CRC already has a MOU in place with NOAA, and our role is to encourage the region to participate in this project for a cost-savings as opposed to them trying to do their own individual project. So far, this has been pitched to the GIS Committee and we have “buy in” from Georgia DNR, Sapelo, and the Townsend Bombing Range. There was a brief discussion on this project. It was questioned if this would violate the private property rights of individuals or would notices be sent out to affected parties when it was scheduled to be done. Mr. Key stated that was a good question and he would pass it on because he did not know if it had been addressed. It is anticipated that the costs for this project should be available by late 2016 or early 2017.

OTHER BUSINESS

Update on CRC Leases – the **Darien facility:** (1) The City of Darien is leasing-to-own (14 years) the side building and gymnasium at a cost of \$4,000/month; (2) Transitions, LLC, has leased the call center pod, which is renewable each year, at a rate of \$12,000/month which includes utilities, computers, phones, etc.; (3) Coastal Reserve LLC has signed a six-month lease on our kitchen facility and storage area. We have started a low rent with them because they are having to make modifications to meet their needs. They currently pay \$2,000/month and have to pay their utilities and for their modifications. They have indicated they will want to renew and are aware that the rent will gradually increase. (3) McIntosh County Recreation Services has leased the back nine acres for six months for \$1 for sport practices. The **Brunswick facility:** (1) Palmetto Pipeline is

at the end of their one-year lease agreement and have notified us they want to extend the lease for six months. They pay \$7,366/month and are responsible for their utilities. The facility will be put on the market for sale when the economy improves.

DRI Reports: None to report.

Project Status Reports - *(See Attachments 5, 6, 7, and 8 attached herein and made a part of these minutes.)*
Aging Services currently has 1,800 on waiting list for services; transportation saw an increase of 784 trips from November to December. Everyone should have received an email with an updated finance report which shows we have a deficit in transportation of \$173,000; however, we think that amount will decrease. We are going to have to spend some money on vehicle maintenance, but we still intend to end the year with a balanced budget and be able to add to our reserve.

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

- Emailed everyone the press release from Governor on Transportation investments for 18 months of projects. Looks like our region will get about \$145 million; if you look it up on their website, we are Region 5.
- The legislature is in session; they anticipate it to be a short one since it is an election year. In speaking with our House and Senate members, it appears there will be a Bill going forward to fund the State Geographic Information Officer (GIO) position at the state level.
- We sponsored an economic development training (Sidebar Conference) in Savannah on December 4th that was well attended; we will sponsor another one in 2016.
- The Environmental Scoping Session in Camden County went very well; the comment period has been extended until the 18th.
- GTA held their Annual Conference in December at the Jekyll Island Convention Center with approximately 250 attendees. Our Transportation Director Don Masisak received the Georgia Transit Operator of the Year Award.
- Commissioner Walter Gibson was reappointed by DCA to the State Building Authority Board.

ADJOURNMENT: There being no further business, the meeting was adjourned at 12:00 p.m., with lunch following.

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

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
February 10, 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, Harold Fowler, Allen Brown, Tom Ratcliffe, Preston Dees, Priscilla D. Thomas, Pat Parker, Phil Phillips, Dan Coty, David Boland, Graylan Quarterman, Herb Jones, Shaw McVeigh, Chap Bennett, Eddie DeLoach, Wyck Newberry, Chris Blaine, Julie Martin, and Dale Provenzano.

MEMBERS ABSENT: Charles Wilson, Kelly Spratt, Jason Coley, Sean Register, Jimmy Starline, Dwight Gordon, Jan Moore, Ray Howard, Allen Amason, Hugh Hodge, and Gwendolyn Davis.

EX-OFFICIO MEMBERS PRESENT: Ron Elliott, Fort Stewart.

GUESTS: Nathaniel Thomas; Benjamin Stephaun and Eric Berisford, Fort Stewart; Tony Chiarieh and Jack Garvin, Effingham Democratic Party; Paul Teague, Atlanta Gas Light; Farran Fullilove, Camden County, AAA Advisory Council; Joe Parker, Freelance Reporter and Scott Steilen, Sea Island.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Don Masisak, Transportation Director; Dionne Lovett, Aging Services Director; Lupita McClenning, Planning & Gov't Services Director; Bill Compton, Senior Planner/Grant Specialist; Meizi Wolven, Grant Specialist and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: A motion was made to approve the minutes from the January 13th meeting.

