

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
August 13, 2014
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:00 a.m. Invocation was provided by Executive Director Allen Burns, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Harold Fowler, Linda Barker, Clyde Taylor, Edna Jackson, Jan Moore, Kelly Spratt, Shaw McVeigh, Jimmy Starline, Craig Root, Sean Register, William Miller, Dan Coty, Allen Brown, David Boland, Julie Martin, Margaret Evans, Tom Ratcliffe, Herb Jones, Jim Thomas, Priscilla D. Thomas, Donald Lovette, John Morrissey, Reggie Loper, Matthew Barrow, Chris Blaine, Pat Bazemore, and Robert Long.

MEMBERS ABSENT: Jimmy Burnsed, Jason Coley, Ken Lee, Walter Gibson, Chap Bennett, Charles Wilson, Hugh Hodge, J.C. Warren, and Gwendolyn Davis.

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

GUESTS: John Holman, St. Marys; Chuck Scragg, Glynn County; Alyce Thornhill, GDECD; Stephen Ramos and Stephen Morgan, UGA; Maureen Hoke, O'Brien & Gere; Patrick Graham, CHA; Jackie Teel, MPC; Jennifer Fordham, DCA; Sandra Rayson, Woodbine, and Joe Parker, Jr., Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Lupita McClenning, Planning and Government Services Director; Dionne Lovett, Aging Services Director; Lauren Robesky, Economic Development Director, William Compton, Grant Specialists; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Hunter Key, GIS Manager; Eric Landon, Senior Planner II; David Dantzler, Mobility Manager, and Colletta Harper, Administrative Services Director.

Perfect Attendance: Chairman Jim Thomas recognized William Miller, Long County Non-Public; Shaw McVeigh, Glynn County Non-Public; and Dan Coty, State Appointment, for having perfect attendance last year.

APPROVAL OF MINUTES: Chairman Thomas requested approval of the minutes from the June 11th meeting.

Motion: Mayor Margaret Evans
Second: Chris Blaine
Vote: Unanimous

NEW BUSINESS

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

Motion: Mayor Margaret Evans
Second: Mayor Edna Jackson
Vote: Unanimous

A motion was made to approve the Non-Public appointments that have not yet been recommended by Counties.

Motion: Reggie Loper
Second: Priscilla Thomas
Vote: Unanimous

A motion was made to approve the Ex-Officio appointments as listed.

Motion: Chairman Donald Lovette
Second: Reggie Loper
Vote: Unanimous

Approval of Appointment/Reappointment to CADDA Board – (See Attachment 2, attached herein and made a part of these minutes.) A motion was made to reappoint Chris Harper (McIntosh County) to the CADDA Board of Directors.

Motion: Chairman Kelly Spratt
Second: Herb Jones
Vote: Passed
Abstained: Craig Root (Member of CADDA and Southeastern Bank Board)

PRESENTATIONS

Savannah Harbor Expansion Project (SHEP) – (See Attachment 3, attached herein and made a part of these minutes.) Dr. Stephen J. Ramos, Assistant Professor, College of Environment and Design, UGA, provided a PowerPoint presentation on the SHEP. The College of Environment & Design at UGA received a two-year grant through the Georgia SeaGrant program to study the Savannah Harbor Expansion and the effects it will have on coastal counties. Dr. Ramos explained the process of the study. He and the project team are currently examining local comprehensive plans that are on the DCA website. Data from this study is to be used to update the Coastal Regional Plan. SHEP is projected to have a regional impact including transportation, economic development, and it's expected that the Brunswick port will see more traffic. There was brief discussion on the impacts of the harbor deepening. Dr. Ramos stated that due to the regional effects that the CRC is a perfect partner in this study. Dr. Ramos stated that the project team will be working with local planners and GIS technicians at the September 16th CRC Practicum at the Richmond Hill City Center. The CRC will send details closer to the date. Upon recommendation from the Council, Dr. Ramos stated he would invite representatives from the Savannah and Brunswick ports to attend the meeting. Dr. Ramos stated he would report to the CRC Council at the completion of the first year to provide an update, and to receive input and feedback.

Complete Streets – (See Attachment 4, attached herein and made a part of these minutes.) Mr. John Bennett, Executive Director, Savannah Bicycle Campaign, presented a PowerPoint presentation on Complete Streets. In communities across Georgia and the country, a movement is growing for complete streets; specifically that cities and towns are asking their planners and engineers to build road networks that are safer, more livable, and welcoming to everyone. Instituting a Complete Streets policy ensures that transportation planners and engineers consistently design and operate the entire roadway with all users in mind – including bicyclists, public transportation vehicles and riders, and pedestrians of all ages and abilities.

A Complete Streets Policy ensures roads are safe and convenient for all users. Approximately 60% of individuals are interested in bicycling but due to safety concerns participate less in bicycling. A new Georgia law requires motorized vehicles to allow 3 feet between them and bicyclists when passing. Bicycling is important to both the older and younger populations and has economic benefits. The day-to-day decisions a transportation agency and community leaders make in funding, planning, design, maintenance, and operations should be aligned with the goals of an adopted Complete Streets policy.

OTHER BUSINESS

Update on GARC – None at this time.

Update on LSEGA – Mr. David Boland reported the 2014 Class has graduated and they are currently working on the 2015 Class. Mr. Boland Introduced Michelle Davis, Chairman of the LSEGA Board who expressed her appreciation for the partnership with the CRC. More information about LSEGA can be found on their website LSEGA.com and on Facebook. Mr. Boland encouraged counties to submit nominations so they could make sure to have a diversified group. Mayor Thomas encouraged cities/counties to sponsor younger candidates to attend this class as they will be our future leaders.

DRI Reports: None.

Project Status Reports - *(See Attachments 5, 6, 7, 8 and 9 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 10, attached herein and made a part of these minutes.)*

CHAIRMAN'S REPORT – Chairman Thomas reported that he and Allen had received a draft copy of our performance audit. Most of the issues are policy based; however, there are a few areas that need improving and they are working on a response. Mr. Thomas stated this was our first performance audit since the 90's and we did not have any metrics to go by.

EXECUTIVE DIRECTOR'S REPORT

- Perfect Attendance – during some discussions, I presented Team Coastal hats to Dan Coty and Shaw McVeigh. The winner of the CRC Logo football this year is William Miller.
- The Georgia Dept. of Audits audited three regional commissions (RCs) this year; they are having a difficult time grasping how three RCs can operate so differently and different than regular state departments. Each RC operates based on their communities' needs. They sent the draft reports and requested that we not make it available to our Council yet as it was still draft; they have requested our response by August 20th. Mr. Burns explained some of the recommendations and ratings from the audit. There was a lengthy discussion amongst council members regarding their concern that they were not provided with this draft report as well so they could have input on the response. Executive Director Burns stated he would provide the Council with their recommendations and our response. He and Chairman Thomas will also draft a letter to go along with the response. The Dept. of Audits is supposed to be forwarding the Final Report to all of them and to the legislators. A separate letter will be drafted and sent to our legislators.
- We received the CAFR Award for FY13.
- Field work on our Independent Audit will begin the last week of this month and we anticipate another unqualified opinion, just as we have received the last seven years.
- We received two NADO Innovation Awards: (1) McIntosh Unified Economic Development Plan and (2) Leadership Southeast Georgia.
- Attended the GMA Conference in Savannah.
- Attended the John McIver Auditorium dedication in Liberty County.

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- Will have another intern starting who will be working on Opportunity Zones. If anyone is interested, please see Lauren. The City of Brunswick is stepping out on this. DCA had pulled out of this program but is opening it back up again.

ANNOUNCEMENTS

Mayor Margaret Evans invited everyone to attend the rededication of their football field next weekend to Major Charles Kelly a medevac-pilot who was killed in the Vietnam War. His son and two daughters will be in attendance and a 20-minute program has been planned with a monument to be unveiled.

Another discussion ensued on the Performance Audit Report. A motion was made to authorize the Chairman to draft and sign a resolution on behalf of the Council regarding the Draft Performance Audit not being provided to Council members.

Motion: Herb Jones
Second: John Morrissey
Vote: Unanimous

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, September 10, 2014, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
September 10, 2014
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Vice Chairman Jason Coley called the meeting to order at 10:00 a.m. Invocation was provided by Commissioner Walter Gibson, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jimmy Burnsed, Jason Coley, Ken Lee, Walter Gibson, Chap Bennett, Charles Wilson, Clyde Taylor, Shaw McVeigh, Jimmy Starline, Craig Root, Sean Register, William Miller, Dan Coty, David Boland, Margaret Evans, Herb Jones, Priscilla D. Thomas, John Morrissey, Reggie Loper, Chris Blaine, and Pat Bazemore.

MEMBERS ABSENT: Allen Brown, Harold Fowler, Jim Thomas, Linda Barker, Edna Jackson, Jan Moore, Julie Martin, Kelly Spratt, Hugh Hodge, J.C. Warren, Donald Lovette, Tom Ratcliffe, Robert Long, Matthew Barrow, And Gwendolyn Davis.

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

GUESTS: Rick Gardner, Bryan County; Shauntia Lewis, Glynn County; Dina McKain, Fort Stewart; Mayor Daisy Pray, Walthourville; Sandra Rayson, Woodbine; Clark Byron, Savannah CEO; Drew Hunt, Savannah Chamber; Jennifer Fordham, DCA; Doug Hooker, Atlanta Regional Commission; Anna Chafin, Bryan Development Authority; and Joe Parker, Jr., Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Lupita McClenning, Planning and Government Services Director; Dionne Lovett, Aging Services Director; Lauren Robesky, Economic Development Director, William Compton, Grant Specialists; William Steele, Economic Development Intern; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Hunter Key, GIS Manager; Eric Landon, Senior Planner II; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Vice Chairman Coley requested approval of the minutes from the August 13th meeting.

Motion: Herb Jones
Second: Mayor Margaret Evans
Vote: Unanimous

BUSINESS ITEMS

Approval of Changes to the CRC Employee Handbook – *(See attachment 1, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the yellow handout and highlighted the major changes. A motion was made to approve the Changes to the CRC Employee Handbook as presented.

