



## **REGULAR MEETING AGENDA (ONLINE)**

**1. Call to Order and Approval of Previous Meeting Minutes (A)**

**Paige Brown**  
*GNRC President*

**2. Public Comment**

**3. Action Items:**

**a. Approve Monthly Financial Report (A)**

**Gayle Wilson**  
*Finance Director*

**b. Endorse Annual Update to the Area Plan for Programs on Aging and Disability Services**

GNRC is the federally recognized Area Agency on Aging (and Disability) for northern Middle Tennessee and is responsible for the coordination of services to eligible older adults. Staff will present an update to the Area Plan adopted by the Regional Council in 2018.

**Update available at [GNRC.org/AgingAreaPlan](http://GNRC.org/AgingAreaPlan)**

**Michael Skipper**  
*Executive Director*

**Sara Fowler**  
*Director of Aging and Disability Services*

**4. Informational Items:**

**a. Update on Government Affairs Activities**

Government affairs activities for the Regional Council are directed and coordinated by its Mayors Caucus. Staff will provide an update on annual policy and legislative priorities and efforts to coordinate with the Governor's administration and legislative leadership.

**More online at [GNRC.org/MayorCaucus](http://GNRC.org/MayorCaucus)**

**Michael Skipper**

**5. Regular Reports:**

**a. Chair's Report**

**Paige Brown**

**b. Executive Director's Report**

**Michael Skipper**

**6. Other Business**

**7. Adjourn**

(A) Indicates an attachment is available in the packet

GNRC does not discriminate on the basis of race, color, national origin, limited English proficiency, gender, gender identity, sexual orientation, age, religion, creed or disability in admission to, access to, or operations of its programs, services, or activities. This policy applies to applicants for employment and current employees as well as sub-recipients and subcontractors of the GNRC that receive federal funding. Complaints should be directed to Grant Kehler, Non-Discrimination Coordinator, 220 Athens Way, Suite 200, Nashville, TN 37228, phone number 615-862-8828. GNRC meetings may be audio and video recorded.

## **Agenda Item 1.**

### **Prior Meeting Minutes**

#### **Background**

Meeting minutes have been prepared and are ready for approval.

#### **Recommendation**

Approve meeting minutes.

GNRC

---

Greater Nashville Regional Council  
220 Athens Way, Suite 200  
Nashville, Tennessee 37228

GNRC Executive Board Meeting  
Wednesday, February 17, 2021 11:30 am  
Via Microsoft Teams  
Nashville, Tennessee

**MINUTES**

**BOARD MEMBERS IN ATTENDANCE:**

Rogers Anderson	Williamson County
Paige Brown	Gallatin
Jason Cole	La Vergne
Faye DiMassimo	Nashville-Davidson County
Tim Ellis	Goodlettsville
Dale Grimes	Oak Hill
Gina Head	Springfield
Gerald Herman	White House
Anthony Holt	Sumner County
Jerry Kirkman	Westmoreland
Ken Moore	Franklin
Billy Vogle	Robertson County
Jessie Wallace	Humphreys County

**CALL TO ORDER**

Board President, Mayor Paige Brown, called the Executive Board Meeting to order at 11:35 a.m. on Wednesday, February 17, 2021, Via Microsoft Teams, Nashville, TN.

**APPROVAL OF MINUTES**

Mayor Brown called for corrections or additions to the minutes of the October 21, 2020 meeting.

Mayor Jason Cole made a motion to approve the December 16, 2020 minutes as presented. Mayor Anthony Holt seconded the motion. There being no discussion, the minutes were unanimously approved.

**PUBLIC COMMENT**

There was no public comment.

## **ACTION ITEMS**

### **a) FINANCIAL REPORT**

Ms. Gayle Wilson, GNRC Financial Director, said at the end of December 2020 the expenditures were \$6,394,318.20. The total revenue received was \$3,796,490.92. The total available cash is \$2,950,742.86 after deducting the TCAD advance. We are under our projected budget mainly due to underspending in travel, conferences and meetings and under on consultants' fees.

Mayor Jason Cole moved to approve the financial report with Mayor Ken Moore seconding. The motion was unanimously approved.

## **INFORMATIONAL ITEMS**

### **a) Results of the FY 2020 Independent Financial Audit**

Ms. Jennifer Manternach and Mr. Curtis Payne of Crosslin Certified Public Accountants said they have completed the independent financial audit through June 30, 2020. Ms. Manternach said that audit did not show any findings. She thanked the staff for their assistance during the audit. She said that there were some audit adjustments which the staff accepted and they are recorded in the financial statements.