Motion: Herb Jones
Second: Graylan Quarterman
Vote: Unanimous

NEW BUSINESS

Approval of Area Agency on Aging Area Plan of FY 2017-2020 – *(See Attachments 1, attached herein and made a part of these minutes.)* Mr. Farran Fullilove, Aging Services Advisory Council Chairman/Vice Chairman greeted council members and requested a moment of silence for Reverend Lloyd Dees, Aging Services Advisory Council Chairman. Aging Services Director Dionne Lovett provided a PowerPoint overview of the Area Plan for Aging Services for FY 2017-2020. The purpose of the Area Plan is to enhance the aging network and service delivery systems for older adults and individuals with disabilities. The Aging program runs on a four-year cycle and competitive bids were sent out for service providers. There are two new service providers this year – ResCare Home Care for In-Home Services in Bulloch County and Heavenly Devine Blessing for Home-Delivered Meals in Camden County. Currently Adult Day Care (ADC) is provided in Chatham, Liberty, and Glynn Counties; however, we are beginning discussions with Coastal Manor for ADC in Long County.

The Georgia DAS State Plan has adopted the goals provided by Administration for Community Living (ACL), so each AAA has the same goals but can have different approaches to achieving the goals. This eliminates the step of the State having to approve each AAA's goals. Funding for the next fiscal year is still questionable. The DHS Director, Dr. James Bulot, has resigned and his replacement will not take office until April 1. Also, the CCSP program has been removed from the Division of Aging Services to the Department of Community

Health, we're not sure how this will affect funding. We've been told to prepare our budgets like we normally do, but be prepared for the worst. A projected budget sheet was passed out with the understanding that it could change in two weeks.

Currently the AAA serves approximately 1,700 unique individuals throughout our region with approximately 1,700 (duplicate numbers since some are on more than one list) on the waiting list for services. Secretary Ken Lee stated that since Reverend Dees was from Effingham County, and that getting services for the elderly was his passion, maybe something could be set up for donations in his honor. Ms. Lovett stated she thought this was a good idea and would speak with his family.

Ms. Lovett stated that the Aging Services Advisory Council met in January and approved the Area Plan and was recommending it for approval by the CRC Council. A motion was made to approve the Area Agency on Aging Area Plan for FY17-FY20.

Motion: Shaw McVeigh
Second: Dr. Priscilla Thomas
Vote: Unanimous

Chairman Ratcliffe requested that once the budget becomes clear she should formulate and report back to the Council. Ms. Lovett stated she would.

Approval of Resolution for CRC to develop a DRI Pre-Application Form for local governments who elect for a technical analysis above and beyond the minimum DCA requirements – (See Attachment 2, attached herein and made a part of these minutes.) – Mr. Bill Compton, Senior Planner/Grant Specialist reminded members that the new rules shorten the DRI timeline from 170 days to 30 days and changes the CRC's role in the DRI process from providing an analysis and opinion of the project to basically just being a communicator of the DRI to affected parties and commenting if it affects the Regional Plan. The CRC proposes the development of Regional Impact Pre-Application form, for local governments who elect to have a technical analysis above and beyond the minimum requirements required by DCA, to be submitted to the CRC prior to the submittal of DRI forms to DCA which then officially begins the DRI process. A motion was made to approve the Resolution as presented.

Motion: Graylan Quarterman
Second: Walter Gibson
Vote: Unanimous

Approval of Resolution Recognizing Georgia City-County Management Association's (GCCMA) 60th Year of Service- (See Attachment 3, attached herein and made a part of these minutes. A motion was made to approve the Resolution as presented by Executive Director Burns.

Motion: Shaw McVeigh
Second: Walter Gibson
Vote: Unanimous

Approval of Authorizing Resolutions to enter into Contract with DHS for Transportation Services – (See Attachment 4, attached herein and made a part of these minutes.) Donald J. Masisak, Transportation Director, explained we again have to have the Council's authorization for the Executive Director to execute contracts on behalf of the Council. A motion was made to approve the Authorizing Resolution.

Motion: Shaw McVeigh
Second: David Boland
Vote: Unanimous

Approval of Appointment to CADD Board of Directors – (See Attachment 5, attached herein and made a part of these minutes.) A motion was made to approve the appointment of Jon Seagraves (Bryan County) to the CADD Board of Directors.

