

**SOUTHERN GEORGIA REGIONAL COMMISSION  
EXECUTIVE COMMITTEE MEETING  
MINUTES  
SGRC OFFICE • WAYCROSS, GA  
APRIL 28, 2022  
10:00 A.M.**

**Members in Attendance:**

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

**Staff Present:**

Cribb, Lisa  
Schultz, Kelly  
Strom, Chris

**CALL TO ORDER AND WELCOME:** Vice-Chair Lee Gowen called the meeting to order and welcomed Executive Committee members, staff and guests.

**REVIEW AND APPROVAL OF DECEMBER 9, 2021 MEETING MINUTES:** Vice-Chair Gowen reminded those present that the December 9, 2021 Executive Committee meeting minutes had been emailed to members (copy attached and made a part of these minutes). Barbara King made a motion to approve the December 9, 2021 meeting minutes. Barbara Maefield seconded the motion. Motion carried unanimously.

**REVIEW CURRENT YEAR BUDGET AMENDMENT:** Vice-Chair Gowen called upon SGRC Finance Director Kelly Schultz to present the Current Year Budget Amendment. Ms. Schultz reminded the executive committee that each year the RC performs an amendment to the initial RC budget developed at the beginning of the fiscal year. The reason for this, she stated, was that changes naturally occur during the fiscal year that cannot be foreseen. Ms. Schultz directed members to turn to the page in their packet entitled revenue comparison (copy attached and made a part of these minutes). She then pointed out that the revenue comparison between the approved FY2022 budget and the proposed revised FY2022 budget illustrated an increase of \$1.2M. Ms. Schultz stated that the increase was mainly due to a \$1M increase from the 5311 Regional Public Transit program. She also noted that there was a corresponding expenditure in the comparison of approved vs. revised expenses. Ms. Schultz stated that this was the first year the SGRC has operated the 5311 Regional Public Transit program and that its funding was from the CARES Act. The CARES Act allowed carryover retainage that was unknown when the original budget was approved. Ms. Schultz continued with a line-by-line explanation of the changes in revenues and expenses. She pointed out an increase in other income from the one-time gain on the sale of the Mckey Street property of \$225,000. The sale of the property occurred after the budget had been approved. Ms. Schultz explained that most changes shown were the result of the timing of grants and contract awards, staff assignment changes, retirements and other factors.


Ms. Schultz stated that the original budget had indicated excess revenues of \$16,672, and the revised budget showed an excess of \$211,279. In summary, she told those present that the result of the proposed budget amendment showed an increase of \$194,607 in revenues over expenditures from the original budget. She then asked if there were any questions. Ms. Schultz answered a question to clarify the ITS line item revenue and expenses, followed by light discussion among committee members. Chair Evans then asked for a motion. Neal Bennett made

a motion to recommend the Current Year Budget Amendment for adoption by the full council. Barbara King seconded the motion. The motion passed unanimously.

**REVIEW DUES SCHEDULE FOR FY2023:** Chair Evans called upon RC Finance Director Kelly Schultz to present the proposed dues schedule for FY2023. Ms. Schultz began by reminding members that the Department of Community Affairs mandates regional commissions use the latest population estimates to assess member dues each year. She explained that each year around this time, the RC gathers updated population information from the U.S. Census Bureau database and compiles a new dues schedule based upon this updated estimate for each county. Ms. Schultz referred committee members to the dues schedule located in their packets (copy attached and made a part of these minutes) and began her explanation of the information presented. She explained that the document compared the current FY2022 dues to the proposed FY2023 dues based on the 2019 and 2021 population estimates, respectively. She further explained that the per capita dues in this comparison remain the same across both years at \$1.25. From the documents provided, Ms. Schultz stated that the estimated population change across the entire RC region amounted to a positive difference of 2,311 people. This population increase translates, as she explained, to a \$2,891 increase in total dues anticipated for FY2023. Ms. Schultz concluded her presentation and asked if there were any questions. With no questions, Chair Evans called for a motion to recommend the FY2023 dues schedule to the SGRC council for approval. Barbara King made a motion to recommend approval of the Dues Schedule for FY2023 to the full council. Lee Gowen seconded the motion. With no other discussion, the motion passed unanimously.

**APPOINTMENT OF NOMINATION COMMITTEE:** Chair Evans explained there was a vacancy on the executive committee after former Mayor of Ocilla Matt Seale was not re-elected. The officer position of secretary would also need to be filled since Matt Seale was also the council's secretary. Chair Evans stated she would appoint the executive committee as the nomination committee to begin the process of filling the vacancy and selecting a secretary. Chair Evans explained that the nomination committee would meet before the May 26, 2022 regular council meeting to review recommendations and nominate a new executive committee member and council secretary. Then, at the regular council meeting on May 26, 2022 the full council will have the opportunity to vote for and approve the nominee and council secretary.

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

  
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Joyce Evans, Chair

  
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Lee Gowen, Vice Chair