Motion: Chairman Jimmy Burnsed
Second: Priscilla Thomas
Vote: Unanimous

Approval of Changes to Coastal Area District Development Authority (CADD) Bylaws – *(See Attachment 2, attached herein and made a part of these minutes.)* CADD Board Member Craig Root provided background information on CADD, a component unit of the CRC, for new council members. Mr. Root referred members to the tan handout and explained the reason for the update. A motion was made to approve the changes to the CADD Bylaws.

Motion: Chairman Jimmy Burnsed
Second: Mayor Margaret Evans
Vote: Passed
Abstained: Craig Root (CADD Board Member)

Approval of Authorizing Resolutions under 5316 and 5317 for Public Transportation Assistance: *(See Attachments 3 and 4, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the handouts; these resolutions must be approved each year in order to apply for the grants. A motion was made to approve the Resolutions as presented.

Motion: Shaw McVeigh
Second: Chairman Jimmy Burnsed
Vote: Unanimous

Approval of Adoption of 2015-2020 Regional Work Program Update: *(See Attachment 5, attached herein and made a part of these minutes.)* Ms. Lupita McClenning, Planning & Government Services Director reminded Council members they had approved the update for transmittal to DCA for review on May 14th. DCA has since reviewed and found that it meets all the requirements of Regional Planning Standards and is ready for Council adoption. A motion was made to adopt the 2015-2020 Regional Work Program update.

Motion: Dan Coty
Second: Sean Register
Vote: Unanimous

PRESENTATIONS

Great Promise Partnership - Due to a family medical emergency, Mr. Mike Beatty was unable to attend and his presentation will be rescheduled.

Desalinization –Mr. Ali Kalantar, Senior Vice President, Sales & Marketing, Chester Engineers and President of Chester International provided a Powerpoint overview of their company. With over 100 years of experience, Chester Engineers provides a multitude of engineering services for municipal and industrial clients across the globe. Core practice areas include water, wastewater, civil site design, asset management, operations and maintenance, program and construction management, transaction advisory services and many more.

Regional GIS – *(See Attachment 6, attached herein and made a part of these minutes.)* Mr. Hunter Key provided a PowerPoint presentation on Regional GIS. The purpose of a Regional GIS is to leverage software, hardware, and people so that regardless of a county size or population, enterprise access to jurisdictional GIS data is available beyond core users. The GARC entered into an Enterprise License Agreement with ESRI which allows each regional commission to purchase software at a significantly reduced rate. Mr. Key presented a demo of work recently completed for the City of Tybee Island. Tybee did not have the necessary software or GIS devices and paid a little under \$5,000 for set-up and hosting, and now is down to a yearly hosting fee. If Tybee had to purchase all the software, hardware, and licenses, it would have cost them at least \$35,000. The benefits of the Regional GIS is that a city/county can contract with the regional commission for how much of the service they would like to receive, they can also determine how much information that would like to be available to the public, and what needs to be available for city/county worker use only. To request a demo for your city/county, please contact Hunter at hkey@crc.ga.gov

OTHER BUSINESS

Update on GARC – The GARC Annual Conference will be held in November at the King and Prince. Additional information to follow next month as the event gets closer.

Update on LSEGA – Mr. David Boland reported they are still accepting applications for the 2015 Class and the goal is to have participants from all 10 counties. Tuition is \$1,750 and payments can be made. Once applications have been submitted, the applicant receives additional information about the classes. Alumni communication has been turned over to the CRC; Teresa Townsend and Lupita McClenning are doing a great job. The first session of 2015 will be held at the Reynolds Mansion on Sapelo Island.

DRI Reports: None.

Project Status Reports - *(See Attachments 7, 8, 9, 10, and 11 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 12, attached herein and made a part of these minutes.)*

CHAIRMAN'S REPORT – Chairman Thomas was unable to attend the meeting due to a commitment with the Governor.

EXECUTIVE DIRECTOR'S REPORT

- Our auditors just completed their field audit a week ago. During the exit interview, they indicated there were no findings or significant deficiencies. However, they did recommend that we provide the council with monthly financial reports on all of our departments, as well as agency wide. This information is now included in the Finance Dept. Status Report. The Audit will be presented at our November meeting.
- Have been working with Terry Ball, GEMA, and have signed an agreement (for the second year) for the use of our transit vehicle for evacuation services during an emergency. A telephone drill will be conducted this Friday.
- Insurance renewals on both of our building are stable or less than last year.
- Currently have three groups looking at our Brunswick building; hope to have someone in it shortly.
- 9/11 anniversary is tomorrow; take a moment to remember.
- GARC Annual Conference will be held November 5 – 7 at the King and Prince. This year the CRC is putting together a golf tournament to help support our Home Delivered Meal Program, which currently has 630 individuals on the waiting list. Looking for sponsors for the tournament and golfers. If you are interested in either, please see me after the meeting.
- The GA Dept. of Audits sent out their final report, which was emailed to you. They summarized our formal response, which was not a fair representation. Jim and I pre-empted this by sending out a letter to our legislators including our formal response to the Auditors. I've spoken to several of our legislators and I encourage you to do the same. All their recommendations would have been completed today; however the

GARC has decided to do a travel policy statewide and it is being worked on by a committee. The GARC also met with DCA last week and formed a committee to work on revising the score card. There was a brief discussion on the comments in the audit and how it was conducted. It was also noted that the CRC only receives 15%-20% in state funds and 80% in federal and that the federal agencies look at our data each year and have not noted any problems.

- Fort Stewart Support Program – The Feds indicated there would be no impact if they cut 16,000 soldiers from Fort Stewart. The Chairman and I wrote a letter disputing that claim and outlined the devastating impact it would have on our region. Mr. Ron Elliot, Public Affairs, Fort Stewart stated that everyone was under the assumption that Fort Stewart/Hunter Army is such an important part of the military that it would not be affected, and only a couple hundred comments were received. On November 17th, they will be holding a community listening session, and the pentagon will be there to listen to comments before decisions are made. Once the time and place for the session has been confirmed, information will be sent out and it is hoped that the place will be packed.

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, October 8, 2014, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
November 12, 2014
Richmond Hill City Center, Richmond Hill, GA
10:05 A.M.**

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

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Donald Lovette, Jimmy Starline, Sean Register, Clyde Taylor, Ken Lee, Linda Barker, John Morrissey, Reggie Loper, Walter Gibson, Priscilla D. Thomas, Chap Bennett, Harold Fowler, Matthew Barrow, Allen Brown, Tom Ratcliffe, Robert Long, Shaw McVeigh, Dan Coty, William Miller, Julie Martin, David Boland, Margaret Evans, Herb Jones, Chris Blaine, and J.C. Warren.

MEMBERS ABSENT: Jason Coley, Charles Wilson, Craig Root, Edna Jackson, Jan Moore, Kelly Spratt, Pat Bazemore, Hugh Hodge, and Gwendolyn Davis.

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

GUESTS: Mayor Mary Warnell, Pembroke; Chris Edwards, Auditor; Nathaniel Thomas; Rick Gardner; Sandra Rayson, Woodbine; Patrick Graham, CHA; and Joe Parker, Jr., Freelance Reporter.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Dionne Lovett, Aging Services Director; Tori Windsor, Case Management Supervisor; Lupita McClenning, Planning and Government Services Director; Eric Landon, Senior Planner; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Don Masisak, Transportation Director; Lauren Robesky, Economic Development Director; Meizi Wolven and Bill Compton, Grant Specialists; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Thomas requested approval of the minutes from the October 8th meeting.

Motion: Commissioner Priscilla D. Thomas
Second: Mayor Margaret Evans
Vote: Unanimous

NEW BUSINESS

Approval of FY14 Comprehensive Annual Financial Report— *(See Attachment 1, attached herein and made a part of these minutes.)* Budget & Finance Committee Chairman Jimmy Burnsed 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.

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.

Mr. Edwards stated that a major concern he has with the CRC is that it has under a \$1 million in fund balance in the general fund and only \$230,000 of that is in cash; you burn through \$1 million a month and you only have one week's worth of cash. The CRC needs to have cash on hand to operate for two or three months as necessary until funds come in, since it is not allowed to borrow money. The Transportation program has continually run a deficit and is jeopardizing other operations of the CRC. If the CRC does not take action, eventually they would have to state that the CRC is a "going concern" which basically means you are not sure if a business will be there the next year.

Mr. Edwards stated that the state is also talking about requiring each RC to develop a Targeted Fund Balance Policy and that they will shift their funding awards to a merit-based system. He recommended a minimum of \$2 million in reserves.

There was a brief discussion regarding transportation and funding options/costs. It was asked if the CRC had a standard five-year projection for finance. Executive Director Burns stated we did not, but we could start working on that.

Mr. Edwards stated there were no discrepancies to report and no issues with accounting estimates; staff was very easy to work with and provided all information/documentation requested. The CRC again receives an unmodified opinion which is the best you can receive in an audit. Chairman Jimmy Burned stated that the Audit Committee was recommending that the Comprehensive Annual Financial Report be approved.

Motion: Chairman Jimmy Burned
Second: Herb Jones
Vote: Unanimous

Recommendation of Budget & Finance Committee on Membership Dues Increase. Budget & Finance Committee Chairman Jimmy Burned stated that the Budget & Finance Committee was recommending that the membership dues be increased from \$1.00 to \$1.30 per capita; however, he felt that membership needed to be able to discuss this with their cities and counties, so he would like everyone to be ready to vote on this item in January. There was a discussion regarding if this amount would be sufficient; while no one wants to receive an increase, it needs to be looked at realistically. Executive Director Burns will put together different proposals for the municipalities and council members to review.

