

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE MEETING

MINUTES

MARCH 18, 2015

DRAFT

Regional Planning Commissioners Present:

Jim Durrett, County Mayor

Charlie Gentry, Representing City Mayor

Richard Swift, Chair

Bryce Powers, Vice-Chair

Bill Kimbrough

Others Present:

Dr. Ripple, RPC

Judy Burkhart, RPC

Mr. Swift called the meeting to order at 2:00 p.m. Dr. Ripple stated that today's meeting was to review and recommend action to the full RPC Board on the draft budget which must be presented to the County on March 20, 2015 and then submitted to the City on April 1, 2015. He then summarized the 2015-2016 Regional Planning Commission budget stating that there is a request for \$28,700.00 more from the City and County due to declining cash flow or a staff position will have to be eliminated. Dr. Ripple stated that Audrea Smithson has orally stated that she would like to retire in August 2015 if not sooner.

Dr. Ripple then explained the chart which showed the monies received from the City and County and where those monies were expended over past years. This chart shows that our level of funding has been the same from the City and County for the past three years, that we took a 10% cut four years ago, and that our net revenue position/cash flow position has deteriorated.

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Dr. Ripple stated that, if Ms. Smithson's position were filled, this would create a cash flow shortage if additional monies were not provided. A tenth position is important due to having a small staff in light of vacations, sick days, and meetings. Ms. Smithson's position is Manager of Planning Division and her position is important due to projects underway including the update to County Zoning Resolution, City and County Capital Improvement's Program and to draft amendments as needed to land use regulations.

Dr. Ripple stated that changes to the Overlay Districts, which include the Historic Commission, Two Rivers and Madison Street Corridor, would create a Common Design Review Board which the Planning Commission would be in charge of staffing. Revision of the City Sign Regulations would be necessary to transfer the sign review function from the design review bodies to the City Building and Codes Department so additional RPC staff would not be required. He added that there has been discussion on the creation of a separate Design Review Board for the urban portion of Madison Street outside the City.

Dr. Ripple stated that 30% of budget is funded by Transportation funds. Upcoming consultants, a study of Transit Operations and an increase in transit planning funds passed through the RPC to the Clarksville Transit System will increase cash flow demand. The Regional Transit Authority's Northwest Corridor Transit Study, supported by Mayor McMillan, will cost \$250,000.00 over two years, increasing cash flow demands.

Mayor Durrett asked about the salary increases. Dr. Ripple explained the possible cost of living increase and also the longevity increases for staff, and noted that he would receive no increase based on the Tennessee County Technical Assistance Service's Annual Salary Report.

Mr. Kimbrough asked if Ms. Smithson's position were filled, would it be at the present salary amount. Dr. Ripple stated that would depend on qualifications of person and probably would be at a lesser amount. However, the difference in salary would be absorbed by health insurance costs because the health care costs for Ms. Smithson and Dr. Ripple are not budgeted (as they do not use the County health care program).

Mr. Swift then asked for a motion recommendation for approval of the proposed budget (with the 10% increase in the general fund request from the City and County and no salary increases for Dr. Ripple) to the full RPC Board. Mr. Powers made a motion for approval. The motion was seconded by Mayor Durrett and carried unanimously.

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There being no other business on the agenda, the meeting adjourned at 3:00 p.m.

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Richard Swift, Chairman