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# **MEETING NOTICE**

## **EXECUTIVE COMMITTEE**

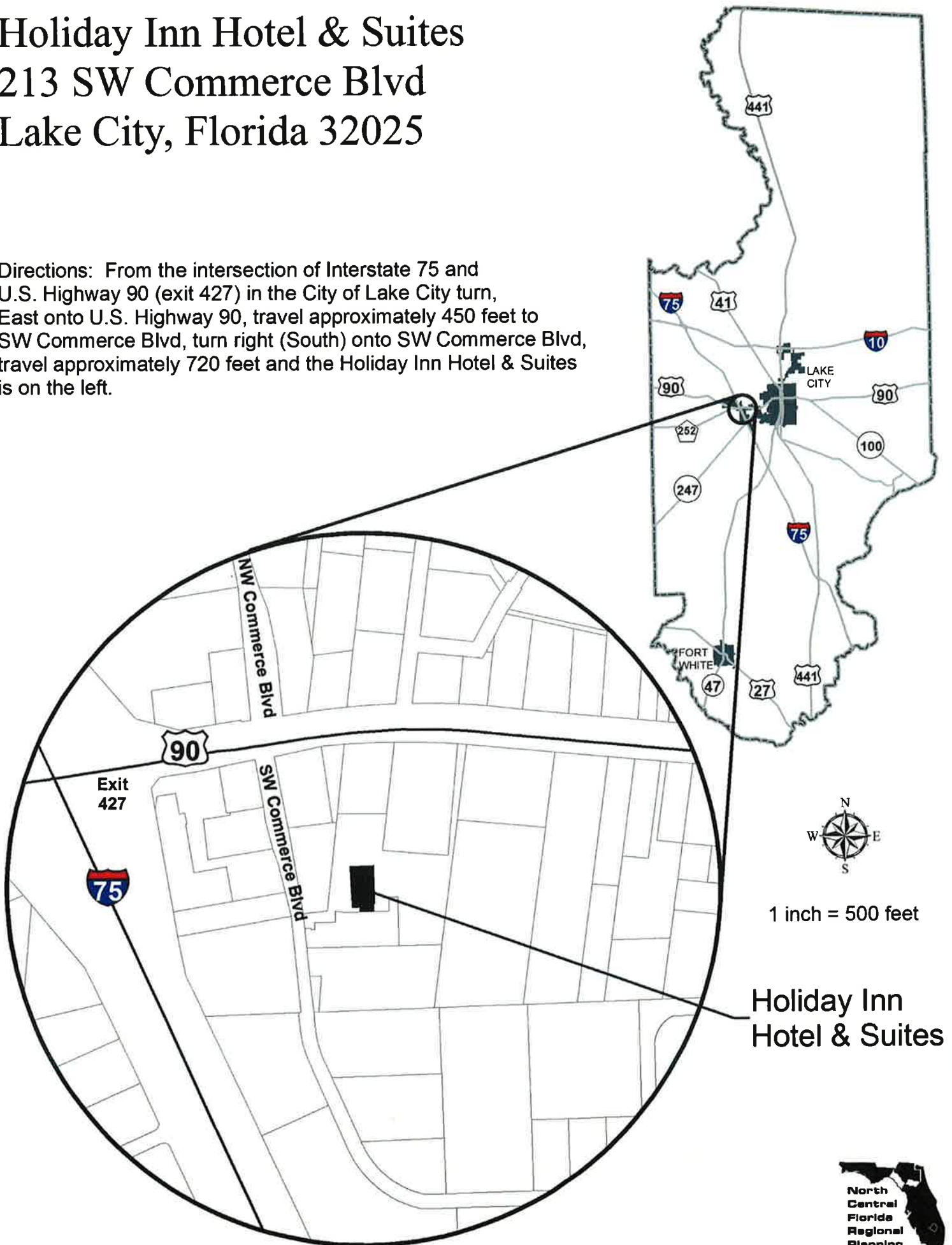
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on April 25, 2013. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(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.





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## AGENDA

### EXECUTIVE COMMITTEE

Holiday Inn Hotel & Suites  
Lake City, Florida

April 25, 2013  
6:00 p.m.

