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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 May 22, 2014. 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 laine@ncfrpc.org by May 19th 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)

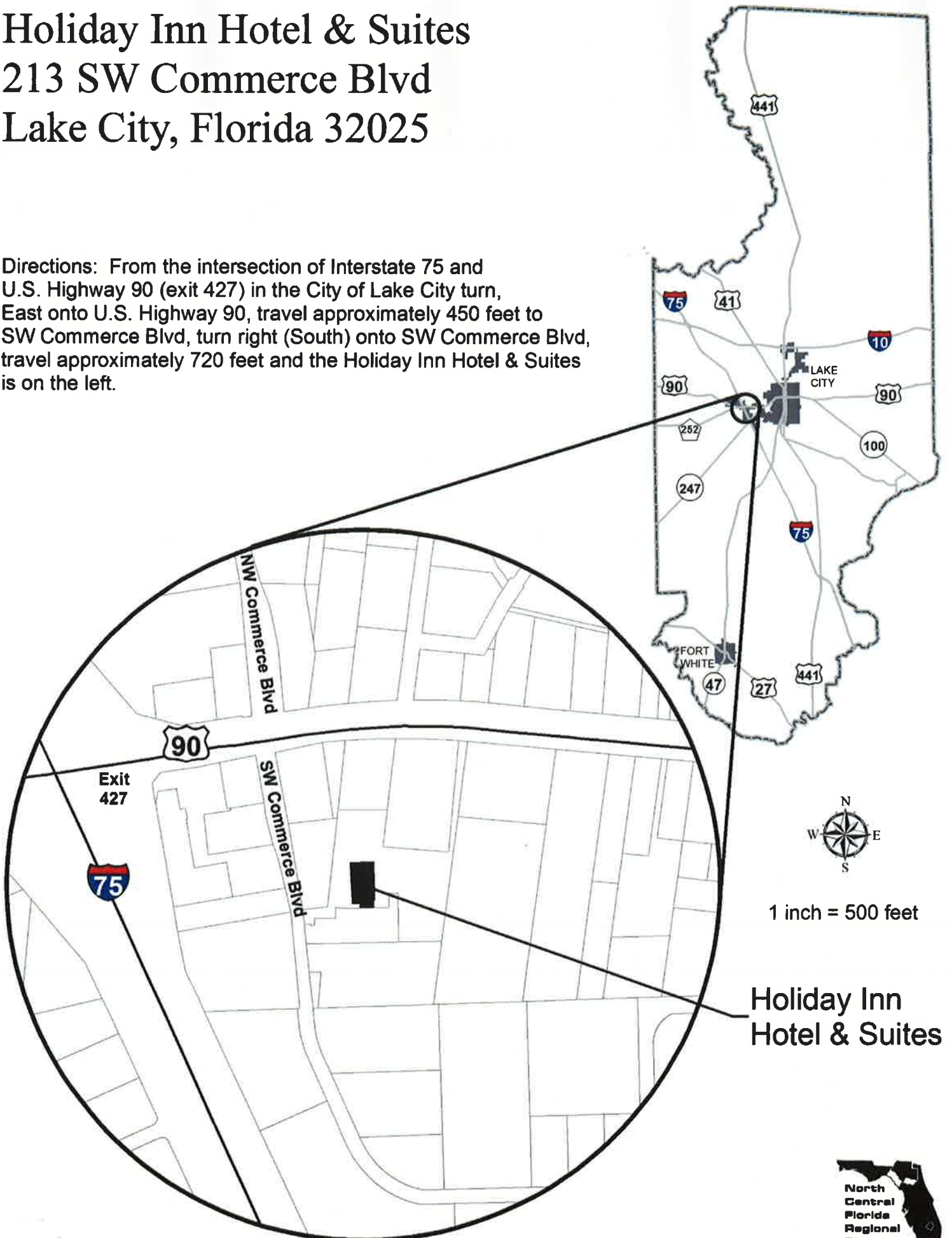
Please be advised that the Council meeting packet is posted on the Council website at <http://ncfrpc.org> (click on Upcoming Meetings and Meeting Packets, then click on North Central Florida Regional Planning Council Full Packet.)

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Holiday Inn Hotel & Suites

213 SW Commerce Blvd
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.



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AGENDA

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

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

May 22, 2014
7:30 p.m.

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VII. EX-OFFICIO MEMBER REPORTS**VIII. CITIZEN COMMENTS**

This agenda item provides an opportunity for citizens to address the Council on any matter not included on the agenda. The comment period is limited to three minutes for each individual. Speaker forms are available at the sign-in table.

IX. EXECUTIVE DIRECTOR'S REPORT

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* See Attachments

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

April 24, 2014
7:30 p.m.

MEMBERS PRESENT

Stephen Bailey, Columbia County
Ed Braddy, City of Gainesville
LaBarfield Bryant, City of Jasper
Beth Burnam, Hamilton County
Charles Chestnut IV, Alachua County
Louie Davis, City of Waldo
Rick Davis, Madison County
Rusty DePratter, Columbia County
Sandra Haas, Suwannee County
Donnie Hamlin, Lafayette County
Timothy Marden, City of Newberry
James Montgomery, Columbia County
Garth Nobles, Jr., City of Live Oak
Frank Ogborn, City of Archer
Patricia Patterson, Taylor County
Lauren Poe, City of Gainesville
Daniel Riddick, Bradford County
DeLoris Roberts, City of Hawthorne
Wayne Smith, Union County
Lorene Thomas, Dixie County
Randy Wells, City of Gainesville
Robert Wilford, City of Alachua
Charles Williams, Hamilton County
Stephen Witt, City of Lake City

NON-VOTING DELEGATE PRESENT

None

EX-OFFICIO MEMBER REPRESENTATIVES
PRESENT

Jordan Green, Florida Dept. of Transportation
Carlos Herd, Suwannee River Water
Management District
Russell Simpson, Florida Department of
Environmental Protection

MEMBERS ABSENT

Susan Baird, Alachua County
Bob Barnas, City of High Springs
Susan Bottcher, City of Gainesville
Mike Byerly, Alachua County
Jim Catron, City of Madison
Don Cook, City of Perry
Thomas Hawkins, City of Gainesville
Jason Holifield, Dixie County
Robert Hutchinson, Alachua County
Carolyn Spooner, City of Starke
Kenrick Thomas, Gilchrist County
Wesley Wainwright, Suwannee County
Mike Williams, Madison County

OTHERS PRESENT

Sandra Buck-Camp
Diana Davis
Ralph Kitchens
Ceci LaDuca
Stew Lilker, Columbia County Observer
Noel Munson, Florida Department of Economic
Opportunity

COUNCIL ATTORNEY PRESENT

Jonathon Wershow

STAFF PRESENT

Steven Dopp
Scott Koons
Carol Laine
Jean Strong

Board Members names are bolded
Gubernatorial Members names are italicized

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Nobles called the meeting to order at 7:33 p.m. with an invocation given by Lorene Thomas and a pledge of allegiance to the flag. Chair Nobles stated that there was a quorum of the Council.

Chair Nobles welcomed and introduced Sandra Buck-Camp and Ralph Kitchens, members of the Columbia, Hamilton and Suwannee County Transportation Disadvantaged Board, Stew Lilker from the Columbia County Observer, Diana Davis, wife of Council member Mayor Louie Davis and Ceci LaDuca.

II. GUEST SPEAKER - Noel Munson, Strategic Planner
Florida Department of Economic Opportunity

Scott Koons, Executive Director, introduced and welcomed Noel Munson, Strategic Planner for the Florida Department of Economic Opportunity. Mr. Munson made a presentation to the Council concerning the Florida Strategic Plan for Economic Development. Chair Nobles thanked Mr. Munson for his presentation and comments.

III. APPROVAL OF MINUTES - March 27, 2014

Chair Nobles asked that the minutes of the March 27, 2014 meeting be approved as written.

ACTION: Councilman Bryant made the motion, with a second by Commissioner Smith to approve the minutes of the March 27, 2014 meeting as written. The motion carried unanimously.

IV. CONSENT AGENDA

A. Monthly Financial Report - March 2014

Chair Nobles asked if there were any questions regarding the item on the Consent Agenda and requested that this item be approved.

ACTION: Commissioner Smith made the motion, with a second by Commissioner Wells, to approve the item on the Consent Agenda. The motion carried unanimously.

V. CHAIR'S REPORT Transportation Disadvantaged Program Resolution of Appreciation -
Cindy Roberts

Chair Nobles asked that a Resolution of Appreciation for past services be approved for Cindy Roberts, who served as the Florida Department of Elder Affairs Representative on the Bradford, Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards from August 2007 to April 2014.

ACTION: Commissioner Patterson made the motion, with a second by Commissioner Roberts to approve the Resolution of Appreciation for Cindy Roberts. The motion carried unanimously.

VI. COMMITTEE REPORTS

A. Executive Committee - Proclamation Declaring May 11-13, 2014 as Travel and Tourism Week

Mr. Koons stated that the Original Florida Tourism Task Force was created as a task force of the Council 22 years ago. It is now a 10-county independent tourism marketing interlocal agreement organization. The mission of the Original Florida Tourism Task Force is to “promote the natural, historic, and cultural attractions of the north central Florida region to increase the number of visitors and extend their stay.” Mr. Koons further stated that the week of May 3-11, 2014 is *National Travel and Tourism Week* as declared by the Travel Industry Association. He also stated that to support and celebrate the tourism industry, the Executive Committee recommended that the Council adopt a proclamation, which is attached hereto and made a part of these minutes, declaring the week of May 3-11, 2014 as Travel and Tourism Week in north central Florida.

ACTION: Mayor Ogborn made the motion, with a second by Mayor Davis, to adopt the proclamation which is attached to these minutes declaring the week of May 3-11, 2014 as Travel and Tourism Week in north central Florida which is attached hereto and made a part of these minutes. The motion carried unanimously.

B. Clearinghouse Committee

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

#56, City of Perry Comprehensive Plan Draft Amendment
#58, City of Hawthorne Comprehensive Plan Draft Amendment
#59, City of Alachua Comprehensive Plan Adopted Amendment
#60, Town of LaCrosse Comprehensive Plan Draft Amendment

Ms. Haas stated that the Committee finds that the local government comprehensive plans, as amended, were not anticipated to result in significant adverse impacts to regional facilities, Natural Resources of Regional Significance or adjoining local governments.

ACTION: Ms. Haas made the motion, with a second by Ms. Thomas, to approve the Clearinghouse Committee recommendation concerning Item #56, City of Perry Comprehensive Plan Draft Amendment, Item #58, City of Hawthorne Comprehensive Plan Draft Amendment, Item #59, City of Alachua Comprehensive Plan Adopted Amendment and Item #60, Town of LaCrosse Comprehensive Plan Draft Amendment. The motion carried unanimously.

VII. EX-OFFICIO MEMBER REPORTS

Jordan Green, Rural Area Transportation Development Engineer, Florida Department of Transportation District 2, reported that the month of May 2014 is Seatbelt Awareness Month and District 2 has been selected for seatbelt usage surveys this year. There are three counties in District 2, which includes Alachua County, where seatbelt checks and surveys will be completed by the Department. He also reported that the Department is nearing the end of their fiscal year, so

local governments should submit any invoices not yet processed by the Department as soon as possible.

Carlos Herd, Water Supply Division Director, Suwannee River Water Management District, reported that the governing board entered into a public-private partnership for rehydration of wetlands and is interested in working with other private owners in similar projects.

Russell Simpson, Florida Department of Environmental Protection, stated that the Northeast District Drinking staff is partnering with Florida Water Rural Association to conduct three workshops in May 2014 to assist drinking water facilities in completing their required 2013 Consumer Confidence Report. Dates for the workshops are May 8, 2014 in Lake City, May 13, 2014 in Jacksonville and May 15, 2014 in Bronson.