Approval of Title VI Program Plan. *(See Attachment 2, attached herein and made a part of these minutes.)* Don Masisak, Transportation Director, referred members to the tan handout. FTA is requiring its program recipients and subrecipients to adopt Title VI plans to ensure meaningful access to benefits, services, information and the important portions of their programs and activities for individuals who are limited-English proficient. A motion was made to approve the Title VI Program Plan

Motion: Mayor Ken Lee
Second: Commissioner Priscilla D. Thomas
Vote: Unanimous

PRESENTATIONS

Coastal Care Transitions – *(See Attachment 3, attached herein and made a part of these minutes.)* Ms. Dionne Lovett, Aging Services Director, Provided a PowerPoint overview of the Coastal Care Transitions Program. The need for this program is a result of the Affordable Care Act and CMS. If patients are discharged from a hospital and are readmitted within 30 days, hospitals have to pay a penalty. This program stated accepting

clients in December 2012 as a pilot program and effective January 2014, the CRC has a MOA with the Southeast Georgia Health System for this program based on a “per patient” fee. The program utilizes the evidenced-based Bridge Model developed by the Illinois Transitional Care Consortium. It is designed to reduce the number of readmissions by providing high-risk older adults with care coordination including two weeks of home delivered meals and 16 hours of in-home services in addition to education and coaching for 30 days after discharge. The CRC is the first AAA to partner with a hospital. The AAA is looking to expand the program one hospital at a time; ready to begin discussions with Liberty Regional Medical Center.

Regional Plan Update – Ms. Lupita McClenning, Planning and Government Services Director, stated that it has been five years since the Regional Plan was developed and a lot of things have been accomplished. As we begin the update of the Regional Plan we ask, “How do we develop the region, compete as a region, attract talent and ensure high-paying employment and maintain our regional identity?” A new topic of importance for the update is Community Resilience. Resilience is important as we face major uncertainties including competition for resources and the impacts of coastal zone flooding.

In the next 6 weeks the CRC will launch powerful web-based software with our partner MetroQuest. To update the Plan, the CRC is launching an online community engagement platform. This platform is recognized as the most powerful, flexible and cost-effective way to collect informed input from the public and stakeholders. The software enables the public to learn about the Plan and provide meaningful feedback – including identifying and ranking priorities, scenarios and strategies, to add comments. To ensure the broadest participation, individuals can access MetroQuest on the web or mobile devices, and touchscreen kiosks during town-hall style workshops.

Fort Stewart Support Program: Chairman Jim Thomas stated that a lobbyist had been invited to speak; however, with the significant change in congress they decided things need to settle a little bit. With the loss of Congressman Kingston, they are hoping that Representative Austin Scott will be named to the House Armed Services Committee. It is believed that with this newly elected group, the pressure for military cuts will be reduced. Please plan to attend the Community Listening Session on November 17th at the Performing Arts Center in Hinesville to voice your support of our military.

OTHER BUSINESS

Update on GARC – CRC GARC representative Clarence Knight reported that Deputy Commissioner Ben Hames, Workforce Division of Georgia Department of Economic Development gave a presentation on Workforce Development. He believes that workforce development should be centered around regional commissions as they touch all of the cities and counties within their region and he feels it would be more effective. Mr. Jay Shaw and Todd Long spoke on transportation and they hope that they can get our transportation funding taken care of before everything falls apart with the newly elected officials.

DRI Reports: *(See Attachment 4, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the lilac handout and stated that staff had found this to be in the best interest of the state and region. A motion was made to approve DRI Finding #2441.

Motion: Dan Coty
Second: Chairman Jimmy Burnsed
Vote: Unanimous

Project Status Reports - *(See Attachments 5, 6, 7, 8, and 9 attached herein and made a part of these minutes.)*
If anyone has any questions, please see staff after the meeting.

November 12, 2014

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CADDA Report: No questions were raised regarding the CADDA report. *(See Attachment 10, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- Referred members to the Georgia Council on Aging brochure. *(See Attachment 11, attached herein and made part of these minutes.)* Our Aging Services Director Dionne Lovett also serves as President of the G4A.
- Our Council meeting next year falls on Veteran's Day, so we will move our meeting to the Tuesday before, November 10, 2015.
- The CRC now has a contract with the GARC for the Geographic Information Officer position responsible for coordinating GIS systems statewide.
- Last week, the GARC Annual Conference was held on St. Simons. The CRC held a golf tournament on Wednesday to raise money for our home delivered meals program; \$6,000 was raised.
- 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 14, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
October 8, 2014
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:05 a.m. Invocation was provided by Clarence Knight, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Jason Coley, Harold Fowler, Allen Brown, Donald Lovette, Tom Ratcliffe, Robert Long, Shaw McVeigh, Jimmy Starline, Craig Root, William Miller, Julie Martin, David Boland, Margaret Evans, Herb Jones, Priscilla D. Thomas, Chris Blaine, and Pat Bazemore.

MEMBERS ABSENT: Matthew Barrow, Reggie Loper, Walter Gibson, Chap Bennett, Charles Wilson, Sean Register, Clyde Taylor, Ken Lee, Linda Barker, John Morrissey, Edna Jackson, Jan Moore, Dan Coty, Kelly Spratt, Hugh Hodge, J.C. Warren, and Gwendolyn Davis.

EX-OFFICIO MEMBERS PRESENT: Clarence Knight, Camden County; Dorothy Glisson, Screven County.

GUESTS: Major Fontaine and Dina McKain, Fort Stewart; Sandra Rayson, Woodbine; Nathaniel Thomas; Clay Mobley, GA Conservancy; Mayor Mary Warnell and Sharroll Fauslau, Pembroke; Chris Stovall; Jennifer Hillburn, Altamaha Riverkeeper; Emily Markesteyn, Ogeechee Riverkeeper; Anna Hall, The Darien News; and Kathryn Murph, Senator Saxby Chambliss.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Dionne Lovett, Aging Services Director; Tori Windsor, Case Management Supervisor; Lauren Robesky, Economic Development Director, William Compton & Meizi Wolven, Grant Specialists; Don Masisak, Transportation Director; David Dantzer, Mobility Manager; Beatrice Soler, Senior Planner; Eric Landon, Senior Planner II; and Colletta Harper, Administrative Services Director.

EMPLOYEE RECOGNITION: Executive Director Allen Burns presented a Certificate of Appreciation to Lena Geiger, Finance Director for her 10 years of service to the CRC.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the September 10th meeting.

Motion: Mayor Margaret Evans
Second: Chris Blaine
Vote: Unanimous

PRESENTATIONS

Regional Wastewater - (*See Attachment 1, attached herein and made a part of these minutes.*) Ms. Katie Sheehan, Staff for the UGA River Basin Center, provided a PowerPoint overview of the Coastal Wastewater Planning Project funded by the Georgia Sea Grant Program. The project's purpose is to establish a framework for regional wastewater planning; educate and engage local and agency officials about types of wastewater infrastructure; develop and assess wastewater planning alternatives; address emerging issues/management alternatives; develop policy recommendations; develop clear guidance for decision makers; highlight the most important issues; and facilitate the implementation of best practices. An Advisory Committee is being formed to work with the UGA River Basin Center. In conjunction with the CRC Practicum, the first meeting of the Committee is on November 18th in Richmond Hill. Elected officials have been invited to serve on the committee; however, if they have a staff member, they may appoint them to serve on the Committee on their behalf. There was a brief discussion of who else (or what groups) would be important to have serve on the

committee. Ms. Sheehan encouraged anyone interested in serving on the Committee to see her after the meeting. It was noted that wastewater management could also be a return on investment in the form of fertilizer and methane. Executive Director Burns commented that this will be used as best practices that could be incorporated into the Comprehensive Plan Update.

McIntosh County Unified Economic Development Plan (UEDP) – *(See Attachment 2, attached herein and made a part of these minutes.)* Ms. Lauren Robesky, Economic Development Director, provided a PowerPoint overview of the development of the UEDP. A UEDP brings economic development stake holders together to develop a comprehensive plan that will provide a unified front for prospective businesses; set forth implementable tasks for developing a workforce; spur investments; and encourage the creation of sustainable jobs. The CRC assisted McIntosh County in receiving a grant to help with the funding of this project. The project has taken approximately 10 months to complete and has also received a NADO Innovation Award for bringing everyone together to work on this project. Vice Chairman Jason Coley stated he was excited to see McIntosh County take on this project and encouraged others to do so, if they do not already have a UEDP. Ms. Robesky stated that McIntosh County also already had some plans in place that they were able to work from instead of starting at ground zero. If anyone is interested in pursuing a UEDP, please see Lauren after the meeting.

Discussion of Membership Dues – Chairman Jim Thomas stated that it was the original intent to increase membership dues; however, due to the poor economy it has not been done. Executive Director Burns stated that the CRC has done everything possible to cut costs and that with the current budget we will make do; however, we need to look at increasing dues for the 2016 budget. With the recent funding cuts in Aging and Transportation services, rising insurance costs, the state cutting our funding by requiring us now to have a 20% match on federal funds instead of 10%, we need additional dollars to continue operation without being in a deficit. In concert with the Annual GARC Conference, the CRC is hosting a golf tournament to benefit our Home Delivered Meal Program. We are also marketing our services in hopes of securing contracts with our local governments. There was a good discussion among members and it was decided that the Budget & Finance Committee would meet and bring suggestions back to the Council. Any changes will be gradual and the Executive Director will meet individually with each city and county to discuss.

Fort Stewart Support Program – Chairman Jim Thomas reported that on September 16 & 17 he and a local regional delegation traveled to D.C. to discuss with legislators: (1) the possible loss of 16,000 soldiers (could remain status quo or gain 16,000 soldiers as recommended by the Army's Supplemental Programmatic Environmental Assessment (SPEA)) at Fort Stewart (2) the rescission of sequestration; and (3) the possible changing of Winn Army Hospital to a Clinic. Under sequestration, the army would go down to 420,000 soldiers which is a lower number than the army has had since WWI. Congress indicates it is important for local officials to go to Washington to lobby for their military installations. The Senate is pretty sure they can rescind sequestration or keep it from affecting the military; however, Congress is divided.

