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## **MEETING NOTICE**

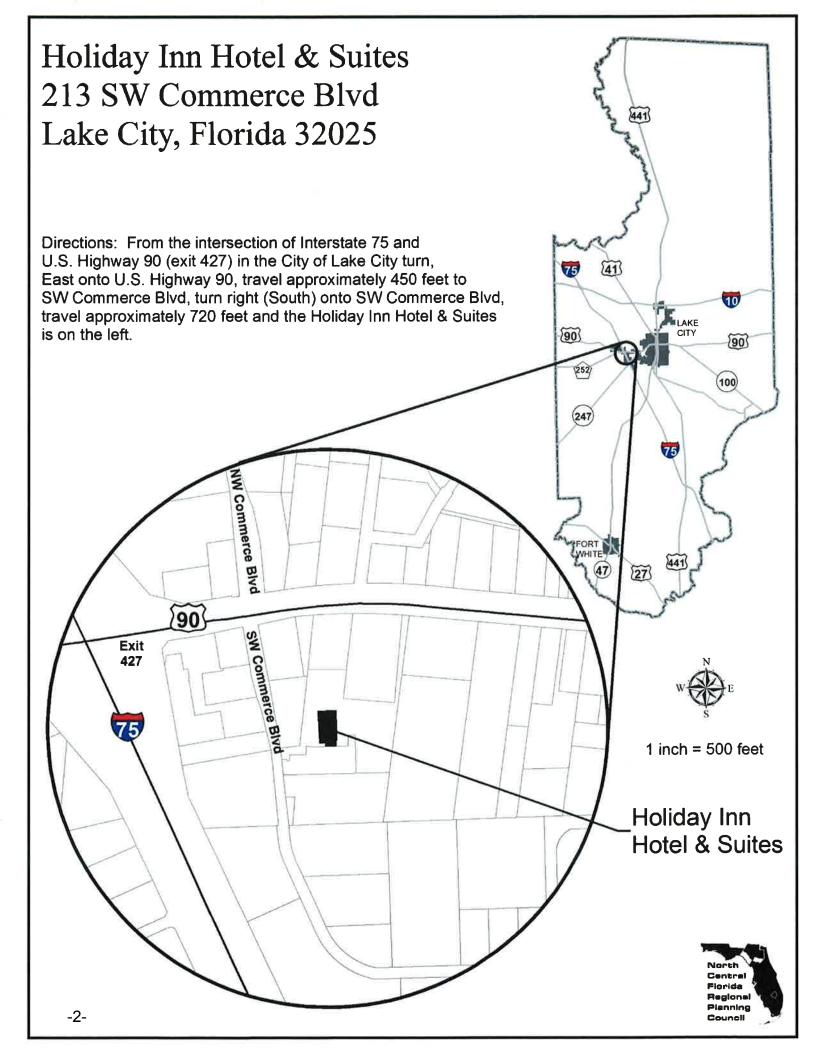
## NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

There will be a meeting of the North Central Florida Regional Planning Council on June 20, 2013. The meeting will be held at the Lake City Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida. Dinner will start at 7:00 p.m. and the meeting at 7:30 p.m.

**Please call the Council at (352) 955-2200, or (800) 226-0690**, or email <u>laine@ncfrpc.org</u> by June 17th to let us know if you will be attending the meeting. (You can call after hours and leave a message on voice mail too.) **THANK YOU.** 

(Location Map on Back)

Please be advised that the Council meeting packet is posted on the Council website at <u>http://ncfrpc.org</u> (click on Upcoming Meetings and Meeting Packets, then click on North Central Florida Regional Planning Council Full Packet.)





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## **AGENDA**

## NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

	213	Southv	n Hotel & Suites west Commerce Boulevard Florida	June 20, 2013 7:30 p.m.
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\* See Attachments

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Holiday Inn Hotel & Suites Lake City, Florida

### MEMBERS PRESENT

Stephen Bailey, Columbia County LaBarfield Bryant, City of Jasper Beth Burnam, Hamilton County Jim Catron, City of Madison Karen Cossey, Union County Rusty DePratter, Columbia County Sandra Haas, Suwannee County Thomas Hawkins, City of Gainesville Robert Hutchinson, Alachua County Garth Nobles, Jr., City of Live Oak Patricia Patterson, Taylor County Lauren Poe, City of Gainesville Eleanor Randall, City of Hawthorne Daniel Riddick, Bradford County **Carolyn Spooner, City of Starke** Wesley Wainwright, Suwannee County Kenrick Thomas, Gilchrist County Lorene Thomas, Dixie County Randy Wells, City of Gainesville

#### STAFF PRESENT

Scott Koons Carol Laine Jean Strong

COUNCIL ATTORNEY PRESENT

Jonathan Wershow

May 23, 2013 7:30 p.m.

#### MEMBERS ABSENT

Susan Baird, Alachua County Bob Barnas, City of High Springs Todd Chase, City of Gainesville Charles Chestnut IV, Alachua County Don Cook, City of Perry Louie Davis, City of Waldo Rick Davis, Madison County Donnie Hamlin, Lafayette County Yvonne Hinson-Rawls, City of Gainesville Jason Holifield, Dixie County Jordan Marlowe, City of Newberry James Montgomery, Columbia County Lee Pinkoson, Alachua County Frank Ogborn, City of Archer Robert Wilford, City of Alachua Charles Williams, Hamilton County Mike Williams, Madison County Stephen Witt, City of Lake City

## **OTHERS PRESENT**

Timothy Bennett, City of Madison Brian Delburn, Florida Dept. of Transportation Jordan Green, Florida Dept. of Transportation Shirley Green-Brown, City of Alachua Carlos Herd, Suwannee River Water Management District

**Board Members names are bolded** *Gubernatorial Members names are italicized* 

## I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Thomas called the meeting to order at 7:34 p.m. with an invocation given by Commissioner Spooner and a pledge of allegiance to the flag. She asked for a moment of silence in

remembrance of the Moore, Oklahoma tornado victims. Chair Thomas stated that there was a quorum of the Council.