VIII. CITIZEN COMMENTS

Ralph Kitchens, member of the Columbia, Hamilton and Suwannee County Transportation Disadvantaged Board expressed concern about the management and operation of the Suwannee Valley Transit Authority that serves as the Community Transportation Coordinator in Columbia, Hamilton and Suwannee Counties for the Transportation Disadvantaged Program.

IX. EXECUTIVE DIRECTOR'S REPORT

A. Florida Regional Councils Association Monthly Activity 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 March 2014 monthly activity report included in the Council meeting packet.

B. Florida Chamber Foundation Scorecard™

Mr. Koons stated that the Florida Chamber Foundation has developed the Florida Scorecard™ 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 April 2014 Scorecard™ included in the Council meeting packet.

C. Legislative Report

Mr. Koons reported that the 2014 regular Legislature session convened on March 4, 2014 and is scheduled to adjourn on May 2, 2014. The Florida Department of Economic Opportunity budget request for Fiscal Year 2014-15 submitted to Governor Scott did not include any appropriation request for all 11 regional planning councils. In addition, the budget for Fiscal Year 2014-15 submitted by the Governor to the Legislature did not include any appropriation request for all 11 regional planning councils. However, the House passed a budget that included \$2.5 million for all 11 regional planning councils. He further reported that earlier in the week during Budget Conference Committee negotiations, the Senate agreed to include \$2.5 million for all 11 regional planning councils in their budget. As you know, the Legislature appropriated \$2.5 million for all 11 regional planning councils for Fiscal Year 2013-14. 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 status of several bills of interest to regional planning councils and local governments.

F. Check Fraud Status Report

Mr. Koons reported that on March 20, 2013, a fraudulent check in the amount of \$49,523.00 that was written on the Council's bank account was processed and paid by Wells Fargo. Also on March 20, 2013, Council staff filed an affidavit of check fraud concerning this matter with Wells Fargo. On March 25, 2013, Council staff filed a crime report concerning this matter with the Gainesville Police Department. On April 18, 2013, the Council Attorney sent a letter to Wells Fargo requesting that Wells Fargo remit to the Council within 30 days the unauthorized \$49,523.00 released by Wells Fargo from the Council's account. He added that on June 3, 2013, attorneys for Wells Fargo responded via letter stating that Wells Fargo will not reimburse the Council for the \$49,523.00 released from the Council's account by Wells Fargo.

Mr. Koons stated that at their meeting on July 25, 2013, the Council authorized the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00, to engage Stanley Cushman from the law firm of Scruggs and Carmichael to serve as co-counsel for the lawsuit and to designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. He stated that on August 6, 2013, a lawsuit was filed against Wells Fargo to recover the Council's funds.

Mr. Koons further reported that on September 9, 2013, Wells Fargo responded to the complaint by filing a Motion to Compel Arbitration. Council Attorney Wershow and Co-Counsel Cushman responded to the motion stating that arbitration does not apply to the dispute and have filed a motion for a hearing on the motion to compel arbitration. A hearing originally scheduled for October 30, 2013 in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida on the Motion to Compel Arbitration filed by Wells Fargo to resolve the dispute between the Council and Wells Fargo was rescheduled for January 24, 2014. Mr. Koons reported that at the conclusion of the hearing, the Circuit Court granted the Motion to Compel Arbitration.

Mr. Koons reported that Council Attorney Wershow and Co-Council Stanley Cushman are coordinating with the attorney of Wells Fargo on the selection of an arbitrator and scheduling of the arbitration hearing.

Chair Nobles informed the Council that the next Council meeting will be held on May 22, 2014 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 8:33 p.m.

Garth R. Nobles, Jr., Chair

5/22/14
Date



PROCLAMATION

DECLARING MAY 3-11, 2014 AS TRAVEL AND TOURISM WEEK

WHEREAS, tourism brings over 94 million visitors annually to the State of Florida, generates over \$4.6 billion in annual sales tax revenues and employs over one million persons;

WHEREAS, the North Central Florida Regional Planning Council recognizes the importance of tourism to the north central Florida regional economy and quality of life;

WHEREAS, local governments, tourist development councils and the North Central Florida Regional Planning Council support tourism opportunities in north central Florida; and

WHEREAS, local governments, businesses, chambers of commerce, visitors bureaus, tourist development councils and the North Central Florida Regional Planning Council are working together to support this vital part of north central Florida's economy and all who play a role in tourism to ensure that north central Florida continues to be a place where traditions will be created and continued for years to come.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby declares the week of May 3-11, 2014 as Travel and Tourism Week throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 24th day of April 2014.

ATTEST:

Daniel Riddick, Secretary-Treasurer

Garth R. Nobles, Jr., Chair

SEAL:




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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Monthly Financial Report - April 2014

Please find attached a copy of the Monthly Financial Report for the Council's activities for April 2014. 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 seven months was 42 percent of budget.

Expenditures

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of seven months are 48 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

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.

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

Attachment

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
April 30, 2014

BALANCE SHEET

ASSETS

Current Assets

 Checking / Savings 1,119,987

 Accounts Receivable 468,842

 Other Current Assets 68,793

Total Current Assets 1,657,622

TOTAL ASSETS 1,657,622

LIABILITIES & EQUITY

Liabilities

Current Liabilities

 Accounts Payable 8,100

 Other Current Liabilities 125,391

Total Liabilities 133,491

Equity 1,524,131

TOTAL LIABILITIES & EQUITY 1,657,622

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
April 30, 2014

SUMMARY STATEMENT

	Adopted Budget FY 2013 - 14	April 2014	Year to Date	Percent of Budget
Revenue	1,969,300	7,575	822,664	42%
Expenses	1,969,300	121,814	938,502	48%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
April 30, 2014

REVENUE

Account	Adopted Budget FY 2013 - 14	April 2014	Year to Date	Percent of Budget
Program Development	23,900	0	15,986	67%
Regional Planning				
State Planning & Review	50,000	0	50,000	100%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	0	8,700	15%
Statewide Hurricane Evacuation Study	10,000	0	3,473	35%
Hazardous Waste Monitoring	42,400	0	0	0%
Local Emergency Planning Committee	93,500	0	37,884	41%
Hazards Analyses	9,700	0	0	0%
Transportation				
Gainesville Urbanized Area Transportation Planning	621,000	0	149,794	24%
Gainesville Urbanized Area Mass Transit	170,000	0	105,056	62%
Transportation Disadvantaged - Alachua County	24,200	0	15,643	65%
Transportation Disadvantaged - Region	173,600	0	110,015	63%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	0	60,750	56%
Original Florida Tourism Task Force Staffing	35,000	2,575	3,912	11%
Original Florida Tourism Task Force	43,000	5,000	39,000	91%
Vision North Central Florida			2,500	
Local Government Assistance				
General Technical Services	10,000	0	10,000	100%
FDEO Economic Profile		0	12,500	
City & County Planning Services	307,000	0	136,242	44%
Community Development Block Grant Administration	176,000	0	61,209	35%
Total Revenue	1,969,300	7,575	822,664	42%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
April 30, 2014

EXPENDITURES

Account	Adopted Budget FY 2013 - 14	April 2014	Year to Date	Percent of Budget
Audit	15,000	0	14,500	97%
Building Debt Service	11,200	0	10,563	94%
Building Occupancy & Grounds	40,000	2,242	17,554	44%
Contractual Services	72,000	9,932	52,022	72%
Dues, Publications & Subscriptions	47,000	1,030	34,252	73%
Furniture & Equipment	15,000	0	8,674	58%
Insurance and Bonding	17,000	0	9,766	57%
Legal Costs	12,000	3,474	14,501	121%
Machine Rental/Maintenance	5,000	0	3,493	70%
Meeting Expenses	20,000	2,844	10,396	52%
Moving Expense	2,000	0	0	0%
Office Supplies	30,000	1,458	10,267	34%
Personnel Costs	1,397,200	92,792	663,790	48%
Postage	8,000	772	4,164	52%
Printing	3,000	1,478	2,173	72%
Recruiting	2,000	0	0	0%
Reproduction	12,000	811	6,941	58%
Telephone	7,000	471	3,336	48%
Travel	97,000	3,385	43,170	45%
Original Florida Tourism Task Force	43,000	1,125	28,940	67%
Contingency	113,900	0	0	0%
Total Expenses	1,969,300	121,814	938,502	48%



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Meeting Schedule Program Year 2014-15

RECOMMENDATION:

Approve the attached Council Meeting Schedule for 2014-15.

BACKGROUND:

Please find attached the Council meeting schedule for 2014-15. Generally, Council meetings are held on the fourth Thursday of each month. Please note that there is no meeting in July and November and the December meeting will be held on the second Thursday, December 11, 2014.

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

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

MEETING SCHEDULE

2014-15

June 26, 2014	Holiday Inn Hotel & Suites, Lake City, FL
July 2014	NO MEETING SCHEDULED
August 28, 2014	Holiday Inn Hotel & Suites, Lake City, FL
September 25, 2014	Holiday Inn Hotel & Suites, Lake City, FL
October 23, 2014	Holiday Inn Hotel & Suites, Lake City, FL
December 11, 2014	Holiday Inn Hotel & Suites, Lake City, FL
January 22, 2015	Holiday Inn Hotel & Suites, Lake City, FL
February 26, 2015	Holiday Inn Hotel & Suites, Lake City, FL
March 26, 2015	Holiday Inn Hotel & Suites, Lake City, FL
April 23, 2015	Holiday Inn Hotel & Suites, Lake City, FL
May 28, 2015	Holiday Inn Hotel & Suites, Lake City, FL

All Council meetings start at 7:30 p.m., with dinner being served at 7:00 p.m.

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by coordinating growth management, protecting regional resources,
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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Amendment to Research Agreement - University of Florida

RECOMMENDATION:

Authorize the Chair to execute an amendment to a research agreement with the University of Florida to continue providing a graduate student to conduct research concerning the development of transportation plans for the Gainesville Urbanized Area by extending the agreement for an additional one year to expire June 30, 2015.

BACKGROUND:

For the past several years a graduate student has conducted research to compile information for the development of transportation plans for the Gainesville Urbanized Area through a research agreement between the Council and the University of Florida. The University of Florida graduate studies program in urban and regional planning has proposed to amend an existing research agreement for an additional one-year period ending June 30, 2015. The agreement provides for the graduate student to work 20 hours a week during the academic year and 40 hours a week during the summer.

The scope of services includes conducting research concerning the development of transportation plans for the Gainesville Urbanized Area. The costs of this research are paid with funds that the Council receives from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The Council provides staff services to this organization through an existing staff services agreement. This amendment does not require additional funds to be added to the research agreement.

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

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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Amended Agreement with Florida Division of Emergency Management for Additional Training Funds for Hazardous Materials Emergency Preparedness - Fiscal Year 2013-2014

RECOMMENDATION:

Authorize the Chair to execute an amended agreement with the Florida Division of Emergency Management for an amount of \$8,200 in training funds to conduct five additional classes, on behalf of the North Central Florida Local Emergency Planning Committee, for Fiscal Year 2013-14.

BACKGROUND:

The Florida Division of Emergency Management passes through funds from the United States Department of Transportation for hazardous materials planning and training. The Council, on behalf of the North Central Florida Local Emergency Planning Committee, offers free hazardous materials response training to local government employees.

Training funds for Fiscal Year 2013-14 have been spent on conducting 11 hazardous materials emergency response classes. An additional \$8,200 has been requested to conduct an five additional classes prior to June 30, 2014. This includes classes in Gainesville and Madison. A multi-county table top exercise involving an ethanol train has also been planned. An emerging hazardous materials threat to our region is the large quantities of ethanol shipped by railroad to be added to gasoline.

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

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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director *SRK*

SUBJECT: Agreement with the Florida Division of Emergency Management for
 Local Emergency Planning Committee, Fiscal Year 2014-15

RECOMMENDATION:

Authorize the Chair to execute an agreement with the Florida Division of Emergency Management for Fiscal Year 2014-15 to provide the services to the North Central Florida Local Emergency Planning Committee as described below for an anticipated amount not to exceed \$40,909.