We also went to the Pentagon to discuss these issues. Pentagon officials indicate that unless sequestration comes in, they will keep Winn Army Hospital as is. A Public Listening Session will be held on November 17th at Hinesville City Hall in the Performing Arts Center. This is the only listening session in our area and a Pentagon representative will be in attendance to receive comments. Please come and voice your support for all of our military bases in our region. Pembroke Mayor Mary Warnell and Richmond Hill Mayor Harold Fowler reiterated the comments made by Chairman Thomas and encouraged members to write letters and visit with the legislators to voice support for our military.

OTHER BUSINESS

Update on GARC – The GARC Annual Conference will be held November 5-7 at the King and Prince.

Update on LSEGA – Mr. David Boland reported they have received applications and hope to have the 2015 Class roster by the end of the month. If anyone is interested, please let him know; he could probably get your application in at the last minute.

DRI Reports: None.

Project Status Reports - *(See Attachments 3, 4, 5, 6, and 7 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 8, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- The last page of the Aging Services Department Update shows our waiting lists. As mentioned earlier, the CRC is hosting a golf tournament in conjunction with the GARC Conference to benefit the Home Delivered Meal Program. There will be about 350 individuals on St. Simons for this conference and some of them will be playing in the tournament.
- GEMA conducted its first telephone drill on an evacuation for our region's vulnerable population and it seems to have worked well. We have a signed agreement with them (for the second year) for the use of our transit vehicle for evacuation services during an emergency.
- The CRC took the lead, on behalf of the GARC, and applied for and received a \$100,000 grant to fund the position of a Geographic Information Officer responsible for coordinating GIS systems statewide. The first meeting has been held and the plan is that after two years the state will take over this position/project.
- The GARC is still working on a travel and vehicle use policy in response to the Dept. of Audits report. Should be completed by November or January at the latest.
- Monday is Columbus Day and the CRC will be closed.
- The McGladrey Classic will be in a couple of weeks and I will be taking time off to volunteer. Phones are not allowed on the course, so I will only be able to check and return messages late in the evening.
- The Auditors will be presenting our Audit at the November meeting; everything seems to still be going smoothly.

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, November 12, 2014, at the Richmond Hill City Center at 10:00 a.m.**

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

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:00 a.m. Invocation was provided by Executive Director Allen Burns, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jason Coley, Craig Root, Donald Lovette, Jimmy Starline, Ken Lee, Linda Barker, John Morrissey, Walter Gibson, Harold Fowler, Allen Brown, Tom Ratcliffe, Pat Bazemore, Dan Coty, William Miller, David Boland, Margaret Evans, Herb Jones, Chris Blaine, and J.C. Warren.

MEMBERS ABSENT: Charles Wilson, Reggie Loper, Sean Register, Jimmy Burnsed, Priscilla D. Thomas, Chap Bennett, Edna Jackson, Jan Moore, Robert Long, Julie Martin, Shaw McVeigh, Kelly Spratt, Matthew Barrow, Hugh Hodge, Dale Provenzano and Gwendolyn Davis.

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

GUESTS: Wally Orrel, McIntosh IDA; Sandra Rayson, Woodbine; Tina Hutcheson, DCA; Mayor Mary Warnell, Pembroke; Ronald Tolley, Liberty DA; and Joe Parker, Jr.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Lauren Robesky, Economic Development Director, William Compton & Meizi Wolven, Grant Specialists; Don Masisak, Transportation Director; Lupita McClenning, Planning & Government Services Director; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Hunter Key, GIS Manager; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the November 12th meeting.

Motion: Mayor Margaret Evans
Second: Herb Jones
Vote: Unanimous

BUSINESS ITEMS

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: Chris Blaine
Second: David Boland
Vote: Unanimous

Approval of Revisions to CRC's Employee Handbook: *(See Attachment 2, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the handout and provided an overview of the updates. Namely, GMA eliminated the waiting period for employees to participate in the Defined Benefit Plan and defining the hours of part-time and full-time employees. A motion was made to approve the revisions.

Motion: Commissioner J.C. Warren
Second: Commissioner Walter Gibson
Vote: Unanimous

Approval of Reappointments to CADD Board: *(See Attachment 3, attached herein and made a part of these minutes.)* Upon request of Chairman Thomas, a motion was made to approve the reappointments of Brian Smith (Liberty) and Walter McNeely (Glynn) to the CADD Board of Directors.

Motion: Allen Brown

Second: Herb Jones

Vote: Unanimous

Approval of Authorizing Resolution for the CRC to enter into a written contract with the Georgia Dept. of Human Services for transportation services: *(See Attachment 4, attached herein and made a part of these minutes.)* Mr. Don Masisak, Transportation Director, stated it was time to begin the process for entering into a contract with the Georgia Dept. of Human Services for transportation services for FY16 and Council approval is needed. A motion was made to approve the Authorizing Resolution.

Motion: Chris Blaine

Second: Commissioner Walter Gibson

Vote: Unanimous

PRESENTATIONS

Spaceport Camden - *(See Attachment 5, attached herein and made a part of these minutes.)* Mr. Steve Howard, Camden County Administrator, provided a PowerPoint presentation on Spaceport Camden; and a handout was also provided which outlined the reasons why the Spaceport should be located in Camden. In the 1960s, the first Thrust Rocket was test fired in Camden County at the current site being proposed for the Spaceport. NASA has adopted a Strategic Plan to guide its future operations and investments, and creates competitive opportunities for a booming multi-billion dollar commercial space industry. A lot of work is taking place and it is hoped that an announcement is coming soon. This will be a five-year project which once completed, is estimated to provide 2,500 jobs and bring in 10,000 visitors. The proposed site is privately owned and Camden County intends to purchase the site so they can control it and then lease it to the owners of the Spaceport. When it comes time for the environmental impact statement, cities and counties are encouraged to write letters in support of Spaceport. After a discussion, it was the consensus of members that this would indeed be a good project for the region and they would be glad to provide letters of support.

Future of Transit: *(See Attachment 6, attached herein and made a part of these minutes.)* Mr. Don Masisak, Transportation Director, provided background on the Transit Program and where we are to date. He then discussed three options: (1) maintain current operating structure, but expand upon the deliverables and increase membership dues by 90 cents; (2) move the operating costs of the Call Center to a third party operator and increase membership dues by 30 cents; or (3) begin the phase out of the program over a four-year period which would still require an increase in membership dues by 90 cents as there would still be a fiscal responsibility on the CRC. Staff is currently talking with other transit systems to see if there may be a hybrid fourth option. There was a brief discussion about the options. It was noted that program marketing needs to be done as a lot of citizens are not familiar with the service. It was suggested that informational flyers be provided to the cities and counties to include with their billings that they mail to their citizens in addition to information being added to websites. Mr. Masisak stated that he now has money available for marketing and he would develop some marketing material. Additional information regarding the options will be gathered and presented to the Budget & Finance Committee so that a recommendation can be made at the February council meeting.

OTHER BUSINESS

Update on GARC – None at this time; should have a meeting in the next couple of months.

Update on LSEGA – Mr. David Boland reported that in late November the Leadership Board decided to end the partnership with the CRC; the parting is amicable and LSEGA continues to support the mission of the CRC.

DRI Reports: *(See Attachment 7, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the lavender handout. DRI#2448 is for the redevelopment of the Riverside Power Plant in Savannah. Staff has found the proposal to be in the best interest of the region and state. A motion was made to approve DRI #2448.

Motion: Craig Root
Second: Mayor Margaret Evans
Vote: Unanimous

Project Status Reports - *(See Attachments 8, 9, 10, 11, and 12 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 13, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- The CRC is now under the Affordable Care Act and offers the silver and gold plans. There was an increase in cost and it was passed on to staff, which, unfortunately, negates their merit increase.
- A second Sidebar Conference was held at the CRC office in December with approximately 60 in attendance.
- The Marines are moving forward on the expansion of the Townsend Bombing Range and we continue to work with them.
- Through a partnership with Georgia Tech, the CRC now has on-site Tools for Life Training Technical Lab. The CRC is the only RC and AAA to have this. So far, a little over 200 individuals have come through the lab; the next training is scheduled for January 28th.
- Every Christmas, the CRC staff donates items to feed our seniors in need. For the past three years, District 15 ABATE has partnered with us by conducting a poker run and donating money and items. This year Goodwill, the International Longshoremen Association, Girl Scouts, and others joined our cause and 100 seniors were provided with Christmas bags. FLETC contacted us wanting to do something and they did a "Santa for Seniors", whereby seniors throughout our region who were identified as needing a little extra help were asked to provide a wish list of one-two items. FLETC staff purchased all of the items on the senior's wish list, wrapped them, and delivered them to our office for delivery to the seniors.
- We went with the low bidder on the Annual Report this year; the quality was not as good and we have sent them back for reprinting. Once received, I will schedule appointments to meet with you each individually as I do each year.
- Glynn County has a new Chairman, Dale Provenzano and he will be serving on our Council.

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Chairman's Report: Chairman Thomas thanked those who attended the Public Listening Session in November; the cause was well-served, and he will be going to Washington in February to meet with the new congressmen. It is critically important to the military that the Bombing Range be expanded.

Ron Elliot, Public Affairs, Fort Stewart, commented that there was a good turnout for the Listening Session and about 150 who couldn't get in the door. Also on February 12-13 there will be a Strategic Planning conference at Club Hunter. If you have not received an invitation, please provide him with your business card and he will make sure you get one.

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 11, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
February 11, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:00 a.m. Invocation was provided by Executive Director Allen Burns, followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Jason Coley, Ken Lee, Walter Gibson, Charles Wilson, Harold Fowler, Allen Brown, Tom Ratcliffe, Sean Register, Priscilla D. Thomas, Shaw McVeigh, Pat Bazemore, William Miller, Margaret Evans, Herb Jones, Chris Blaine, Kelly Spratt, Hugh Hodge, Dale Provenzano and J.C. Warren.

MEMBERS ABSENT: Craig Root, Donald Lovette, Jimmy Starline, Linda Barker, John Morrissey, Reggie Loper, Chap Bennett, Dwight Gordon, Dan Coty, David Boland, Edna Jackson, Jan Moore, Julie Martin, Matthew Barrow, and Gwendolyn Davis.