Chair Thomas welcomed and introduced Timothy Bennett, City Manager for the City of Madison and Shirley Green-Brown, Vice-Mayor from the City of Alachua.

II. APPROVAL OF MINUTES - April 25, 2013

Chair Thomas asked that the minutes of the April 25, 2013 meeting be approved as written.

## ACTION: Commissioner Patterson made the motion, with a second by Councilman Bryant to approve the minutes of the April 25, 2013 meeting as written. The motion carried unanimously.

## III. CONSENT AGENDA

- A. Monthly Financial Report April 2013
- B. Meeting Schedule Program Year 2013-14
- C. Agreement with Florida Division of Emergency Management for Local Emergency Planning Committee, Fiscal Year 2013-14
- D. Agreement with Florida Division of Emergency Management for Hazardous Materials Emergency Preparedness - Fiscal Year 2013-14
- E. Agreement with the City of High Springs for Comprehensive Planning Assistance Services Fiscal Year 2012-13
- F. Purchase Order with Northeast Florida Regional Council to Update with Statewide Hurricane Evacuation Study
- G. Purchase Order with Northeast Florida Regional Council to Assist with Interoperability Workshop
- H. Resolution Recommending Designation of a Combined Designated Service Area and Supporting Establishment of a Multi-County Transportation Disadvantaged Coordinating Board for Columbia, Hamilton, and Suwannee Counties

Chair Thomas asked if there were any questions regarding the items on the Consent Agenda and requested that these items be approved.

## ACTION: Commissioner Wainwright made the motion, with a second by Mayor Pro Tempore Wells, to approve the items on the Consent Agenda. The motion carried unanimously.

Scott Koons, Executive Director, stated that Thomas Collett, Gubernatorial Appointee from Alachua County, was not confirmed by the Senate during both the 2012 legislative session and the 2013 legislative session and therefore was no longer eligible to serve as a member of the Council. Chair Thomas asked that a Resolution of Appreciation for past services to the Council be approved for Mr. Collett.

## ACTION: Mayor Pro Tempore Wells made the motion, with a second by Commissioner Cossey to approve the Resolution of Appreciation for Thomas Collett. The motion carried unanimously.

# V. NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL PRESENTATION YEAR 2012 REVIEW

Mr. Koons gave a PowerPoint presentation which reviewed Council activities during the past year in the Regional Planning, Public Safety and Regulatory Compliance, Economic Development, Local Government Assistance and Transportation Programs of the Council. He also reviewed the services that the Council provides which benefit its local governments, including community planning assistance, grant application and administration services, transportation planning assistance, hazardous waste monitoring, emergency response planning assistance, and economic development activities. Chair Thomas thanked Mr. Koons for his presentation.

## VI. COMMITTEE REPORTS

A. Executive Committee - Authorization to Begin Auditor Selection Process

Mr. Koons stated that the Council goes through an auditor selection process every three years with the intent of selecting a firm to perform audits on the Council's financial activity for each of the succeeding three years. A new contract for the auditor services is executed each year, but it is expected that the same firm will be used unless some specific reason is found that causes the Council to terminate its services. He reported that the current firm, Powell and Jones Certified Public Accountants, has just completed its third year as auditor and it is time to begin the process to select a firm for the next three years.

Mr. Koons reported that the Executive Committee recommended that the Executive Committee, along with a representative from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, be designated to serve as the Audit Committee, authorize the Audit Committee to establish selection criteria, begin the auditor selection process, negotiate a contract for audit services and bring a recommendation for auditing services to the Council for approval. He further reported that the Executive Committee also recommended that the auditor selected complete an audit of the pension program each year and that the cost of the pension plan is to be included in the primary contract the Council will have with the auditor.

ACTION: Commissioner Poe made the motion, with a second by Mayor Pro Tempore Wells to designate the Executive Committee, along with a representative from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, to serve as the Audit Committee, and authorize the Audit Committee to establish selection criteria, begin the auditor

# selection process, negotiate a contract for audit services and bring a recommendation for auditing services to the Council for approval. The motion carried unanimously.

B. Clearinghouse Committee

Clearinghouse Committee Chair Sandra Haas gave the Clearinghouse Committee report. She stated that the Clearinghouse Committee met earlier in the evening and reviewed one local government comprehensive plan amendment.

#57 - City of Alachua Comprehensive Plan Draft Amendment

Ms. Haas stated that the Clearinghouse Committee found that the local government comprehensive plan, as amended, does not create significant adverse impacts to Natural Resources of Regional Significance, regional facilities or adjacent local governments. Ms. Haas stated that the Clearinghouse Committee recommended forwarding these findings to the City and the Florida Department of Economic Opportunity as regional comment.

## ACTION: Ms. Haas made the motion, with a second by Commissioner Hawkins, to approve the Clearinghouse Committee recommendation concerning Item #57, City of Alachua Comprehensive Plan Draft Amendment. The motion carried unanimously.

C. Program Committee - Fiscal Year 2013-14 Overall Program Design

Mayor Garth Nobles, Jr., Program Committee Chair, stated that the Program Committee met on March 28, 2013, to develop an Overall Program Design for the Council's consideration for Program Year 2013-14. He stated that except for editorial revisions, the document is the same as the current year edition.

Mayor Nobles reported that the Program Committee recommended approval of the Overall Program Design for Program Year 2013-14.

## ACTION: Mayor Nobles made the motion, with a second by Commissioner Patterson, to approve the Overall Program Design for Program Year 2013-14 as recommended by the Program Committee. The motion carried unanimously.

## D. Fiscal Year 2013-14 Budget

Commissioner Kenrick Thomas, Finance Committee Chair, stated that the Finance Committee met on May 9, 2013, to review the proposed budget for Fiscal Year 2013-14. He stated that the anticipated expenditures for next year will be \$1,969,300 which is \$2,000 more than the current year budget. It was reported that members pay dues, which are proposed to remain at \$.30 per capita for the 32nd year as recommended by the Finance Committee, producing \$118,900, or approximately the same amount as last year.