BACKGROUND:

This item concerns an annual contract which the Council enters into with the Division of Emergency Management to cover the costs of the Council's emergency planning activities.

These funds are used to provide Council staff support to the North Central Florida Local Emergency Planning Committee, including providing assistance with meetings, plan updates and training exercises.

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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Agreement with Florida Division of Emergency Management for
 Hazardous Materials Emergency Preparedness - Fiscal Year 2014-15

RECOMMENDATION:

Authorize the Chair to execute an agreement with the Florida Division of Emergency Management for an anticipated amount of \$52,604 in training and planning funds, on behalf of the North Central Florida Local Emergency Planning Committee, for Fiscal Year 2014-15.

BACKGROUND:

The Florida Division of Emergency Management passes through funds from the United States Department of Transportation for hazardous materials planning and training. The Council, on behalf of the North Central Florida Local Emergency Planning Committee, offers free hazardous materials response training to local government employees.

This training includes basic awareness level through more advanced technician level training. The Council will receive an anticipated \$20,000 to conduct a planning project and an anticipated \$32,604 to offer free training classes.

The Local Emergency Planning Committee selects the planning project for the year. The project last year consisted of a transportation response exercise to a chemical release.

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

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May 15, 2014

TO: Council Members
FROM: Garth R. Nobles, Jr., Chair
SUBJECT: Resolution of Appreciation - Susan Bottcher

RECOMMENDATION:

Approve the attached resolution of appreciation for Commissioner Susan Bottcher.

BACKGROUND:

As a token of appreciation for her service on the Council since August 2013 and in recognition of her commitment and concern for the growth and development of the north central Florida area, the attached resolution of appreciation is recommended for approval by the Council.

Attachment

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May 23, 2014

Ms. Susan Bottcher
3448 Northwest 12th Avenue
Gainesville, FL 32605-4811

Dear Susan:

On behalf of the entire Planning Council, I want to express our regret that you will no longer be representing the City of Gainesville on the Council. Certainly your interest in the organization and your concern for growth and development in the north central Florida area has made you a valuable asset to the Council.

As a token of our appreciation for your service, the Council, at its regular meeting on May 22, 2014, unanimously approved the enclosed resolution. I hope this adequately expresses the feeling we have for the loss of your leadership as a Council member.

Sincerely,

Garth R. Nobles, Jr.
Chair

Enclosure

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Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Resolution

OF APPRECIATION

WHEREAS, Susan Bottcher has been representing the City of Gainesville on the North Central Florida Regional Planning Council since August 2013;

WHEREAS, Susan Bottcher has ably discharged her duties throughout her association with the North Central Florida Regional Planning Council;

NOW, THEREFORE, BE IT RESOLVED: That the membership and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Susan Bottcher for the dedicated service she has rendered to the North Central Florida Regional Planning Council, and for her concern for the future growth and development of this area and the State of Florida; and

BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the North Central Florida Regional Planning Council for all citizens of the region to view and recognize the accomplishments and service of Susan Bottcher.

Garth R. Nobles, Jr., Chair

ATTEST:

Daniel Riddick, Secretary-Treasurer

ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AT THEIR MEETING
OF MAY 22, 2014.





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May 15, 2014

TO: Council Members
FROM: Garth R. Nobles, Jr., Chair
SUBJECT: Resolution of Appreciation - Thomas Hawkins

RECOMMENDATION:

Approve the attached resolution of appreciation for Commissioner Thomas Hawkins.

BACKGROUND:

As a token of appreciation for his service on the Council since July 2008 and in recognition of his commitment and concern for the growth and development of the north central Florida area, the attached resolution of appreciation is recommended for approval by the Council.

Attachment

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May 23, 2014

Mr. Thomas Hawkins
408 Northwest 4th Avenue
Gainesville, FL 32601

Dear Thomas:

On behalf of the entire Planning Council, I want to express our regret that you will no longer be representing the City of Gainesville on the Council. Certainly your interest in the organization and your concern for growth and development in the north central Florida area has made you a valuable asset to the Council.

As a token of our appreciation for your service, the Council, at its regular meeting on May 22, 2014, unanimously approved the enclosed resolution. I hope this adequately expresses the feeling we have for the loss of your leadership as a Council member.

Sincerely,

Garth R. Nobles, Jr.
Chair

Enclosure

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Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Resolution

OF APPRECIATION

WHEREAS, Thomas Hawkins has been representing the City of Gainesville on the North Central Florida Regional Planning Council since July 2008;

WHEREAS, Thomas Hawkins has ably discharged his duties throughout his association with the North Central Florida Regional Planning Council;

NOW, THEREFORE, BE IT RESOLVED: That the membership and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Thomas Hawkins for the dedicated service he has rendered to the North Central Florida Regional Planning Council, and for his concern for the future growth and development of this area and the State of Florida; and

BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the North Central Florida Regional Planning Council for all citizens of the region to view and recognize the accomplishments and service of Thomas Hawkins.

Garth R. Nobles, Jr., Chair

ATTEST:

Daniel Riddick, Secretary-Treasurer

ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AT THEIR MEETING
OF MAY 22, 2014.





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May 15, 2014

TO: Council Members

FROM: Garth Nobles, Jr., Chair

SUBJECT: Executive Director Employment Contract Extension

RECOMMENDATION:

Approve and authorize the Chair and Secretary-Treasurer to execute an amendment to the employment contract with Scott R. Koons as executive director, extending the term of the employment contract for an additional four-year term, beginning October 1, 2014 and terminating on September 30, 2018, with all other terms and conditions of employment remaining in full force and effect.

BACKGROUND:

Scott Koons, our current Executive Director, was selected by the Council as our executive director effective October 1, 2006. To formalize that decision, an employment contract was negotiated and executed with Mr. Koons, which terminated on September 30, 2010.

The existing employment contract includes a provision that the parties may mutually agree to additional four-year extensions of the contract. Such extensions would result in all other terms and conditions of the employment remaining in full force and effect. The existing contract was extended for an additional four-year term beginning on October 1, 2010 and terminating on September 30, 2014.

All of the annual evaluations of the performance of Mr. Koons conducted by the Executive Committee during his current term of employment have resulted in either "above average performance" or "exceeds job requirements" levels for all evaluation criteria. Based upon these performance evaluations, the Executive Committee recommends to the Council that the employment contract with Mr. Koons be amended by extending the term of the employment contract for an additional four-year term ending September 30, 2018, with all other terms and conditions of employment remaining in full force and effect (see attachment).

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

Attachment

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AMENDMENT NO. 2
TO THE
AGREEMENT BETWEEN THE
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
AND
SCOTT R. KOONS
PROVIDING FOR EMPLOYMENT
AS EXECUTIVE DIRECTOR

This amendment is entered into on this 22nd day of May 2014.

This is an amendment to an Agreement dated August 24, 2006 and amended on May 27, 2010 between the North Central Florida Regional Planning Council, hereinafter referred to as NCFRPC, and Scott R. Koons, hereinafter referred to as the "EXECUTIVE DIRECTOR."

WHEREAS, the NCFRPC and the EXECUTIVE DIRECTOR by mutual agreement desire to exercise the provisions of Article II, Term, Paragraph 3.0 to renew the above referenced Agreement for an additional four (4) year term.

NOW, THEREFORE the following section of the above referenced Agreement is hereby amended, as follows.

3.0 This Agreement shall commence on the 1st day of October 2006 and shall terminate on the 30th day of September 2018. However, the parties hereto further agree that this Agreement may be renewed for additional four (4) year terms at its natural termination by mutual agreement of the parties, or as agreed to by the parties in a later document of equal dignity herewith, unless terminated as otherwise provided herein. The terms of this Agreement shall remain in full force and effect and hold over until the EXECUTIVE DIRECTOR's employment is terminated under the terms herein, or a new Agreement has been negotiated and entered into by the EXECUTIVE DIRECTOR and the NCFRPC.

All terms and conditions of the above referenced Agreement shall remain in full force and effect except as expressly modified by Amendment No. 1 and this Amendment No. 2.

IN WITNESS WHEREOF the parties hereto have made and executed this Amendment No. 1 on the respective dates under each signature, the NCFRPC, through its governing body, signing by and through its Chair and Secretary-Treasurer, authorized to execute same by NCFRPC governing body action on the 22nd day of May 2014.

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

By: _____
GARTH R. NOBLES, JR. Chair
Date: _____

Attest: _____
DANIEL RIDDICK Secretary-Treasurer
Date: _____

Signed, Sealed and Delivered
In our Presence as Witnesses:

EXECUTIVE DIRECTOR

(Print or Type Name of Witness)

SCOTT R. KOONS
Date: _____

(Print or Type Name of Witness)



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May 15, 2014

TO: Council Members

FROM: Sandra Haas, Chair
 Clearinghouse Committee

RE: Chair's Report

The next regularly-scheduled meeting of the Clearinghouse Committee is 6:00 p.m., May 22, 2014 at the Holiday Inn and Suites, 213 SW Commerce Boulevard, Lake City. At its meeting, the Committee will review the following Committee-level items which require Council action. I will present an oral report on the Committee's actions and recommendations at the Council meeting held later that evening.

COMMITTEE-LEVEL REVIEW ITEMS

Local Government Comprehensive Plan Amendments

#61 - City of Gainesville Comprehensive Plan Draft Amendments (DEO No. 14-1ESR)

#62 - Suwannee County Comprehensive Plan Draft Amendment (DEO No. 14-1ESR)

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

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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Fiscal Year 2014-15 Overall Program Design

RECOMMENDATION:

Approve the Fiscal Year 2014-15 Overall Program Design as recommended by the Program Committee.

BACKGROUND:

The Program Committee met on March 27, 2014 to develop and recommend for your consideration an Overall Program Design for Fiscal Year 2014-15. A copy of the document is attached for your information.

Except for editorial revisions, the document is essentially the same as the current year edition.

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

Attachment

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Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Overall Program Design Fiscal Year 2014-15



North Central Florida
Regional Planning Council



May 22, 2014

Overall Program Design Fiscal Year 2014-15

North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, Florida 32653-1603
352.955.2200

May 22, 2014



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Introduction

The Overall Program Design is a planning and management tool which is used to assist the Council approach its work program in an orderly and comprehensive manner. It provides a detailed outline of the Council's work program for the fiscal year. Strategies, standards, objectives and long-range elements are re-evaluated, based upon previously identified problems and priorities. This is the 41st annual update of the work program.

The Program Committee is responsible for reviewing and evaluating the overall work program of the organization and making recommendations for alterations in it to the Council. Several indicators have been used to determine the future direction proposed by the Program Committee. However, primary guidance came from priorities established in past years with consideration being given to recent actions taken by the Council.

During the 2013-14 program year, Council activities and discussions at meetings have highlighted the need for continued emphasis on economic development programs and for the provision of technical assistance and support to local governments. Regional planning has also continued to be a topic of discussion.

These program areas are reflected in this Overall Program Design to the extent possible, as they have been in previous years. Except for minor editorial changes, the document is essentially the same as the current year edition.

Program Committee

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



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Mission Statement

To improve the quality of life of the Region's citizens by coordinating growth management, protecting regional resources, promoting economic development, and providing technical services to local governments.



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Chapter I: Executive Management

In order to maintain and improve the effectiveness of the Council's operations, the proper administration of the several planning programs requires activities which are not directly attributable to any one program. Several tools are useful, including updating the Overall Program Design and periodic program evaluations. These and other activities ensure that the Council's goals and objectives are being implemented.

Goal: To implement the goals and objectives of the Council by:

- management of a well-qualified and organized staff;
- efficient and economical use of personnel and funds; and
- coordination of all phases of work to prevent overlap and duplication.

A. General Administration

1. Objective

To ensure the efficient and effective utilization of Council staff and resources.