Motion: Walter Gibson
Second: Chairman Jimmy Burnsed
Vote: Unanimous

PRESENTATIONS

Sea Island – Mr. Scott Steilen, President, Sea Island Acquisition provided an overview of Sea Island. Sea Island was a family-owned business established in 1928 which filed bankruptcy in December 2010. Four owners purchased the business and hired Mr. Steilen to manage. At the time of bankruptcy, Sea Island was primarily doing real estate; new ownership worked to take the company back to what it previously was. Internally, a great team was already in place; pay raises and bonuses were re-established and employees were given the tools needed to run the business. The company also worked to make it easier to do business with Sea Island and eliminated a lot of paperwork. The leadership set goals and worked toward them - Sea Island is a family destination known for its southern charm and heritage. Successful marketing efforts, changes, and renovations have put the company back in the black; employment has increased from 1,200 to 2,000 and is anticipated to grow even more. The company is looking to do an economic impact study to determine the value of the company to Glynn County and the region.

OTHER BUSINESS

Update on GARC – Mr. David Boland, CRC GARC Policy Official stated he attended a meeting on February 4th in Atlanta at DCA Headquarters. The State GIO position is expanding by having the GARC serve as a catalyst to provide mapping services to state agencies. More information will be provided in the future, but this is a great opportunity for all of the regional commissions to showcase their mapping capabilities.

Project Status Reports - (See Attachments 6, 7, and 8 attached herein and made a part of these minutes.) Executive Director Burns noted that the transportation deficit is down to \$58,000 and he hopes the trend will continue in that direction.

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

EXECUTIVE DIRECTOR'S REPORT

- Travel costs for the month, as now mandated by our State Audit, were \$69 to travel to the GARC Executive Directors/Policy Officials meeting in Atlanta.
- Charles Wilson, the Governor's educational appointment has advised that he will be resigning his position since he has been unable to participate in the meetings. If anyone has a Superintendent or Board of Education Chairman that would be willing to serve, please let me know and I will provide the information to the Governor.
- The Coastal Advisory Council held their meeting at our office; the Boy Scouts have used our facility. If you need meeting space, please let me know.

February 10, 2016

Page 4

- The Bridge Run is this weekend in Brunswick and the Aging Services Department has rounded up a group that will be participating, including me.
- The primary is coming up in March.
- Friday is Georgia Day (but not a holiday) – honoring the colonial founding of Georgia, in Ann, aka Savannah which was Georgia’s first city and also the first capital of Georgia.
- Legislation that our cities and counties should be aware of:
 - SB 326 on Soil Erosion
 - SR 730 Coastal Georgia Greenway
 - HB4 Utilities interbasin transfer
 - HB14 approving of federal funds by the General Assembly.

Announcements

Shaw McVeigh commented that the CRC should take the lead when Georgia celebrates its 300th anniversary since our region is the beginning of Georgia. It was agreed that was a good idea

Chairman Donald Lovette stated on February 20th there would be an Appreciation Banquet in Midway in honor of former Mayor Jim Thomas. He will forward more information to the Executive Director.

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, March 9, 2016, at the Richmond Hill City Center at 10:00 a.m.**

**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 10th 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

March 9, 2016

Page 4

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 23rd 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.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
April 13, 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, Wyck Newberry, Jimmy Burnsed, Ken Lee, Walter Gibson, Tom Ratcliffe, Sean Register, Jimmy Starline, Phil Phillips, Julie Martin, David Boland, Graylan Quarterman, Allen Brown, Herb Jones, Pat Parker, Harold Fowler, Shaw McVeigh, Jason Coley, Chris Blaine, and Dale Provenzano.

MEMBERS ABSENT: Craig Root, Eddie DeLoach, Dan Coty, Donald Lovette, Dwight Gordon, Preston Dees, John Morrissey, Allen Amason, Kelly Spratt, Chap Bennett, Priscilla D. Thomas, Ray Howard, Jan Moore, Hugh Hodge, and Gwendolyn Davis.

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

GUESTS: Robert Cheshire, Statesboro; Abby Cox, Division of Aging; Eric Landon, Camden County; Jared Downs, Senator Isakson; Paul Teague, Atlanta Gas Light; and Jeff Ricketson, LCPC.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Don Masisak, Transportation Director; Dionne Lovett, Aging Services Director; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: A motion was made to approve the minutes from the March 9th meeting.