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II. CONTRACTS AND APPLICATIONS	
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* B. Amendment No. 1 to Hazardous Waste Monitoring Agreement with Hamilton County - Fiscal Year 2012-13	9
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* D. Proclamation Declaring May 4-12, 2013 as Travel and Tourism Week	23
IV. GENERAL ADMINISTRATION - None	
V. OTHER BUSINESS - Florida Regional Councils Association Policy Board Meeting Tampa - June 28, 2013	

\* See Attachments

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EXECUTIVE COMMITTEE  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

March 28, 2013  
6:00 p.m.

MEMBERS PRESENT

Louie Davis, Immediate Past Chair  
Garth Nobles, Jr., Vice-Chair  
Carolyn Spooner, Executive Committee Member  
Kenrick Thomas, Secretary-Treasurer  
Lorene Thomas, Chair

MEMBERS ABSENT

None

STAFF PRESENT

COUNCIL ATTORNEY PRESENT

Scott R. Koons

Jon Wershow

Chair Lorene Thomas called the meeting to order at 6:03 p.m.

I. APPROVAL OF MINUTES - February 28, 2013

Chair Thomas asked that the minutes for the February 28, 2013 Executive Committee meeting be approved as written.

**ACTION:** Commissioner Thomas made the motion, with a second by Commissioner Spooner, to approve the minutes of the Executive Committee meeting held on February 28, 2013 as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - Florida Department of Transportation  
Joint Participation Agreement

**ACTION:** Commissioner Thomas made the motion, with a second by Commissioner Spooner, to recommend that the Council adopt a resolution authorizing the Chair to sign a Joint Participation Agreement with the Florida Department of Transportation to provide support for transportation planning and regional visioning for Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Marion, Suwannee, Taylor and Union Counties with all terms of the Agreement to be completed by June 30, 2014 for an amount not to exceed \$25,000. The motion carried unanimously.

IV. GENERAL ADMINISTRATION

A. Application to Florida Municipal Insurance Trust

**ACTION:** Commissioner Spooner made the motion, with a second by Commissioner Thomas, to recommend that the Council authorize the Chair to execute and the Secretary-Treasurer to attest the Application to the Florida Municipal Insurance Trust specifying that Scott R. Koons, Executive Director, is authorized to execute risk management agreements for Council property,

**allied lines and crime; general/professional liability; workers compensation and employers liability; automobile liability and physical damage; and employee theft insurance coverage. The motion carried unanimously.**

**B. Health Savings Account Payroll Deduction**

**ACTION: Mayor Nobles made the motion, with a second by Commissioner Thomas, to recommend that the Council approve offering employees the option to establish individual health savings accounts on a voluntary basis through a health savings account trustee with employees paying 100 percent of the amount to be deposited in the health savings account through payroll deduction. The motion carried unanimously.**

**V. OTHER BUSINESS -Proclamation Declaring April 2, 2013 as Viva Florida 500 Celebration Day in North Central Florida**

**ACTION: Commissioner Spooner made the motion, with a second by Mayor Nobles, to recommend that the Council adopt a proclamation declaring April 2, 2013 as Viva Florida 500 Celebration Day in north central Florida. The motion carried unanimously.**

Scott Koons, Executive Director, and Jonathan Wershow, Council Attorney, 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. They also reported that on March 20, 2013, Council staff filed an affidavit of check fraud concerning this matter with Wells Fargo. Finally, they reported that on March 25, 2013, Council staff filed a crime report concerning this matter with the Gainesville Police Department.

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

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Lorene J. Thomas, Chair

4/25/13  
Date



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April 18, 2013

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 facilities 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 and a sawmill plant 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 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Amendment No. 1 to Hazardous Waste Monitoring Agreement with Hamilton County -  
Fiscal Year 2012-13

RECOMMENDATION:

**Authorize the Chair to execute Amendment No. 1 to the Hazardous Waste Monitoring Agreement for Hamilton County - Fiscal Year 2012-13 to add \$2,899 to the contract amount to conduct an additional 20 percent site visits.**

BACKGROUND:

Florida Statutes require each county to annually monitor the waste management practices of 20 percent of the government organizations and businesses that may potentially generate small quantities of hazardous waste. The majority of these operations involve motor vehicle maintenance. On-site visits are required to collect information that is entered into an on-line database.

Hamilton County is requesting that the Council amend the Fiscal Year 2012-13 agreement to conduct hazardous waste monitoring to add \$2,899 to the contract amount to conduct an additional 20 percent site visits. During these site visits, Council staff will provide recommendations on correcting problems with management techniques.

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

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### III.A.