2. Work Elements and End Products

a. Grants Management

Work Element: Bookkeeping, request for payments, billing and allocation of costs are some of the activities necessary for proper grants management. (Continuing Activity)

End Product is management of fiscal affairs.

b. Personnel

Work Element: Interviewing, hiring, ensuring a diversified workforce, orienting new employees and maintaining personnel files are some of the necessary personnel administration responsibilities. (Continuing Activity)

End Product is the management of personnel affairs.



B. Overall Program Design and Evaluation

1. Objective

To update the Overall Program Design and conduct periodic program evaluation.

2. Work Element and End Product

a. Overall Program Design

Work Element: Update of the Overall Program Design.

End Product is the 2013-14 Overall Program Design. (Continuing Activity)

C. Program Development

1. Objective

To investigate and develop new programs that have been identified by the Council as potentially beneficial.

2. Work Element and End Product

a. Program Development

Work Element: Examination of planning needs and services in the region and the preparation of Council responses. (Continuing Activity)

End Product is periodic staff reports to the Council and the preparation of applications for program assistance.



Chapter II: Public Information and Participation

Awareness of issues and participation in programs by the public is essential for effective government. The Council is committed to providing information about Council programs and opportunities for effective citizen participation.

Goal: To provide ample opportunities for citizens to be informed and involved.

A. Communications Program

1. Objective

To acquire and disseminate information about planning issues generally and Council programs specifically.

2. Work Elements and End Products

a. Special Reports

Work Element: Special reports, as appropriate, dealing with timely topics, to be posted on the Council's website. (Continuing Activity)

End Product consists of special reports.

b. Annual Report

Work Element: Annual report prepared at the end of each fiscal year summarizing the Council's accomplishments. The annual report is sent to interested persons, as well as posted on the Council's website. (Continuing Activity)

End Product consists of an Annual Report.

c. Council Library

Work Element: Library maintained by the Council containing material related to Council functions as well as reference documents. All library materials are available for use by the public.

End Product consists of library material.



d. Website

Work Element: Website maintained by the Council located at <http://ncfrpc.org>. General information about the Council can be viewed at the site. Links to other related websites such as The Original Florida Tourism Task Force at <http://naturalnorthflorida.org> and the North Central Florida Local Emergency Planning Committee at <http://ncflepc.org>, are also available on the Council website.

End Product consists of a website.



Chapter III: Regional Planning

The Florida Regional Planning Council Act, passed in 1980 and subsequently amended in 1982, 1992 and again in 1993, requires that each regional planning council prepare and adopt a Strategic Regional Policy Plan. The Strategic Regional Policy Plan must be based upon studies of the region's resources and be consistent with the State Comprehensive Plan. The Act requires that once the Strategic Regional Policy Plan is adopted, it must be utilized by regional planning councils as "the basis for regional review of developments of regional impact, regional review of federally assisted projects, and other regional comment functions."

The Act directs that the Strategic Regional Policy Plan contain goals and policies specifically to address growth management issues. The plan must identify key regional issues, document trends, forecast future conditions, and analyze the problems, needs, and opportunities associated with growth in the region. Further, the regional goals and policies shall be used to develop a coordinated program of regional actions directed at resolving the identified problems and needs.

The Strategic Regional Policy Plan must, at a minimum, address affordable housing, economic development, emergency preparedness, natural resources of regional significance, and regional transportation. It may also address other subjects which relate to the particular needs and circumstances of the regional planning district as determined by the regional planning council. Furthermore, consideration must be given to existing state, regional, and local plans in preparing the Strategic Regional Policy Plan.

In addition to the preparation of the Strategic Regional Policy Plan and its maintenance, the Council also undertakes specific regional programs as are necessary or deemed appropriate. Other on-going programs include economic development, public safety and transportation disadvantaged program.

Goal: To address regional issues in a comprehensive way by offering realistic solutions to problems and providing leadership to take advantage of identified opportunities.

A. Strategic Regional Policy Plan

1. Objective

To maintain a long-range guide for the physical, economic and social development of the region.

2. Work Element and End Product

a. Strategic Regional Policy Plan

Work Element: The Strategic Regional Policy Plan "shall be developed through a collaborative process that emphasizes consensus and coordination between local governments, regional entities, state and federal agencies, other appropriate organizations, and the public. Thus, the plan is a plan for the region, not merely for the regional planning council. Regional goals and policies shall be used to develop a coordinated program of regional actions directed at resolving identified problems and needs. At a minimum, the plan shall contain regional goals and policies that address affordable housing, economic development, emergency preparedness, natural resources of regional significance, and regional transportation, and shall identify significant regional resources and facilities. The Strategic Regional Policy Plan shall be strategic



rather than comprehensive in nature and need not address all goals and policies in the State Comprehensive Plan. However, goals and policies included in the Strategic Regional Policy Plan shall be consistent with and further the State Comprehensive Plan." (Rule 27E-4, Rules of Practice and Procedure Pertaining to Strategic Regional Policy Plans)

During the 1995-96 program year, the Council completed the development of the Strategic Regional Policy Plan, and it was amended during the 1996-97 program year, 2002-03 program year and 2011-12 program year. It is important to continually evaluate the plan to determine when further changes are necessary for it to remain as an appropriate document to guide the development of the region. The Council updates its Strategic Regional Policy Plan every five years.

End Product consists of the maintenance of the North Central Florida Strategic Regional Policy Plan.



B. Economic Development

1. Objective

To study and plan for changes in the economy of the region including economic development and fiscal impacts of development and redevelopment.

2. Work Elements and End Products

a. Comprehensive Economic Development Strategy

Work Element: The Council is an Economic Development District designated by the U.S. Economic Development Administration. To maintain this designation, the Council updates its Comprehensive Economic Development Strategy every five years. (Continuing Activity)

End Product consists of a Comprehensive Economic Development Strategy Update, maintenance of current data files, meetings, correspondence, grant and loan applications, conferences and reports.

b. Program for Tourism Development

Work Element: In 1992, the Council, with grants provided by the U.S. Economic Development Administration and in conjunction with facility owners, local governments, other agencies and environmental organizations, developed a comprehensive program to promote increased tourism in the region and established an implementation program. From 1993 through 1998, this program was pursued by The Original Florida Tourism Task Force, which was created as part of the Council.

In 1998, the Council, in cooperation with members of the Task Force, county tourist development councils, facility owners, and others, assisted the counties of north central Florida with creating The Original Florida Tourism Task Force, as a separate, stand-alone task force, through an interlocal agreement.

End Product consists of providing staff support to the Task Force by assisting with conducting travel writer familiarization tours of the region, printing brochures, regional maps and magazine articles, as well as maintaining a website and an inquiry response center.

c. Regional Economic Impact Modeling

Work Plan: The Council has a license to use an econometric model which provides the Council, its local governments, economic development agencies, and others with a dynamic tool for economic and demographic analysis and forecasting. The model can be used to review system-wide effects over both short- and long-range time horizons, including economic and fiscal impact analyses, policy impact analyses, and economic development/redevelopment analyses. The model can be configured to either address the entire region or any number of county-based subsets of the region, as well as including counties in adjacent regions.



End Products consists of providing economic and fiscal impact analyses for local governments, analyses of specific projects for economic development partners, and evaluation of the impact of Developments of Regional Impact.



C. Public Safety

1. Objective

To study and plan for the safety and security of the population of the region.

2. Work Elements and End Products

a. North Central Florida Local Emergency Planning Committee

Work Element: Council staff provides staff services for the North Central Florida Local Emergency Planning Committee, which was established by the State Emergency Response Commission. The North Central Florida Local Emergency Planning Committee is responsible for data gathering and management, and establishing a structure to coordinate emergency response activities within the region by preparing a plan which compliments county emergency preparedness planning efforts.

End Product consists of a comprehensive emergency response plan for the region and the development of a regional emergency response capacity.

b. North Central Florida Regional Hazardous Emergency Response Team

Work Element: In 2000, three cities and five counties in the region, at the request of the North Central Florida Local Emergency Planning Committee, adopted an interlocal agreement creating the North Central Florida Regional Hazardous Materials Emergency Response Team. The Team provides equipment and training to first responders within the jurisdictions of its members.

End Product consists of providing staff support to the North Central Florida Regional Hazardous Materials Emergency Response Team by assisting with the provision of hazardous materials training for each participating local government and maintaining fully equipped trailers to be used by participating county and city first responders.

c. Homeland Security Activities

Work Element: The State of Florida has created seven Regional Domestic Security Task Forces of which two serve parts of the region. A primary goal of these organizations is to help enable local governments to respond to terrorism threats effectively. The Council staff provides support to the Regional Domestic Security Task Forces in carrying out their mission.

End Product consists of providing staff support to the Regional Domestic Security Task Forces in implementing homeland security training exercises, and in evaluating site-specific facilities for the purpose of recommending solutions to terrorism vulnerability.



D. Transportation Disadvantaged Program

1. Objective

To assist in securing resources for counties in the region to provide increased services to citizens determined to be transportation disadvantaged.

2. Work Element and End Product

a. Designated Official Planning Agency

Work Element: The Council, as the Designated Official Planning Agency, is responsible for appointing a coordinating board for Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties. As the Designated Official Planning Agency, the Council provides staff services for those boards. The Designated Official Planning Agency is to ensure, through this structure, that there is a review and analysis of the transportation disadvantaged problems, and further, that the program is continuously monitored.

End Product consists of providing staff support to coordinating boards by assisting with preparation of transportation disadvantaged plans and development of recommendations regarding designation of community transportation coordinators.



Chapter IV: Plan Implementation

The Council performs several activities to implement regional plans.

Goal: To implement regional plans and programs.

A. Review Responsibilities

1. Objective

To review and comment on applications for Federal assistance, Developments of Regional Impact, local government comprehensive plans and other agency plans.

2. Work Elements and End Products

a. Federal Assistance

Work Element: The Council, through its Clearinghouse Committee and staff, reviews applications for Federal assistance, direct Federal projects and some State plans as provided for under Federal Office of Management and Budget guidelines in accordance with a program developed by the Governor's Office, to identify conflicts and duplications between programs and inconsistencies with local and regional plans. (Continuing Activity)

End Products consist of staff reports, committee recommendations and Council action.

b. Developments of Regional Impacts

Work Element: The Council reviews, analyzes and monitors large scale developments presumed to be Developments of Regional Impact as required by the Environmental Land and Water Management Act of 1972. (Continuing Activity)

End Product consists of staff reports and Council recommendations to local governments.

c. Local Government Plans

Work Element: The Council reviews and comments on local government plans and plan amendments for consistency with regional plans in accordance with the Community Planning Act of 2011. (Continuing Activity)

End Product consists of comments and recommendations submitted to local governments and the Florida Department of Economic Opportunity.



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Chapter V: Council Assistance

The Council responds to requests for assistance from local, State and Federal agencies.

Goal: To provide, on a continuing basis, a variety of technical assistance.

A. Gainesville Urbanized Area Transportation Planning

1. Objective

To foster the establishment of a continuing, cooperative and comprehensive transportation system development program that is in accordance with the planned development of the Gainesville Urbanized Area.

2. Work Element and End Products

a. Gainesville Urbanized Area Transportation Planning

Work Element: Provide professional staff services to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to plan and program transportation projects in the Gainesville Urbanized Area. Council staff performs tasks as identified in the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Unified Planning Work Program and maintains the planning certification for the urbanized area. (Continuing Activity)

End Products consist of the following.

- Bicycle Usage Trends Report
- Continuity of Operations Plan
- List of Priority Projects
- Long Range Transportation Plan
- Multi-Modal Level of Service Report
- Public Participation Plan
- Regional Transportation Plan
- Transit Monitoring Ridership Report
- Unified Planning Work Program



B. Local Government Comprehensive Plans

1. Objective

To assist local governments in the preparation and maintenance of local comprehensive plans, ordinances and regulations.