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

GUESTS: Nathaniel Thomas, Chatham; Mark Risse and Leigh Elkins, UGA; Mike Burns, EPA; Jennifer Fordham, DCA; Mayor Mary Warnell, Pembroke; Brett Cook, McIntosh/Darien; Robert Cheshire, Statesboro; Jackie Teel, MPC; and Joe Parker, Jr.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Lauren Robesky, Economic Development Director, William Compton & Meizi Wolven, Grant Specialists; Don Masisak, Transportation Director; Lupita McClenning, Planning & Government Services Director; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Dionne Lovett, Aging Services Director; Michael Brand, Case Manager; Loreatha Jenkins, Wellness Manager; and Colletta Harper, Administrative Services Director.

Chairman Jim Thomas recognized Dr. Priscilla D. Thomas who received a “Professional of the Year” award from the Worldwide Who’s Who Registry of Executive Professionals and Entrepreneurs for 2014-2015.

STAFF APPRECIATION: Executive Director Burns presented a plaque of appreciation to Loreatha Jenkins, Wellness Manager, for 15-years of service.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the January 14th meeting.

Motion: Mayor Margaret Evans
Second: Mayor Ken Lee
Vote: Unanimous

BUSINESS ITEMS

Area Plan Update: *(See Attachment 1, attached herein and made a part of these minutes.)* Ms. Dionne Lovett, Aging Services Director, provided a brief overview of the Area Plan Process. It is normally a four-year planning cycle; however, DHS has extended the plan for one year so the state and Georgia’s AAAs will be on the same cycle. The Plan is due to DHS March 1 and the goals were approved by the Aging Services Advisory Council at their January meeting. One new initiative is the Elder Abuse Project in Chatham County, for which

they applied for and received a grant. A meeting has been scheduled for Monday with the hospital in Liberty County to start their Care Transitions program. A motion was made to approve the updates to the Area Plan.

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

Approval of Decision on Transit: *(See Attachments 2, attached herein and made a part of these minutes.)*
Budget & Finance Committee Chairman Jimmy Burnsed explained that after much discussion, staff had come up with a plan and the Committee had met last week and looked at three different options. The Committee is recommending Option #2 which moves us toward privatization of our transit program.

Executive Director Burns further explained that there are two items that the Committee was recommending for approval – 1) privatization of the transit program, and 2) an increase in membership dues. Burns reminded members that we have been discussing increasing dues for the last two years; and, in November, the auditors told us we had to do this in order to avoid a finding in our next audit. Chairman Burnsed stated the Committee was recommending a \$.30/per capita increase on membership dues effective April 1, 2015.

Mr. Don Masisak, Transportation Director, provided background on the Transit Program and where we are to date. Option #2 is recommended by the staff and the Committee and will move us towards a public/privatization of the transit program which addresses cost savings, enhances services, and identifies revenue alternatives. We would shift the cost and responsibility of our Call Center and fare box obligation to the TPO. They would also be responsible to cover the “at-fault” deductible for accidents by their drivers and pay rent to the CRC for the Call Center space and use of technology and equipment.

We propose to create more billable expenses to GDOT by capturing allowable in-kind expenses. We propose to shift insurance and maintenance costs to the counties. We will also look at doing in-house maintenance of the fleet or maintenance services through an RFP process. Staff continues to look at advertising opportunities.

Bryan and Long Counties operate transit systems independently; we’ll meet with them to determine if they want to be incorporated into our contract or continue as is, and if we should turn their fare boxes over to them as well.

There was a lengthy discussion on prior losses, anticipated losses for this year, and what we would be looking at (cost-wise) in the future with the proposed changes. Also discussed were the cities and counties involvement in this process, are they supportive of the transit system and how much monetary support is/will be received from DOT. Chairman Thomas stated what was needed at this time is a motion to allow staff to work on a plan derived from Option 2 and bring back to the Council for approval at the May meeting.

A motion was made to authorize staff to develop a plan to implement Option 2 to reduce costs and increase revenues and bring back to the Council for a vote at the May meeting.

Motion: Chairman Jimmy Burnsed
Second: Herb Jones

Amendment to Motion: A motion was made to amend the Motion to require that staff formally communicate with the cities and counties on what we are doing with our transit program.

Motion: Shaw McVeigh
Second: Chris Blaine
Vote: Unanimous

Motion with Amendment is to authorize staff to formally communicate with cities and counties on what we are doing with our transit program and for CRC staff to develop a plan to implement Option 2 to reduce costs and increase revenue, and to bring a Plan back to the Council for vote at the May meeting.

Vote: Unanimous

A motion was made to increase membership dues by \$.30 per capita effective April 1, 2015.

Motion: Chairman Jimmy Burnsed

Second: Commissioner J.C. Warren

It was questioned how many municipalities were aware this change was about to take place. Executive Director Burns stated outside of the Council, he had talked with three counties and was not sure how many municipalities. Chairman Thomas reminded that this increase was being mandated because if we don't, the auditors will place a finding on us during our next audit. It was questioned what would happen if transit continued to operate in the red next year; Burns stated that if there has not been a significant change then we would have to do the four years and out plan.

Vote: Passed - Yes: 19 No: 2 (Shaw McVeigh and Dale Provenzano)

PRESENTATIONS

Intern Program - (See Attachment 3, attached herein and made a part of these minutes.) Mr. Michael Burns, Senior Advisor to the Regional Administrator for EPA, Region 4, provided a PowerPoint presentation on the College/Underserved Community Partnership Program (CUPP). Mr. Burns highlighted the program's objectives and benefits. This program provides college students with experiential learning and provides technical assistance to small underserved communities who cannot afford professional services. Mr. Burns expressed appreciation to Executive Director Burns and the CRC for their support of this program in actually signing a formal agreement with supporting schools.

UGA Marine Extension/Sea Grant Survey on Sustainable Development: Ms. Leigh Elkins, UGA Carl Vinson Institute, stated they were helping the Marine Extension to develop a new Strategic Plan. Surveys were passed out to members and they were asked to prioritize coastal issues. Mr. Mark Risse, Director of the Program, explained that coastal issues directly relate to a sustainable coast and to resilient communities. Mr. Risse indicated they have new resources available to add staff and this survey will help them identify what issues communities have the biggest need with, and they can then adequately add staff to these areas to help the communities. If anyone has any questions about the Plan, please see them after the meeting.

Regional Plan Update: Ms. Lupita McClenning, Planning and Government Services Director, stated they are currently meeting with local officials to see where they are with their regional plans so that performance standards can be updated. DCA requires an update of the Plan every five years. The CRC is utilizing web-based software by MetroQuest to collect informed input from the public and stakeholders. The software enables the public to learn about the Plan and provide meaningful feedback—including identifying and ranking priorities, scenarios and strategies, and adding comments. A link will be provided to member cities and counties so they can review the draft on MetroQuest and provide comments. The site will be officially launched on March 4th for communities to complete the Quality Growth Assessment Survey.

OTHER BUSINESS

Update on GARC – None.

DRI Reports: None

Project Status Reports - (See Attachments 4, 5, 6, and 7 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 8, attached herein and made a part of these minutes.)

EXECUTIVE DIRECTOR'S REPORT

- Dionne and I spent the last two days in Atlanta meeting with our legislators. HB170 is the hot topic and has moved out of the subcommittee with a few changes and is expected to go to the full committee. If you have any concerns, please call your legislators now.
- A Bill relating to the injection of ground water into the Floridan aquifer in certain counties does not appear to be getting much action. Was asked if we would be interested in supporting a five-year moratorium Bill through a resolution. We'll draft a resolution and send electronically to members for review and comment.
- HB14 provides that no state authority, agency, board, bureau, commission, department, office, public corporation, or other entity of state government shall accept federal funds in any form or for any purpose unless funds has been approved by the General Assembly; this would definitely bog them down.
- HB 111 provides for allowing advertising on school buses; asked our legislators to add transit vehicles to this legislation so we can do the same thing.
- There is a proposed pipeline that will be coming through the coastal region; several affected counties have already received letters. Palmetto Pipelines has chosen our Brunswick facility as their local office and we have signed a one-year lease, with an option to extend at the end of lease.
- An agency is looking at the possibility of leasing one of our pods in Darien for an Adult Day Care facility.
- Will be participating in the Fort Stewart Strategic Planning Executive Session on Thursday and Friday.

Mr. Sean Register introduced Carrie and Debbie with the Savannah Sailing Center based at Lake Mayer. They have been in business many years and also have a branch in Sunbury, GA; good business for our region.

Ms. Dorothy Glisson recognized Mr. Odie Donald, Executive Director, Coastal Workforce Development. Mr. Donald stated he would like to meet briefly with the commission chairmen after the meeting.

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, March 11, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
March 11, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:05 a.m. Invocation was provided by Clarence Knight followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Donald Lovette, Jimmy Starline, Ken Lee, Walter Gibson, Allen Brown, Sean Register, Priscilla D. Thomas, Shaw McVeigh, John Morrissey, Reggie Loper, Chap Bennett, Dwight Gordon, Pat Bazemore, William Miller, Dan Coty, David Boland, Julie Martin, Matthew Barrow, Herb Jones, Chris Blaine, Kelly Spratt, Hugh Hodge, Dale Provenzano and J.C. Warren.

MEMBERS ABSENT: Craig Root, Charles Wilson, Tom Ratcliffe, Harold Fowler, Jason Coley, Linda Barker, Margaret Evans, Edna Jackson, Jan Moore, and Gwendolyn Davis.

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

GUESTS: Nathaniel Thomas, Chatham; Sonny Emmert, Jennifer Kline, Brad Gane, GA DNR; Jennifer Fordham, DCA; Alice Keyes, One Hundred Miles; and Joe Parker, Jr.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; Lauren Robesky, Economic Development Director, William Compton & Meizi Wolven, Grant Specialists; Don Masisak, Transportation Director; Lupita McClenning, Planning & Government Services Director; Hunter Key, GIS Manager; Beatrice Soler, Senior Planner; Stephen Brown, GIS Analyst/Planner; Dionne Lovett, Aging Services Director; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the February 11th meeting.

