

MINUTES

Middle Georgia Regional Commission
Council Meeting
Thursday, August 11, 2016, 6:00 p.m.
175 Emery Highway, Suite C, Macon, Georgia

MEMBERS PRESENT

BALDWIN COUNTY

William Millians

CRAWFORD COUNTY

Charlie Westberry
Paul Chapman
Becky Smith

HOUSTON COUNTY

John Harley

JONES COUNTY

Francis Adams
Jimmy Roberts
Frank Duke
Preston Hawkins

MACON-BIBB COUNTY

None present

MONROE COUNTY

Dick Bazemore
Eric Wilson
Mike Bilderback
Melvin Lawrence
Edd Norris

PEACH COUNTY

Barbara Williams
Alfredia Walker
James Richardson
Melvin Walker

PULASKI COUNTY

James Colson
Lee Slade
Tim Young
Henry Cravey
Butch Hall

PUTNAM COUNTY

Terry Schwindler
Billy Webster

TWIGGS COUNTY

Kathryn Epps
Shannon Hart
Ken Fowler

WILKINSON COUNTY

Mark Dupree
Marty Dominy
Charles Brack

GUESTS PRESENT:

Bubber Epps, Georgia State Representative, District 144

Tonya Mole, Field Representative for DCA

Michelle Sands, Field Representative for Congressman Sanford Bishop

Andrew Ross, Field Representative for Senator Johnny Isakson

Brent Lowe, Superintendent, Crawford County Schools

Jimmy Nolan, ITOS Project Manager, Carl Vinson Institute

Lynne Riley, Commissioner, Georgia Department of Revenue

Daniel Regenstein, Director of External Affairs, Georgia Department of Revenue

Margie Bittick, Regional Supervisory Manager, Georgia Department of Revenue

STAFF PRESENT:

Laura Mathis – Executive Director

Brent Lanford – Deputy Director

Jen Doran – Office Manager

Michelle Grembowski – Director of Technology Services

Greg Boike - Sr. Government Services Specialist

Crystal Gaillard - Government Services Specialist

Sam Perren - Government Services Specialist

Kimberly Lowe - Government Services Specialist

Daniel Dobbins - Government Services Specialist

Marsellas Williams - Government Services Specialist

Jonathan Connell - Government Services Specialist

Kayleigh Sullivan - Government Services Specialist

Robert O’Neil – Technology Services Specialist

Karen Thompson – Director of Business Development

James Johnson - Career Development Specialist

Matt Garvin - Finance Officer

Kim Stanton – Executive Secretary

Kevin Brown – Attorney

CALL TO ORDER

Council Chairman Butch Hall called the August 11, 2016 meeting to order at 6:15 p.m.

ROLL CALL

Executive Secretary Kim Stanton called the roll and indicated that a quorum was present with 22 voting and 8 non-voting members present.

OPENING CEREMONIES

a. Invocation and Pledge of Allegiance

Crawford County Council Member Paul Chapman gave the invocation and the Council followed with the Pledge of Allegiance.

b. Welcome

Council Chairman Butch Hall welcomed everyone to the August 11, 2016 Council meeting.

c. Introduction of New Members/Guests

Council Chairman Butch Hall acknowledged the following guests at the Regional Commission Council Meeting:

Bubber Epps, Georgia State Representative, District 144
Tonya Mole, Field Representative for DCA
Michelle Sands, Field Representative for Congressman Sanford Bishop
Andrew Ross, Field Representative for Senator Johnny Isakson
Brent Lowe, Superintendent, Crawford County Schools
Jimmy Nolan, ITOS Project Manager, Carl Vinson Institute
Lynne Riley, Commissioner, Georgia Department of Revenue
Daniel Regenstein, Director of External Affairs, Georgia Department of Revenue
Margie Bittick, Regional Supervisory Manager, Georgia Department of Revenue

Laura Mathis introduced new staff members, Michelle Grembowski, Director of Technology Services, Kayleigh Sullivan, Government Services Specialist, and Marsellas Williams, Government Services Specialist.