Motion: Herb Jones
Second: Graylan Quarterman
Vote: Unanimous

PRESENTATIONS

Federal Law Enforcement Training Center (FLETC) – Ms. Connie Patrick, FLETC Director, provided a PowerPoint overview of their agency whose mission is to train those who protect our homeland. (*See Attachment 1, attached herein and made a part of these minutes.*) Ms. Patrick became Director of FLETC in 2002 and they currently provide consolidated training for 96 federal law enforcement agencies. They have 2,000 beds on center and have contracts with 9 hotels in Brunswick and regular use of additional hotels from Darien to Kingsland. More than 8,000 students will be housed in hotels this year. IRS students (criminal investigators) are at the facility for six months. They provide students transportation to local shopping, entertainment, events, and recreational activities. The new conference center is scheduled to be completed in May and features a 600-seat auditorium and three conference rooms. 14 events are already on the books for this year. A question and answer session followed the presentation.

Aging Services – Ms. Abby Cox, Division of Aging Services Director stated that the Older Americans Act is up for reauthorization and has been passed by the House and Senate and is awaiting approval by the President. Fourteen days into her new position, Ms. Cox stated that she viewed this meeting as an opportunity to get to know everyone and vice versa. Georgia has 12 AAA's and coastal is one of the strongest; Dionne works with continuous budget cuts but is still open to new ideas, and as a result has the only technology lab in Georgia and she hopes to see this replicated by other AAAs. Technology is a great way to serve more clients with less

dollars and counselors can now screen to see if this technology can provide assistance to those who are on waiting lists. The Division has a partnership with Georgia Tech where students look at technology that will assist the aging. Her goal this year is to visit each AAA and listen and learn, i.e., follow a whole process on elder abuse and see what we can do better. They are also working to close down unlicensed Personal Care Homes, but they also have to find a place for the displaced clients once they are closed. A new data system, HARMONY, is being rolled out so there will be some growing pains learning a new system. A big change is that the CCSP has been moved to the Department of Community Health, the thought is that they have a bigger budget and hopefully more clients can be served; time will tell.

Ms. Dorothy Glisson stated that Screven County still wants to have their seniors served under the Coastal AAA, and especially since it is the strongest AAA that should mean their seniors would get better services. Ms. Cox stated she would work on getting the ball rolling on this. It was asked if there was a tool that planners could use to help make communities more elder-friendly. Ms. Dionne Lovett stated that we didn't have a standard tool, but had worked with the planning department on the livable communities for Hinesville and Liberty County. Ms. Cox stated this would definitely be a good project to work on and she would see if the Division had anything available. The GGS Conference will be held on Jekyll Island on August 8-10th.

OTHER BUSINESS

Project Status Reports - (See Attachments 2, 3, 4, and 5 attached herein and made a part of these minutes.)

Executive Director Burns noted: Aging – the technology lab is very interesting, it is amazing what they can show you, please come see it if you have not. There are several workshops coming up, please take advantage of them. Planning – report highlights the Riceboro well project, we assisted with an EDA Public Works Grant, and they will receive \$1.2 million to sink a well in McIntosh County since it is in a “green” zone as opposed to Liberty who is in a “yellow” zone. Transportation – trip activity was up in March. Finance – numbers are looking better.

CADDA Report: No questions were raised regarding the CADDA report. (See Attachment 6, attached herein and made a part of these minutes.)

EXECUTIVE DIRECTOR'S REPORT

- There is an article in our Pelican Brief newsletter honoring Reverend Lloyd Dees. His Celebration of Life Service will be on April 23rd at the Trinity United Methodist Church in Savannah; several of our staff will attend.
- Commissioner Tim Echols had a conflict arise and apologized that he could not make the meeting today; he will come in August.
- \$100,00 has been included in the budget, through DCA, for the East Coast Greenway. All of our legislative delegation has been involved with this and asked that we take the lead on this project. Several communities are interested in this money; however, we have to wait until the budget is signed and DCA comes out with the rules and how this money can be utilized.
- Our pension was previously funded at 86% and has dropped to 82% for employees. We are working on a strategy to shore this up and will be bringing it to the Budget & Finance Committee.

April 13, 2016

Page 3

- Participated in a meeting on Rails to Trails at a Park in Glynn County. Everyone agreed that it should be linked to the East Coast Greenway and follow Hwy. 17.
- Met with the Screven County Commission to discuss grant funding opportunities
- Due to the legislation placing a moratorium on pipeline development in Georgia, Kinder Morgan is pulling out and their lease with our office will terminate on the last day of April. The Executive Committee will be discussing whether to lease or sell the building and will come back to the Council with a recommendation.

