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# **MEETING NOTICE**

## **EXECUTIVE COMMITTEE**

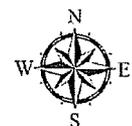
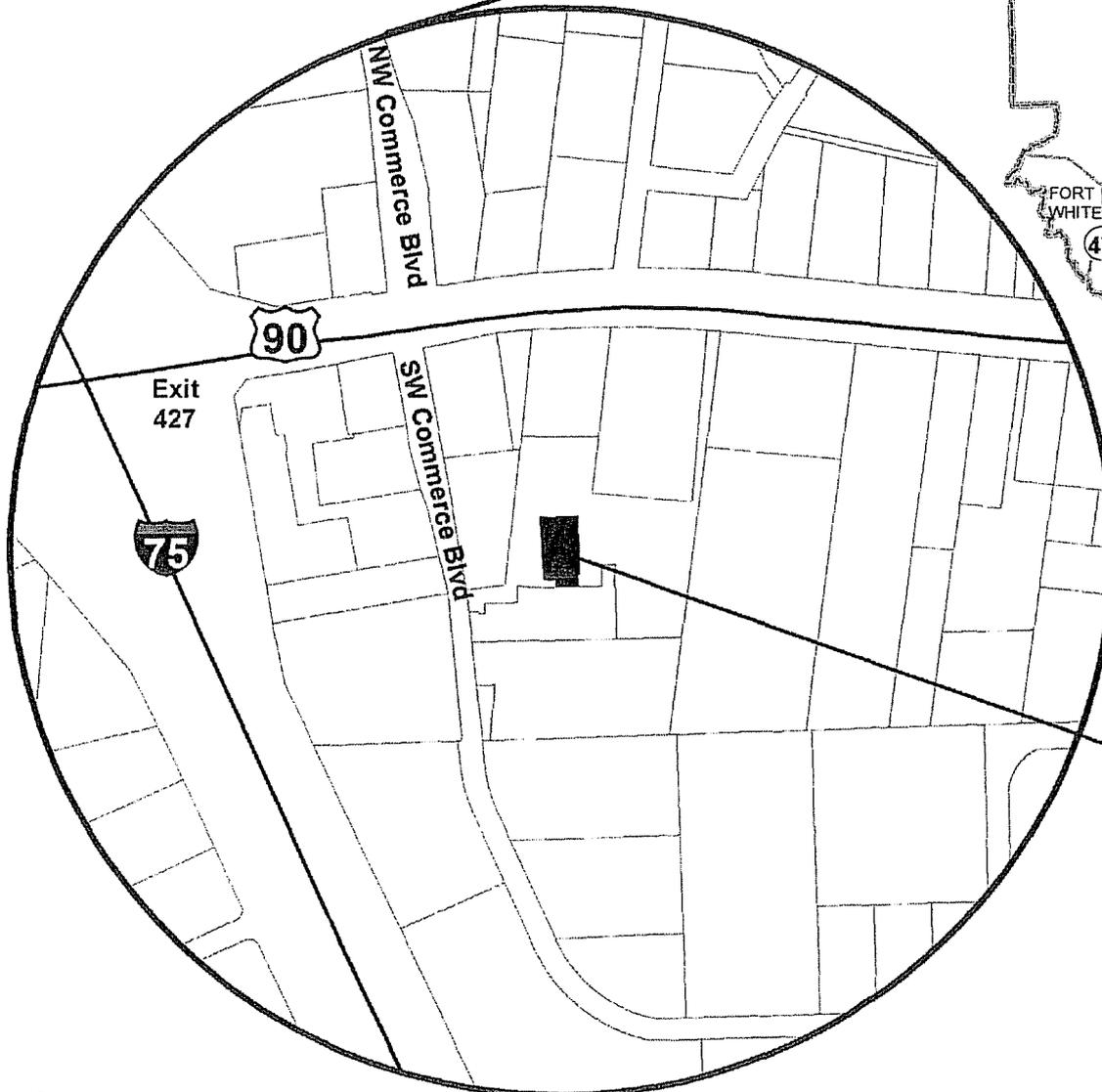
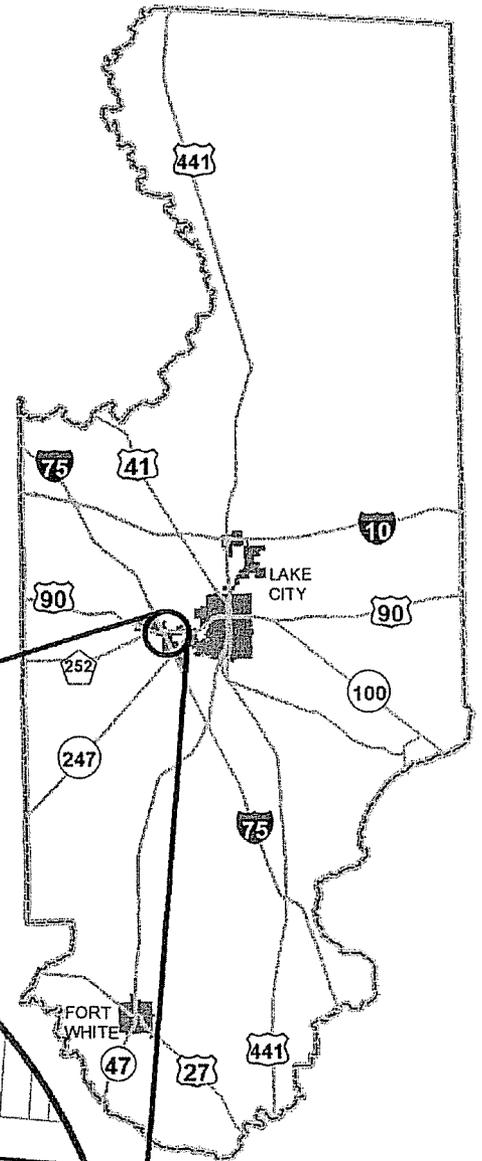
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on April 26, 2012. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(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