2. Work Element and End Products

a. Local Government Comprehensive Plans

Work Element: Local governments contract with the Council for assistance to meet their long-range and day-to-day planning needs. (Continuing Activity)

End Products consist of local government comprehensive plans, ordinances and regulations.



C. General Technical Services

1. Objective

To provide local governments with information about and assistance in the preparation of State and Federal grant and loan applications.

2. Work Elements and End Products

a. Grant Application Assistance

Work Element: Local governments are provided with information and assistance on State and Federal programs and applications. (Continuing Activity)

End Products consist of application assistance responses and grant and loan applications.

b. County Hazardous Waste Monitoring Program

Work Element: The Council assists counties in carrying out their legal responsibilities for monitoring small quantity generators of hazardous waste.

End Product consists of completion of surveying and reporting of activities associated with small quantity generation of hazardous waste.

c. Homeland Security and Terrorism Response Assistance

Work Element: Counties have had to assume greater responsibility for defending regional citizens from terrorism-related activities. Of particular concern are prevention of attacks, and being prepared to provide services and maintain order in the event of attacks. Council staff is available upon request to assist in meeting these responsibilities.

End Products consist of preparing and maintaining county terrorism annex plans, county continuity of operations plans and related documents.



D. Community Development Block Grant Administration

1. Objective

To assist local governments in the effective management and administration of their Community Development Block Grant Programs.

2. Work Element and End Products

a. Community Development Full Service Project Grant Administration

Work Element: The services of the Council to local governments include full service project administration requirements, including grant applications, bid specifications, legal notices, progress reports and compliance with Federal and State rules and regulations. Projects address housing rehabilitation, neighborhood revitalization, commercial revitalization and economic development needs.

End Products consist of the preparation of Community Development Block Grant applications and administration of Community Development Block Grant projects.

North Central Florida Regional Planning Council

Overall Program Design Team

- * Scott R. Koons, AICP, Executive Director
- ** Carol Laine, Executive Assistant to the Executive Director

- * Primary Responsibility
- ** Secondary Responsibility



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Fiscal Year 2014-15 Budget

RECOMMENDATION:

Approve the Fiscal Year 2014-15 budget as recommended by the Finance Committee.

BACKGROUND:

A meeting of the Finance Committee was held on May 8, 2014, at the Council offices. The purpose of the meeting was to consider a recommendation to the Council for the Fiscal Year 2014-15 budget. For your information, please find attached a proposed budget as recommended by the Finance Committee.

As you can see, the anticipated expenditures for next year will be \$1,688,600 which is (\$280,700) less than the current year budget.

As usual, almost all funds to be expended by the Council are received through contracts for services and grants. There is one exception: Member local governments pay dues, which are proposed to remain at \$0.30 per capita for the 33rd year, and will produce approximately \$118,800, or approximately the same amount as last year.

The most significant policy decision that must be made with respect to the budget is related to personnel. There is provision for a total of 14 full-time staff positions, plus funds for part-time positions, which is two full-time staff positions less than budgeted for the current year. The budget includes a recurring payment across the board for all employees, including the Executive Director, equal to two percent of the salary for each employee.

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

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

Attachment

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

PROPOSED BUDGET

FISCAL YEAR OCTOBER 1, 2014 - SEPTEMBER 30, 2015

Expenses by Line Item
May 22, 2014

AUDIT

This item includes fees for audit performed by a certified public accounting firm for the Council.

Indirect: \$15,000

BUILDING OCCUPANCY AND GROUNDS

This item includes costs associated with maintaining the Council office building such as electricity, heat/air, water, sanitary sewer, custodial services, pest control services, lawn services, maintenance and repairs.

Indirect: \$31,000

CONTRACTUAL SERVICES

This item includes costs to be incurred through charges related to the transportation program and hazardous materials preparedness training program.

Indirect: \$4,000

Direct: \$16,000

DUES, PUBLICATIONS AND SUBSCRIPTIONS

This item includes membership dues in organizations such as National Association of Development Organizations, National Regional Councils Association, Florida Regional Councils Association, subscriptions to newspapers and periodicals, and books. The Florida Regional Councils Association costs pay for a cooperative program with other regional planning councils to maintain an intergovernmental affairs director in Tallahassee to work with state agencies and the Governor's Office, and a legislative liaison to work with the Legislature and the Governor's Office.

Indirect: \$35,000

Direct: \$15,000

FURNITURE AND EQUIPMENT

This item includes computer upgrades and replacement office furniture costing more than \$1,000.

Direct: \$15,000

INSURANCE AND BONDING

This item includes general liability/fire and casualty, workman's compensation and fidelity, and officers and directors liability insurance.

Indirect: \$18,000

LEGAL SERVICES AND PUBLIC NOTICES

This item includes expenses for required publication of legal notices. Also included are funds for legal services from the Council Attorney.

Indirect: \$10,000

Direct: \$4,000

MACHINE RENTAL/MAINTENANCE

This item includes lease of a postage meter and maintenance contract for a check writing machine.

Indirect: \$5,000

MEETING EXPENSES

This item includes expenses for Council and committee meetings.

Indirect: \$18,000

Direct: \$1,000

MOVING EXPENSES

This item includes costs for moving expenses of new employees and office furniture.

Indirect: \$2,000

OFFICE SUPPLIES

This item includes supplies for office use. Also included in this item is furniture, equipment and computer programs costing \$1,000 or less, computer program licenses, not purchased, such as Regional Economic Models, Inc., as well as maintenance and support costs for such programs.

Indirect: \$20,000

Direct: \$1,000

PERSONNEL

Total Payroll	\$894,900
Fringe Benefits	<u>\$375,800</u>
Total Personnel Costs	\$1,270,700

This item includes payroll costs. Total payroll includes a proposal for a recurring payment across the board for all employees, including the Executive Director, equal to 2.0 percent of the salary for each employee. Fringe Benefits include employer social security, health insurance and retirement plan contributions.

(Note: The total proposed full-time staff level is 14 positions, plus part-time labor.)

Indirect: \$576,700

Direct: \$694,000

POSTAGE

This item includes costs for administrative mail and program mail.

Indirect: \$3,000

Direct: \$5,000

PRINTING

This item includes cost of printing of the Annual Report, letterhead and business cards.

Indirect: \$2,000

RECRUITING

This item includes advertising job positions and interview expenses.

Indirect: \$2,000

REPRODUCTION

This item includes cost of photocopiers and related supplies.

Indirect: \$13,000

TELEPHONE

This item includes charges for local and long distance calls.

Indirect: \$7,000

TRAVEL

This item includes automobile travel at the U. S. Internal Revenue Service rate, currently \$0.555 per mile, and per diem of \$80 per day (or \$36 a day for meals, plus lodging and air travel). These expenses are staff travel for program related meetings and attending training conferences and workshops, and Council members travel for attending Council meetings and conferences such as the Florida Regional Councils Association and the National Association of Development Organizations.

Indirect: \$63,000

Direct: \$35,000

ORIGINAL FLORIDA TOURISM TASK FORCE

This item includes all expenditures approved by and paid for by The Original Florida Tourism Task Force including travel writer familiarization tours and printing promotional material.

Direct: \$39,000

CONTINGENCY

This item includes funds for unanticipated expenditures.

Direct: \$38,900

INDIRECT COSTS

Indirect costs are defined by the U. S. Office of Budget and Management Circular A-87: Cost Principles for State, Local and Indian Tribal Governments as costs which are: (1) incurred for a common or joint purpose benefitting more than one cost objective, and (2) not readily assignable to the cost objective specifically benefitted, without effort disproportionate to the results achieved. All indirect costs are accumulated in a pool and distributed as charges to each program by use of an indirect cost rate. The indirect cost rate is the total indirect cost divided by total direct personnel dollars. Thus, indirect costs are distributed based upon the number of salary dollars used by each program. This method provides an equitable distribution of costs. The Indirect Rate for the 2014-15 Fiscal Year is estimated to be approximately 119 percent.

TABLE I
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
BUDGET - Proposed May 22, 2014
FISCAL YEAR OCTOBER 1, 2014 - SEPTEMBER 30, 2015

EXPENSES	INDIRECT EXPENSES	DIRECT EXPENSES	REVENUE	
Audit	\$15,000		Program Development	\$24,800
Building Debt Service	\$0			
Building Occupancy & Grounds	\$31,000		Regional Planning	
Contractual Services	\$4,000	\$16,000	Regional Planning & Review	\$40,000
Dues, Pubs., Subs. & Training	\$35,000	\$15,000		
Furniture & Equipment		\$15,000	Public Safety & Regulatory Compliance	
Insurance & Bonding	\$18,000		Homeland Security Activities	\$23,700
Legal Services & Public Notices	\$10,000	\$4,000	Hazardous Waste Monitoring	\$42,400
Machine Rental & Maintenance	\$5,000		Local Emergency Planning Committee	\$93,500
Meeting Expenses	\$18,000	\$1,000	Hazards Analyses	\$9,100
Moving Expenses	\$2,000			
Office Supplies	\$20,000	\$1,000	Transportation	
Personnel	\$576,700	\$694,000	Gainesville Urbanized Area Transportation Planning	\$502,000
Postage	\$3,000	\$5,000	Gainesville Urbanized Area Mass Transit	\$212,300
Printing	\$2,000		Transportation Disadvantaged - Alachua County	\$24,200
Recruiting	\$2,000		Transportation Disadvantaged - Region	\$173,700
Reproduction	\$13,000			
Telephone	\$7,000		Economic Development	
Travel	\$63,000	\$35,000	Comp Econ Development Strategy & Technical Assistance	\$108,000
Original Florida Tourism Task Force		\$39,000	Original Florida Tourism Task Force Staffing	\$35,000
Contingency		\$38,900	Original Florida Tourism Task Force	\$39,000
			Local Government Assistance	
			General Technical Services	\$10,000
			City & County Planning Services	\$291,700
			Community Development Block Grant Administration	\$59,200
Total Indirect Expenses	\$824,700			
Total Direct Expenses		\$863,900		
TOTAL EXPENSES (Direct & Indirect)		\$1,688,600	TOTAL REVENUE	\$1,688,600

TABLE II
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
REVENUE BY PROGRAM - Proposed May 22, 2014
FISCAL YEAR OCTOBER 1, 2014 - SEPTEMBER 30, 2015

REVENUE	FEDERAL FUNDS	STATE FUNDS	MEMBER DUES	MTPO* FUNDS	SERVICE CONTRACTS	TOURISM TASK FORCE FUNDS	OTHER INCOME	TOTAL	TOTAL BY PROGRAM	% TOTAL BY PROGRAM
PROGRAM DEVELOPMENT			\$23,800				\$1,000	\$24,800	\$24,800	2%
REGIONAL PLANNING										
Regional Planning & Review			\$40,000					\$40,000	\$40,000	2%
PUBLIC SAFETY & REGULATORY COM										
Homeland Security Activities					\$23,700			\$23,700		
Hazardous Waste Monitoring					\$42,400			\$42,400		
Local Emergency Planning Committee	\$52,600	\$40,900						\$93,500		
Hazards Analyses		\$9,100						\$9,100		
									\$168,700	10%
TRANSPORTATION										
Gainesville Urbanized Area Trans Planning				\$502,000				\$502,000		
Gainesville Urbanized Area Mass Transit				\$212,300				\$212,300		
Trans Disadvantaged - Alachua Co				\$24,200				\$24,200		
Trans Disadvantaged - Region		\$173,700						\$173,700		
									\$912,200	54%
ECONOMIC DEVELOPMENT										
Comp ED Strategy & Technical Assistance	\$63,000		\$45,000					\$108,000		
Original Florida Tourism Task Force Staffing		\$35,000						\$35,000		
Original Florida Tourism Task Force		\$5,000				\$34,000		\$39,000		
									\$182,000	11%
LOCAL GOVERNMENT ASSISTANCE										
General Technical Services			\$10,000					\$10,000		
City & County Planning Services					\$291,700			\$291,700		
Comm Dev Block Grant Administration					\$59,200			\$59,200		
									\$360,900	21%
TOTAL	\$115,600	\$263,700	\$118,800	\$738,500	\$417,000	\$34,000	\$1,000	\$1,688,600	\$1,688,600	100%

* Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

TABLE III
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
EXPENSES BY PROGRAM - Proposed May 22, 2014
FISCAL YEAR OCTOBER 1, 2014 - SEPTEMBER 30, 2015

		REGIONAL PLANNING	PUBLIC SAFETY & REGULATORY COMPLIANCE				ECONOMIC DEVELOPMENT				TRANSPORTATION			LOCAL GOVERNMENT ASSISTANCE			
TOTAL	EXPENSES	PROGRAM DEVELOP	STATE PLANNING & REVIEW	HOMELAND SECURITY	HAZARDOUS WASTE MONITORING	LOCAL EMERGENCY PLANNING COMMITTEE	HAZARDS ANALYSES	COMP ED STRATEGY & TECHNICAL ASSIST	TOURISM TASK FORCE STAFFING	TOURISM TASK FORCE	TRANS DISADVANT	GAINESVILLE URBANIZED AREA TRANS PLANNING	GAINESVILLE URBANIZED AREA MASS TRANSIT	GENERAL TECHNICAL SERVICES	LOCAL PLANNING SERVICES	COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN	TOTAL
\$16,000	Contractual Services					\$16,000											\$16,000
\$15,000	Dues, Pubs., Subs. & Training	\$6,000				\$9,000											\$15,000
\$15,000	Furniture & Equipment	\$15,000															\$15,000
\$4,000	Legal Services & Public Notices					\$1,500					\$2,500						\$4,000
\$1,000	Meeting Expenses	\$500				\$500											\$1,000
\$1,000	Office Supplies	\$1,000															\$1,000
\$694,000	Personnel		\$16,700	\$7,300	\$17,800	\$26,100	\$3,100	\$46,000	\$15,700		\$85,400	\$226,700	\$95,200	\$3,500	\$128,800	\$21,700	\$694,000
\$5,000	Postage		\$400	\$300	\$300	\$200		\$300			\$1,000	\$500		\$100	\$1,000	\$900	\$5,000
\$35,000	Travel		\$2,000	\$5,500	\$2,000	\$6,000	\$500	\$4,000			\$4,000	\$4,000		\$1,000	\$2,500	\$3,500	\$35,000
\$39,000	Original FL Tourism Task Force									\$39,000							\$39,000
\$38,900	Contingency	\$2,300	\$1,055	\$1,925	\$1,148	\$3,185	\$1,816	\$3,037	\$643		\$3,517	\$1,406	\$3,971	\$1,241	\$6,343	\$7,313	\$38,900
\$824,700	Indirect Costs*		\$19,845	\$8,675	\$21,152	\$31,015	\$3,684	\$54,663	\$18,657		\$101,483	\$269,394	\$113,129	\$4,159	\$153,057	\$25,787	\$824,700
\$1,688,600	TOTAL	\$24,800	\$40,000	\$23,700	\$42,400	\$93,500	\$9,100	\$108,000	\$35,000	\$39,000	\$197,900	\$502,000	\$212,300	\$10,000	\$291,700	\$59,200	\$1,688,600

* See Table I for line item expenses of Indirect Costs. Total indirect expenses are distributed among programs at the rate of 118.83% of Direct Personnel costs.

TABLE IV
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MEMBER LOCAL GOVERNMENT DUES - Proposed May 22, 2014
FISCAL YEAR OCTOBER 1, 2014 - SEPTEMBER 30, 2015

	POPULATION*		DUES @ .30** PER CAPITA
	JURISDICTION	TOTAL COUNTY	
Alachua County		246,733	
County Government	99,795	(21,559)	\$20,000
Alachua	9,300		\$2,790
Archer	1,123		\$750
Gainesville	123,569	(14,699)	\$22,372
Hawthorne	1,389		\$750
High Springs	5,440		\$1,632
Newberry	5,148		\$1,544
Waldo	969		\$750
Bradford County		24,324	
County Government	18,794		\$5,638
Starke	5,530		\$1,659
Columbia County		63,479	
County Government	51,888		\$15,566
Lake City	11,591		\$3,477
Dixie County		14,982	
County Government	14,982		\$4,495
Gilchrist County		16,033	
County Government	16,033		\$4,810
Hamilton County		12,055	
County Government	10,201		\$3,060
Jasper	1,854		\$750
Lafayette County		6,915	
County Government	6,915		\$2,075
Madison County		17,740	
County Government	14,625		\$4,388
Madison	3,115		\$935
Suwannee County		41,067	
County Government	34,267		\$10,280
Live Oak	6,800		\$2,040
Taylor County		19,627	
County Government	12,596		\$3,779
Perry	7,031		\$2,109
Union County		10,674	
County Government	10,674		\$3,202
TOTAL	473,629	473,629	\$118,851

*Official State estimates used for Revenue Sharing purposes: April 1, 2013.

**Minimum dues paid by any member local government is \$750.

Membership dues are reduced by one percent of the funds expended by a member local government for in-house planning activities provided such reduction shall not reduce the total dues to an amount less than \$20,000.



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Election of Officers and Board of Directors

RECOMMENDATION:

Approve the Nominating Committee slate of nominees for Executive Committee and Board of Directors for Program Year 2014-15.

BACKGROUND:

The Nominating Committee met on May 8, 2014, to develop, for the Council's consideration, recommendations concerning the Executive Committee positions, including the additional Executive Committee member, and other members of the Board of Directors. A list of those recommendations is attached.

Also attached, for your information, are excerpts from the policies which govern the elections to these positions. Specifically, the Council is to elect individuals to the following positions.

Chair
 Vice-Chair
 Secretary-Treasurer
 Executive Committee Member
 Immediate Past Chair
 Ten Non-Executive Committee Members for Board of Director Positions

NOTE:

1. No more than one officer may be from representatives appointed by the same governmental unit.
2. Of the total 15 members of the Board of Directors (including the Executive Committee), 10 shall be representatives appointed by city and county members, and 5 shall be selected from among gubernatorial appointees.
3. At least two-thirds (2/3) of the representatives on the Board must be elected officials.
4. There must be broad regional representation on the Board.

5. At least 8 counties must be represented on the Board.
6. At least 3 Board members must be from Alachua County.

In addition, if you want to make nominations from the floor, please find attached a list of current Council members. Only local government representatives and gubernatorial appointees are eligible for election as officers and to the Board of Directors.

If you have any questions concerning the election process, please do not hesitate to contact me.

Attachments

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

2014-15
May 15, 2014

EXECUTIVE COMMITTEE MEMBERS

Carolyn Spooner, Chair
Daniel Riddick, Vice-Chair
Rick Davis, Secretary/Treasurer
Charles Williams, Member
Garth Nobles, Jr., Immediate Past Chair

OTHER BOARD MEMBERS

LOCAL GOVERNMENT APPOINTEES

ALACHUA COUNTY

Charles Chestnut, IV

City of Alachua

Robert Wilford

City of Waldo

Louie Davis

GILCHRIST COUNTY

Kenrick Thomas

HAMILTON COUNTY

City of Jasper

LaBarfield Bryant

LAFAYETTE COUNTY

Donnie Hamlin

GUBERNATORIAL APPOINTEES

COLUMBIA COUNTY

James Montgomery

DIXIE COUNTY

Lorene Thomas

MADISON COUNTY

Mike Williams

SUWANNEE COUNTY

Sandra Haas

O:\Carol\COUNCIL.MTG\board members list may
15-14.wpd



Section 6: Officers---Duties---Term of Office.

- (1) The members of the Council shall elect a Chairman, Vice-Chairman and Secretary-Treasurer to serve as officers of both the Council and of the Board of Directors. The officers shall be elected from among the members of the Council and may be elected or non-elected officials, no more than one of who may be from representatives appointed by the same governmental unit. Should a vacancy occur among the officers, the vacancy shall be filled in the same manner in which the preceding officers were originally elected.
- (2) The officers shall perform the duties enumerated below and other duties prescribed by the Council:
 - (a) The Chairman shall preside at meetings of the Council and of the Board; sign, with the counter-signature of the Secretary-Treasurer, or Executive Director, as authorized by the Council, any contracts or other instruments which is deemed in the Council's best interest; and perform such other duties incident to the office as may be prescribed by the Council.
 - (b) The Vice-Chairman shall assist the Chairman in the performance of the Chairman's duties, and either in the absence of the Chairman or in the event of the Chairman's inability or refusal to act, shall have the powers and shall perform the duties of the Chairman.
 - (c) The Secretary-Treasurer shall keep minutes of the meetings and the records of the Council and of the Board; attest the signatures of the Council officers; and see that notices are duly given in accordance with the provisions of these Policies or as required by law.
 - (d) The Secretary-Treasurer shall, with the Finance Committee, periodically review the financial needs of the Council and at least quarterly, report to the Council regarding its fiscal condition. The Secretary-Treasurer shall also monitor and periodically report to the Council as to whether the Executive Committee and staff are complying with policies of



the Council in matters relating to: 1) Receiving monies due the Council and depositing them in a depository designated by the Council; and 2) Expending the funds of the Council as authorized by the Council. Further, the Secretary-Treasurer shall, in general, perform all duties that may be assigned to him/her by the Chairman or the Council.

- (3) Each member elected to an office shall serve for one (1) year or until reelected or until a successor is elected, except that the Chairman's term of office shall be limited to two (2) consecutive one-year (1) terms and a past-chairman shall not be eligible again until two (2) additional years have elapsed nor shall a past-chairman be succeeded by a representative appointed by the same governmental unit.
- (4) Newly elected officers shall be declared installed following the election, and shall assume the duties of office upon adjournment of the Annual Meeting at which they are elected.



Section 7: Board of Directors.

(1) The membership of the Board of Directors shall be elected by the whole Council at its Annual Meeting as follows:

(a) The composition of the Board shall consist of the Executive Committee and ten (10) other Council representatives. Of these fifteen, ten (10) shall be representatives appointed by city and county members, and five (5) shall be selected from among the representatives appointed by the Governor of the State of Florida. At least two-thirds (2/3) of the representatives serving on the Board shall be officials elected to the governing body of local governments or other county elected officials chosen by said governing boards or the Governor.

(b) The ten (10) non-Executive Committee Members of the Board shall be selected in the following manner. A slate of nominees to fill each of the ten (10) positions shall be presented by the Nominating Committee. In selecting nominees, the Committee shall:

1. Ensure broad and equitable representation throughout the membership, with consideration being given to proper representation: 1) From both counties and cities, 2) From rural as well as urban areas, and 3) According to population distribution; and further, consideration should be given to nominating minority representatives in number sufficient to provide minority representation on the Board in approximately the same proportion as minority population exists in the Region's total population.
2. Select at least one (1) nominee from a sufficient number of counties to ensure that eight counties are represented on the Board, including members of the Executive Committee. Furthermore, there shall be a sufficient number of nominees selected from among the representatives from all counties with more than 75,000 population to ensure that at least three members of the Board represent said county, including members of the Executive Committee.