Mr. Curtis Payne said that the audit resulted in a clean opinion. He said that no material weaknesses nor significant deficiencies were found. He said that they tested the highway planning cluster this year and noted no findings.

Mr. Michael Skipper thanked the auditors for their efforts especially dealing with the remote working situation due to the pandemic.

Mayor Brown congratulated the staff, especially Ms. Gayle Wilson, for the clean audit.

### **b) Major Update to the Regional Economic Development Strategy for Northern Middle Tennessee**

Mr. Skipper said that this is a rapidly growing region but the growth across the region has not been even. There have been areas that have lost population since 2010.

Ms. Angela Hubbard, Director of Economic and Community Development said that the mayors, business leaders and state officials have a shared responsibility to cooperate in developing a strategy to align public and infrastructure investments with the region's shared vision for economic growth. She said that federal regulations require Economic Development Districts to establish a 5-year Comprehensive Economic Development Strategy (CEDS) to identify how public policies and infrastructure investments can be aligned with local economic development goals and objectives.

She said that a vision or purpose, clear priorities, the right people, and a consistent message are what it takes to be ready to bring new industries/jobs to the area.

She said that there is a survey that she needs everyone to fill out. It is at [www.gnrc.org/survey/economy](http://www.gnrc.org/survey/economy)

She said that the GNRC can help with planning, research & analytics, and grant writing administration. The Economic and Community Development staff (Ms. Hubbard, Mr. Matt Von Lunen, Mr. James Dean, Ms. Rasheedah Pardue, Ms. Gwen Schaefer, Ms. Rhonda Smith, Mr. Donald Arnold, and Ms. Amy Napoli) are here to assist you.

The new CEDS will be adopted in September.

**c) GNRC Membership Dues Estimates for FY 2022**

Mr. Skipper said that each February the estimates for the upcoming fiscal year are sent to each jurisdiction to help with their budgeting process. The GNR operates on the state fiscal year but the budget is adopted each September by the full Council body given the reliance on federal grants. A continuation budget will be adopted in June.

He said that the Finance & Personnel Committee is recommending an assessment of \$.35/capita which is up from \$.31/capita. These dues account for less than 4% of GNRC's \$20M budget but are a critical part of securing significant levels of funding from State and Federal grant programs that support local social services, infrastructure upgrades, and economic and community development projects.

He said that additionally, the MPO communities are also assessed \$.28/capita as matching funds for federal grants made available by the Federal Highway Administration and Federal Transit Administration.

Mr. Skipper said that of the \$20M FY 201 budget nearly \$10M is sent directly to local communities for 1) support of senior centers and provide services for older adults, 2) fund arts and culture, tourism marketing, and home repairs, 3) provide technical assistance to municipal and county governments pursuing State and federal grant opportunities. Dues also help pay for the programming that keeps local governments, TDOT, and transit agencies eligible for more than \$260M+ per year in federal transportation grants. Dues also pay for GNRC expenses that are not reimbursable by State and federal grants.

Dues will be payable by December 31, 2021.

Ms. Faye DiMassimo though she still requests details about the dues increase and what the \$.4/capita increase will leverage. Specific details on amounts which show the return on investment are needed. Mr. Skipper said that the staff will be transparent. He said that it is hard to leave grant money on the table when so many people across Middle Tennessee need help. These funds must be leveraged with dues.

Mayor Brown said that the GNRC staff was asked for information on the benefits the jurisdictions receive.

## **REGULAR REPORTS**

### **a) Chair's Report**

Mayor Brown thanked the staff for all they are doing. She also thanked the finance department staff for their work on the audit.

Mayor Brown congratulated the Transportation Policy Board (TPB) and Mayor Reed on the new Regional Transportation Plan (RTP).

### **b) Staff Report**

Mr. Skipper introduced the new staff members. Ms. Candi Henry is the new Chief Legal Counsel and Ms. Jessica Hill is the new Director of Community and Regional Planning.

Mr. Skipper reminded the members of the COVID-19 recovery loan program that is being supported with funding through the CARES Act.

He reminded the members that the 2021 calendar of meetings is located at [www.GNRC.org/calendar](http://www.GNRC.org/calendar)

He said that the Membership Resource Guide is at [www.GNRC.org/memberguide](http://www.GNRC.org/memberguide)

With no further business, the meeting was adjourned at 12:30 p.m.