April 26, 2012  
 6:00 p.m.

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II. CONTRACTS AND APPLICATIONS	
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IV. GENERAL ADMINISTRATION -	
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V. OTHER BUSINESS - Florida Regional Councils Association Policy Board Meeting Hollywood - August 24, 2012	

\* See Attachments

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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.



EXECUTIVE COMMITTEE  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

March 22, 2012  
6:00 p.m.

MEMBERS PRESENT

Roy Ellis, Chair  
Garth Nobles, Jr., Secretary-Treasurer  
Kenrick Thomas, Executive Committee Member  
Lorene Thomas, Vice-Chair

MEMBER ABSENT

Louie Davis, Immediate Past Chair

STAFF PRESENT

Scott R. Koons

Chair Roy Ellis called the meeting to order at 6:01 p.m.

I. APPROVAL OF MINUTES - February 23, 2012

Chair Ellis asked that the minutes for the February 23, 2012 Executive Committee meeting be approved as written.

**ACTION: Commissioner Thomas made the motion, with a second by Ms. Thomas, to approve the minutes of the Executive Committee meeting held on February 23, 2012 as written. The motion carried unanimously.**

II. CONTRACTS AND APPLICATIONS

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

**ACTION: Mayor Nobles made the motion, with a second by Commissioner Thomas, to recommend to the Council that the Council approve a purchase order to assist the Apalachee Regional Planning Council with mass evacuation exercise facilitation for a fixed fee amount of \$650. The motion carried unanimously.**

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

**ACTION: Commissioner Thomas made the motion, with a second by Ms. Thomas, to recommend to the Council that the Council approve a purchase order with Northeast Florida Regional Council to assist with tactical interoperable communications exercise implementation, planning and documentation for an estimated fixed fee amount of \$1,500. The motion carried unanimously.**

- C. Purchase Order with Northeast Florida Regional Council  
to Assist with Emergency Preparedness Exercise Support in Putnam County

**ACTION:** Ms. Thomas made the motion, with a second by Commissioner Thomas, to recommend to the Council that the Council approve a purchase order with Northeast Florida Regional Council to assist with emergency preparedness exercise implementation, planning and documentation for an estimated fixed fee amount of \$1,500. The motion carried unanimously.