Announcements

Ron Elliott stated they were working to get General Reagan to our next meeting.

Mr. Shaw McVeigh reported that the Transportation Committee continues to meet monthly and the Effingham County Development Authority Director will share information on their project at a future meeting. Also, thinks the CRC should have a resolution to encourage a series of events throughout Georgia for their 300th anniversary.

Mr. Walter Gibson stated that Georgia Southern University (GSU) has a new president.

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, May 11, 2016, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
May 11, 2016
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Thomas Ratcliffe called the meeting to order at 10:00 a.m. Invocation was provided by Dan Coty, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Reggie Loper, Wyck Newberry, Walter Gibson, Tom Ratcliffe, Sean Register, Jimmy Starline, Phil Phillips, David Boland, Craig Root, Dan Coty, Graylan Quarterman, Herb Jones, Harold Fowler, Shaw McVeigh, Jason Coley, Chap Bennett, Priscilla D. Thomas, Chris Blaine, Preston Dees, Rosa Romeo and Jan Moore.

MEMBERS ABSENT: Eddie DeLoach, Jimmy Burnsed, Ken Lee, Donald Lovette, Dwight Gordon, Dale Provenzano, Julie Martin, Allen Brown, Pat Parker, John Morrissey, Allen Amason, Kelly Spratt, Ray Howard, Hugh Hodge, Charles Frasier, and Gwendolyn Davis.

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

GUESTS: CSM Walter Tagalicud and Dina McKain, Fort Stewart; Stephanie-Dammen Morrell, Hussey, Gay & Bell; Nathaniel Thomas; Jennifer Fordham, DCA; Ayana Middleton and Eddis Duncan, Ashleigh Place; Mayor Daisy Pray, Walthourville; Jessica Brown, UGA Marine Extension GA SeaGrant; and Joe Parker, Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Dionne Lovett, Aging Services Director; Hunter Key, GIS Manager; Bill Compton Senior Planner/Grant Specialist; Meizi Wolven, Grant Specialist; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: A motion was made to approve the minutes from the March 9th meeting. Mr. Shaw McVeigh noted that on page two a “0” needed to be added to make the number \$100,000. The minutes were approved as amended.

Motion: Commissioner Walter Gibson
Second: Shaw McVeigh
Vote: Unanimous

APPROVAL OF DHS AUTHORIZING RESOLUTION: *(See Attachment 1, attached herein and made a part of these minutes.)* A motion was made to approve the resolution as presented

Motion: Shaw McVeigh
Second: Commissioner Priscila D. Thomas
Vote: Unanimous

PRESENTATIONS

Georgia Department of Revenue (DOR) – Commissioner Lynne Riley provided a PowerPoint overview of the DOR. *(See Attachment 2, attached herein and made a part of these minutes.)* The DOR has 11 regional offices and has the responsibilities of tax administration, alcohol & tobacco, and motor vehicle tag & title. The budget for FY17 is \$43.7 billion. The department is pushing for a paperless system which will be more cost-effective. The GA Tax Center is a secure website that allows taxpayers to file returns and pay taxes electronically; they can also register to be notified when their tax return has been received to defend against fraud filings or identity theft. Any unclaimed property is turned over to the state after seven years and the state holds it until it is claimed; visit the unclaimed property program section on their website. The DOR has formed three advisory

groups in 2016 and Commissioner Walter Gibson serves on the Local Government Advisory Group. The advisory groups serve to maintain an open dialogue between all taxpayers and the department – they want to know how they can better serve the tax payers. Their priority projects are Fraud and DRIVES (Driver Record and Integrated Vehicle Enterprise System) Project: modernizing MVD and DDS technology where systems will interface with county tag offices. A brief Q & A followed the presentation.

Great Promise Partnership – *(See Attachment 3, attached herein and made a part of these minutes.)* Mr. Mike Beatty, President & CEO, explained that the Partnership provides students who are at risk of dropping out of high school extra support as they work to earn their diploma. Over 1,000 students are engaged in this program and 200 are graduating this year. This year the Partnership has a 92% success rate, working with 100 companies. One third of the students goes into the military, 1/3 goes to college, and another 1/3 will start work full time. The challenge is that they need a bigger presence as there are a lot of kids that drop out of school. School systems identify students who would benefit from this partnership and then partner companies interview them for jobs. A short video the “April faces of Manufacturing – Bealieu” was shown which highlighted the benefits of the partnership for the students and company. Mr. Beatty encouraged anyone interested in this partnership to please give him a call.