Respectfully submitted,  
*Lou Edwards*  
Recording Secretary

## **Agenda Item 3a.**

### **Monthly Financial Report**

#### **Background**

The monthly financial report has been prepared and is ready for approval.

#### **Recommendation**

Approve monthly financial report.

**Greater Nashville Regional Council**  
**MONTHLY FINANCIAL REPORT**  
For the period of July 1, 2020 thru January 31, 2021

Grantor Program	GNRC Total Program and Administrative Expenses				GNRC Cash & Invoicing Balances	
	Line Items	Budgeted	Expended		Balance	January 2021
			July to Date	January 2021		
Personnel	\$ 6,938,269.29	\$ 3,118,817.16	\$ 323,158.50	\$ 3,787,707.49		
GNRC Salaries	\$ 4,818,242.56	\$ 2,058,258.52	\$ 213,721.05	\$ 2,759,984.04		
Contracted Personnel	\$ -	\$ -	\$ -	\$ -		
Fringe	\$ 2,120,026.73	\$ 1,092,303.28	\$ 113,420.25	\$ 1,027,723.45		
Office Space Leases and Assessments	\$ 456,507.56	\$ 258,400.05	\$ 74,886.52	\$ 198,107.51		
Office Cleaning Service	\$ 6,000.00	\$ 1,763.40	\$ 156.00	\$ 4,236.60		
Computer Lease and IT Support	\$ 256,800.00	\$ 36,474.05	\$ 2,623.99	\$ 220,325.95		
HR & Payroll Services	\$ 46,865.00	\$ 5,503.31	\$ 659.98	\$ 41,361.69		
Interest Expense for Line of Credit	\$ 1,000.00	\$ 300.00	\$ -	\$ 700.00		
GNRC Auditing Services	\$ 45,000.00	\$ -	\$ -	\$ 45,000.00		
GNRC Legal Fees	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00		
GNRC Insurance	\$ 72,000.00	\$ -	\$ -	\$ 72,000.00		
Employee Parking & Transit Passes	\$ 44,700.00	\$ 9,674.50	\$ 1,500.00	\$ 35,025.50		
Area Travel and Parking	\$ 130,635.00	\$ 10,548.58	\$ 482.65	\$ 120,086.42		
Workshops and Conference	\$ 154,715.00	\$ 7,584.39	\$ 2,312.00	\$ 147,130.61		
Printing & Publications	\$ 64,082.50	\$ 34,368.19	\$ 5,632.35	\$ 29,714.31		
Consumable Supplies	\$ 74,801.00	\$ 17,083.49	\$ 3,949.88	\$ 57,717.51		
Postage	\$ 7,170.00	\$ 9,694.57	\$ 568.85	\$ (2,524.57)		
Membership Fees & Professional Certifications	\$ 38,750.00	\$ 17,149.00	\$ 375.00	\$ 21,601.00		
Periodical and Data Subscriptions	\$ 135,178.00	\$ 5,465.88	\$ 1,770.12	\$ 129,712.12		
Public Noticing/ Marketing	\$ 46,000.00	\$ -	\$ -	\$ 46,000.00		
Software and Devices	\$ 161,181.00	\$ 124,865.75	\$ 15,655.92	\$ 36,315.25		
Communications	\$ 57,152.00	\$ 49,138.99	\$ 9,064.87	\$ 8,013.01		
Consultant Services	\$ 1,293,450.00	\$ 221,432.78	\$ 6,350.00	\$ 1,072,017.22		
Program Audit Fee	\$ 12,000.00	\$ 30,000.00	\$ 15,000.00	\$ (18,000.00)		
Program Legal Fees	\$ 48,000.00	\$ 23,890.10	\$ 2,085.00	\$ 24,109.90		
Program Insurance	\$ 12,500.00	\$ 54,432.58	\$ 124.02	\$ (41,932.58)		
Auto Repair & Maintenance	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00		
Miscellaneous	\$ 48,070.00	\$ 14,806.17	\$ 495.73	\$ 33,263.83		
Allocated Admin						
Pass Thru Grants	\$ 9,145,272.00	\$ 3,230,460.48	\$ 387,215.17	\$ 5,914,811.52		
<b>Totals</b>	<b>\$ 19,302,098.35</b>	<b>\$ 7,313,598.06</b>	<b>\$ 858,049.35</b>	<b>\$ 11,988,500.29</b>		
					<b>Cash Balances</b>	
					Simmons Bank - Operating Account	\$ 549,101.56
					LGIP - Reserve Account	\$ 3,079,645.76
					Less TCAD Advance (Dedicated)	\$ 469,750.00
					Available Cash in Accounts	\$ 3,158,997.32
					<b>Invoicing Balances</b>	
					Revenue Received from Invoices	\$ 4,816,605.46
					Payments Due from Invoices	\$ 1,515,751.00
					Amount to Invoice	\$ 981,241.60
					Total Revenue from Invoices	\$ 7,313,598.06