- D. Purchase Order with Northeast Florida Regional Council  
to Assist with Site Visits to Hazardous Materials Sites

**ACTION:** Mayor Nobles made the motion, with a second by Ms. Thomas, to recommend to the Council that the Council approve a purchase order with Northeast Florida Regional Council to assist with conducting hazards site visits at chemical facilities regulated under Section 302 of the Emergency Planning and Community Right-to-Know Act for a fixed fee amount of \$2,350. The motion carried unanimously.

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

**ACTION:** Commissioner Thomas made the motion, with a second by Ms. Thomas, to recommend to the Council that the Council 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. The motion carried unanimously.

The meeting was adjourned at 6:15 p.m.

\_\_\_\_\_  
Roy Ellis, Chair

\_\_\_\_\_  
4/26/12  
Date



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April 19, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Amendment to Memorandum of Agreement  
 with Tampa Bay Regional Planning Council  
 Concerning Regional Economic Modeling, Inc.

RECOMMENDATION:

**Authorize the Executive Director to sign an amendment to the memorandum of agreement with Tampa Bay Regional Planning Council for an additional year as a user of the Regional Economic Modeling, Inc., for a fixed fee amount of \$6,285.50.**

BACKGROUND:

In 2005, the Council entered into a memorandum of agreement with the Tampa Bay Regional Planning Council to be a user of the Regional Economic Modeling, Inc. economic impact model. The Tampa Bay Regional Planning Council is a licensed user of the model by Regional Economic Modeling, Inc. The Tampa Bay Regional Planning Council is authorized to issue user rights to other parties subject to collection of a fee to be paid to Regional Economic Modeling, Inc. At this time, Tampa Bay Regional Planning Council is proposing to extend the Council's existing memorandum of agreement for a one-year period for a fixed fee of \$6,285.50.

The Regional Economic Modeling, Inc. model is based upon an input-output engine and provides the Council, our local governments, economic development agencies and others with a dynamic tool for economic and demographic analysis and forecasting. It uses national data calibrated for the region, but also can accept local data sets to enhance its accuracy. This model can review system-wide effects over both short- and long-range time horizons, include economic and fiscal impact analyses, policy impact analyses and economic development/redevelopment analyses. The model can be configured to either address the entire region of any number of county-based subsets of the region, as well as including counties in adjacent regions.

Council staff has used this model to evaluate the impact of several projects throughout the region. Examples of projects include a minor league baseball stadium in Alachua County, a food processing plant in the City of Newberry, a computer technical support call center and manufacturing facility in Columbia County, a hypothetical manufacturing plant in Gilchrist County, an ethanol plant in Hamilton County, a refrigerated container manufacturing plant in Madison County, a manufacturing facility in Suwannee County, a marina resort development in Taylor County and an electric power generating plant in Taylor County.

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

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**II.B.**

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April 19, 2012

TO: Council Members

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

SUBJECT: Amendment to Community Development Block Grant Housing Rehabilitation  
Administrative Services Agreement, Fiscal Year 2011 - City of Madison

RECOMMENDATION:

**Authorize the Chair to sign an amendment to a Fiscal Year 2011 Community Development Block Grant Housing Rehabilitation administrative services agreement with the City of Madison to revise existing language concerning Section 3 of the Housing and Community Development Act of 1968 provisions to clarify conformance with federal regulations.**

BACKGROUND:

The Council entered into a technical assistance administrative services agreement with the City of Madison to provide assistance with the administration of their Fiscal Year 2011 Community Development Block Grant Housing Rehabilitation Project. This agreement is being funded with grant funds.

The Florida Department of Economic Opportunity has requested that the City and the Council amend Attachment B, Statement of Assurances of the administrative services agreement to revise existing language concerning Section 3 of the Housing and Community Development Act of 1968 provisions to clarify conformance with federal regulations. Section 3 regulations require that, to the greatest extent feasible, opportunities for training and employment be given to lower-income persons residing within the unit of local government in which the project is located and that contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part, by persons residing within the unit of local government.

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

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### III.