Motion: Mayor Ken Lee
Second: Dr. Priscilla D. Thomas
Vote: Unanimous

BUSINESS ITEMS

APPROVAL OF EXECUTIVE DIRECTOR'S EVALUATION: *(See Attachment 1, attached herein and made a part of these minutes.)* Chairman Thomas referred members to the summary of the Executive Director's evaluation. The evaluation was very good with the main concern being Transportation. The evaluation and a 3% merit increase were approved.

Motion: Chairman Jimmy Burnsed
Second: Dr. Priscilla D. Thomas
Vote: Unanimous

APPROVAL OF RESOLUTION IN SUPPORT OF SPACEPORT CAMDEN: *(See Attachment 2, attached herein and made a part of these minutes.)* Chairman Thomas referred members to the Resolution which supports Camden County in their efforts to secure a Spaceport.

Motion: Shaw McVeigh
Second: Matthew Barrow
Vote: Unanimous

PRESENTATIONS

FEMA Coastal Studies - Mr. Mike DelCharco, Taylor Engineering, provided a PowerPoint overview of the FEMA Coastal Study on Storm Surge. The project has been ongoing for about 4 ½ years and is studying data from past hurricanes. This study is needed because the current surge analysis used is between 20-40 years old. This flood risk study is not an evacuation study, but shows which areas are susceptible to flooding. Individual county maps are being worked on and are to be presented in Brunswick and Savannah for public comment by mid-Spring. It is anticipated this project be completed early 2017 and help to update Flood Insurance Rate Maps, and help communities in planning. *(Note: This PowerPoint was not made available and cannot be included with these minutes.)*

Offshore Drilling for Gas and Oil: *(See Attachment 3, attached herein and made a part of these minutes.)* Mr. Brad Gane, Chief of Ecological Services, DNR, provided a PowerPoint Presentation on the process of offshore drilling. This is a Presidential initiative to help make the US energy self-sufficient and opens new offshore waters to oil and gas exploration/development. Ten companies have applied for survey permits in the Atlantic through the Bureau of Ocean Energy Management (BOEM); six propose to conduct activities offshore of Georgia; the other four north of Georgia. These companies will be looking for geologic structure indicative of oil and gas deposits; if nothing is found, the process stops; if something is found; the federal government will accept bids from companies for drilling purposes. This process is in the first stages of the 16-year timeline, 2-D surveying, and will not likely see oil or gas production before the year 2023, if then. The Georgia Coastal Management Program will be involved in each step of this process because they have a federally approved program that includes Federal Consistency provisions.

Ms. Alice Keys of One Hundred Miles stated that the BOEM's last public meeting for comment on the five-year lease sale will be in Savannah on March 24 from 3-7 p.m. at the Hyatt Regency.

Outgoing Council Member: Chairman Jim Thomas presented a Plaque of Appreciation to Mr. Clarence Knight for his service to the CGRDC Board/CRC Council September 2004 – February 2015 and for serving as our representative to the GARDC/GARC Board 2006-2015.

Chairman Thomas then turned the meeting over to CRC Secretary Jimmy Burnsed as he had to leave for another meeting.

Workforce Development: *(See Attachment 4, attached herein and made a part of these minutes.)* Mr. Odie Donald, Executive Director, Coastal Workforce Services provided a PowerPoint overview of the Workforce In Action Program for Coastal Region – Area 20 and what entities are involved. Effective July 1, 2014, their Coastal Region was aligned with the Coastal Regional Commission and now includes Screven County. There are seven One-Stop Career Centers located in the region. The first Consortium Agreement was effective July 1, 2000 and expires on June 30, 2016; however, with a new law in place a new Consortium/Joint Working Agreement will have to be executed prior to July 1, 2015. A meeting will be scheduled in May with the Chief Local Elected Officials (CLEO) which includes all county chairmen and the Mayor of Savannah). For more information about the Coastal Workforce, visit their website at coastalworkforceservices.org

OTHER BUSINESS

DRI Reports: *(See Attachment 5, attached herein and made a part of these minutes.)* Executive Director Burns referred members to the attachment explaining the DRI. Staff has found that it is in the best interest of the region and state.

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Project Status Reports - (See Attachments 6, 7, 8, 9 and 10 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 11, attached herein and made a part of these minutes.)

EXECUTIVE DIRECTOR'S REPORT

- Have been meeting with our cities and counties on our dues increase and transportation; comments received have been positive.
- Continue to meet with Fort Stewart on BRAC and hope for no issues.
- The GARC approved to extend the GIO contract. Purpose is to tie cities and counties together statewide with their GIS data. Going to Atlanta tomorrow for roll-out of sustainability plan. A proposal for Conversion software will be going out soon.
- City of Brunswick is hosting a reception for retiring City Manager Bill Weeks this afternoon at 5:30.
- Friday the 13th is crossover day; still watching HB170, probably will have more changes.
- The CRC is working with Georgia Forestry Commission on a Practicum Evaluating and Conserving Natural Assets: Planning for Green Infrastructure on March 23, 2015 from 9-12 at the Richmond Hill City Center. If you would like more information, see Lupita after the meeting.
- Read a letter from GARC President Jim Dove thanking Clarence Knight for his service as a policy official to their Board. Clarence is also invited to their November meeting at the King and Prince so they can roast him in person.

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, April 8, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
April 8, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas called the meeting to order at 10:00 a.m. Invocation was provided by J.C. Warren followed by the Pledge of Allegiance.

MEMBERS PRESENT: Jim Thomas, Jimmy Burnsed, Tom Ratcliffe, Craig Root, Donald Lovette, Linda Barker, Margaret Evans, Edna Jackson, Jimmy Starline, Ken Lee, Walter Gibson, Allen Brown, Priscilla D. Thomas, Shaw McVeigh, John Morrissey, Reggie Loper, Dwight Gordon, Pat Bazemore, Dan Coty, David Boland, Herb Jones, Chris Blaine, Kelly Spratt, Hugh Hodge, Dale Provenzano and J.C. Warren.

MEMBERS ABSENT: Charles Wilson, Sean Register, Julie Martin, Matthew Barrow, Harold Fowler, William Miller, Chap Bennett, Jan Moore, and Gwendolyn Davis.

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

GUESTS: David Hainley, Glynn County; Patrick Graham, CHA; Robert Cheshire, City of Statesboro; Nathaniel Thomas, Chatham; Sandra Rayson, Woodbine; Mayor Daisy Pray, City of Walthourville; and Joe Parker, Jr.

STAFF PRESENT: Allen Burns, Executive Director; Lena Geiger, Finance Director; William Compton & Meizi Wolven, Grant Specialists; Lupita McClenning, Planning & Government Services Director; and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the March 11th meeting.

Motion: Chairman Jimmy Burnsed

Second: Linda Barker

Vote: Unanimous

BUSINESS ITEMS

APPROVAL OF MID-YEAR BUDGET: *(See Attachment 1, attached herein and made a part of these minutes.)* Budget & Finance Committee Chairman Jimmy Burnsed stated that the committee had met and went over thoroughly and was recommending it for approval by the full Council. Mr. Burnsed commended staff for the work accomplished in bringing the transportation deficit down. Executive Director Burns referred members to the handout and gave a brief overview of the 2015 Mid-Year Budget which has a net increase of \$978,054 from the original budget. The total Mid-Year Budget is \$13,792,659 consisting of \$5,760,610 for Aging Services, \$4,783,632 for Coordinated Transportation, \$629,664 for Planning/Local Government Services, \$2,338,936 for Economic Development, and the General Fund budget of \$279,816. This budget compares to the original budget of \$12,815,060 for FY 2015. Highlights of the budget changes are shown in the memo and spreadsheets.

Coordinated Transportation is anticipated to have a deficit of \$93,000. Burns stated that a little over \$100,000 has to be written off as uncollectable. It was questioned what was being written off and who was the vendor. Burns responded that Chatham County/CAT has not paid the amount they owe for transportation services for the last couple of years. Dr. Priscilla Thomas stated this was the first she had heard of this and would appreciate receiving information so she could help resolve the matter. Executive Director Burns stated he had the information and would give to her after the meeting.

The Bylaws require our unrestricted fund balance to be above 5% of our budgeted revenues and we are at six percent. Next year, GASB 68 will kick in regarding how pension deficits are handled; we will know more about this in the fall; however, this may push us below our 5% mark and we may have to amend our bylaws for a short time.

After a brief discussion, a motion was made to approve the Mid-Year FY15 Budget as presented.

Motion: Chairman Jimmy Burnsed

Second: Herb Jones

Vote: Unanimous

Approval of Risk Assessment – (See attachment 2, attached herein and made a part of these minutes.)

Executive Director Burns stated that the only negative on the Risk Management Checklist is on Page 9 in that we have not developed a five-year Strategic Plan; it has been pushed off until next year due to the focus being on transportation this year. A motion was made that the Risk Assessment be approved.

Motion: Shaw McVeigh

Second: Commissioner J.C. Warren

Vote: Unanimous

Approval of Travel and Vehicle Policies – (See Attachments 3 and 4, attached herein and made a part of these minutes.) It was asked if these policies were what the state auditors wanted us to follow. Executive Director Burns stated these are the state's policies on travel and vehicle; however, the section regarding flights was removed because we do not have access to that software. A motion was made to approve the policies as presented.

Motion: Shaw McVeigh

Second: Mayor Margaret Evans

Vote: Unanimous

Burns further explained that they also did not like him having personal use of a vehicle to drive to and from work, so his contract will need to be amended but that can be done later.

Approval of Authorizing Resolution for a grant for public transportation assistance under Section 5311:

(See Attachment 5, attached herein and made a part of these minutes.) Executive Director stated it was time once again to submit an application for funding under the 5311 program to GDOT and the authorizing resolution is a requirement. A motion was made to pass the Authorizing Resolution.

Motion: Shaw McVeigh

Second: Commissioner J.C. Warren

Vote: Unanimous

Approval of Appointment of Nominating Committee: (See Attachment 6, attached herein and made a part of these minutes.)