Commissioner Thomas reviewed the most significant policy decisions to be made with respect to the budget which were personnel items. He stated that in the line item descriptions in the budget, there is a provision for a total of 16 full-time staff positions,

North Central Florida Regional Planning Council Meeting Minutes May 23, 2013

> plus funds for part-time positions, which were the same number of positions budgeted for the current year. The budget includes a recurring across the board cost of living pay plan increase of two percent for all employees, including the Executive Director, as recommended by the Finance Committee.

Commissioner Thomas stated that this budget provides for significant services to be rendered to member cities and counties. This is to be done by effectively using all available resources, and at the same time, ensuring that the Council remains in a sound financial condition.

## ACTION: Commissioner Thomas made the motion, with a second by Commissioner Poe, to approve the Fiscal Year 2013-14 budget as recommended by the Finance Committee. The motion carried unanimously.

E. Nominating Committee - Program Year 2013-14 Election of Officers and Board of Directors

Due to the absence of Nominating Committee Chair Mayor Louie Davis, Vice-Chair Mayor Garth Nobles, Jr. gave the Nominating Committee report. He stated that the Nominating Committee met on May 2, 2013 to make, for the Council's consideration, recommendations regarding all officer positions, including the additional Executive Committee member, and other members of the Board of Directors to a one-year term for Program Year 2013-14.

The Nominating Committee recommendations for the officer positions are, as follows.

Chair - Garth Nobles, Jr. Vice-Chair - Carolyn Spooner Secretary-Treasurer - Daniel Riddick Member - Rick Davis Immediate Past Chair - Lorene Thomas

The Nominating Committee recommendations for the Board of Directors are, as follows.

City Representatives LaBarfield Bryant, City of Jasper Louie Davis, City of Waldo Thomas Hawkins, City of Gainesville

County Representatives Beth Burnam, Hamilton County Donnie Hamlin, Lafayette County Kenrick Thomas, Gilchrist County

Gubernatorial Representatives Thomas Collett, Alachua County Sandra Haas, Suwannee County James Montgomery, Columbia County Charles Williams, Hamilton County

## ACTION: Mayor Nobles made the motion, with a second by Commissioner Bailey, to elect the slate of nominees to the Executive Committee and Board of Directors to a one-year term for Program Year 2013-14 as recommended by the Nominating Committee.

Mr. Koons then reported that a nomination needs to be made from the floor to replace former gubernatorial appointee from Alachua County Thomas Collett as a Board of Director nominee. Chair Thomas stated that nominations may be made from the floor to fill any of the Executive Committee and Board of Directors positions. However, she stated that the nominations must meet the requirements of the Council rules with respect to the minimum number of counties to be represented and the division of representatives by city, county and gubernatorial appointments.

ACTION: Commissioner Spooner made the motion, with a second by Mayor Pro Tempore Wells, to amend the motion to elect the slate of nominees to the Executive Committee and the Board of Directors by nominating Mike Williams, gubernatorial appointee from Madison County, to replace Thomas Collett, the former gubernatorial appointee from Alachua County, and by nominating the Honorable Charles Chestnut, County Commissioner from Alachua County to replace the Honorable Beth Burnam, County Commissioner from Hamilton County, as members of the Board of Directors. The motion carried unanimously.

## **ACTION ON MOTION AS AMENDED:**

The motion as amended to elect the slate of nominees to the Executive Committee and Board of Directors to a one-year term for Program Year 2013-14 carried unanimously.

## VII. EX-OFFICIO MEMBER REPORTS

Jordan Green, Rural Area Transportation Development Engineer, Florida Department of Transportation District 2, reported that the Department's budget was approved by the Legislature in the amount of \$9.5 billion. He then reviewed funding allocations for a number of the Department's programs.

Carlos Herd, Water Supply Division Director, Suwannee River Water Management District reported that the results of the minimum flows and levels for the Lower Santa Fe River and the Ichetucknee River have been completed. He stated that the Lower Santa Fe River is in recovery strategy category and the Ichetucknee River is in prevention strategy category.

## VIII. EXECUTIVE DIRECTOR'S REPORT

## A. Florida Regional Councils Association Monthly Report

Mr. Koons reported that the Florida Regional Councils Association is the statewide organization of the 11 regional planning councils. The Association strengthens Florida's regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning

councils programs to ensure they add value to state, regional and local initiatives. He stated that the accomplishments of the Association's Director of Intergovernmental Affairs, Sheri Coven, are reported each month to the Council. He also highlighted several of the accomplishments listed in the report that was included in the Council meeting packet.

B. Florida Chamber Foundation Scorecard<sup>TM</sup>

Mr. Koons stated that the Florida Chamber Foundation has developed the Florida Scorecard<sup>TM</sup> to provide Florida leaders the metrics needed to secure Florida's future. The Florida Chamber Foundation's objective to develop a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan. He further stated that the Scorecard reports metrics for each of the Six Pillars benchmarked to the other 49 states. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of Life and Quality Places. He reviewed the May 2013 Scorecard<sup>TM</sup> that was included in the Council meeting packet.

C. Legislative Report

Mr. Koons reported that the Legislature appropriated \$2.5 million for all 11 regional planning councils for Fiscal Year 1013-14. However, Governor Scott vetoed the appropriation for regional planning councils. The Council's share of this appropriation would have been approximately \$179,000.

Mr. Koons then reviewed the following bills passed by the 2013 Legislature.

**House Bill 319** revises provisions of Community Planning Act and provisions relating to transportation development authorities and community development districts; defines "mobility plan;" provides that certain development projects may not be delayed or denied if applicant has provided payment for transportation impacts, local government must calculate proportionate share contributions based only on certain capital improvements, projects to relieve transportation deficiencies may include projects outside designated deficiency area and mass transit improvements may extend beyond designated deficiency area; revises requirements for replacement by election of community development district board members for certain transit-oriented developments.

**Senate Bill 582** relates to Manufacturing Development. Establishes the Manufacturing Competitiveness Act; authorizes local governments to establish a local manufacturing development program that provides for master development approval for certain sites; requires the Florida Department of Economic Opportunity to develop a model ordinance containing specified information and provisions; requires the Department, in cooperation with participating agencies, to establish a manufacturing development coordinated approval process for certain manufacturers.