- (c) Nominations may also be made from the floor providing that such nominees shall challenge specific nominees designated by the Committee, and such nominees shall satisfy the requirements set forth in Paragraphs (b)1. and (b)2.
- (2) Should a vacancy(ies) occur among the directors, the successor(s) shall be filled in the same manner in which the preceding directors were originally filled. Otherwise, all board members shall serve one (1) year or until successor is elected.
- (3) A majority of the Board of Directors shall constitute a quorum for the transaction of business. In the event a member of the Board resigns, or for other reasons is no longer a representative to the Council, then the position vacated by that member shall not be included in the total number of Board positions for the purpose of determining a quorum until such time as the position is filled. When a quorum is present at any meeting, a majority of the directors present shall decide any question under consideration.
- (4) The Board shall keep minutes of its proceedings and records of its official actions, all of which shall be filed in the office of the Council and shall be of public record.
- (5) The Board shall have the duties and responsibilities as may be delegated to it by the Council which will best effectuate and carry out the purposes and functions for which the Council is created and as outlined in these Policies.
- (6) In the event the Council fails to assemble a quorum for the purposes of transacting business at any regular or called meeting, the Board is authorized to act on behalf of the Council with respect to all items. In such instances, all members of the Council who are present may vote on items considered by the Board, and a majority of those voting shall decide any question under consideration. Actions of the Board shall be final.

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MEMBERS

May 15, 2014

COUNTY REPRESENTATIVES

- | | |
|-------------------------------|-------------------------|
| 1. Stephen Bailey | Columbia County |
| 2. Susan Baird | Alachua County |
| 3. Beth Burnam | Hamilton County |
| 4. Mike Byerly | Alachua County |
| 5. Charles Chestnut IV | Alachua County |
| 6. Rick Davis | Madison County |
| 7. Rusty DePratter | Columbia County |
| 8. Donnie Hamlin | Lafayette County |
| 9. Jason Holifield | Dixie County |
| 10. Robert Hutchinson | Alachua County |
| 11. Patricia Patterson | Taylor County |
| 12. Daniel Riddick | Bradford County |
| 13. M. Wayne Smith | Union County |
| 14. Kenrick Thomas | Gilchrist County |
| 15. Wesley Wainwright | Suwannee County |

CITY REPRESENTATIVES

- | | |
|------------------------------|-----------------|
| 16. Bob Barnas | High Springs |
| 17. LaBarfield Bryant | Jasper |
| 18. Ed Braddy | Gainesville |
| 19. Jim Catron | Madison |
| 20. Don Cook | Perry |
| 21. Louie Davis | Waldo |
| 22. Tim Marden | Newberry |
| 23. Garth Nobles, Jr. | Live Oak |
| 24. Frank Ogborn | Archer |
| 25. Lauren Poe | Gainesville |
| 26. DeLoris Roberts | Hawthorne |
| 27. Carolyn Spooner | Starke |
| 28. Randy Wells | Gainesville |
| 29. Robert Wilford | Alachua |
| 30. Stephen Witt | Lake City |
| 31. Vacant | Gainesville |
| 32. Vacant | Gainesville |

GUBERNATORIAL REPRESENTATIVES

- | | |
|-----------------------------|------------------------|
| 33. Sandra Haas | Suwannee County |
| 34. James Montgomery | Columbia County |
| 35. Lorene Thomas | Dixie County |
| 36. Charles Williams | Hamilton County |
| 37. Mike Williams | Madison County |
| 38. Vacant | Alachua County |
| 39. Vacant | Alachua County |
| 40. Vacant | Alachua County |
| 41. Vacant | Alachua County |
| 42. Vacant | Alachua County |
| 43. Vacant | Alachua County |
| 44. Vacant | Bradford County |
| 45. Vacant | Gilchrist County |
| 46. Vacant | Lafayette County |
| 47. Vacant | Taylor County |
| 48. Vacant | Union County |

NON-VOTING DELEGATE

Ginger Travers, High Springs

EX-OFFICIO REPRESENTATIVES

1. Vacant, Florida Department of Economic Opportunity
2. Vacant, Florida Department of Environmental Protection
3. Vacant, Florida Department of Transportation
4. Kraig McLane, St. Johns River Water Management District
5. Vacant, Suwannee River Water Management District

Board Members are Bolded



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director *SK*

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 April 2014 Monthly Activity Report highlighting the activities of the Association's Director of Intergovernmental Affairs, Sheri Coven. This 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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Sheri Coven
Director of Intergovernmental Affairs
sheri.coven@flregionalcouncils.org
(850) 294-0526

MONTHLY ACTIVITY REPORT: April 2014

OUTREACH

- Continued to discuss partnership opportunities with Gail Stafford, Compliance Administrator at the Florida Energy Office, specific to a U.S. Economic Development Administration grant application.
- Distributed a press release pertaining to FRCA's unveiling of its new economic scorecard website to its partners and worked with Enterprise Florida to send the same press release on FRCA's behalf to the economic development organization in Florida.
- Researched and chose a social marketing vendor for FRCA's quarterly newsletter subscription service.
- Developed an outline for the 2013-14 FRCA Annual Report using the Florida Chamber Foundation's Six Pillars as an organizing framework and distributed it to the RPC Executive Directors for further input.
- Provided assistance to the National Association of Development Organizations with regard to its research on business continuity planning; Safe Routes to School National Partnership on a survey distribution; Florida Local Government Coalition's Innovation Committee on its resource development tasks; and, Enterprise Florida as it pertained to linking up the hosts of its economic development organization partner training sessions with the appropriate RPC.

RESOURCE DEVELOPMENT/CAPACITY BUILDING

- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, attended meetings of the Local Emergency Planning Committees, State Emergency Response Commission, Metropolitan Planning Organization Advisory Council, and, Rural Economic Development Initiative; and participated in Enterprise Florida's monthly conference call for its economic development partners.
- Issued letters in support of funding applications submitted by the Northeast Florida Regional Council and Tampa Bay and Southwest Florida RPCs.
- Prepared and submitted to the Florida Department of Economic Opportunity FRCA's 2013-14 third quarter report demonstrating implementation of the *Florida Strategic Plan for Economic Development*.
- Distributed funding announcements from the U.S. Economic Development Administration and U.S. Small Business Administration.

LEGISLATIVE SUPPORT

- Issued two Legislative Highlights reports and four bill tracking reports.
- Continued to analyze bills on the FRCA's bill tracking report; monitored the final 2014 legislative committee meetings; and monitored actions taken by the Florida Senate and House of Representatives.

ADMINISTRATIVE

- Updated the FRCA website to include announcements and links pertaining to the new economic scorecard website and release of the *Florida Energy Resiliency Report*.
- Updated and distributed the FRCA Strategic Assessment Retreat short term action plan demonstrating progress on the recommendations pertaining to the creation of Gubernatorial Advisory Committees and improving communication among the councils and between the councils, their stakeholders, and the press.
- Prepared the March FRCA meeting summaries; participated in the April FRCA meetings; and, handled all necessary meeting logistics.
- Continued to prepare for the June FRCA meetings, which will be held in conjunction with the Florida Association of Counties Annual Conference.



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director *SRK*

SUBJECT: Florida Chamber Foundation Scorecard™

The Florida Chamber Foundation has developed the Florida Scorecard™ 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 May 2014 Scorecard.

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

Attachment

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Dedicated to improving the quality of life of the Region's citizens,
 by coordinating growth management, protecting regional resources,
 promoting economic development and providing technical services to local governments.

THE FLORIDA SCORECARD

The Metrics that Help Florida Leaders Secure Florida's Future

Search the Scorecard

Log-In to Your Scorecard

HOME

ABOUT THE FOUNDATION

TRUSTEES

BLOG

Current Scorecard

Florida's Future

Florida's Scorecard



Talent Supply & Education



Innovation & Economic Development



Infrastructure & Growth Leadership



Business Climate & Competitiveness



Civic & Governance Systems



Quality of Life & Quality Places

Current News

2030 Metrics

County Data

Interactive Chart

My Metrics

Tourism Indicators

Budgeting for Florida's Future

Budgeting is a practice done by individuals, households, companies, and municipal, state and federal governments. Examining revenues and forecasting expenditures helps plan for future expansion, capital improvements and market growth. In Florida, investments and budget decisions by the state give the business community the ability to project certainty over levels of taxation, government spending and regulatory climates that allow them to operate in the most effective ways possible.

So, where does Florida stand?

Over the past 10 years, Florida's budget has seen a number of changes in overall size. In 2005, the total state budget was approximately **\$65.7 billion**. This was followed by the single largest one-year increase in state appropriations – **over \$8 billion** – in 2006. Since 2006, the size of the budget has varied from roughly \$68 billion to **\$74 billion**, where it stands for the 2014-2015 year.

Having a budget that provides for essential services but also maintains a proper level of efficiency is the best possible scenario for the business community and Floridians. We must have a state government that delivers effectively and does so in the most financially efficient way possible. In that environment, Florida will prosper.

Examining the data per capita, the size of the Sunshine State's budget works out to approximately **\$3,795 per person**. This places Florida's overall budget "efficiency" at **8th among the 50 states**. Florida's per capita budget figure is 38 percent below the national average of \$6,260 per capita. Oklahoma, with just \$1,792 per capita, has the lowest figure. By contrast, Alaska, Connecticut, Kentucky, North Dakota and Oregon all have the highest per-capita spending, ranging from over \$12,000 per capita to \$17,700 per capita (more than four times Florida's figure).

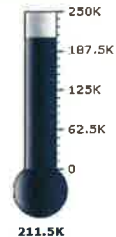
As Florida is set to pass New York in population, our budget comes in 47 percent smaller than the Empire State.

While Florida enjoys a very streamlined state government, a great feature for business growth and future prosperity, the future will bring with it over six million new residents by 2030, expanding the prospective size of the state's budget. Accounting for population growth, and maintaining the same per-capita expenditures, Florida's budget will likely grow to almost \$100 billion by 2030. This only accounts for population, and does not account for any specific demographic changes that Florida may encounter in its growth through 2030 (aging population, etc.). Changes in demographics specific to Florida could have an even greater effect on the size of Florida's budget in the future.



Population

Florida Net 12-Month Job Creation



211.5K
FLORIDA JOBS

SCORECARD NEWSLETTER

Provide your email address to receive monthly Scorecard updates

SUBSCRIBE

Ranking Florida

Key Indicators



Home Foreclosures

As Florida continues to recover from the housing market collapse, trends in home foreclosures provide insight into Florida's progress through the extended recovery.



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...



Unemployment Rate

Florida has a labor force of over 9 million, ready to meet the workforce needs of businesses...



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Legislative Report

The 2014 regular Legislature session convened on March 4, 2014 and adjourned on schedule on May 2, 2014. The Florida Department of Economic Opportunity budget request for Fiscal Year 2014-15 submitted to Governor Scott did not include any appropriation request for all 11 regional planning councils. In addition, the budget for Fiscal Year 2014-15 submitted by the Governor to the Legislature did not include any appropriation request for all 11 regional planning councils. However, the House Fiscal Year 2014-15 adopted budget included \$2.5 million for all 11 regional planning councils and the final version of the Senate Fiscal Year 2014-15 adopted budget also included \$2.5 million for all 11 regional planning councils. As you know, the Legislature appropriated \$2.5 million for all 11 regional planning councils for Fiscal Year 2013-14. However, Governor Scott vetoed the appropriation for regional planning councils. The Council's share of this appropriation would have been approximately \$179,000.

The following paragraphs provide a summary of final action on bills of interest.