Fort Stewart – Command Sergeant Major Walter A. Tagalicud, originally from Orlando, Florida, stated he works hand in hand with the Commander and their mission is a state of readiness. Currently 11 countries are served and units must be ready to deploy at a moment’s notice. Fort Stewart also has the “Soldier for Life” program where they help soldiers find employment after exiting the military. CSM Tagalicud stated that Commander Reagan hopes to attend a future meeting when his schedule will allow and expressed appreciation for getting the opportunity to introduce himself and meet everyone.

Coastal Orthoimagery Update – *(See Attachment 4, attached herein and made a part of these minutes.)* Mr. Hunter Key, GIS Manager, provided a PowerPoint update of the project. By making this a collaborative project jurisdictions will see a cost reduction in services. Eight of our 10 jurisdictions have expressed interest and some of our sister city regions are expressing interest as well. The project is still on track and in the next few months memorandums of understanding will be sent out. Jurisdictions that want to participate can choose what products they are interested in receiving. When working with NOAA, payment is required upfront and will be due around the Summer of 2017 with the flight taking place in January 2018. Data will be delivered between March – May 2018. The next CRC URISA meeting workshop will be on May 26th.

OTHER BUSINESS

GARC Update – CRC GARC Representative David Boland reported that he attended the GARC Economic Development Conference May 1-3 at Lake Lanier Islands. During the conference, Christopher Nunn, Deputy Commissioner, Community Development & Finance Dept., DCA, spoke to the group and recognized the CRC for the GEO Design work, which has been spearheaded by our GIS Manager Hunter Key. No other RC was recognized during his speech and that speaks well of our RC.

Project Status Reports - *(See Attachments 5, 6, 7, and 8 attached herein and made a part of these minutes.)*
Transportation – within \$5,000 of our target; Shaw McVeigh noted we had a net increase in transportation; Burns commented Lena was very disappointed that she wasn’t going to be here to hear that. Planning – write up on the GEO Design summit – had good attendance. Aging – still has a waiting list.

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

- Beth Kersey returned to work part-time on Monday; she was in an automobile accident 15 months ago and lost her left arm and has had numerous surgeries and still has more to come; but it is good to have her back.
- Attended a meeting arranged by Sean Register with the DNR Commissioner in Brunswick to discuss making improvements that would facilitate sailing.
- Our Darien tenant, Coastal Reserves, a distributor for restaurants, is wanting to add 10,000 sf to our building. We will be working with the Budget & Finance Committee on a proposal and will bring it to the Council for approval.
- As a result of the moratorium on pipeline drilling, Kinder Morgan has pulled out of the region and our Brunswick building is vacant. Will be getting a recommendation from the Budget & Finance Committee on whether we should try to sell or lease the building.
- Several attended the Celebration of Life for Reverend Dees on April 23rd. He was a great ally for the Aging services. Mr. Farran Fullilove was elected Chairman and Mr. David Brantley was elected Vice-Chairman of the Aging Services Advisory Council. We have several vacancies on the Aging Council, so if you receive a letter, please make sure to make an appointment.
- The GARC approved the third ESRI agreement which is for GIS software. This joint agreement with the RCs and ESRI saves money on the purchase of software. We are the only state that has a unified effort.
- DRIs – please remember to notify the CRC of a DRI before you log it on to the DCA website. Once you log it onto their website, the clock starts running.
- Congressman Buddy Carter toured our Tools for Life Lab. We are the only AAA in the state to have this, and other RCs were attending a training session at the time; simultaneously, we were notified by AIRS that our Tools for Life Lab is the recipient of a Distinguished Service Award. Aging Services Director Dionne Lovett explained that having this lab provides our Gateway Counselors an opportunity to offer an alternative, a piece of equipment, to assist a client who is on the waiting list. Two AAA staff members will be attending the conference in St. Louis and will receive the award.

Announcements

Mr. Sean Register stated that Richmond Hill has a senior apartment complex, Ashleigh Place, for those 55+ and introduced Ms. Ayana Middleton and Ms. Eddis Duncan, the ladies that run the complex. Ms. Dionne Lovett also recognized that Ms. Duncan is also a volunteer for our evidence-based programs.