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April 19, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Declaring May 5-13, 2012 as Travel and Tourism Week

RECOMMENDATION:

**Adopt the attached proclamation declaring the week of May 5-13, 2012 as Travel and Tourism Week.**

BACKGROUND:

The Original Florida Tourism Task Force was created as a part of the Council 20 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. The goal is to enhance the area’s economy, image, and quality of life through expanded revenues and employment opportunities. At the same time, the region will encourage the preservation of the resources which bring focus to the area.”

The week of May 5-13, 2012 is *National Travel and Tourism Week* as declared by the Travel Industry Association. Activities are planned throughout the United States and Florida to support and celebrate the tourism industry.

It is recommended that the Council adopt the attached proclamation declaring the week of May 5-13, 2012 as Travel and Tourism Week in north central Florida.

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

Attachment

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# *PROCLAMATION*

## *DECLARING MAY 5-13, 2012 AS TRAVEL AND TOURISM WEEK*

WHEREAS, tourism brings 85 million visitors annually to the State of Florida and generates \$4.0 billion in annual sales tax revenues;

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 5-13, 2012 as Travel and Tourism Week throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 26th day of April 2012.

ATTEST:

SEAL

\_\_\_\_\_  
Garth R. Nobles, Jr., Secretary-Treasurer

\_\_\_\_\_  
Roy Ellis, Chair





## IV. A.

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April 19, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Enhanced Biennial Administrative Rule Review and  
Economic Impact Administrative Rule Review

### RECOMMENDATION:

**Approve the administrative rule review reports and authorize the Chair to sign the letters to the Legislature transmitting the reports.**

### BACKGROUND:

Section 120.745, Florida Statutes, as amended by the Legislature in 2011, requires all agencies subject to Chapter 120, Florida Statutes, administrative rule requirements to perform an enhanced biennial administrative rule review and economic impact administrative rule review of existing agency rules. As you know, the Council only has two administrative rules. Rule 29C-8 is a regional dispute resolution process rule required by Section 186.509, Florida Statutes. Rule 29C-9 is the North Central Florida Strategic Regional Policy Plan required by Section 186.508, Florida Statutes. The attached reports comply with the rule review requirements of Subsection 120.745(2), Florida Statutes and Subsection 120.745(5), Florida Statutes, as well as Subsection 120.74(1), Florida Statutes, for the two existing rules of the Council.

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

### Attachments

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April 26, 2012

Honorable Michael Haridopolos, President  
Florida Senate

Honorable Dean Cannon, Speaker  
Florida House of Representatives

Honorable Ellyn Bogdanoff, Chair  
Joint Administrative Procedures Committee

Honorable Mike Bennett, Chair  
Senate Community Affairs Committee

Honorable Dorothy Hukill, Chair  
House Economic Affairs Committee

RE: Enhanced Biennial Administrative Rule Review

Dear Honorable Legislators:

Please find attached two reports required to satisfy the provisions of Subsections 120.74(1) and 120.745(2), Florida Statutes.

I hereby certify, on behalf of the North Central Florida Regional Planning Council, the completion of the reports for all rules of the Council, including each separate part or subsection.

If you have any questions concerning this matter, please do not hesitate to contact Scott Koons, Executive Director of the Council at 352.955.2200, ext. 101 or [koons@ncfrpc.org](mailto:koons@ncfrpc.org).

Sincerely,

Roy Ellis  
Chair

xc: Kenneth J. Plante, Coordinator, Joint Administrative Procedures Committee  
Donald Rothbottom, Staff Director/Deputy General Counsel,  
House Rulemaking and Regulation Subcommittee

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REPORT PURSUANT TO SUBSECTION 120.74(1), FLORIDA STATUTES  
FOR  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RULES  
April 26, 2012

**1) Each agency shall review and revise its rules as often as necessary to ensure that its rules are correct and comply with statutory requirements. Additionally, each agency shall perform a formal review of its rules every two years. In the review, each agency must:**

**(a) Identify and correct deficiencies in its rules;**

Review of the two existing rules, Rule 29C-8 Regional Dispute Process Resolution Rule and Rule 29C-9 North Central Florida Strategic Regional Policy Plan, of the North Central Florida Regional Planning Council did not identify any deficiencies.