**House Bill 537** relates to Growth Management. Revises and provides for applicability of provisions that prohibit initiative or referendum process for development orders and local comprehensive plan amendments and map amendments; provides that such initiative or referendum process commenced or completed on or after specified date is void; provides exception for initiative or referendum process specifically authorized by local government

charter provision in effect as of such date for certain local comprehensive plan

**House Bill 7/Senate Bill 244** relates to water management districts and requires districts to include certain reservations and water bodies in priority lists and schedules.

D. North Florida Regional Water Supply Partnership

amendments and map amendments.

Mr. Koons reported that in September 2011, the St. Johns River Water Management District, the Suwannee River Water Management District and the Florida Department of Environmental Protection entered into an agreement that formalizes the coordination of water resource management in north Florida and establishes the North Florida Regional Water Supply Partnership. He stated that ensuring sustainable water supplies and protecting north Florida's waterways and natural systems is a collaborative effort among the water management districts, Florida Department of Environmental Protection, local elected officials and area stakeholders.

Mr. Koons reported that the Partnership met on April 22, 2013 in Lake City and accepted a modified committee work plan and schedule for the development of the regional water supply plan, heard presentations on water use and demand data and discussed water supply issues.

E. Financial Disclosure Report Filing

Mr. Koons reminded all gubernatorial appointees to the Council to file their financial disclosure forms with the supervisor of elections in their respective counties by July 1, 2013.

Mr. Koons stated that the Florida Department of Environmental Protection will be holding a Northeast Florida Brownfields Workshop on July 12, 2013 at the University of North Florida in Jacksonville.

Mr. Koons also stated that the name plates used for each Council member at the Council meeting tonight will be used for all future Council meetings.

Mayor Garth Nobles, Jr. presented outgoing Chair Thomas with a framed photograph of the Big Bend Gulf Coast and thanked her for her leadership during the past year. Chair Thomas thanked the Council for allowing her to serve as Chair for the past year.

Chair Thomas informed the Council that the next Council meeting will be held on June 20, 2013 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 9:02 p.m.

Garth R. Nobles, Jr., Chair

6/20/13 Date

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#### RESOLUTION NO. 2013-07

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING THE DESIGNATION OF COLUMBIA, HAMILTON AND SUWANNEE COUNTIES BY THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED AS A COMBINED DESIGNATED SERVICE AREA UNDER FLORIDA'S TRANSPORTATION DISADVANTAGED PROGRAM AND SUPPORTING THE ESTABLISHMENT OF A MULTI-COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD FOR COLUMBIA, HAMILTON AND SUWANNEE COUNTIES

WHEREAS, the North Central Florida Regional Planning Council is the designated Official Planning Agency for Columbia, Hamilton and Suwannee Counties as defined by Rule 41-2.009 of the Florida Administrative Code;

WHEREAS, Rule 41-2.002(4) of the Florida Administrative Code defines a designated service area as a geographical area recommended by a designated official planning agency, subject to approval by the Florida Commission for the Transportation Disadvantaged;

WHEREAS, the designated service area defines the community where coordinated transportation services will be provided to the transportation disadvantaged;

WHEREAS, the North Central Florida Regional Planning Council recommends the designation of Columbia, Hamilton and Suwannee Counties by the Florida Commission for the Transportation Disadvantaged as a combined designated service area under Florida's Transportation Disadvantaged Program; and

WHEREAS, the North Central Florida Regional Planning Council supports the establishment of a multi-county Transportation Disadvantaged Coordinating Board for Columbia, Hamilton and Suwannee Counties.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THAT:

- 1. In accordance with Chapter 427, Florida Statues and Rule 41-2 of the Florida Administrative Code, the North Central Florida Regional Planning Council recommends the designation of Columbia, Hamilton and Suwannee Counties as a combined designated service area by the Florida Commission for the Transportation Disadvantaged under Florida's Transportation Disadvantaged Program; and
- In accordance with Chapter 427, Florida Statues and Rule 41-2 of the Florida Administrative Code, the North Central Florida Regional Planning Council supports the establishment of a multi-county Transportation Disadvantaged Coordinating Board for Columbia, Hamilton and Suwannee Counties.

APPROVED AND DULY ADOPTED by the North Central Florida Regional Planning Council, this 23rd day of May 2013.

ATTEST:

Scott R. Koons, Executive Director

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## III.A.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Monthly Financial Report - May 2013

Please find attached a copy of the Monthly Financial Report for the Council's activities for May 2013. The following paragraphs discuss revenues and expenditures to the budget for the month and year to date. Status of the adjusted general fund balance of the Council at the end of the month is also provided on the attached Monthly Financial Report.

## Revenue

The total revenue for the Council for year to date is within budgeted figures. Revenue at the end of eight months was 53 percent of budget

## Expenditures

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of eight months are 62 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

## **Fund Balance**

The adjusted general fund balance of the Council was \$1,526,916 at the end of the last fiscal year. At May 31, 2013, it was \$1,572,444.

#### Conclusion

In conclusion, staff is pleased with the financial condition of the Council. The adjusted general fund balance should remain at an acceptable level at the end of the fiscal year.

Overall, as is regularly reported, the financial condition of the Council is sound. Staff is not aware of anything in the current fiscal year that will change this situation. If you have any questions concerning this matter, please do not hesitate to contact me.