Executive Director Burns announced that we have a new non-public appointment for Liberty County, Mr. Charles Frasier; who sends his regrets he was unable to attend this meeting, but will be here next month.

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, June 8, 2016, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
June 8, 2016
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Vice-Chairman Jimmy Burnsed called the meeting to order at 10:00 a.m. Invocation was provided by Herb Jones, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jimmy Burnsed, Wyck Newberry, Walter Gibson, Sean Register, Jimmy Starline, Phil Phillips, David Boland, Allen Brown, Pat Parker, Dan Coty, Graylan Quarterman, Herb Jones, Harold Fowler, Ray Howard, Hugh Hodge, Jason Coley, Dwight Gordon, Priscilla D. Thomas, Chris Blaine, Preston Dees, and Jan Moore.

MEMBERS ABSENT: Tom Ratcliffe, Reggie Loper, Chap Bennett, Donald Lovette, Eddie DeLoach, Shaw McVeigh, Ken Lee, Dale Provenzano, Rosa Romeo, Julie Martin, John Morrissey, Allen Amason, Craig Root, Kelly Spratt, Charles Frasier, and Gwendolyn Davis.

EX-OFFICIO MEMBERS PRESENT: Dorothy Glisson, Screven County.

GUESTS: Steve Hart and Dina McKain, Fort Stewart; Stephanie-Dammen Morrell, Hussey, Gay & Bell; Nathaniel Thomas; Eric Landon, Camden County; Ralph Forbes, Sam McCachern & Alton Brown, Thomas & Hutton; Jennifer Fordham, DCA; Alyce Thornhill, GDECD; Anna Chafin, Bryan County, John Henry, Effingham County Development Authority; and Joe Parker, Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Dionne Lovett, Aging Services Director; Lupita McClenning, Planning & Government Services Director; Hunter Key, GIS Manager; Bill Compton Senior Planner/Grant Specialist; Meizi Wolven, Grant Specialist; Lena Geiger, Finance Director and Colletta S. Harper, Administrative Services Director.

APPROVAL OF MINUTES: A motion was made to approve the minutes from the May 11th meeting.

Motion: David Boland
Second: Ray Howard
Vote: Unanimous

APPROVAL of FY17 Work Program and Budget (*See Attachment 1, attached herein and made a part of these minutes.*) Budget & Finance Committee Chairman Jimmy Burnsed reported that the Committee had met before this meeting and was recommending it to the Council for approval. Executive Director Burns provided a brief overview of the FY17 Budget which is just under \$12.7 million and has a net increase of 8.6% from last year. Increase is primarily in transportation for the purchase of new buses and funding for the VTLCI project. Dues will remain at \$1.30 per capita. The increase from last year has went strictly to building our reserve and we are well on our way to the \$2 million recommended by our auditor. Budget includes up to 3% merit increase; but no COLA. Aging's budget decreased by \$221,497 based on federal and state funding and the Planning Department increased by \$82,817 due to local planning contracts. Indirect Costs increased by \$127,836 due to filling the open position in IT and with the new position in Finance; fringe benefit costs increased by \$113,885 due to an estimated increase in health insurance costs and an increase in leave time. The General Fund budget decreased a little over \$81,000, attributed mainly to the reduction in income from the lease of the Brunswick facility. Bylaws require greater than 5% of budgeted revenues to be maintained in the unassigned fund balance. We will need a minimum of \$634,581 and we estimate that we will have a little over \$1 million at the end of FY16, which equates to 7.8% of the budgeted revenue for FY17.

A motion was made to approve the FY17 Work Program and Budget.

Motion: Commissioner Walter Gibson
Second: Pat Parker
Vote: Unanimous

APPROVAL OF RISK MANAGEMENT CHECKLIST: *(See Attachment 2, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the handout and explained the Checklist is how we address our risk factors. The only change from last year is on page 9, where we were finally able to check “yes” to having a five-year capital plan. A motion was made to approve the Checklist.

Motion: Herb Jones
Second: Dan Coty
Vote: Unanimous

APPROVAL OF AUTHORIZATION TO NEGOTIATE LEASE/PURCHASE OPTIONS: Budget & Finance Committee Chairman Jimmy Burnsed stated that this was discussed during the Committee meeting and they were recommending that the Council approve the Chairman and Executive Director to work on lease/purchase proposals with potential vendors and bring back to the council for approval. Executive Director Burns explained that since Kinder Morgan had moved out of the Brunswick facility, he had received several calls from businesses interested in our building. Also, the vendor currently leasing our kitchen facility is interested in leasing/purchasing land and adding/building an additional 10,000 square feet to our building. A motion was made for the Chairman and Executive Director to negotiate purchase/lease options with vendors and bring to the Council for approval.

