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MEETING NOTICE

EXECUTIVE COMMITTEE

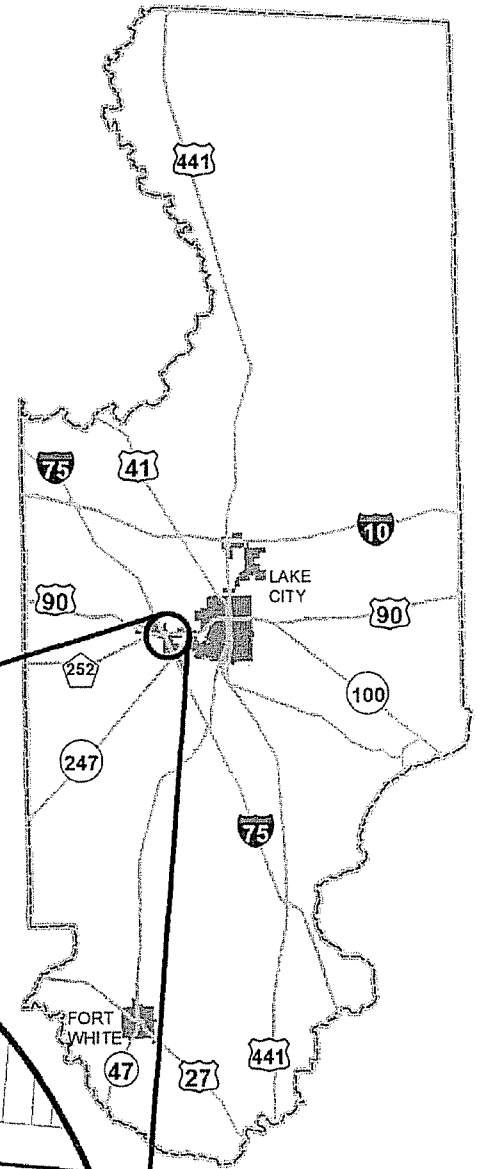
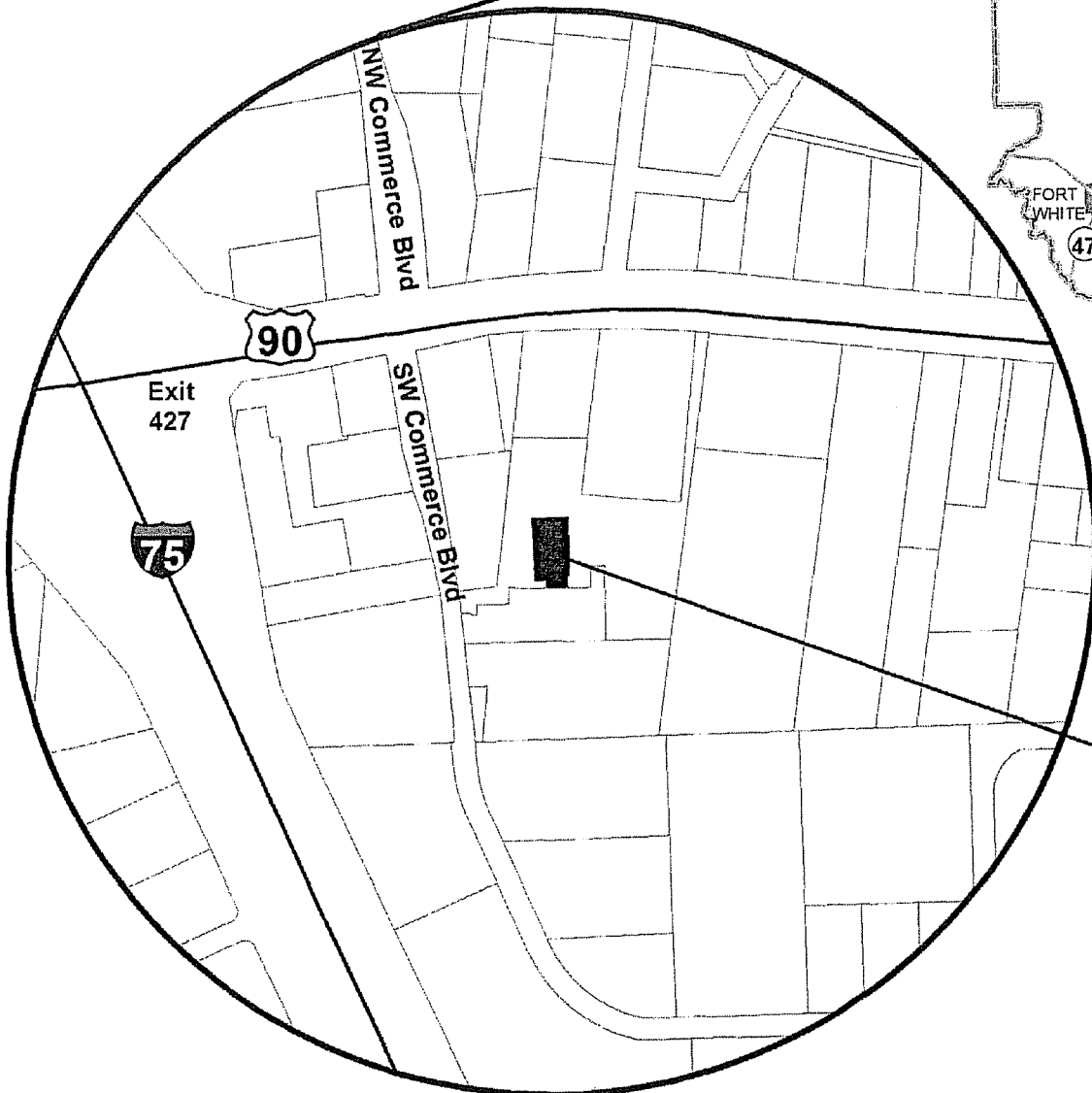
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on March 22, 2012. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(Location Map on Back)