#### Attachment

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## Summary Financial Statement (Unaudited)

May 31, 2013

	Adopted Budget FY 2012 - 13	May 2013	Year to Date	Percent of Budget
Revenue	1,967,300	118,248	1,037,846	53%
Expenses	1,967,300	193,605	1,213,335	62%

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## Financial Statement (Unaudited)

May 31, 2013

	Adopted Budget FY 2012 - 13	May 2013	Year to Date	Percent of Budget
Revenue				
Program Development	33,900	1,258	30,246	89%
Regional Planning				
State Planning & Review	30,000	0	30,000	100%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	0	26,300	
Hazardous Waste Monitoring	39,500	0	0	0%
Local Emergency Planning Committee	93,300	0	40,468	
Hazards Analyses	10,100	0	0	0%
Energy Resiliency & Assurance Studies	30,000	0	30,315	101%
Transportation				
Gainesville Urbanized Area Transportation Planning	614,400	0	222,717	
Gainesville Urbanized Area Mass Transit	170,000	0	86,851	
Transportation Disadvantaged - Alachua County	22,200	0	5,166	
Transportation Disadvantaged - Region	157,900	0	83,384	53%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	0	76,500	
Original Florida Tourism Task Force Staffing	35,000	0	14,111	
Original Florida Tourism Task Force	42,000	6	39,006	
Vision North Central Florida			2,500	
Local Government Assistance				
General Technical Services	20,000	0	20,000	
City & County Planning Services	313,000	61,312	183,938	
Community Development Block Grant Administration	176,000	55,672	146,344	
Total Revenue	1,967,300	118,248	1,037,846	53%

## Financial Statement (Unaudited)

May 31, 2013

	Adopted Budget FY 2012 - 13	May 2013	Year to Date	Percent of Budget
Expenses				
Audit	15,000	0	14,295	95%
Building Debt Service	44,600	3,714	29,712	67%
Building Occupancy & Grounds	40,000	1,861	20,258	51%
Contractual Services	77,000	520	23,208	30%
Dues, Publications & Subscriptions	40,000	5,301	39,014	98%
Furniture & Equipment	30,000	0	14,648	49%
Insurance and Bonding	17,000	0	13,014	77%
Legal Costs	12,000	428	5,925	49%
Machine Rental/Maintenance	6,000	0	3,594	60%
Meeting Expenses	19,000	2,723	11,468	60%
Moving Expense	2,000	0	0	0%
Office Supplies	41,000	9,598	20,435	50%
Personnel Costs	1,397,200	163,571	907,474	65%
Postage	13,000	413	4,657	36%
Printing	3,000	0	1,450	48%
Recruiting	2,000	0	0	0%
Reproduction	12,000	0	5,352	45%
Telephone	6,000	549	4,378	73%
Travel	86,000	4,927	59,580	69%
Original Florida Tourism Task Force	42,000	0	34,873	83%
Contingency	62,500	0	0	0%
Total Expenses	1,967,300	193,605	1,213,335	62%

## Financial Statement (Unaudited)

May 31, 2013

Nonspendable General Fund Balance, 10/01/12	45,566
Assigned General Fund Balance, 10/01/12	
Unemployment Claim Fund	30,000
Legal Defense Fund	100,000
Capital Reserve Fund	470,000
Unassigned General Fund Balance, 10/01/12	926,916
Total General Fund Balance, 10/01/12	1,572,482
Less Nonspendable General Fund Balance, 10/01/12	(45,566)
Adjusted General Fund Balance, 10/01/12	1,526,916
Member Dues, Year to Date	118,962
Misc. Income, Year to Date	
Sales	500
Interest Income	1,075
Proceeds from Loan Portfolio Sale	1,908
Other	2,799
	(32,020)
Expended Regional Support	(32,020) (1,370)
Expended Local Technical Service	(23,830)
Expended Member Support to Economic Development	(23,830) (22,498)
Expended Program Development	(22,730)
Adjusted General Fund Balance, 05/31/13	1,572,444

## III.B.



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director SPV

SUBJECT: Purchase Order with Northeast Florida Regional Council to Assist with Developing a Vulnerable Population Template

## **RECOMMENDATION:**

Authorize the Council to provide services pursuant to a purchase order with the Northeast Florida Regional Council to assist with developing a template to help collect and quantify local vulnerable population data for a fixed fee amount of \$8,000.

## BACKGROUND:

In emergency preparedness and response, the Center for Disease Control defines vulnerable populations as groups whose needs are not fully addressed by traditional service providers or who feel they cannot comfortably or safely access and use the standard resources offered in emergency preparedness, relief and recovery. The Council has been asked to provide technical assistance to the Northeast Florida Regional Council by developing a template to collect and quantify local vulnerable population data.

The Council will be paid a fixed fee amount of \$8,000 by the Northeast Florida Regional Council to assist with this project.

If you have questions concerning this matter, please do not hesitate to contact me.

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## IV.A.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gaineeville, FL 32653-1603 • 352.955.2200

June 16, 2013

TO: Council Members

FROM: Garth R. Nobles, Jr., Chair

SUBJECT: 2013-14 Committee Appointments

**RECOMMENDATION:** 

## Ratify 2013-14 Committee appointments as recommended by the Chair.

## BACKGROUND:

In accordance with the Organization Policies of the Council, each year the Chair makes appointments to the various committees of the Council. These nominations provide for a broad geographic representation throughout the region and an equal division by city, county, and gubernatorial representatives serving on the committees. Emphasis was also placed on the attendance record of each appointee. Therefore, I am recommending appointments to committees as per the attached list.

Attachment

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## NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL COMMITTEE MEMBERS

## 2013-14 June 20, 2013

## **EXECUTIVE COMMITTEE**

Garth Nobles, Jr., Chair Carolyn Spooner, Vice-Chair Daniel Riddick, Secretary-Treasurer Rick Davis, Member Lorene Thomas, Immediate Past Chair

## **CLEARINGHOUSE COMMITTEE**

Sandra Haas, Chair Thomas Hawkins, Vice-Chair Beth Burnam Jim Catron Donnie Hamlin James Montgomery Wesley Wainwright Mike Williams Stephen Witt

#### FINANCE COMMITTEE

Daniel Riddick, Chair James Montgomery, Vice-Chair Lauren Poe

#### NOMINATING COMMITTEE

Lorene Thomas, Chair Louie Davis, Vice-Chair Garth Nobles, Jr.

