

TO: PLANNING AND PROJECTS COMMITTEE

FROM: MR. CURTIS BROWN, JR., CHAIRMAN, PLANNING AND
PROJECTS COMMITTEE
THREE RIVERS REGIONAL COMMISSION

SUBJECT: MINUTES OF PLANNING AND PROJECTS COMMITTEE MEETING

The Planning and Projects Committee held a meeting at 11:00 a.m. on Thursday, December 12, 2019 at the Turin Town Hall in Turin, Georgia.

WELCOME, CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Committee Chair Curtis Brown, Jr., called the meeting to order, gave the invocation and afterwards led the committee members in reciting the Pledge of Allegiance. Committee Chair Brown advised the attendees that the committee did not have a quorum and could not conduct any business. The committee will proceed with reviewing and discussing the topics listed on today's agenda.

Planning and Projects Committee Members in Attendance

Ms. Donna Armstrong-Lackey, Non-Public Member, Carroll County
Mr. Lee Boone, Chair, Heard County
Mr. Jim Thornton, Mayor, City of LaGrange
Mr. Curtis Brown, Jr., Non-Public Member, Troup County

Additional Three Rivers Council Members in Attendance

Mr. Terry Nolan, Non-Public Member, Butts County
Ms. Gwen Flowers-Taylor, Commissioner, Spalding County

Staff Present

Mr. Kirk Fjelstul, Executive Director
Ms. Hope Blakely, HR Manager
Ms. Jeannie Brantley, Planning Director
Ms. Kim Dutton, Planner
Mr. Paul Jarrell, Planner
Ms. Cymone Haiju, Planner
Ms. Jan Perez, Secretary, Administrative Services

APPROVAL OF OCTOBER 24, 2019 MINUTES (action item)

The October 24, 2019 minutes could not be approved since there was not a quorum to conduct business.

APPROVAL OF AGENDA (action item)

The agenda could not be approved since there was not a quorum to conduct business.

PROPOSED 2020 MEETING SCHEDULE FOR COMMITTEES AND COUNCIL (action item)

Ms. Jan Perez presented this portion of the agenda. A copy of the proposed meeting schedule was in the members' meeting booklets. Ms. Perez advised the members that the 2020 proposed meeting schedule was the same as the one that the committees and council were currently using. The committees will meet on the fourth (4th) Thursday of each month and the council will meet every other month on the fourth (4th) Thursday of that month. She asked the members to consider adopting the 2020 Proposed Meeting Schedule for Committees and Council.

APPROVAL OF RESOLUTION FOR THE UPDATE OF THE TRRC COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) (action item)

Ms. Jeannie Brantley advised the committee that the TRRC Comprehensive Economic Development Strategy (CEDS) is a regional plan on the economic development end of the spectrum. This is an annual update, which contains project information for the various areas in the TRRC region; population projections, educational achievements, poverty levels, etc. are included in the CEDS. The CEDS is submitted to the Economic Development Administration (EDA) for their use. Ms. Brantley asked the members to consider the Approval of Resolution for the Update of the TRRC CEDS.

STRATEGIC PLAN UPDATE

The committee members received handouts of the Strategic Plan Update. Ms. Brantley provided the members with a brief background of the Strategic Plan. The plan has been discussed several times over the past few months with the committee making suggestions to the plan as recently as the October committee meeting. At the October meeting, several members commented on adding an overview of services that are provided by TRRC; this information has been included in the final version of the Strategic Plan. Mr. Kirk Fjelstul advised that this was the first Strategic Plan that we have had and encouraged the members to take a few minutes to read over the document. He asked if the summary was clear enough to explain what TRRC does; several participants agreed that it was, with Mr. Terry Nolan stating, "I like it" and Ms. Gwen Flowers-Taylor stating, "good job." The committee moved forward with discussing "council growth" which is included in the Strategic Plan and the possibility of adopting council attendance policy (which was a finding from the state during the FY '15 audit); the current by-laws do not address council members' attendance. The committee talked about a draft attendance policy for several minutes, which prompted an additional discussion of "excused" versus "unexcused" regarding attendance to the meetings and having a quorum to conduct business during all (committees and council)

meetings. It was noted that this topic and choices of how to proceed about attendance will be discussed again at a future Planning Committee.

The committee also discussed an annual meeting or annual sponsored dinner (included in the Strategic Plan) and the need to appoint a committee to assist TRRC staff in the process and planning of such an event. The following individuals (as a subcommittee to the Planning and Projects Committee) “volunteered” to assist/organize this event:

Ms. Donna Armstrong-Lackey
Ms. Kay Pippin

Ms. Kathy Knowles
Mr. Greg Wright

It was noted that the event would occur during the next calendar year.

REGIONAL PLAN AND THE REGIONALLY IMPORTANT RESOURCES PLAN

Ms. Brantley advised the committee that both the Regional Plan and the Regionally Important Resources Plan were “finally approved” by the Department of Community Affairs (DCA). Mr. Paul Jarrell explained that the Planning staff received an approval letter on December 11, 2019. He advised that the next step in the Regional Plan and the Regionally Important Resources Plan process would be the adoption of both plans. The committee did receive copies of the documents and were advised that the full document will be posted on the website by the end of the week. Ms. Brantley thanked her staff for their hard work and the committee members gave them a round of applause. Mr. Fjelstul reminded everyone that the Regional Plan did receive an award from the National Association of Development Organizations (NADO).

OTHER BUSINESS

Ms. Brantley advised the members that TRRC is partnering with DCA to conduct a Water and Sewer Workshop on Monday, December 16, 2019 from 9:00 a.m. – noon. The workshop location is the Newnan Co-op Building.

DATE AND LOCATION OF NEXT MEETING

Committee Chair Brown advised that the Planning and Projects Committee will meet on Thursday, January 23, 2020 at 11:00 a.m.; the meeting location is the Turin Town Hall in Turin.

ADJOURNMENT

Committee Chair Brown adjourned the meeting.

Curtis Brown, Jr., Chairman
Planning and Projects Committee