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.



1 inch = 500 feet

Holiday Inn
Hotel & Suites





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AGENDA

EXECUTIVE COMMITTEE

Holiday Inn Hotel & Suites
Lake City, Florida

March 22, 2012
6:00 p.m.

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* See Attachments

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by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

EXECUTIVE COMMITTEE
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

February 23, 2012
6:00 p.m.

MEMBERS PRESENT

Roy Ellis, Chair
Louie Davis, Immediate Past Chair
Garth Nobles, Jr., Secretary-Treasurer
Lorene Thomas, Vice-Chair

MEMBER ABSENT

Kenrick Thomas, Executive Committee Member

STAFF PRESENT

Scott R. Koons

Chair Roy Ellis called the meeting to order at 6:05 p.m.

I. APPROVAL OF MINUTES - January 26, 2012

Chair Ellis asked that the minutes for the January 26, 2012 Executive Committee meeting be approved as written.

ACTION: Mayor Davis made the motion, with a second by Ms. Thomas, to approve the minutes of the Executive Committee meeting held on January 26, 2012 as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - Transportation Disadvantaged Program Planning Grant Resolution, Fiscal Year 2012-13

ACTION: Ms. Thomas made the motion, with a second by Mayor Davis, to recommend to the Council that the Council approve a resolution authorizing the Chair to enter into the Fiscal Year 2012-13 Transportation Disadvantaged Planning Grant agreement with the Florida Commission for the Transportation Disadvantaged for Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties, authorize the Chair to sign the grant assurances and agreements or contracts, and authorize the Executive Director to sign invoices, warranties and certifications for the program. The motion carried unanimously.

III. PROGRAM REPORT - Selection of Gilchrist County Community Transportation Coordinator

ACTION: Mayor Nobles made the motion, with a second by Mayor Davis, to recommend to the Council that the Council approve the attached resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Gilchrist County Community Transportation Coordinator for a five-year period effective April 1, 2012. The motion carried unanimously.

IV. GENERAL ADMINISTRATION - Assigned Fund Balance

ACTION: Mayor Davis made the motion, with a second by Ms. Thomas, to recommend to the Council that the Council encumber \$20,000 of the Council's unassigned fund balance as part of the assigned fund balance to increase the Capital Reserve Fund balance for accumulated depreciation of building and equipment costs to \$470,000. The motion carried unanimously.

The meeting was adjourned at 6:27 p.m.

Roy Ellis, Chair

3/22/12

Date



II.A.

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March 15, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Purchase Order with Apalachee Regional Planning Council to Assist
with a Mass Evacuation Exercise at the State Emergency Operations Center

RECOMMENDATION:

Authorize the Council to assist the Apalachee Regional Planning Council with mass evacuation exercise facilitation pursuant to a purchase order for a fixed fee amount of \$650.

BACKGROUND:

The Council staff frequently works with other regional planning councils assisting with emergency preparedness exercises. In April 2012, the Apalachee Regional Planning Council is facilitating a table top exercise for the Florida Division of Emergency Management.

The Council has been asked to provide assistance with exercise support for a mass evacuation exercise. Staff will serve as an evaluator for a mass evacuation exercise being conducted at the State Emergency Operations Center. This exercise will help emergency managers learn how to use the information compiled in the Statewide Regional Evacuation Studies completed by all 11 regional planning councils in Florida in 2010.