#### **PROGRAM COMMITTEE**

Carolyn Spooner, Chair Rusty DePratter, Vice-Chair LaBarfield Bryant Jim Catron Karen Cossey James Montgomery Patricia Patterson Charles Williams Mike Williams

#### **REGIONAL PLANNING COMMITTEE**

Randy Wells, Chair Stephen Bailey, Vice-Chair Beth Burnam Donnie Hamlin James Montgomery Eleanor Randall Charles Williams Mike Williams Stephen Witt

## <u>REPRESENTATIVES TO</u> <u>FLORIDA REGIONAL COUNCILS</u> <u>ASSOCIATION</u> Garth Nobles, Jr. Daniel Riddick

Lorene Thomas

## COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE

Susan Ramsey, Chair, Hamilton County Industrial Development Authority Tim Giuliani, Vice-Chair, Gainesville Council for Economic Outreach Harvey Campbell, Columbia County Tourist Development Council Dennis Cason, Suwannee County Chamber of Commerce and Economic Alliance Allen Cherry, Madison County Development Council Chris Coleman, East Gainesville Development Corporation Dennille Decker, Lake City/Columbia County Chamber of Commerce Scott Frederick, Taylor County Development Authority Charles Hall, Florida Gateway College Jeff Hendry, North Florida Economic Development Partnership Dug Jones, Santa Fe College Jesse Quillen, Columbia County Economic Development Sheryl Rehberg, Workforce (Workforce Development Board) Kim Tesch-Vaught, Florida Works (Workforce Development Board) Mike Williams, North Central Florida Regional Planning Council

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## IV.B.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gaineaville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Garth R. Nobles, Jr., Chair

SUBJECT: Certificate of Service for Council Employee

As you know, the Council amended its Personnel Regulations to establish an Employee Length of Service Program.

The strength and stability of an organization is based upon the experience and institutional knowledge of its senior, long-serving employees. Michael DePalma has been an employee of the Council for five years. As a token of appreciation for five years of service to the Council and in recognition of his dedicated service to the Council, a certificate of service is being presented to Mr. DePalma.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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# **Certificate of Service**

has been awarded to

# Michael DePalma

as an expression of appreciation for 5 years of dedicated service as an employee of the North Central Florida Regional Planning Council from May 13, 2008 to May 13, 2013.



Witness the Seal of the North Central Florida Regional Planning Council and the signatures of its duly authorized officers thereunto affixed.

Given this Twentieth day of June in the year Two Thousand Thirteen.

Garth R. Nobles, Jr., Chair

Daniel Riddick, Secretary-Treasurer

SOV

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## VI.A.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gaineeville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Columbia, Hamilton and Suwannee County Transportation Disadvantaged Coordinating Board Appointments

## **RECOMMENDATION:**

## Appoint voting and alternate members to the Columbia, Hamilton, Suwannee County Transportation Disadvantaged Coordinating Board.

## BACKGROUND:

The Florida Commission for the Transportation Disadvantaged designated Columbia, Hamilton and Suwannee Counties as a combined designated service area under Florida's Transportation Disadvantaged Program effective July 1, 2013. The Florida Commission for the Transportation Disadvantaged also established a multi-county Transportation Disadvantaged Coordinating Board for Columbia, Hamilton and Suwannee Counties.

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the Columbia, Hamilton, Suwannee County Transportation Disadvantaged Coordinating Board. Applications were solicited for member and alternate positions on the Columbia, Hamilton, Suwannee County Transportation Disadvantaged Coordinating Board. Based upon these applications, please find attached the list of recommended member and alternate appointees for the Columbia, Hamilton, Suwannee Transportation Disadvantaged Coordinating Board.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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## COLUMBIA, HAMILTON AND SUWANNEE COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD JUNE 20, 2013

MEMBER/ORGANIZATION	ALTERNATE
Commissioner Bucky Nash	Not Applicable
Local Elected Official/Chair	
Commissioner Beth Burnam	Not Applicable
Local Elected Official	
Commissioner Jason Bashaw	Not Applicable
Local Elected Official	
Sandra Collins	Janell Damato
Florida Department of Transportation	Florida Department of Transportation
Kay Tice	Jaime Sanchez-Bianchi
Florida Department of Children and Families	Florida Department of Children and Families
Rayford Riels	Allison Gill
Florida Department of Education	Florida Department of Education
Bruce Evans	David Roundtree
Florida Department of Elder Affairs	Florida Department of Elder Affairs
Alana McKay	Andrew Singer
Florida Agency for Health Care Administration	Florida Agency for Health Care Administration
Sheryl Rehberg	Jeannie Carr
Regional Workforce Board	Regional Workforce Board
Matthew Pearson	Vacant
Florida Association for Community Action	Florida Association for Community Action
Keith Hatcher	Vacant
Public Education	Public Education
Clay Lambert	Ellis A. Gray, III
Veterans	Veterans
Danny Johnson (Term ending June 30, 2014)	Jeanne d'Eauede
Citizen Advocate	Citizen Advocate
LJ Johnson (Term ending June 30, 2015)	Vacant
Citizen Advocate - User	Citizen Advocate - User
Ralph Kitchens (Term ending June 30, 2016)	Vacant
Persons with Disabilities	Persons with Disabilities
Reverend Charles Burke (Term ending June 30, 2014)	Sandra Buck-Camp
Elderly	Elderly
Kathy Barrs	Vacant
Medical Community	Medical Community
Colleen Cody	Vacant
Children at Risk	Children at Risk
Vacant	Vacant
Private Transit	Private Transit

Note: Unless specified, members and alternates serve at the pleasure of the North Central Florida Regional Planning Council.

## VIII.A.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Regional Councils Association Monthly Report

The Florida Regional Councils Association is the statewide organization of the 11 regional planning councils. The Association strengthens Florida's regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning councils programs to ensure they add value to state, regional and local initiatives.

The Association strives to accomplish these goals by carrying-out the following objectives.