**Greater Nashville Regional Council**  
**MONTHLY FINANCIAL REPORT**  
For the period of July 1, 2020 thru January 31, 2021

Grantor Program	GNRC Program Expenses				GNRC Administrative Expenses			
	Budgeted	Expended		Balance	Budget	Expended		Balance
		July to Date	January 2021			July to Date	January 2021	
Personnel	\$ 5,798,241.40	\$ 2,548,206.95	\$ 268,014.73	\$ 3,218,289.81	\$ 1,140,027.88	\$ 570,610.21	\$ 55,143.77	\$ 569,417.67
GNRC Salaries	\$ 4,026,556.53	\$ 1,685,479.52	\$ 177,695.69	\$ 2,341,077.01	\$ 791,686.03	\$ 372,779.00	\$ 36,025.36	\$ 418,907.03
Contracted Personnel	\$ -	\$ -	\$ -	\$ -				\$ -
Fringe	\$ 1,771,684.87	\$ 894,472.07	\$ 94,301.84	\$ 877,212.80	\$ 348,341.85	\$ 197,831.21	\$ 19,118.41	\$ 150,510.64
Office Space Leases and Assessments	\$ -	\$ -	\$ -	\$ -	\$ 456,507.56	\$ 258,400.05	\$ 74,886.52	\$ 198,107.51
Office Cleaning Service	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 1,763.40	\$ 156.00	\$ 4,236.60
Computer Lease and IT Support	\$ -	\$ -	\$ -	\$ -	\$ 256,800.00	\$ 36,474.05	\$ 2,623.99	\$ 220,325.95
HR & Payroll Services	\$ -	\$ -	\$ -	\$ -	\$ 46,865.00	\$ 5,503.31	\$ 659.98	\$ 41,361.69
Interest Expense for Line of Credit	\$ -	\$ -	\$ -	\$ -				\$ -
GNRC Auditing Services	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00			\$ 45,000.00
GNRC Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00			\$ 5,000.00
GNRC Insurance	\$ -	\$ -	\$ -	\$ -	\$ 72,000.00			\$ 72,000.00
Employee Parking & Transit Passes	\$ -	\$ -	\$ -	\$ -	\$ 43,200.00	\$ 9,674.50	\$ 1,500.00	\$ 33,525.50
Area Travel and Parking	\$ 120,635.00	\$ 10,404.00	\$ 467.65	\$ 110,231.00	\$ 10,000.00	\$ 144.58	\$ 15.00	\$ 9,855.42
Workshops and Conference	\$ 114,715.00	\$ 4,645.00	\$ 637.00	\$ 110,070.00	\$ 30,000.00	\$ 2,839.39	\$ 1,675.00	\$ 27,160.61
Printing & Publications	\$ 29,082.50	\$ 12,136.46	\$ 1,710.00	\$ 16,946.04	\$ 35,000.00	\$ 21,857.73	\$ 3,548.35	\$ 13,142.27
Consumable Supplies	\$ 39,801.00	\$ 11,751.38	\$ 3,080.00	\$ 28,049.62	\$ 35,000.00	\$ 5,332.11	\$ 869.88	\$ 29,667.89
Postage	\$ 2,170.00	\$ 2,966.26	\$ 420.85	\$ (796.26)	\$ 5,000.00	\$ 6,728.31	\$ 148.00	\$ (1,728.31)
Membership Fees & Professional Certifications	\$ 28,750.00	\$ 9,775.00	\$ 375.00	\$ 18,975.00	\$ 10,000.00	\$ 6,980.00		\$ 3,020.00
Periodical and Data Subscriptions	\$ 125,178.00	\$ 1,899.92	\$ 1,220.12	\$ 123,278.08	\$ 10,000.00	\$ 3,565.96	\$ 550.00	\$ 6,434.04
Public Noticing/ Marketing	\$ 36,000.00	\$ -	\$ -	\$ 36,000.00	\$ 10,000.00			\$ 10,000.00
Software and Devices	\$ 81,181.00	\$ 9,182.41	\$ 1,700.00	\$ 71,998.59	\$ 80,000.00	\$ 115,683.34	\$ 13,955.92	\$ (35,683.34)
Communications	\$ 20,040.00	\$ 10,680.32	\$ 1,740.95	\$ 9,359.68	\$ 37,112.00	\$ 38,458.67	\$ 7,323.92	\$ (1,346.67)
Consultant Services	\$ 1,176,450.00	\$ 177,682.78	\$ 100.00	\$ 998,767.22	\$ 40,000.00			\$ 40,000.00
Program Audit Fee	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00		\$ 30,000.00	\$ 15,000.00	\$ (30,000.00)
Program Legal Fees	\$ 48,000.00	\$ 23,890.10	\$ 2,085.00	\$ 24,109.90				\$ -
Program Insurance	\$ 12,500.00	\$ 12,831.56	\$ -	\$ (331.56)		\$ 41,601.02	\$ 124.02	\$ (41,601.02)
Auto Repair & Maintenance	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00				\$ -
Miscellaneous	\$ 23,070.00	\$ 8,258.50	\$ 315.74	\$ 14,811.50	\$ 20,000.00	\$ 5,493.61	\$ 207.90	\$ 14,506.39
Allocated Admin	\$ 2,393,514.05	\$ 1,127,802.54	\$ 118,901.27	\$ 1,265,711.51				\$ -
Pass Thru Grants	\$ 9,145,272.00	\$ 3,230,460.48	\$ 387,215.17	\$ 5,914,811.52				
<b>Totals</b>	\$ 19,207,599.95	\$ 7,234,318.30	\$ 791,966.28	\$ 11,973,281.65	\$ 2,393,512.44	\$ 1,161,110.24	\$ 178,388.25	\$ 1,232,402.20

