

**SOUTHERN GEORGIA REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
MINUTES
SGRC OFFICE • WAYCROSS, GA
MAY 25, 2023
9:45 a.m.**

Members in Attendance:

Bennett, Neal
Duke, Buddy
Evans, Joyce
Gowen, Lee
King, Barbara
Maefield, Barbara
Stone, Keith

Staff Present:

Cribb, Lisa
Schultz, Kelly
Strom, Chris

CALL TO ORDER AND WELCOME: Chair Joyce Evans called the meeting to order and welcomed Executive Committee members, staff and guests.

REVIEW AND APPROVAL OF MINUTES FOR APRIL 25, 2023 EXECUTIVE COMMITTEE MEETING: Chair Evans reminded those present that the minutes of the April 25, 2023 Executive Committee meeting were emailed to members for their review (copy attached and made a part of these minutes). Barbara King made a motion to accept the April 25, 2023 meeting minutes, and Barbara Maefield seconded the motion. Motion carried unanimously.

REVIEW OF SOUTHERN GEORGIA RC FY2024 BUDGET PROCESS: Chair Evans called upon SGRC Finance Director Kelly Schultz to present the FY2024 Budget Process to the Committee. Ms. Schultz referred those present to the budget process handout in the meeting packet (copy attached and made part of these minutes). She explained the major categories of the budget: estimated total revenues, estimated personnel expenses and estimated non-personnel expenses. She then stated that the excess revenues over expenditures resulted from subtracting all estimated expenses from the estimated revenues. Ms. Schultz briefly explained each category's components and the influence each can have on revenue and expense estimates. Ms. Schultz asked if there were any questions, there being none. She thanked the Committee for their attention.

REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR SALARY: Chair Evans introduced SGRC Finance Director Kelly Schultz to present the Executive Director Salary agenda item. SGRC Executive Director Lisa Cribb stated that before the Committee discussed her salary, she wanted to inform them that she would retire at the end of 2023. Ms. Cribb conveyed that she wanted the Committee to know that she was content with her current salary for the six months remaining before retirement. She then said if the Executive Committee needed time for discussion, she would leave the room to allow them to discuss the matter freely. The Executive Committee agreed to discuss the Executive Director's Salary further. Ms. Cribb

excused herself from the meeting. The Committee asked that other staff remain in the meeting room to assist with questions. Ms. Schultz then shared that the Executive Committee last voted to increase the Executive Director's salary by 5% in June 2022, which went into effect on July 1, 2022. After light discussion, Lee Gowen recommended that the Executive Director's salary stay at its current amount since only six months remain before Lisa Cribb's retirement. With all Committee members in agreement, Buddy Duke made a motion to keep the Executive Director's salary at its current amount. Lee Gowen seconded the motion. Motion carried unanimously.

REVIEW OF DRAFT SOUTHERN GEORGIA RC FY2024 BUDGET: Chair Evans called upon SGRC Finance Director Kelly Schultz to present the preliminary FY2024 Budget document included in meeting packets (copy attached and made part of these minutes). Ms. Schultz explained that the estimated budget reflected preliminary information from RC Program Directors of anticipated and carryover contracts/funding for the next fiscal year. In addition, she noted that the budget included projected personnel costs and the related fringe benefits associated with those salaries. Ms. Schultz also explained that operational costs were estimated based on prior experience and knowledge of costs for the coming fiscal year. In addition, she told the Committee that this summary was the beginning point for creating a line-item budget for FY 2024. Ms. Schultz said she would develop these detailed line-item entries for each program area over the next month.

FY2024 WORK PROGRAM HIGHLIGHTS: Chair Evans called upon SGRC Executive Director Lisa Cribb to share the FY2024 Work Program Highlights. Ms. Cribb reminded the Committee that they had received the draft work program to review at the March and April meetings. She then directed members to the documents in their packets showcasing the FY2024 Work Program Highlights (copy attached and made part of these minutes). Ms. Cribb explained that highlights from each RC Program were listed and explained each in further detail.

Some of the highlights discussed from the Work Program included:

- Utilization of Transit Trust Fund Grant in the amount of \$820,000 over two years to enhance and expand the transit system.
- Utilization of Quest Grant in the amount of \$600,000 to assist dislocated workers and provide services to young adults aging out of the foster care system.
- Utilization of Sector Partnership Grant (\$162,000) to continue the Healthcare Sector Partnership Initiative to build/grow the healthcare pathway for members of our communities.
- Continue partnership with Public Health to provide Georgia Grown fresh fruits and vegetables to approximately 5,500 seniors in the region.
- Focus on collaboration across the Arc-GIS online and web-based platforms for addressing and permitting.
- Expansion of UAV/drone service to include marking media.
- Facilitate the Regional Transportation process for TIA2.
- Begin development of the Regional Transit Development Plan.
- Begin development of the 2050 Metropolitan Transportation Plan.
- Assist local governments with implementing their State Fiscal Recovery Fund water and sewer projects.


- Develop and institute a policy that requires payment of a loan processing fee on loans approved by the Loan Board of Directors.

Ms. Cribb stated that a resolution to approve the FY2024 Work Program would be presented at the June 2023 meeting.

ADJOURN: With there being no other business, the meeting was adjourned.



Joyce Evans, Chair



Keith Stone, Secretary