



Jim Thornton, Chairman  
Kirk R. Fjelstul, Executive Director

Counties Served: Butts, Carroll, Coweta, Heard, Lamar,  
Meriwether, Pike, Spalding, Troup and Upson

TO: PLANNING AND PROJECTS COMMITTEE

FROM: MR. BRIAR JOHNSON, 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, July 26, 2018 at the Turin Town Hall in Turin, Georgia.

WELCOME, CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Council Chairman Jim Thornton presided over the meeting in lieu of Committee Chair Briar Johnson; Committee Chair Johnson had a scheduling conflict and could not attend. Chairman Thornton welcomed the attendees and called the meeting to order. Mr. Douglas Hollberg gave the invocation and afterwards Chairman Thornton led the committee members in reciting the Pledge of Allegiance.

Planning and Projects Committee Members in Attendance

Ms. Kay Pippin, Mayor, City of Jackson  
Mr. Greg Wright, Non-Public Member, Coweta County  
Mr. Lee Boone, Chairman, Heard County  
Mr. Bennie Horton, Commissioner, Lamar County  
Mr. Douglas Hollberg, Mayor, City of Griffin  
Mr. Jim Thornton, Mayor, City of LaGrange  
Mr. Curtis Brown, Jr., Non-Public Member, Troup County  
Mr. Norman Allen, Chairman, Upson County

Staff Present

Mr. Kirk Fjelstul, Executive Director  
Ms. Peggi Tingle, Administrative Services Director  
Ms. Amanda Turner, Deputy Administrative Services Director  
Ms. Jeannie Brantley, Planning Director  
Ms. Cymone Haiju, Planner  
Mr. Paul Jarrell, Planner  
Ms. Hope Blakely, HR Generalist  
Ms. Stephanie Matthews, Youth Services Manager, Workforce  
Ms. Jan Perez, Secretary

### APPROVAL OF JUNE 28, 2018 MINTUES (action item)

Mr. Hollberg made the motion to approve the June 28, 2018 meeting minutes; it was seconded by Mr. Curtis Brown and carried unanimously by the other committee members.

### APPROVAL OF AGENDA

Mr. Hollberg made the motion to approve the agenda as presented; it was seconded by Mr. Norman Allen and carried unanimously by the other committee members.

### REGIONAL PLAN ORIENTATION

Ms. Jeannie Brantley presented this portion of the agenda. The members received a copy of Ms. Brantley's PowerPoint presentation for their review and notes. She advised the committee that the Regional Plan was previously updated in 2014 and that updates are completed on an annual basis as well. Ms. Brantley explained that the Regional Plan is important since it is used as a guide for future decision making that addresses critical needs throughout the region; it seeks to identify projects and initiatives which go beyond city and county boundaries and develops regional cooperation and collaboration; and it helps to prioritize projects which the regional commission can help implement within its area. It was also mentioned that the Comprehensive Economic Development Strategy (CEDS) will become a part of the Regional Plan. Ms. Brantley is requesting that the Planning and Projects Committee serve as the "executive team" which will assist in guiding the Regional Plan update process. The committee members will be asked to recommend one (1) stakeholder from their respective areas to serve on this team with them. The executive team will also be comprised of two (2) Department of Community Affairs (DCA) employees, Ms. Corinne Thornton and Ms. Elizabeth Smith. A series of meetings will be scheduled for the next several months since the Regional Plan is due on June 30, 2019; the plan must be completed and adopted by the full council at the June 2019 meeting. The committee was encouraged to submit names of additional stakeholders (business leaders, elected officials, advocacy and religious leaders) to the Planning staff by August 17<sup>th</sup>. A "kick-off" meeting will be held in late August 2018 with various public hearings, SWOT and regional stakeholder meetings to be held in the upcoming months.

### STRATEGIC PLAN UPDATE

Mr. Kirk Fjelstul presented this portion of the agenda. The committee will revisit the draft mission and vision statements. These statements will be forwarded to the staff and the full council for their comments; this topic will also be discussed at the August meeting.

Mr. Fjelstul advised the members that a contract with Great Wolf Lodge has been signed and that the council retreat will be held at their facility on December 5<sup>th</sup> – December 6<sup>th</sup>. Arrival is tentatively set for after lunch on the 5<sup>th</sup> with sessions beginning shortly after everyone's arrival. A reception and dinner is slated for that night and the sessions will begin early on December 6<sup>th</sup> with the adjournment set for 3:00 p.m. Ms. Kay Pippin will be one of the leads regarding the agenda for the council retreat. The core topics of the plan and the retreat are as follows:

- Setting a culture of daily distinction
- Building credibility
- Improving customer service

A “save the date” notification will be forwarded to the council members very soon.

Mr. Fjelstul gave a brief overview of the Historical Budget Comparisons for the Planning and Projects Committee; this is one of the topics on the Finance, Audit and Administration Committee’s agenda for their meeting later today. The members reviewed his PowerPoint presentation that reflects the following areas of revenue:

Aging – from \$5.3 million to \$6.1 million  
Workforce – from \$2.5 million to \$4.8 million  
Transportation – from \$2.7 million to \$3.1 million  
Planning – from \$452,000 to \$322,000

Mr. Fjelstul also presented copies of the Department of Community Affair (DCA) Compliance Summary that the state auditors will utilize in their upcoming audit process. Both subjects will be discussed during the Finance, Audit and Administration Committee’s meeting and will also be brought before the entire council at the next meeting.

Ms. Pippin mentioned that the Butts County (and its municipalities) Service Delivery Strategy was recently completed and that Ms. Brantley had “bent over backwards” assisting them with the review and submission process.

#### OTHER BUSINESS

Nothing was presented at this time.

#### DATE AND LOCATION OF NEXT MEETING

The Planning and Projects Committee will meet on August 23, 2018; the meeting time is set for 11:15 a.m. and the location is the Turin Town Hall in Turin.

#### ADJOURNMENT

Committee Chair Thornton adjourned the meeting.

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Briar Johnson, Chairman  
Planning and Projects Committee