GUEST SPEAKER

Brent Lanford, Deputy Director for the MGRC introduced Lynne Riley, who was appointed by Governor Nathan Deal to serve as the State Revenue Commissioner in January, 2015. Commissioner Riley comes to the Department of Revenue most recently from the Georgia General Assembly, where she served four years in office as the House District 50 (Johns Creek) Representative. She served as one of Governor Deal's floor leaders in 2014, and as a member of the Ways and Means, Natural Resources and Environment, Retirement and the Metropolitan Atlanta Rapid Transit Oversight committees. Commissioner Riley previously served as the Fulton

County Commissioner for District 3 from July 2004 to December 2010. She was a board member of the Atlanta/Fulton County Water Resources Commission, and the Chair of the Fulton County Building Authority. In 2008, she was appointed by Governor Perdue to the Georgia Public Defender Supervisory Council for the Atlanta Judicial Circuit. Lynne worked with the North Fulton Legislative Delegation in the creation of the new cities of Sandy Springs, Johns Creek and Milton. Commissioner Riley is a member of the Class of 2005 of the Atlanta Regional Commission's Regional Leadership Institute and an alumnus of the Coverdell Leadership Institute. Commissioner Riley also serves on the Board of the Great Promise Partnership in Georgia.

Lynne Riley is a professional accountant and was Principal of Riley Accounting Services for over 30 years. Lynne is married to Mike Riley, Equipment Innovation Manager for The Coca-Cola Company. They have three adult children and one grand-daughter. The Riley family has lived in the Johns Creek community for 27 years.

Commissioner Riley thanked the Council for the opportunity to speak. She discussed the mission of the Department of Revenue, which is to administer the tax laws of the State of Georgia to promote public confidence and compliance, while providing excellent customer service.

The Department of Revenue is made up of 11 regional offices around the state. The Department of Revenue was created in 1938 and is the principal tax-collecting agency for the State of Georgia. In addition to administering tax laws, the department is responsible for enforcing laws and regulations pertaining to the control of alcoholic beverages, tobacco products, as well as motor vehicle tag and title administration in the State of Georgia. More information about the Department of Revenue can be found at www.dor.georgia.gov.

STANDARD ORDER OF BUSINESS

- a. Approval of Minutes of June 9, 2016 Council meeting

There were no corrections to the minutes of the June 9, 2016 Council meeting. They were unanimously approved on a motion by Mark Dupree and second by Billy Webster.

- b. Old Business

None

- c. New Business

- i. Five-Year Update to EDA Revolving Loan Fund Plan

Karen Thompson reported that since 1992, the Middle Georgia Regional Commission has received \$2 million in funding from Economic Development Administration (EDA) for the loan operation of a revolving loan fund (RLF). There were local matching funds of \$920,460, creating \$2.9 million total funds available for lending. As recipients of the EDA RLF grant, the Middle Georgia Regional Commission is required to submit a five-year plan to the US Department of Commerce Economic Development Administration.

The acceptance of the EDA Revolving Loan Fund Plan was unanimously approved on a motion by Lee Slade and second by Billy Webster.

ii. Appointments to GSBL Membership

Karen Thompson presented the following nominations for membership to the Georgia Small Business Lender, Inc.

Baldwin County	George Hogan
Houston County	Not yet received
Jasper County	Not yet received
Jones County	Thad Childs
Macon-Bibb	Jerome Collins
	James Solomon
	Walter Timley
	Margaret Hobes
Monroe County	Not yet received
Peach County	Ronnie Mathis
Pulaski County	Scott Fislser
Putnam County	Eugene Smith
Twiggs County	John Walker
Wilkinson County	Paula Starkey

Eric Wilson made a motion to approve the nominations to the Georgia Small Business Lender. The motion was seconded by Billy Webster and unanimously approved.

iii. Local Assistance Requests

Kayleigh Sullivan presented the following local assistance requests that have been received since the June Council meeting:

Community:	Baldwin County
Project Title:	Program Assistance
Project Description:	Assistance with the Certified Literate Community Program and related

adult education initiatives within Baldwin County.

Community: Baldwin County

Project Title: Economic Development Financing Report

Project Description: Assistance in the compilation of a millage report to provide information to Baldwin County Commissioners for future funding options of economic development activities in Milledgeville and Baldwin County.

Community: Baldwin County

Project Title: USDA Application

Project Description: Preparation of an application through Tri-County EMC for a REDLEG loan from the USDA to support infrastructure development at the industrial park.

Community: City of Byron

Project Title: Marketing Material

Project Description: Assistance with marketing materials for the Benjamin Hawkins Industrial Park Commercial Lots.

Community: City of Byron

Project Title: Strategic Plan

Project Description: Assistance in facilitating a Strategic Plan for economic development purposes.

Community: City of Byron

Project Title: Incentive Plan

Project Description: Assistance in creating a Byron Economic Development incentive plan for potential and existing industrial/commercial businesses looking to relocate to Byron.