Motion: Mayor Hugh Hodge
Second: Sean Register
Vote: Unanimous

APPROVAL OF GDOT AUTHORIZING RESOLUTION: *(See Attachment 3, attached herein and made a part of these minutes.)* Ms. Lupita McClenning, Planning and Government Services Director, explained this is an ongoing contract for 5304 Rural Transit Planning. The amount this year is \$32,000 and Council authorization for the Executive Director to execute the application is needed. A motion was made to approve the resolution as presented.

Motion: Graylan Quarterman
Second: Commissioner Priscilla D. Thomas
Vote: Unanimous

APPROVAL OF DISCONTINUING TRANSPORTATION SERVICES IN CHATHAM COUNTY

EFFECTIVE JUNE 30, 2016: Vice Chairman Burnsed stated that a letter had been written to Chairman Al Scott and the CAT Board requesting a meeting regarding the money in arrears for transit services and no response has been received, even though Priscilla has been working diligently. They currently owe less than \$150,000; however, it may be more than that by the end of June. After a brief discussion, a motion was made to send a letter to Chairman Al Scott advising that transit services will be discontinued effective June 30th, unless they get in touch with us; copies to Pete Liakakis and the CAT Board, Chatham County Commissioners, and the Mayors of the municipalities in Chatham County.

Motion: Ray Howard
Second: Graylan Quarterman
Vote: Unanimous

PRESENTATIONS

Hydric Soils/Wetlands – Mr. Ralph Forbes, Mr. Sam McCachern and Mr. Alton Brown of Thomas & Hutton, provided a PowerPoint presentation on the changes to the identification of wetlands. In 1987 the Corps Manual had 12 indicators that identified hydrology, hydric soils, and wetland vegetation; the 2010 Regional Supplement has 29 indicators. Any property that consists of flat land and has pine trees equals hydrology. 398 plant species have been changed from upland to wetland. There is a significant increase in wetlands now and a lot of land that was purchased before the market went bad (before it could be developed) is now undevelopable. The Savannah Crossroads project is an example of this. One of the problems with getting large industries to locate within our region is that the Savannah Corp will not issue permits on speculative projects, which was the case with the Volvo project in Bryan County. SEDA and Glynn County have taken on a leadership role and has pledged money for lobbying efforts to get some relief. Delineations can be extended; however, our Corp does not do this; there are some other issues with the supplement that need to be addressed as well. A brief Q & A Session followed. It was requested if members could receive a copy of their presentation; they will reduce it and send to Allen.

Regional Logistics Opportunities: Mr. Donald Masisak, Transportation Director, explained the mission of the Transportation Committee is to work with state and local governments to facilitate the planning, improvement and funding of all transportation efforts. They have identified a project that fits their mission and introduced Mr. John Henry, CEO, Effingham County Industrial Development Authority, who provided a PowerPoint overview of some of the projects in Effingham County. Mr. Henry stated that any time a new development happens “all the stars have lined up” with all of the regulations that must be overcome. In March, a public/private partnership with OmniTRAX was announced for the development of a 2,600 acre tract (formerly known as Research Forest) that will be called the Savannah Gateway Industrial Hub. It is located 12 miles from Savannah’s port and is served by the CSX and Norfolk Southern railroads, and is expected to attract manufacturers, processors, warehouse distributors and others. The development authority is providing the land and OmniTRAX will provide the capital for infrastructure. Comprehensive planning, connectivity and funding will be required on an ongoing basis to accommodate our region’s freight movement.

OTHER BUSINESS

Project Status Reports - *(See Attachments 4, 5, 6, and 7 attached herein and made a part of these minutes.)*
Financial Report – we’re projecting that the fund balance will be higher than indicated.

CADDA Report: No questions were raised regarding the CADDA report. *(See Attachment 8, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR’S REPORT

- George Hannaford, former RDC Chairman, passed away. He was from Camden County and will be missed.
- Facilitated a retreat for Liberty County on St. Simons. If anyone is interested in doing this, let him know.
- No Meeting in July!

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, August 10, 2016, at the Richmond Hill City Center at 10:00 a.m.**