

**PLANNING and ADMINISTRATION COMMITTEE
MINUTES
JANUARY 8, 2013**

The Planning and Administration Committee met on Tuesday, January 8, 2013 in the Committee Room, located on the second floor of the Administration Building beginning at 2:05 p.m. Mr. Kinard, Committee Member, presided.

Members Attending:

*Debra B. Summers, Chairman	Vacant, V Chairman
James E. Kinard, Jr.	K. Brad Matthews
M. Todd Cullum	

*Ms. Summer arrived after the meeting was already in session.

Also attending: Joe Mergo, III, County Administrator; John Fechtel, Deputy County Administrator; Randy Poston, Interim Finance Director; Jeff Anderson, County Attorney; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

New Position Request - Grant Project Manager (Goal 1) - Community Development - Ron Scott, Community Development Director - Mr. Scott presented a request for a new Grant Project Manager position at a Grade 18. If approved, the Grant Manager would coordinate Title VI requirements for the County and project management for the Department of Housing and Urban Development (HUD)-funded public facility and infrastructure projects. The cost of a Grade 18 for the remainder of this fiscal year is estimated at \$31,000 and \$79,000 for a full year which would be funded 50 percent from the General Fund and 50 percent from Community Development Block Grant (CDBG) funds.

A motion was made by Mr. Cullum, seconded by Ms. Summers to recommend to full Council to approve staff's request for a new Grant Project Manager position.

In Favor:	Ms. Summers	Mr. Cullum
	Mr. Kinard	Mr. Matthews

Meeting of September 25, 2012 - Approval of Minutes - A motion was made by Mr. Cullum, seconded by Ms. Summers to approve the September 25, 2012 minutes as submitted.

In Favor:	Ms. Summers	Mr. Cullum
	Mr. Kinard	Mr. Matthews

Old Business/New Business - None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee
Assistant to the Clerk

James E. Kinard, Jr.
Committee Member

Diana W. Burnett
Clerk