COMPREHENSIVE PLAN LOCAL REFERENDUM

House Bill 189 by Representative Boyd relates to Growth Management. Revises restrictions on initiative or referendum process in regard to local comprehensive plan amendments and map amendments. The bill broadens the exception to the prohibition on using a referendum process in regard to a comprehensive plan or map amendment by deleting the limitation that the exception must involve "more than five parcels of land." **Senate companion bill passed by Legislature.**

Senate Bill 374 by Senator Detert relates to Growth Management. Revises restrictions on an initiative or referendum process with regard to local comprehensive plan amendments and map amendments. The bill broadens the exception to the prohibition on using a referendum process in regard to a comprehensive plan or map amendment by deleting the limitation that the exception must involve "more than five parcels of land." **PASSED BY LEGISLATURE.**

COMPREHENSIVE PLAN PRIVATE PROPERTY RIGHTS

House Bill 395 by Representative Perry relates to Growth Management. Requires local governments to address protection of private property rights in their comprehensive plans; requires comprehensive plan to include property rights element that addresses certain objectives; requires counties and municipalities to adopt land development regulations consistent with property rights element. **Bill did not pass.**

DEVELOPMENTS OF REGIONAL IMPACT

House Bill 241 by Representative Gaetz relates to Developments of Regional Impact. Deletes certain exemptions for dense urban land areas. The bill deletes Section 380.06(29)a.2. and (29)a.3., Florida Statutes, removing the exemption for dense urban land areas that are within a county and located in an urban service area as defined in Section 163.3164, Florida Statutes, and which are in a county with a population of at least 900,000 but do not have an urban service area. **Bill did not pass.**

Senate Bill 372 by Senator Galvano relates to Developments of Regional Impact. Deletes certain exemptions for dense urban land areas; revises the exemption for any proposed development within a county that has a population of at least 300,000 and an average population of at least 400 people per square mile. The bill deletes Section 380.06(29)a.2. and (29)a.3., Florida Statutes, removing the exemption for dense urban land areas that are within a county and located in an urban service area as defined in Section 163.3164, Florida Statutes, and which are in a county with a population of at least 900,000 but do not have an urban service area, which is identical to House Bill 241. However, it also revises the exemption in Section 380.06(29)a.4., to apply to a county with an average population of at least 400 people per square mile and a population of at least 300,000, and does not have to be located in an urban service area. It previously applied to a county with a population of at least one million, with no square mile requirement, although it did have to be located in an urban service area. More specifically, eight counties were exempted from state review of proposed "developments of regional impact" under 2009 legislation. This bill would extend the exemption to Brevard, Lee, Manatee, Pasco, Sarasota and Volusia Counties. **Bill did not pass.**

ECONOMIC DEVELOPMENT

House Bill 7023 by Economic Development and Tourism Subcommittee relates to economic development. Revises provisions relating to transportation concurrency, impact fees, loan programs, urban redevelopment, Space Florida, Unemployment Compensation Trust Fund contributions, and rural areas of critical economic concern. This bill streamlines applicable sections of Chapter 290, Florida Statutes, to increase flexibility in the Small Cities Community Development Block Grant program by removing certain application requirements and competitive scoring criteria and allow grants to be used for economic development projects. The bill also rebrands Florida's Rural Areas of Critical Economic Concern to Rural Areas of Opportunity. In addition, the bill exempts the development of small businesses from having to comply with impact fee, concurrency, or proportionate share requirements for transportation impacts for three years. The bill also makes other changes proposed by the Florida Department of Economic Opportunity and replaces Enterprise Florida with VISIT Florida as the entity to assist Space Florida in developing its marketing plan. **PASSED BY LEGISLATURE.**

ENTERPRISE ZONES

House Bill 141 by Representative Powell relates to Florida Enterprise Zone Act. Revises date of repeal of Florida Enterprise Zone Act. The bill changes the date to repeal the Florida Enterprise Zone Act from December 31, 2015 to December 31, 2025. **Bill did not pass.**

FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY WEB PAGE

House Bill 235 by Representative Combee relates to Florida Department of Economic Opportunity. Requires the Florida Department of Economic Opportunity to create web page accessible through its Internet website that provides certain information; provides purpose of web page; requires Florida Department of Economic Opportunity to collect all local business information available to Florida Department of Economic Opportunity; requires Florida Department of Economic Opportunity to request relevant local government to provide any otherwise unavailable information; requires local governments to provide notice of changes in information collected by department; authorizes local government entities to provide summary that includes certain information for Florida Department of Economic Opportunity's web page. The bill creates Section 288.112, Florida Statutes, requiring the Florida Department of Economic Opportunity to create a new web page on its website devoted solely to the collection and publication of data and information relevant to the creation or expansion of new businesses within the state, for the following purposes: (a) provide a comprehensive overview of conditions that exist within cities and counties that are conducive to the creation and expansion of new businesses; (b) enable prospective employers to effectively and accurately evaluate the business climate in various locations throughout the state; and, (c) provide prospective business owners and operators within the state with immediate access to specific charges and costs related to the establishment, operation, and maintenance of a business. The bill provides the specific list of criteria to be collected. The Department is given until January 1, 2015 to collect the information and post it as soon as possible thereafter on its website. **Bill did not pass.**

FREIGHT LOGISTIC ZONES

House Bill 3 by Representative Ray relates to freight logistic zones. Defines "freight logistics zone"; authorizes county or two or more contiguous counties to designate geographic area(s) within its jurisdiction as freight logistics zone; requires adoption of strategic plan which must include certain information; provides that certain projects within freight logistics zones may be eligible for priority in state funding and certain incentive programs; provides evaluation criteria for freight logistics zones. The bill requires the freight strategic plan to be compatible with the applicable local government comprehensive plan and adopted long-range transportation plans of a metropolitan planning organization. **Bill did not pass.**

Senate Bill 136 by Senator Ring relates to freight logistic zones. Defines the term "freight logistics zone"; authorizes a county, or two or more contiguous counties, to designate a geographic area or areas within its jurisdiction as a freight logistics zone; requires the adoption of a strategic plan that must include certain information; provides that certain projects within freight logistics zones may be eligible for priority in state funding and certain incentive programs; provides evaluation criteria for freight logistics zones. The bill requires the freight strategic plan to be compatible with the applicable local government comprehensive plan and adopted long-range transportation plans of a metropolitan planning organization. **Bill did not pass.**

LAND DEVELOPMENT REGULATIONS SINKHOLE TESTING

House Bill 315 by Representative Stark relates to Land Development Regulations. Requires local land development regulations to include sinkhole testing. The bill amends Section 163.3202(2), Florida Statutes by adding new subparagraph "j" as stated above. **Bill did not pass.**

Senate Bill 376 by Senator Soto relates to Local Land Development Regulations. Requires local land development regulations to provide for sinkhole testing. The bill amends Section 163.3202(2), Florida Statutes, by adding new subparagraph "j" as stated above. **Bill did not pass.**

RURAL ECONOMIC DEVELOPMENT

House Bill 611 by Representative Beshears relates to Rural Areas of Opportunity. Increases value of tax credits for certain eligible businesses; provides additional tax credit for certain businesses located within rural area of opportunity; authorizes certain eligible businesses to apply for ad valorem tax reimbursement in specified amount; provides for sales tax refund for certain eligible businesses; increases maximum amount of grant funds that regionally based economic development organizations may receive from the Florida Department of Economic Opportunity; deletes provision that caps tax refund amount for certain qualified target industry business tax refund applicants; exempts certain businesses from requirement that tax refunds be reduced in absence of specified amount of local financial support; revises definition of term "rural enterprise zone" to include rural areas of opportunity; specifies that rural area of opportunity shall be designated as rural enterprise zone; renames "rural areas of critical economic concern" as "rural areas of opportunity." **Bill did not pass.**

SPRINGS

House Bill 49 by Representative Stewart relates to Springs Revival Act. Requires water management districts to identify certain springs, develop certain plans and submit certain reports; authorizes districts to adopt rules and issue orders. By October 1 of each year, requires each water management district, with appropriate technical support, to identify first and second magnitude springs that are in decline based upon historic average water quality and flow levels, and which are not identified in the Florida Department of Environmental Protection's rule for impaired water bodies. By July 1, 2015, each water management district must develop a five-year plan to restore historic average water quality flow levels to the springs that are identified as described above and in the rule for impaired water bodies. Also beginning July 1, 2015, quarterly progress reports are required. **Bill did not pass.**

Senate Bill 76 by Senator Soto relates to Springs Revival Act. Requires water management districts to identify certain springs, develop certain plans, and submit certain reports to the Governor and the Legislature; authorizes the districts to adopt rules and issue orders. By October 1 of each year, requires each water management district, with appropriate technical support, to identify first and second magnitude springs that are in decline based upon historic average water quality and flow levels, and which are not identified in the Florida Department of Environmental Protection's rule for impaired water bodies. By July 1, 2015, each water management district must develop a five-year plan to restore historic average water quality flow levels to the springs that are identified as described above and in the rule for impaired water bodies. Also beginning July 1, 2015, quarterly progress reports are required. **Bill did not pass.**

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



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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

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 fulfill 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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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Annual City-County Managers Meeting - May 30, 2014

Each year, 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 May 30, 2014, 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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AGENDA

CITY/COUNTY MANAGERS ANNUAL MEETING

May 30, 2014

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

10:00 a.m.	Welcome and Introductions	Scott Koons Executive Director
	Regional Planning Council Update	Scott Koons Executive Director
	Public Safety and Regulatory Compliance Programs	Dwayne Mundy Public Safety and Regulatory Compliance Programs Director
	Economic Development Programs	Steven Dopp Senior Planner
	Growth Management Programs	Sandra Joseph Senior Planner
	Regional Planning and Review Programs	Steven Dopp Senior Planner
	Closing Remarks	Scott Koons Executive Director
12:00 noon	Lunch	

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May 15, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Check Fraud Status Report

On March 20, 2013, a fraudulent check in the amount of \$49,523.00 that was written on the Council's bank account was processed and paid by Wells Fargo. Also on March 20, 2013, Council staff filed an affidavit of check fraud concerning this matter with Wells Fargo. On March 25, 2013, Council staff filed a crime report concerning this matter with the Gainesville Police Department.

On March 28, 2013, Council Attorney Jonathan Wershow and Council staff briefed the Executive Committee concerning this matter. On April 18, 2013, the Council Attorney sent a letter to Wells Fargo requesting that Wells Fargo remit to the Council within 30 days the unauthorized \$49,523.00 released by Wells Fargo from the Council's account. On April 25, 2013, Council staff briefed the Council concerning this matter. On June 3, 2013, attorneys for Wells Fargo responded via letter to Mr. Wershow's letter stating that Wells Fargo will not reimburse the Council for the \$49,523.00 released from the Council's account by Wells Fargo.

On July 25, 2013, the Council authorized the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00 and designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. In addition, the Council authorized the Council Attorney and the Executive Director to contact federal and state law enforcement agencies to discuss the fraudulent check processed and paid out of the Council's bank account by Wells Fargo.

On August 5, 2013, Council Attorney Wershow and I met with Mr. William Cervone, State's Attorney for the Eighth Judicial Circuit of Florida to discuss the check fraud incident. Mr. Cervone offered the assistance of his staff to work with the Gainesville Police Department to secure the bank records relating to the check fraud incident.

On August 6, 2013, Council Attorney Wershow and Co-Council Stanley Cushman filed a five-count lawsuit in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida, against Wells Fargo Bank, N.A. to recover the unauthorized \$49,523.00 released by Wells Fargo from the Council's bank account.

May 15, 2014

Page 2

On September 9, 2013, Wells Fargo responded to the complaint by filing a Motion to Compel Arbitration. Wells Fargo alleges that disputes related to the Council's checking account are to be resolved by an arbitrator. Council Attorney Wershow and Co-Counsel Stanley Cushman responded to the motion stating arbitration does not apply to the dispute.

A hearing was scheduled for October 30, 2013 in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida on the Motion to Compel Arbitration filed by Wells Fargo to resolve the dispute between the Council and Wells Fargo. However, the hearing was rescheduled for January 24, 2014. At the conclusion of the hearing, the Circuit Court granted the Motion to Compel Arbitration.

Council Attorney Wershow and Co-Counsel Stanley Cushman are coordinating with the attorney of Wells Fargo on the selection of an arbitrator and scheduling of the arbitration hearing.

Please find attached a summary of legal fees incurred to date concerning the lawsuit.

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

Attachment

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Wells Fargo Lawsuit
Legal Fees

May 15, 2014

<u>Month</u>	<u>Amount</u>
August 2013	\$1,383
September 2013	\$2,253
October 2013	\$3,445
November 2013	\$180
December 2013	\$0
January 2014	\$2,760
February 2014	\$1,410
March 2014	<u>\$2,502</u>
 Total	 \$13,933