The Council will be paid a fixed fee amount of \$650 for these services.

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

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II.B.

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March 15, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Purchase Order with Northeast Florida Regional Council
to Assist with Tactical Interoperable Communications Exercise
Support at Camp Blanding

RECOMMENDATION:

Authorize the Council to assist the Northeast Florida Regional Council with tactical interoperable communications exercise implementation, planning and documentation pursuant to a purchase order for an estimated fixed fee amount of \$1,500.

BACKGROUND:

The U.S. Department of Homeland Security has provided funding to the State of Florida for regional planning councils to assist with improving regional Tactical Interoperable Communications capabilities. Over the past five years, many of these exercises have been conducted at the Florida National Guard Camp Blanding. The Florida National Guard has contracted with the Northeast Regional Council to assist with one of its exercises to be held at Camp Blanding.

The Council has been asked to provide assistance for exercise support for the tactical interoperable communications exercise. It is anticipated that the Council will be paid a fixed fee amount of \$1,500 by the Northeast Florida Regional Council for these services.

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

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March 15, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Purchase Order with Northeast Florida Regional Council
to Assist with Emergency Preparedness Exercise Support in Putnam County

RECOMMENDATION:

Authorize the Council to assist the Northeast Florida Regional Council with emergency preparedness exercise implementation, planning and documentation pursuant to a purchase order for an estimated fixed fee amount of \$1,500.

BACKGROUND:

The Council staff frequently works with other regional planning councils assisting with emergency preparedness exercises. In April 2012, the Northeast Regional Council is conducting an exercise for Putnam County.

The Council has been asked to provide assistance for exercise support for this emergency preparedness exercise. It is estimated that the Council will be paid a fixed fee amount of \$1,500 by the Northeast Florida Regional Council for these services.

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

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March 15, 2012

TO: Council Members

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

SUBJECT: Purchase Order with Northeast Florida Regional Council
to Assist with Site Visits to Hazardous Materials Sites

RECOMMENDATION:

Authorize the Council to assist the Northeast Florida Regional Council with conducting hazards site visits at chemical facilities regulated under Section 302 of the Emergency Planning and Community Right-to-Know Act pursuant to a purchase order for a fixed fee amount of \$2,350.

BACKGROUND:

Under the Emergency Planning and Community Right-to-Know Act facilities that have a threshold quantity of an extremely hazardous substance are required to notify its Local Emergency Planning Committee. Site visits are conducted to these Section 302 sites to collect emergency planning information.

The Council has been asked to provide assistance to the Northeast Florida Regional Council with these site visits. The Council will be paid a fixed fee amount \$2,350 by the Northeast Florida Regional Council for these services.

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

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March 15, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Selection of Madison County Community Transportation Coordinator

RECOMMENDATION:

Approve the attached resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Big Bend Transit, Inc. as the Madison County Community Transportation Coordinator for a five-year period effective July 1, 2012.

BACKGROUND:

The Council issued a request for proposals for Madison County Community Transportation Coordinator on January 6, 2012. The Council received one proposal from Big Bend Transit, Inc. in response to the request for proposals.

The Madison County Transportation Disadvantaged Coordinating Board recommended that Big Bend Transit, Inc. be designated the Community Transportation Coordinator for Madison County for a five-year period effective July 1, 2012.

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.

RESOLUTION NO. 2012-05

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RECOMMENDING BIG BEND TRANSIT, INC. AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR MADISON COUNTY, FLORIDA

WHEREAS, the North Central Florida Regional Planning Council has the authority to recommend the Community Transportation Coordinator for Madison County, Florida;

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for Community Transportation Coordinator for Madison County, Florida on January 6, 2012;

WHEREAS, the North Central Florida Regional Planning Council received one proposal from Big Bend Transit, Inc. in response to the request for proposals;

WHEREAS, Big Bend Transit, Inc. is willing to provide the services necessary to serve the transportation disadvantaged population in Madison County, Florida;

WHEREAS, Big Bend Transit, Inc. has the appropriate personnel, financial capacity, vehicle and equipment resources, experience and qualifications to serve the transportation disadvantaged population; and

WHEREAS, Big Bend Transit, Inc. has demonstrated plans to coordinate transportation services to maximize the effectiveness of the coordinated transportation system.

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

In accordance with Chapter 427, Florida Statutes, the North Central Florida Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that Big Bend Transit, Inc. be designated the Community Transportation Coordinator for Madison County, Florida for a five-year period effective July 1, 2012.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 22nd day of March 2012.

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

ATTEST:

Scott R. Koons, Executive Director

Roy Ellis, Chair

(SEAL REQUIRED)