Chairman Jim Thomas stated the following were being nominated: Chairman Jimmy Burnsed, Bryan County; Chairman Donald Lovette, Liberty County; Mayor Harold Fowler, Richmond Hill; Mayor Edna Jackson, Savannah; and William Miller, Long County. After a brief discussion, Mayor Hugh Hodge made a nomination from the floor for Shaw McVeigh, Glynn County to also serve on the Committee. A motion was made to approve the committee as presented with the addition of Shaw McVeigh.

Motion: Herb Jones

Second: Commissioner J.C. Warren

Vote: Unanimous

PRESENTATIONS

Regional Plan Update - *(See Attachments 7, 8, 9 and 10 attached herein and made a part of these minutes.)*
Ms. Lupita McClenning, Director, Planning and Government Services, provided a PowerPoint Presentation on the process of the Regional Plan Update. The Evaluation and Monitoring Report was provided to Council members which includes activities undertaken in FY15 as well as projected activities for FY16. The Quality Growth Effectiveness (QGE) Assessment Survey was used to measure performance standards as they relate to ongoing implementation of the Regional Plan. The CRC is preparing an updated Regional Work Program which reflects applicable objectives and implementation strategies; this document will need to be submitted to DCA by June for their review and comments. The final document will be brought back to Council for approval in November.

A motion was made to approve the Transmittal of the Regional Plan Update to DCA.

Motion: Dr. Priscilla D. Thomas
Second: Mayor Margaret Evans
Vote: Unanimous

OTHER BUSINESS

DRI Reports: None to report this month.

Project Status Reports - *(See Attachments 11, 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. Mr. Shaw McVeigh commented that it was good to see that Dionne Lovett our Aging Services Director was one of ten leaders chosen to participate in an in-depth leadership training and project support.

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

- Continue to meet with our cities and counties on our dues increase and transportation; comments received have been positive.
- Attended meeting with Kinder Morgan and county chairman/members who will have the pipeline going through their county. GDOT will host additional public hearings. They are occupying our building with a one-year contract and have indicated it may need to be extended.
- Lauren Robesky has taken a new position in Colorado. Her position has been advertised, but we are moving slowly on a replacement. As a cost saving, we are temporarily including the Grant Specialists with the planning department.
- HB 170 passed and it is assumed the Governor will sign. No one is thrilled about the \$5 night hotel/motel tax. It did reauthorize a region to self-start the process for TIA by adopting a resolution from a majority of the counties located within the region if they did not pass the first SPLOST. And, in July 2017, any county not currently in a TIA region may impose a single county TSPLOST for transportation purposes.

There was a lengthy discussion on whether it should be tried regionally again or just each county individually. It was decided that representatives from GMA, ACCG, and DOT would be invited to discuss this topic in more detail at our May meeting.

- Vice-Chairman Jason Coley, McIntosh County Non-Public Representative has moved and resigned his position on the Council. Matthew Barrow, Liberty County Non-Public is resigning his position effective June 30, 2015. We have non-public vacancies for the following counties: Bulloch-1; Chatham-2; Liberty-1; McIntosh-1.
- Will be speaking at the Effingham Rotary next week.

Mayor John Morrissey stated a delegation from St. Marys had gone to Washington to discuss with our Senators the impact of wetlands delineation; Glynn County will be going at the end of the month. Would be good to have someone speak on this issue at a future board meeting so everyone understands the importance of wetlands delineation and the impact it will have on cities/counties.

CHAIRMAN'S REPORT

Chairman Thomas stated he traveled to Washington on March 25-26 with a delegation consisting of some of our regional local elected and business leaders, military affairs council members, and officials from Beaufort, SC to meet with Georgia and South Carolina legislators to advocate for Fort Stewart, Hunter Army Airfield, the 165th Air Lift Wing, the Air Dominance Center (ADC), Townsend Bombing Range and FLETC. Council expressed appreciation for the group being expanded to include others, not just those from Liberty County. The delegation will probably go again in July or August if anyone is interested in participating.

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, May 13, 2015, at the Richmond Hill City Center at 10:00 a.m.**

**MINUTES OF THE
COASTAL REGIONAL COMMISSION COUNCIL
May 13, 2015
Richmond Hill City Center, Richmond Hill, GA
10:00 A.M.**

CALL TO ORDER: Chairman Jim Thomas 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, Craig Root, Linda Barker, Margaret Evans, Jimmy Starline, Matthew Barrow, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Dwight Gordon, Pat Bazemore, Dan Coty, Harold Fowler, David Boland, Herb Jones and Chris Blaine.

MEMBERS ABSENT: Charles Wilson, Donald Lovette, Edna Jackson, Sean Register, Julie Martin, William Miller, Ken Lee, Shaw McVeigh, John Morrissey, Chap Bennett, Jan Moore, Kelly Spratt, Hugh Hodge, Dale Provenzano, J.C. Warren and Gwendolyn Davis.

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

GUESTS: Mayor Mary Warnell and Dustin Peebles, City of Pembroke; Clay Mobley, GA Conservancy; Nathaniel Thomas, Chatham; Stephanie Dammen-Morrell, Hussey Gay Bell; Sandra Rayson, Woodbine; Joey Brown, Liberty County and Joe Parker, Jr.

STAFF PRESENT: Allen Burns, Executive Director; Don Masisak, Transportation Director; William Compton & Meizi Wolven, Grant Specialists; Lupita McClenning, Planning & Government Services Director; Hunter Key, GIS Manager; Stephen Brown, GIS Analyst/Planner; Dionne Lovett, Aging Services Director; Pamela Rogers, Contracts Manager and Colletta Harper, Administrative Services Director.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the April 8th meeting.

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

BUSINESS ITEMS

APPROVAL OF CHANGES TO TRANSPORTATION PROGRAM: *(See Attachment 1, attached herein and made a part of these minutes.)* Mr. Donald J. Masisak, Transportation Director, provided an overview of the recommended changes for transit service. We recommend that the Call Center staff be transferred to our existing Third Party Operator (TPO) and be on their payroll. We will lease the TPO space and technology, which will allow for a better utilization of funds. The TPO will also be responsible for total fare box amounts as determined by GDOT 5311 contract budget, and the counties will be invoiced monthly for the cost of insurance and maintenance of buses assigned to their county. If approved, this transition will become effective June 1, 2015.

There was a brief discussion. Executive Director Burns stated he had met with all of the counties, except Chatham County; however, they had been sent information. It was noted that on Item #1.3 of the Service Agreement the termination date should reflect 2016 and not 2015. Mr. Masisak explained that by shifting these expenses we will be able to create more billable expenses to GDOT by capturing allowable in-kind expenses and can better leverage the dollars. Increased marketing will take place with dollars from the VTLCI program and we are continuing to work on Purchase of Service Contracts. Costs will be tracked monthly so we will know how well the changes are working.

A motion was made to accept the changes to the transportation program as presented, with the noted date change on the agreement.

Motion: Dan Coty
Second: Mayor Harold Fowler
Vote: Unanimous

Approval of Resolution to Transmit Stakeholder Plan and Regional Assessment to DCA – (See attachment 2, attached herein and made a part of these minutes.) Ms. Lupita McClenning, Director of Planning explained this is another step in the process of updating the Regional Plan. Members were urged to complete the survey on MetroQuest if they haven't already. Part of the assessment is amending the Plan to adopt guiding principles for resiliency. It is hoped that the Plan Update will be ready to transmit to DCA by October instead of November.

Motion: Chris Blaine
Second: Dr. Priscilla Thomas
Vote: Unanimous

Approval of Authorizing Resolution for filing Application with GDOT under Section 5304 – (See Attachment 3, attached herein and made a part of these minutes.) Ms. Lupita McClenning, stated that GDOT is changing the way that organizations can receive funding and that the Planning Department would be submitting a proposal for a project that would work with Don on rural transit to help in identifying the gaps and promoting the project. Approval of this resolution authorizes Allen to submit the application on behalf of the CRC. A motion was made to approve the authorizing Resolution as presented.

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

Approval of CADD Board Reappointments: (See Attachment 4, attached herein and made a part of these minutes.) Chairman Jim Thomas stated the following were being recommended for reappointments: Keith Crusan (Glynn County) and Ed Andrews (Camden County). A motion was made to approve the reappointments as presented.

Motion: Chairman Jimmy Burnsed
Second: Herb Jones
Vote: Unanimous

Approval of Proclamation Commemorating the 50th Anniversary of the Vietnam War (See Attachment 5, attached herein and made a part of these minutes.) Chairman Thomas referred members to the handout and noted that Proclamation was misspelled. A motion was made to approve the Proclamation with the correction.

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

Mr. Ron Elliott, Public Affairs, Fort Stewart, stated that a ceremony was being held on June 19th and the proclamation, along with others, would be on display at the ceremony.

PRESENTATIONS

(Due to technical difficulties, Ms. Ann Purcell's presentation was moved up on the agenda)

HB140 – Ms. Ann Purcell, Georgia Transportation Board, 1st Congressional District, provided an overview of the DRiVE ALERT ARRIVE ALiVE Campaign. This campaign calls attention to the increasing and preventable fatalities on Georgia's roads and educates drivers about specific changes they can make in their driving behavior to save their lives.

Regarding federal funding, Ms. Purcell stated that unless something changes before May 31st we'll be getting no money. They are hearing that the 70% of what they normally receive will be expended until October 1st and that they hope to come up with a long-range plan before then. GDOT currently has 161 projects ready to go, but no funding to do them. HB 170, while not perfect, is a start to get additional dollars for projects locally. The three regions that passed TIA are surviving much better than those who did not. With HB 170, there are two options: (1) a TSPLOST can be done regionally (with all counties agreeing to participate) or (2) a county by county basis. The counties and cities need to decide in the next few months which direction they want to take. With the second option, nothing official can happen until January 1, 2017; however, the planning can begin now. Ms. Purcell believes there will be some tweaking to HB 170 next year.

On May 26th at 11:00 a.m. there will be a groundbreaking for the work to begin on the new welcome center on I-95 southbound in Chatham County.