- Ensure regional planning councils are effective service organizations to the State of Florida, its local governments, and the citizens they serve;
- Ensure regional planning councils are consensus builders and problem solvers, and serve as conveners of the region by helping to articulate those multijurisdictional issues that need resolution;
- Encourage and promote opportunities for regional planning councils to become partners in state programs and initiatives, while promoting the unique themes of each region within the state and legislative environments;
- Monitor substantive state and federal legislative issues for the benefit of its members, and promote mutually supportive policy positions among the regional planning councils;
- Represent regional planning councils in national organizations, such as the National Association of Regional Councils, National Association of Development Organizations, and SouthEast Regional Directors Institute; and
- Foster relationships and partnerships and coordinate with state, regional, and national associations and organizations; non-profit entities; public-private partnerships; the Governor's Office; state agencies; and others, on issues of mutual interest and concern, and with whom the Association shares mutual goals and programs.

Please find attached the May 2013 Monthly Accomplishments Report highlighting the accomplishments of the Association's Director of Intergovernmental Affairs, Sheri Coven. The report addresses outreach, resource development/capacity building, legislative and administrative activities.

If you have questions concerning this matter, please do not hesitate to contact me.

## Attachment

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## MONTHLY ACCCOMPLISHMENTS: May 2013

#### OUTREACH

- Registered as an exhibitor at the Florida Association of Counties Annual Conference and drafted two brochures for consideration as outreach materials.
- Began updating the FRCA Annual Report for release at the end of June.
- Submitted revisions to the regional planning council portion of the Florida League of Cities' Grants and Technical Assistance Book, and will be participating in the League's resource center at its Annual Conference in August.
- Submitted a letter on behalf of FRCA to the Florida Department of Economic Opportunity supporting redesignation of the North Central Florida Rural Area of Critical Economic Concern.

#### **RESOURCE DEVELOPMENT/CAPACITY BUILDING**

- Attended the SouthEast Regional Directors Institute (SERDI) training conference, which focused on building political capacity and engaging with local governments and state leadership, as well as the value of the SERDI regional council assessment program.
- Participated in Enterprise Florida, Inc.'s monthly conference call addressing the progress being made on a Community Competitiveness initiative, which will be piloted in Columbia County, and legislative outcomes supporting economic development.
- Participated in Enterprise Florida, Inc.'s Community Competitiveness Teleconference to hear a briefing specific to its new initiative, which is still under development: "Next Level: Raising the job creation capacity of Florida communities," which will be a five step process for improving job creation competitiveness – 1) preparation; 2) product development; 3) promotion; 4) retention; and, 5) continuous improvement.
- Participated by teleconference in a meeting of the Florida Defense Support Task Force, which, in addition to the standing updates and reports, addressed how Florida Forever funding and funding from the Florida Department of Agriculture and Consumer Services' Rural and Family Lands program may be used to purchase land for base buffering.
- Participated in a meeting of the Rural Economic Development Initiative that focused on pending updates to the REDI report, now due on November 1 of each year as part of the Florida Department of Economic Opportunity's annual report (see HB 7007); development of a compendium of agency grants benefiting rural areas; and, the potential identification of additional catalyst sites.

Florida Regional Councils Association Director of Intergovernmental Affairs Monthly Accomplishments May 2013

- Served as the regional planning council representative at a Safe Mobility for Life Coalition meeting in Pasco County, focused on statewide updates and initiatives, as well as the challenges facing older drivers in Pasco County.
- Attended a Sadowski Coalition meeting to discuss what might be done next year to avoid another sweep of the Sadowski trust fund dollars into general revenue, such as local outreach efforts to legislators that would include site visits to State Housing Initiatives Partnership funded projects in their communities.
- Although the Economic Development liaisons did not meet in May, began the process of collecting the data that must be reported to the Florida Department of Economic Opportunity, demonstrating regional planning council implementation of the State Strategic Plan for Economic Development, expected to be released in June.
- Participated in a biennial meeting of the Florida Department of Agriculture and Consumer Services' Silviculture Best Management Practices Technical Advisory Committee, to hear updates on a variety of Best Management Practices programs, and authorize development of wildlife Best Management Practices targeted to silviculture activities.
- Along with Scott Koons (NCFRPC), Chair, Brian Teeple (NEFRC), Vice-Chair, and Pat Steed (CFRPC), participated in conference calls with Dr. Melanie Simmons, Florida Department of Management Services' Resource Development for the Broadband Initiative, to continue exploring potential partnership opportunities.
- Served as the Florida Department of Economic Opportunity's FRCA point of contact for the annual hurricane exercise.

#### **LEGISLATIVE**

- Participated in a legislative webinar hosted by 1000 Friends of Florida.
- Began developing a final legislative summary, which will be distributed in June.
- Developed and distributed talking points for the regional planning council Executive Directors to use in response to questions associated with the Governor's veto of the councils' appropriation.
- Participated in a FRCA post-session teleconference.

#### ADMINISTRATIVE

• Distributed notices of funding and grant opportunities pertaining to the U.S. Economic Development Administration, U.S. Department of Environmental Protection, and U.S. Department of Agriculture. Florida Regional Councils Association Director of Intergovernmental Affairs Monthly Accomplishments May 2013

- Coordinated with the Florida Association of Counties and Florida Chamber Foundation on arrangements for the ceremony recognizing the 11 regional planning councils for having completed updates to their Comprehensive Economic Development Strategies using the Foundation's Six Pillars as an organizing framework, which will be held in conjunction with the Florida Association of Counties Annual Conference at its closing breakfast on June 28 from 8:00 a.m. until 10:00 a.m.
- Updated the FRCA Website home page to include announcements pertaining to the Federal Brownfields Grant awarded to the Central Florida Regional Planning Council; completion of FRCA's Interim Energy Assurance Study; and, completion of the Comprehensive Economic Development Strategies updates using the Florida Chamber's Six Pillars as an organizing framework.
- Began preparations for the June Policy Board meeting.
- Negotiated the Florida News Service subscription renewal on behalf of the regional planning councils.

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## VIII.B.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM:Scott R. Koons, AICP, Executive Director SRKSUBJECT:Florida Chamber Foundation Scorecard™

The Florida Chamber Foundation has developed the Florida Scorecard<sup>TM</sup> to provide Florida leaders the metrics needed to secure Florida's future. The Florida Chamber Foundation's objective to developing a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan.