**(b) Clarify and simplify its rules;**

Review did not identify any rules that required any necessary clarification or simplifications.

**(c) Delete obsolete or unnecessary rules;**

Review did not identify any obsolete and unnecessary rules.

**(d) Delete rules that are redundant of statutes;**

Review did not identify any rules redundant of statutes.

**(e) Seek to improve efficiency, reduce paperwork, or decrease costs to government and the private sector;**

Review did not identify any opportunities to improve efficiency, reduce paperwork or decrease costs to government and the private sector.

**(f) Contact agencies that have concurrent or overlapping jurisdiction to determine whether their rules can be coordinated to promote efficiency, reduce paperwork, or decrease costs to government and the private sector; and**

No agencies have concurrent or overlapping jurisdiction.

**(g) Determine whether the rules should be continued without change or should be amended or repealed to reduce the impact on small business while meeting the stated objectives of the proposed rule.**

No rules were deemed in need of amendment due to impacts on small business.



REPORT PURSUANT TO SUBSECTION 120.745(2), FLORIDA STATUTES  
FOR  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RULES  
April 26, 2012

**(2) ENHANCED BIENNIAL REVIEW.** Each agency shall complete an enhanced biennial review of the agency's existing rules, which shall include, but is not limited to:

**(a) Conduct of the review and submission of the report required by s. 120.74 and an explanation of how the agency has accomplished the requirements of s. 120.74(1).**

The North Central Florida Regional Planning Council undertook an extensive evaluation of the Council's two existing rules, Rule 29C-8 Regional Dispute Process Resolution Rule and Rule 29C-9 North Central Florida Strategic Regional Policy Plan pursuant to Subsection 120.74(1).

**(b) Review of each rule to determine whether the rule has been reviewed by the Office of Fiscal Accountability and Regulatory Reform pursuant to the Governor's Executive Order 2011-01.**

Executive Order 2011-01, as superseded by Executive Order 11-72, is applicable to agencies under the control of the Governor. The Council is not an agency under the control of the Governor. Therefore, this requirement is not applicable.

**(c) Review of each rule to determine whether the rule is a revenue rule, to identify the statute or statutes authorizing the collection of any revenue, to identify the fund or account into which revenue collections are deposited, and, for each revenue rule, to determine whether the rule authorizes, imposes, or implements:**

1. Registration, license, or inspection fees;
2. Transportation service tolls for road, bridge, rail, air, waterway, or port access;
3. Fees for a specific service or purpose not included in subparagraph 1. or subparagraph 2;
4. Fines, penalties, costs, or attorney fees;
5. Any tax; and
6. Any other amounts collected that are not covered under subparagraphs 1.-5.

Review of the Council's rules indicated that none of the rules are "revenue rules".

**(d) Review of each rule to determine whether the rule is a data collection rule, providing the following information for each rule determined to be a data collection rule:**

1. The statute or statutes authorizing the collection of such data;
2. The purposes for which the agency uses the data and any purpose for which the data is used by others;
3. The policies supporting the reporting and retention of the data; and
4. Whether and to what extent the data is exempt from public inspection under Chapter 119, Florida Statutes.

Review of the Council's rules revealed that none of the rules are "data collection" rules.

**(e) Identification of each entire rule the agency plans to repeal and, if so, the estimated timetable for repeal.**

The Council does not plan to repeal any rules.

**(f) Identification of each entire rule or subpart of a rule the agency plans to amend to substantially reduce the economic impact and the estimated timetable for amendment.**

Since the review of the Council's rules revealed that there are no economic impacts of its rules, the Council does not plan to amend or substantially reduce the economic impact of any rules.

**(g) Identification of each rule for which the agency will be required to prepare a compliance economic review, to include each entire rule that:**

1. The agency does not plan to repeal on or before December 31, 2012;
2. Was effective on or before November 16, 2010; and
3. Probably will have any of the economic impacts described in s. 120.541(2)(a), for five years beginning on July 1, 2011, excluding in such estimation any part or subpart identified for amendment under paragraph (e).