Community: City of Centerville

Project Title: Job Search

Project Description: Assistance with the application, interview and hiring process for an Economic development/marketing staff member for the City of Centerville.

Community: Crawford County

Project Title: Hazard Mitigation Plan

Project Description: Assistance with reviewing and updating the Crawford County Hazard Mitigation Plan.

Community: Crawford County
Project Title: Pay Study
Project Description: Assistance with a study to determine entry level pay for deputy sheriffs in the region.

Community: City of Eatonton
Project Title: Comprehensive Plan
Project Description: Assistance with updating the city's Comprehensive Plan and Service Delivery Strategy.

Community: City of Irwinton
Project Title: CDBG Grant Application
Project Description: Preparation of an FY 2017 CDBG Application.

Community: Jones County
Project Title: Internship Policy
Project Description: Assistance with establishing guidelines for interns working for the Jones County.

Community: Macon-Bibb
Project Title: Job Selection
Project Description: Assistance with the selection of candidates for the position of GIS Coordinator.

Community: Macon-Bibb
Project Title: Grant Assistance
Project Description: Assistance in preparing a grant for the growth and strength of the neighborhoods through the nationally recognized Shalom Zone Initiative.

Community: Macon-Bibb
Project Title: Emergency Support Function
Project Description: Assistance with serving in a support capacity for planning activities when the Emergency Operations Center is activated, including information collection and development of operational plans during specific disaster situations.

Community: City of McIntyre
Project Title: Comprehensive Plan

Project Description: Assistance with updating the city's Comprehensive Plan.

Community: **Monroe County**

Project Title: Local Government Assistance

Project Description: Assistance in creating a Board of Elections to be in place by 2017.

Community: **City of Perry**

Project Title: Information Session

Project Description: Assistance in providing an educational session for the Houston County Board of Commissioners and its cities involving the exploration of a land bank in Houston County.

Community: **Putnam County**

Project Title: Comprehensive Plan

Project Description: Preparation of a Comprehensive Plan and updates to the Service Delivery Strategy.

Community: **Putnam County**

Project Title: Grant Assistance

Project Description: Preparation of a recreation grant application for the Baseball Tomorrow Grant.

Community: **Putnam County**

Project Title: Grant Assistance

Project Description: Preparation of a recreation grant application for the US Soccer Grant.

Community: **City of Roberta**

Project Title: Job Description

Project Description: Assistance with developing a job description for the Billing Clerk for the City of Roberta.

Community: **Town of Toombsboro**

Project Title: Comprehensive Plan

Project Description: Preparation of a Joint Comprehensive Plan with Wilkinson County and other cities in order to maintain a qualified local government status.

Community: **Twiggs County**

Project Title: Application Assistance

Project Description: Assistance with completing an Immediate Threat and Danger (ITAD) application to replace the Kaolin Heights water system.

Ms. Sullivan also reported on several projects which were previously approved and have been completed.

- Peach County recently received a \$1.4 million grant from the Georgia Transportation Infrastructure Bank to construct a new extension to Russell Parkway.
- Technology Services Department will deploy a new website for Butts County on Monday.
- On August 4, the Workforce Development Department held a graduation for their E3 Career Jumpstart Program cohort.

The local assistance requests were unanimously approved on a motion by Terry Schwindler and second by Michael Bilderback.

iv. Resolution to Honor Danny Lewis on the occasion of his retirement

WHEREAS, Danny Lewis has devoted a majority of his professional career to that of public service, having worked for local governments and in regional planning for the betterment of the communities and citizens of Georgia; and

WHEREAS, the level and progression of his services to these communities has been diverse, including work in the fields of economic development, workforce investment, small business loan programs, planning and executive administration; and

WHEREAS, upon his appointment to Executive Director of the Georgia Mountains Regional Commission (GMRC) in 2005, Danny has been a champion and leader in regional planning and development for the communities of the Georgia Mountains area; and

WHEREAS, Danny has accomplished many milestones during his tenure as Executive Director, ranging from the re-establishment of the Revolving Loan Fund and Workforce Development programs, to the designation of the GMRC as a Certified Organization of Ethics; and

WHEREAS, he has demonstrated leadership by serving on many boards and associations, like the Georgia Recreation and Parks Association, and serving as President of the Georgia City/County Management Association, Georgia Association of Regional Commissions, and the Development District Association of Appalachia; and

WHEREAS, his efforts to promote the concept of regionalism is recognized nationally, as evidenced by the sixteen NADO Innovation Awards, including one best-of-class Navigator Award, bestowed upon the GMRC during his tenure of executive leadership; and

WHEREAS, he is known as a true friend and advocate of the Middle Georgia Regional Commission (MGRC) and its endeavors; and

WHEREAS, the Middle Georgia Regional Commission staff and Council wish to express its great appreciation to Danny Lewis for his longtime support and leadership.