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April 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Selection of Bradford County Community Transportation Coordinator

RECOMMENDATION:

**Approve the attached resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Bradford County Community Transportation Coordinator for a five-year period effective July 1, 2013.**

BACKGROUND:

The Council issued a request for proposals for Bradford County Community Transportation Coordinator designation on January 3, 2013. The Council received one proposal from Suwannee River Economic Council, Inc. in response to the request for proposals.

At the December 6, 2012 Council meeting, the Council authorized the Executive Director to appoint a Technical Review Committee to evaluate and score the proposals for the Bradford County Community Transportation Coordinator. The Technical Review Committee members evaluated Suwannee River Economic Council, Inc.'s proposal and found it responsive to the request for proposals.

The Bradford County Transportation Disadvantaged Coordinating Board, at its April 16, 2013 meeting, recommended that Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Bradford County for a five-year period effective July 1, 2013.

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

Attachment

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RESOLUTION NO. 2013-05

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL  
PLANNING COUNCIL RECOMMENDING SUWANNEE RIVER  
ECONOMIC COUNCIL, INC. AS THE COMMUNITY  
TRANSPORTATION COORDINATOR FOR BRADFORD COUNTY

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

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for the Bradford County Community Transportation Coordinator designation on January 3, 2013;

WHEREAS, the North Central Florida Regional Planning Council received one proposal in response to the request for proposals;

WHEREAS, the North Central Florida Regional Planning Council appointed a Technical Review Committee to score and rank the proposals;

WHEREAS, the Technical Review Committee found Suwannee River Economic Council, Inc.'s proposal to be responsive to the request for proposals;

WHEREAS, the Bradford County Transportation Disadvantaged Coordinating Board recommended that the North Central Florida Regional Planning Council recommend to the Florida Commission for the Transportation Disadvantaged the designation of Suwannee River Economic Council, Inc. as the Community Transportation Coordinator for Bradford County;

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 Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Bradford County for a five-year period effective July 1, 2013.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 25th day of April 2013.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

ATTEST:

\_\_\_\_\_  
Scott R. Koons, Executive Director

\_\_\_\_\_  
Lorene J. Thomas, Chair





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April 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Selection of Lafayette County Community Transportation Coordinator

RECOMMENDATION:

**Approve the attached resolution recommending that the Florida Commission for the Transportation Disadvantaged designate Suwannee River Economic Council, Inc. as the Lafayette County Community Transportation Coordinator for a five-year period effective July 1, 2013.**

BACKGROUND:

The Council issued a request for proposals for Lafayette County Community Transportation Coordinator designation on January 3, 2013. The Council received one proposal from Suwannee River Economic Council, Inc. in response to the request for proposals.

At the December 6, 2012 Council meeting, the Council authorized the Executive Director to appoint a Technical Review Committee to evaluate and score the proposals for the Lafayette County Community Transportation Coordinator. The Technical Review Committee members evaluated Suwannee River Economic Council, Inc.'s proposal and found it responsive to the request for proposals.

The Lafayette County Transportation Disadvantaged Coordinating Board, at its March 25, 2013 meeting, recommended that Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Lafayette County for a five-year period effective July 1, 2013.

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

Attachment

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RESOLUTION NO. 2013-04

A RESOLUTION OF THE NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL RECOMMENDING  
SUWANNEE RIVER ECONOMIC COUNCIL, INC. AS THE  
COMMUNITY TRANSPORTATION COORDINATOR FOR  
LAFAYETTE COUNTY

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

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for the Lafayette County Community Transportation Coordinator designation on January 3, 2013;

WHEREAS, the North Central Florida Regional Planning Council received one proposal in response to the request for proposals;

WHEREAS, the North Central Florida Regional Planning Council appointed a Technical Review Committee to score and rank the proposals;

WHEREAS, the Technical Review Committee found Suwannee River Economic Council, Inc.'s proposal to be responsive to the request for proposals;

WHEREAS, the Lafayette County Transportation Disadvantaged Coordinating Board recommended that the North Central Florida Regional Planning Council recommend to the Florida Commission for the Transportation Disadvantaged the designation of Suwannee River Economic Council, Inc. as the Community Transportation Coordinator for Lafayette County;

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 Suwannee River Economic Council, Inc. be designated the Community Transportation Coordinator for Lafayette County for a five-year period effective July 1, 2013.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 25th day of April 2013.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

ATTEST:

\_\_\_\_\_  
Scott R. Koons, Executive Director

\_\_\_\_\_  
Lorene J. Thomas, Chair





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April 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Selection of Union County Community Transportation Coordinator