The Scorecard reports metrics for each of the Six Pillars benchmarked to the other 49 states. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of Life and Quality Places. Please find attached the June 2013 Scorecard.

If you have questions concerning this matter, please do not hesitate to contact me.

Attachment

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Retail activity is a critical component of our economic health. Let's face it – we are a consumerdriven economy. Consumer spending makes up roughly 2/3 of U.S. Gross Domestic Product, and on the whole Americans spend approximately \$4 trillion – that's trillion with a T – each year just in the retail environment.

This week, we have the release of the Florida Retail Activity Index and it looks like Florida consumers are taking to the shops. Florida's index – pegged at 138.7 for March 2013, is a six percent jump from the same month a year prior. It's also the highest index figure since March 2007, prior to the economic crisis.



Steve Knopik, CEO of one of Florida's largest retailers, Beall's, sees this as a great sign for the future. "We are very encouraged by the increase in the Florida Retail Activity Index. It's exciting that consumers are feeling more inclined to get out and make purchases in a way that they had not been in a long time. We hope to see continued increases in future months. The work of the Florida Legislature, the Governor and key agencies in support economic development, jobs growth and the other key themes of the Florida Chamber's vision for the future of Florida, are beginning to bear fruit."

The retail activity index is a key indicator for the state, and allows for the comparison of activity across major market areas. The metric is measured in a manner to smooth volatility in sales data, and is constructed by aggregating and benchmarking taxable sales, which are estimated to comprise 40-45 percent of all retail sales. Given that Florida's index rose for the eighth time in the past nine months, and has increased six percent in 12 months, it's a great trend for such a critical component of Florida's economy.



#### **Key Indicators**

Home Foreclosures As Florida continues to recover from the housing market collapse, trends in home foredosures provide insight into Florida's progress through the extended recovery—

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Consumer Confidence The Florida Consumer Confidence Index measures residents' perceptions of personal finances now compared to a year ago and expectations of U S



**Population** Florida has the 4th largest population in the U.S. estimated at just over 19 million in April 2012.



60K

tox

204

63.38

Unemployment Rate Florida has an labor force of over 9 million, ready to meet the workforce needs of businesses



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## VIII.C.



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: North Florida Regional Water Supply Partnership

In September 2011, the St. Johns River Water Management District, the Suwannee River Water Management District and the Florida Department of Environmental Protection entered into an agreement that formalizes the coordination of water resource management in north Florida. Ensuring sustainable water supplies and protecting north Florida's waterways and natural systems is a collaborative effort among the water management districts, Florida Department of Environmental Protection, local elected officials and area stakeholders.

The Stakeholder Advisory Committee, which was formed in May 2012, serves as an advisory body to offer viewpoints from stakeholder groups to the St. Johns River and Suwannee River water management districts and the Florida Department of Environmental Protection to help address the region's water supply issues. The Stakeholder Committee is structured such that a wide range of public interests are included, while keeping the Committee small enough to be effective and productive. Stakeholder Committee representatives closely coordinate with the constituencies they represent, as well as being responsive to the interested public. Committee meetings are open to the public so stakeholders beyond the Committee membership can attend and participate.

The Committee met on May 20, 2013 in Lake City and were provided with preliminary results on minimum flows and levels for the Lower Santa Fe River and the Ichetucknee River as well as their springs, voted to support the use of the District's groundwater modeling methodology and assumptions and were updated by District staff on the status of the regional groundwater model.

If you have any questions concerning this matter, please do not hesitate to contact me.

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## VII.D.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 20, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Original Florida Tourism Task Force Update

As you know, the Council provides staff services to the Original Florida Tourism Task Force to assist them in implementing their work program. In order to increase tourism generated revenues in the north Florida region, The Original Florida Tourism Task Force implements campaigns to increase tourist visits to the Natural North Florida region. The goal of the Task Force is to enhance the economy of the area, image and quality of life through expanded revenues and employment opportunities.

The Original Florida Tourism Task Force has recently completed the preparation of a video promoting the natural, historic and cultural attractions of the area to increase the number of visitors and to extend their stay in the region. The video is available for viewing online at <u>www.naturalnorthflorida.com</u>.

If you have any questions concerning this matter, please do not hesitate to contact me.

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# VIII.E.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Annual City-County Managers Meeting - June 21, 2013

Each year in June, Council staff meets with city and county managers and their staffs from throughout the region to discuss growth management legislation and review Council programs.

The annual meeting for city and county managers this year will be held on June 21, 2013, at the Holiday Inn Hotel & Suites located at 213 Southwest Commerce Boulevard in Lake City, Florida. A copy of the agenda for the meeting is attached for your information.

Attachment

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

#### AGENDA

### CITY/COUNTY MANAGERS ANNUAL MEETING

June 21, 2013

#### Holiday Inn Hotel & Suites 213 SW Commerce Boulevard Lake City, Florida

10:00 a.m.

Welcome and Introductions

Regional Planning Council Update

Public Safety and Regulatory Compliance Programs

Growth Management Programs

**Economic Development Programs** 

**Regional Planning and Review Programs** 

Closing Remarks

Scott Koons Executive Director

Scott Koons Executive Director

Dwayne Mundy Public Safety and Regulatory Compliance Programs Director

Sandra Joseph Senior Planner

Bryan Thomas Economic Development Program Director

Steven Dopp Senior Planner

Scott Koons Executive Director

12:00 noon

Lunch

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# VIII.F.



Serving Alachua • Bradford Columbia • Dixie • Gilchrist Hamilton • Lafayette • Madison Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gaineeville, FL 32653-1603 • 352.955.2200

June 13, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director SR

SUBJECT: Financial Disclosure Report Filing

All members of the Council are required to file a financial disclosure form by July 1st of each year.

The financial disclosure forms filed by county commissioners and city commissioners for their elected offices fulfills this requirement. Gubernatorial members must file a financial disclosure form with the Supervisor of Elections office in their respective counties to fulfill this requirement. Council members should have received a copy of the financial disclosure form in the mail within the past few weeks.

If you have questions concerning this matter, please do not hesitate to contact me.

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