Savannah Harbor and Expansion Project (SHEP) – *(See Attachment 6, attached herein and made a part of these minutes.)* Dr. Stephen Ramos, College of Environment + Design, University of Georgia, provided a PowerPoint presentation update on the SHEP. This project is a two-year grant funded by the Georgia SeaGrant program. The project team met with local planners and GIS technicians at the September 16th CRC Practicum and received good feedback on how people are thinking about the impact of this project. SHEP is projected to have a regional impact on transportation, economic development, and it's expected that the Brunswick port will see more traffic. The group is currently looking at parcel attribute information – areas that are actively being used as warehouses or are zoned for warehouses – these areas will have an increase in traffic; land-use studies initiatives, the Freeport Clause, and Coastal Air Pollution from the increase in tractor trailer traffic. The project should be finished around February 2016 and they will get the information to Lupita. Data from this study will be used to update the Coastal Regional Plan.

OTHER BUSINESS

DRI Reports: None to report this month.

Project Status Reports - *(See Attachments 7, 8, 9, and 10 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 11, attached herein and made a part of these minutes.)*

EXECUTIVE DIRECTOR'S REPORT

- Spoke at the Effingham County Rotary last month. If you ever need a speaker, just let me know.
- May 19th will be the celebration of the 75th Anniversary of Hunter Airfield.
- Requested all Vietnam era vets to raise their hand for recognition; applauded by council members.

- David Boland attended his first GARC meeting this month at the Annual GARC Economic Development Conference at Lake Lanier. The GARC's primary project this year is the Statewide Geographic Information Officer. We have entered into a contract with the University of Indiana for the development of conversion software. The interview process has started for the GIO position. This project is the result of funding received from a grant written by Bill Compton of the CRC.
- Worked with Liberty County during their two-day retreat, which was very successful. If your county is interested in doing this, our staff is available to assist.
- Attended the Aging Services Advisory Council this past month.
- Have had a couple of meetings with Kinder Morgan.
- The CRC hosted the Coastal Advisory Committee meeting this month and we hope we can continue to do so.
- The GARC hosted a booth at the ACCG meeting in Savannah and will have a booth at the GMA Savannah meeting in June.

CHAIRMAN'S REPORT

- Thanked Ms. Purcell and Dr. Ramos for their timely presentations. HB 170 and transportation is critical to our future; with the harbor expansion those counties south and west will have problems as well.
- Chairman Thomas encouraged everyone to attend the 75th Anniversary of Hunter Airfield; without them we would have a harder time keeping Fort Stewart.
- On Friday morning, at the Mid Coast Regional Airport at Wright Army Airfield, Georgia Power will have a groundbreaking for a solar project.

ADJOURNMENT: There being no further business, the meeting was adjourned at 11:40 p.m., with lunch following.

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

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

CALL TO ORDER: Chairman Jim Thomas 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, Margaret Evans, Jimmy Starline, Walter Gibson, Allen Brown, Priscilla D. Thomas, Reggie Loper, Kelly Spratt, Edna Jackson, Ken Lee, Dwight Gordon, Pat Bazemore, Dan Coty, David Boland, Herb Jones, Dale Provenzano, Chris Blaine, Shaw McVeigh, John Morrissey, and J.C. Warren.

MEMBERS ABSENT: Charles Wilson, Craig Root, Sean Register, Donald Lovette, Julie Martin, Chap Bennett, Matthew Barrow, Harold Fowler, Hugh Hodge, Jan Moore, and Gwendolyn Davis.

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

GUESTS: Clay Mobley, GA Conservancy; Nathaniel Thomas, Chatham; Jason Coley and Cathy Hill, Georgia Power; Allen Amason, Georgia Southern; and Stephanie Dammen-Morrell, Hussey Gay & Bell.

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

OUTGOING COUNCIL MEMBER – Chairman Jim Thomas presented an outgoing council member plaque to Jason Coley, McIntosh County non-public representative.

Chairman Jimmy Starline announced that they have been working for two years to purchase property for Spaceport Camden and this week the county voted on an option to purchase 4,000 acres. This is the beginning of a big project and if it comes to pass it will affect our whole region and state. This will be a closed industrial park and 90% of the land will be in conservation, so it is not expected to alarm environmentalists. They will be meeting with the second land owner at the end of the month.

MOMENT OF SILENCE: In respect for council member Rev. William Miller whose funeral was taking place simultaneously as our meeting.

APPROVAL OF MINUTES: Chairman Jim Thomas requested approval of the minutes from the May 13th meeting.

Motion: Mayor Margaret Evans
Second: Vice Chairman Priscilla D. Thomas
Vote: Unanimous

BUSINESS ITEMS

APPROVAL OF FY16 WORK PROGRAM AND 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 reviewed and was recommending for approval. Executive Director Burns referred members to the document and gave a brief overview of the FY16 Work Program and Budget. The total proposed Budget is \$12,119,944 consisting of \$5,488,096 for Aging Services, \$5,301,020 for Coordinated Transportation, \$789,948 for Planning/GIS/Economic Development Services, and the General Fund budget of \$543,879.

This budget compares to the FY15 Final Budget of \$13,712,609, representing a decrease of 11%. Membership dues are budgeted for FY16 at \$851,253 as compared to FY15 of \$703,921. During the last quarter, membership dues were increased to \$1.30 per capita. The budget includes provision for an annual merit raise up to 3%, but not a cost of living adjustment. Last year the staff absorbed 100% of the insurance increase.

The Aging services budget decreased by \$312,990, primarily due to the Divisions of Aging's Area Plan Allocation for FY16. The Transportation department's budget increased by \$610,581 which is attributable to capital funding for vehicle replacement and cost saving measures. Two years ago we were running a significant deficit in transportation. Staff has been working hard to change this and we hope to have surplus to put in the general fund next year.

Economic Development has been combined with the Planning Department and has a net decrease of \$2,215,455. The majority of this decrease is related to the second round of funding for the OEA Brigade Base Remediation Project. Burns stated he was holding off on hiring an Economic Development Director until he felt more comfortable with the budget; he and Donald Masisak will pitch in and help during this time. The Indirect Cost Rate for FY16 is 64.35%. as compared to the FY15 rate of 53.41%.

There was a brief discussion of the CRC's role in economic development and the need to work with Savannah's Workforce Development to assist with transportation to get their folks to work. Burns stated that the CRC plays a support role in economic development to all of our counties. Don has also been working with WIA and continues to do so. It was also noted that the CRC has sent a contract to CAT and CAT has returned their comments, so they will be working to finalize.

Executive Director Burns referred members to the budget sheet on page 43. \$50,000 has been budgeted for the purchase of two new agency vehicles, but we will try to hold off on purchasing them until the end of the fiscal year. Vehicle insurance has gone down with the reduction of our transportation fleet. ARRA funds allowed us to put cameras on our Coaches buses and hopefully this will reduce the claims we receive.

It was questioned where Screven County was with aging services. Burns stated that we are still waiting on State to make a determination. The Division of Aging Services was trying to break out on their own; however, the Governor vetoed the legislation that would have allowed that to happen. It will not happen this FY, but hopefully will in FY17.

After a brief discussion, a motion was made to approve and recommend the FY16 Work Program and Budget for approval to the Council as presented with changes.

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

Approval of Officers for FY16 & 17: Nominating Committee Chairman Jimmy Burnsed reported that according to the law, officers must be represented by each sector of members, i.e, county, city, and non-public. The Committee met and was recommending the following:

Chairman – Thomas Ratcliffe, Liberty County Non-Public
Vice-Chairman – Chairman Jimmy Burnsed, Bryan County (it was noted that he will only be able to serve half the term since he will not be running for office; Committee suggests that Chatham Vice Chair Priscilla Thomas be considered for completing the term)
Secretary – Mayor Ken Lee, City of Rincon

There were no nominations from the floor, and a motion was made to accept as presented.

Motion: Mayor Edna Jackson

Second: Herb Jones

Vote: Unanimous

PRESENTATIONS

Projects Completed with ARRA Funds: *(See Attachment 2, attached herein and made a part of the minutes.)*

Mr. Donald Masisak, Transportation Director, reported that the CRC had requested \$405,000 in ARRA funds and had received \$398,000. These dollars are 100% grant money – no match. Mr. David Dantzer, Mobility Manager, then provided a PowerPoint presentation on the projects completed with these funds. Projects included: bus cameras, security lighting, laptops, natural gas generator, security LED lights, servers, and additional AC for the server room.

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.)* If anyone has any questions, please see staff after the meeting.

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

- Rev. Miller served seven good years on our Council and he will be missed. Attended visitation last night and it was well attended.
- Jim will be missed as Chairman; it has been a good two years. He will be formally recognized at our August meeting.
- Interviews have been completed for the statewide Geographic Information Officer position. The committee is working to make a determination for the filling of this position. It is hoped that we can get the state legislature interested in funding this position full time. The CRC wrote and received a grant to get it started.
- Attended Camden's formal announcement on the purchase of land for the Spaceport. This project will have a great impact on our region and state. This will be the world's first municipal Spaceport and Camden has done an excellent job in getting the ball rolling to make this happen.
- Assisted Savannah in hosting the Atlanta Regional Commission. They are interested in a partnership to get a plan for I-16. They realize that they have the biggest airport and Savannah has the largest sea port and there will be a tremendous impact on traffic once the harbor deepening is completed.
- This summer we are utilizing interns. We have two that are in high school, one in college and two students from Workforce in Action.
- Hosted another meeting between Long County and the Marine Corps.
- GMA will be meeting in Savannah June 27-29th. GARC will again have a booth.

CHAIRMAN'S REPORT

- On June 19th, Fort Stewart will hold a Commemoration of the 50th Anniversary of the Vietnam War. We'll get information to you on the event. All veterans will need to bring ID to be formally recognized and their families.
- The Coastal Regional Water Council is starting to meet to update the five-year plan. Has invited Ms. Elkins to come and update council members on our current situation and what is being done to update the plan.
- Thanked everyone for their support during the last two years.

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, August 12, 2015, at the Richmond Hill City Center at 10:00 a.m.**