NOW, THEREFORE, BE IT RESOLVED that the Council and staff of the Middle Georgia Regional Commission congratulate Danny Lewis upon the completion of a career well done and extend their warmest wishes for continued wellness, prosperity and happiness in retirement.

The Resolution to Honor Danny Lewis was unanimously approved on a motion by Dick Bazemore and second by Ken Fowler.

v. Resolution to Honor Sheknita Davis on three years of service

WHEREAS, Sheknita Davis began her career in workforce development in 2011 as a Career Development Facilitator; and

WHEREAS, Sheknita joined the staff of the Middle Georgia Regional Commission (MGRC) on July 1, 2013, during a time of overwhelming change in her organization; and

WHEREAS, she has faithfully dedicated her career to the development and provision of the workforce of Middle Georgia by, revising bylaws, requirements, and restructuring and rebuilding the program; and

WHEREAS, Sheknita has consistently demonstrated an outstanding work ethic, exceptional adaptability, perseverance, cooperation, and leadership, as seen in her management of the MGRC Workforce Development Department and in the standards of excellence she set for its staff; and

WHEREAS, Sheknita has earned the respect and admiration of MGRC leadership, member governments, state agencies and Regional Commission cohorts around the state by generously sharing her expertise and knowledge; and

WHEREAS, her work as Workforce Development Director has greatly contributed to the MGRC meeting and exceeding all standards of excellence set forth by the State of Georgia earning

MGRC the only Workforce Division partnership grant given in the State of Georgia, bringing in nearly \$2,000,000 to the region: and

WHEREAS, Sheknita demonstrated unwavering grace, devotion to her programs, and an inexhaustible drive to learn and administer impeccable service during overwhelming changes of law, regulation, and legislation in the form of the Workforce Innovation and Opportunity Act; and

WHEREAS, she has faithfully, and with dedication, supported the mission, objectives and goals of the MGRC; and

WHEREAS, the governing Council of the Middle Georgia Regional Commission wishes to convey its great appreciation for work well done.

The Resolution to Honor Sheknita Davis was unanimously approved on a motion by Dick Bazemore and second by Ken Fowler.

GOOD OF THE ORDER

a. DRI #259 Loves Plaza

Crystal Gaillard reported that Macon-Bibb County submitted DRI #2591 for the Love's Travel Center project; a travel center that will include 24 fueling stations, 10 of which will provide diesel. The project will also include related services and convenience retail and is planned for completion in 2017.

b. Quarterly Financial Report for period ending June 30, 2016

Matt Garvin reported on the Quarterly Report for the year ending June 30, 2016. Mr. Garvin reported that the State Revenues are at 79 percent of budgeted revenues, local revenues are at 88 percent of budgeted revenues, federal revenues are at 79 percent of the budgeted revenues, and expenditures are at 91 percent of budget expenditures.

c. Executive Directors Report

Laura Mathis updated the council on some highlights since the June meeting.

- The Area Agency on Aging division is transitioning to a new software called Harmony.
- Finance is preparing for the financial audit for FY 16 ending June 30.
- Contracts are being signed for the new fiscal year starting July 1.
- Brent Lanford is the lead in negotiating two statewide initiatives with GEMA and GDOT.
- Changes are being made to SBA regulations at the federal level that will affect GSBL level.

- MGRC Public Administration staff members are out in the communities attending stakeholder meetings for comprehensive plans.
- Terrilyn Hannah will start on Monday as the new MGRC Workforce Director.
- The position for Public Administration Director for the MGRC should be in place by September 1.
- Council was informed of upcoming Budget, Audit & Personnel meetings. The MGRC will be updating the job descriptions and pay plans for employees to comply with the new FLSA.

Laura Mathis presented a certificate of excellence on behalf of the Government Finance Officers Association to Matt Garvin and Crystal Vaughn for its Comprehensive Annual Financial Report that was submitted for the fiscal year ended June 30, 2015.

ANNOUNCEMENTS

- a. Georgia Pedestrian Safety Action Plan - Walking Survey
- b. MGRC Council Meeting September 8, 2016
- c. MGRC Annual Meeting October 13, 2016 – Lake Tobesofkee

ADJOURN

There being no further business, the August Council meeting was adjourned until September 8, 2016.