**Greater Nashville Regional Council**  
**MONTHLY FINANCIAL REPORT**  
**For the period of July 1, 2020 thru January 31, 2021**

Grantor Program	GNRC Cash Account			
	Budget	Expended		Balance
		July to Date	January 2021	
Personnel	\$ -	\$ -	\$ -	\$ -
GNRC Salaries		\$ -	\$ -	\$ -
Contracted Personnel		\$ -	\$ -	\$ -
Fringe	\$ -	\$ -	\$ -	\$ -
Office Space Leases and Assessments		\$ -	\$ -	\$ -
Office Cleaning Service		\$ -	\$ -	\$ -
Computer Lease and IT Support		\$ -	\$ -	\$ -
HR & Payroll Services		\$ -	\$ -	\$ -
Interest Expense for Line of Credit	\$ 1,000.00	\$ 300.00	\$ -	\$ 700.00
GNRC Auditing Services		\$ -	\$ -	\$ -
GNRC Legal Fees		\$ -	\$ -	\$ -
GNRC Insurance		\$ -	\$ -	\$ -
Employee Parking & Transit Passes	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
Area Travel and Parking		\$ -	\$ -	\$ -
Workshops and Conference	\$ 10,000.00	\$ 100.00	\$ -	\$ 9,900.00
Printing & Publications		\$ 374.00	\$ 374.00	\$ (374.00)
Consumable Supplies		\$ -	\$ -	\$ -
Postage		\$ -	\$ -	\$ -
Membership Fees & Professional Certifications		\$ 394.00	\$ -	\$ (394.00)
Periodical and Data Subscriptions		\$ -	\$ -	\$ -
Public Noticing/ Marketing		\$ -	\$ -	\$ -
Software and Devices		\$ -	\$ -	\$ -
Communications		\$ -	\$ -	\$ -
Consultant Services	\$ 77,000.00	\$ 43,750.00	\$ 6,250.00	\$ 33,250.00
Program Audit Fee		\$ -	\$ -	\$ -
Program Legal Fees		\$ -	\$ -	\$ -
Program Insurance		\$ -	\$ -	\$ -
Auto Repair & Maintenance		\$ -	\$ -	\$ -
Miscellaneous	\$ 5,000.00	\$ 1,054.06	\$ (27.91)	\$ 3,945.94
Allocated Admin	\$ -	\$ -	\$ -	\$ -
Pass Thru Grants		\$ -	\$ -	
<b>Totals</b>	\$ 94,500.00	\$ 45,972.06	\$ 6,596.09	\$ 48,527.94