The Council has determined that it is not required to prepare a compliance economic review for any of its existing rules.

**(h) Listing of all rules identified for compliance economic review in paragraph (g), divided into two approximately equal groups, identified as "Group 1" and "Group 2." Such division shall be made at the agency's discretion.**

Not applicable.

**(i) Written certification of the agency head to the committee verifying the completion of the report for all rules of the agency, including each separate part or subsection. The duty to certify completion of the report is the responsibility solely of the agency head as defined in s. 120.52(3) and may not be delegated to any other person. If the defined agency head is a collegial body, the written certification must be prepared by the chair or equivalent presiding officer of that body.**

See cover/certification letter from the Council Chair dated April 26, 2012.



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April 26, 2012

Honorable Ellyn Bogdanoff, Chair  
Joint Administrative Procedures Committee  
111 West Madison Street  
Tallahassee, FL 32399-1400

RE: Compliance Economic Administrative Rule Review

Dear Senator Bogdanoff:

Please find attached a report required to satisfy the provisions of Subsection 120.745(5), Florida Statutes.

I hereby certify, on behalf of the North Central Florida Regional Planning Council, the completion of the report for all Group 1 rules of the Council, including each separate part or subsection.

If you have any questions concerning this matter, please do not hesitate to contact Scott Koons, Executive Director of the Council at 352.955.2200, ext. 101 or [koons@ncfrpc.org](mailto:koons@ncfrpc.org).

Sincerely,

Roy Ellis  
Chair

xc: Kenneth J. Plante, Coordinator, Joint Administrative Procedures Committee  
Donald Rothbottom, Staff Director/Deputy General Counsel,  
House Rulemaking and Regulation Subcommittee

Attachment

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REPORT PURSUANT TO SUBSECTION 120.745(5), FLORIDA STATUTES  
GROUP 1 RULES  
FOR  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL RULES  
April 26, 2012

**(5) COMPLIANCE ECONOMIC REVIEW OF RULES AND REQUIRED REPORT.** Each agency shall perform a compliance economic review and report for all rules, including separate reviews of subparts, listed under Group 1 “Group 1 rules” or Group 2 “Group 2 rules” pursuant to subparagraph (2)(g)3. Group 1 rules shall be reviewed and reported on in 2012, and Group 2 rules shall be reviewed and reported on in 2013.

**(a) No later than May 1, each agency shall:**

**1. Complete a compliance economic review for each entire rule or subpart in the appropriate group.**

Review of the two existing rules, Rule 29C-8 Regional Dispute Process Resolution Rule and Rule 29C-9 North Central Florida Strategic Regional Policy Plan of the North Central Florida Regional Planning Council finds that neither rule will have any economic impact as described in Section 120.541(2)(a), Florida Statutes.





## IV. B.

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April 19, 2012

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Banking Services Proposals

RECOMMENDATION:

**Authorize staff to solicit proposals for banking services and authorize the Executive Committee to review the proposals and make a recommendation to the Council for final action.**

BACKGROUND:

For the past year, the Council has maintained its bank account and the Employee Pension Plan Trust Fund account with Wells Fargo. The Council also manages bank accounts for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and The Original Florida Tourism Task Force with Wells Fargo. In addition, Wells Fargo has been assigned the Council's 15-year promissory note by Wachovia for the purchase of the Council office building. The loan will be fully satisfied and paid in full in December 2013.

In 2010, Wells Fargo acquired Wachovia and in 2011 fully integrated and transferred all Wachovia bank accounts to Wells Fargo. The Council previously maintained bank accounts with Wachovia for six years. In 1999, the Council secured a loan from SouthTrust Bank to purchase the Council office building and transferred its bank accounts to SouthTrust Bank and maintained bank accounts with them also for six years. Prior to that time, the Council maintained its bank accounts with American National Bank for 26 years.

Thus, it has been over ten years since the Council has changed banks for its banking services. Therefore, it is recommended that the Council authorize staff to solicit proposals for banking services to determine if greater value in lower fees and/or higher interest rates earned on deposits is available from other banks, and authorize the Executive Committee to review the proposals and make a recommendation to the Council for final action.

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

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