RECOMMENDATION:

**Approve the attached resolution recommending that the Florida Commission for the Transportation Disadvantaged designate A & A Transport, Inc. as the Union County Community Transportation Coordinator for a five-year period effective July 1, 2013.**

BACKGROUND:

The Council issued a request for proposals for Union County Community Transportation Coordinator on January 3, 2013. The following firms submitted proposals in response to the request for proposals:

1. A & A Transport, Inc.
2. Suwannee River Economic Council, Inc.

At the December 6, 2012 Council meeting, the Council authorized the Executive Director to appoint a Technical Review Committee to review and rank proposals for the Union County Community Transportation Coordinator.

The Technical Review Committee members ranked the proposals in the following order.

1. Suwannee River Economic Council, Inc.
2. A & A Transport, Inc.

The Union County Transportation Disadvantaged Coordinating Board recommended, at its April 16, 2013 meeting, that the Council recommend A & A Transport, Inc. as the Community Transportation Coordinator for Union County for a five-year period effective July 1, 2013.

Subsequent to the ranking of the proposals and the Union County Transportation Disadvantaged Coordinating Board meeting held on April 16, 2013, the Suwannee River Economic Council, Inc. withdrew their proposal (see attached letter).

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

**Attachments**

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*Suwannee River Economic Council, Inc.*  
*Post Office Box 70*  
*Live Oak, Florida 32064*

ADMINISTRATIVE OFFICE - PHONE (386) 362-4115  
FAX (386) 362-4078  
E-Mail: [francesterry@suwanneec.net](mailto:francesterry@suwanneec.net)

April 17, 2013

Mr. Scott Koons, Executive Director  
North Central Florida Regional Planning Council  
2009 NW 6<sup>th</sup> Place, Gainesville, FL 32653  
RE: Union County Request for Proposals

Dear Mr. Koons,

Please accept this letter as official notice that Suwannee River Economic Council, Inc. is withdrawing its submitted proposal to become the Community Transportation Coordinator in Union County. Suwannee River Economic Council, Inc. respects and appreciates the time spent on the Request for Proposals process by Planning Council staff and others involved.

Please contact us if you have any questions about this letter of withdraw.

Sincerely,  
Suwannee River Economic Council, Inc.

Frances Terry  
Executive Director

C: Matt Pearson, Director of Transportation  
SREC Reading file  
Union County RFP file

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RESOLUTION NO. 2013-06

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL  
PLANNING COUNCIL RECOMMENDING A & A TRANSPORT, INC. AS  
THE COMMUNITY TRANSPORTATION COORDINATOR FOR UNION  
COUNTY

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

WHEREAS, the North Central Florida Regional Planning Council issued a request for proposals for the Union County Community Transportation Coordinator designation on January 3, 2013;

WHEREAS, the North Central Florida Regional Planning Council received two proposals in response to the request for proposals;

WHEREAS, the North Central Florida Regional Planning Council appointed a Technical Review Committee to score and rank the proposals;

WHEREAS, the Technical Review Committee ranked the proposals in the following order:

1. Suwannee River Economic Council, Inc.;
2. A & A Transport, Inc.

WHEREAS, the Union County Transportation Disadvantaged Coordinating Board recommended that A & A Transport, Inc. be designated as the Community Transportation Coordinator for Union County;

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 A & A Transport, Inc. be designated the Community Transportation Coordinator for Union County for a five-year period effective July 1, 2013.

APPROVED AND ADOPTED by the North Central Florida Regional Planning Council this 25th day of April 2013.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

ATTEST:

\_\_\_\_\_  
Scott R. Koons, Executive Director

\_\_\_\_\_  
Lorene J. Thomas, Chair





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April 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Declaring May 4-12, 2013 as Travel and Tourism Week

RECOMMENDATION:

**Adopt the attached proclamation declaring the week of May 4-12, 2013 as Travel and Tourism Week.**

BACKGROUND:

The Original Florida Tourism Task Force was created as a task force of the Council 21 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 4-12, 2013 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 4-12, 2013 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 4-12, 2013 AS TRAVEL AND TOURISM WEEK

WHEREAS, tourism brings over 89 million visitors annually to the State of Florida, generates over \$4.0 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 4-12, 2013 as Travel and Tourism Week throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 25th day of April 2013.

ATTEST:

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Kenrick D. Thomas, Secretary-Treasurer

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Lorene J. Thomas, Chair

SEAL:

