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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 July 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.

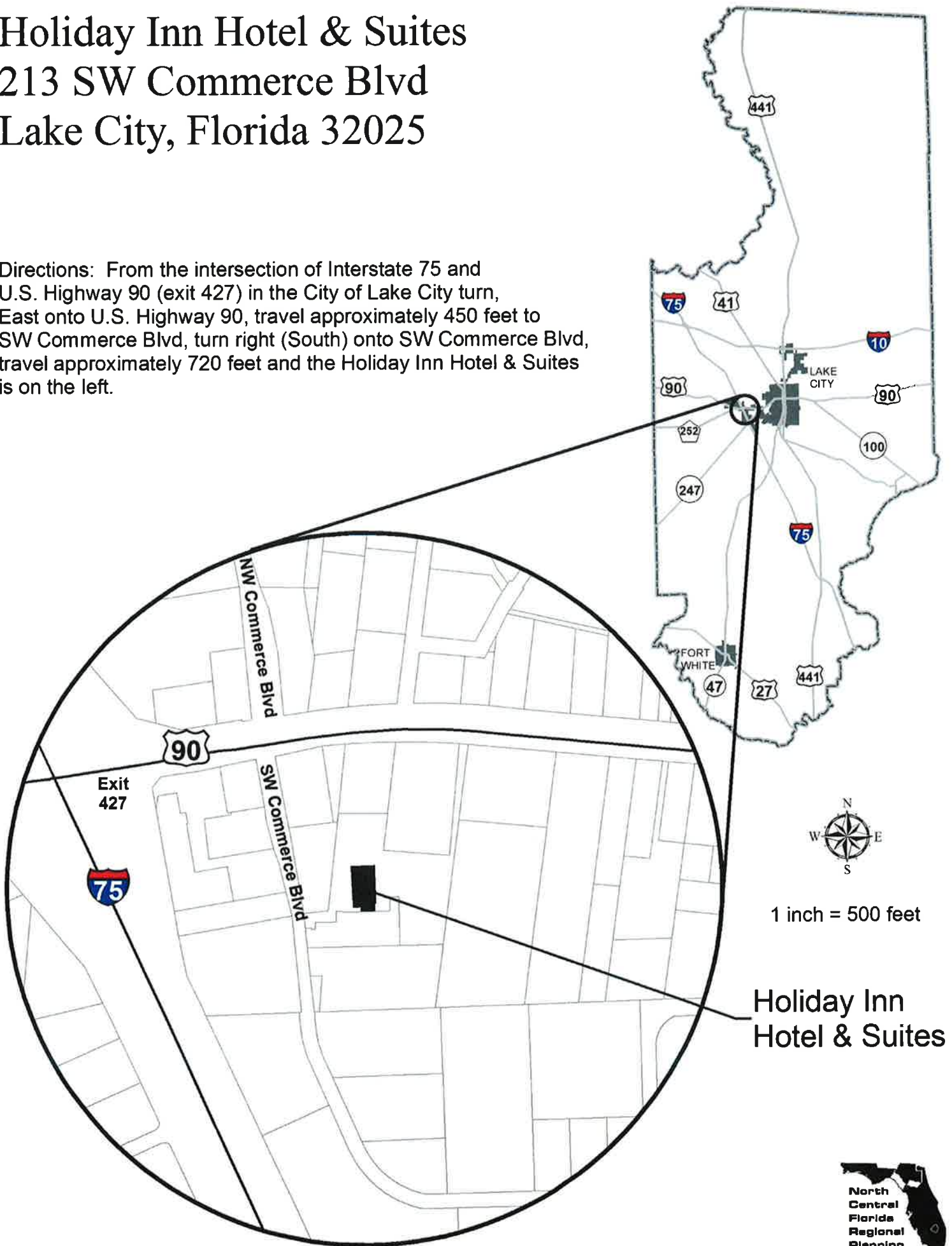
(Location Map on Back)

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

July 25, 2013
6:00 p.m.

	<u>Page</u>
* I. APPROVAL OF MINUTES - June 20, 2013	5
II. CONTRACTS AND APPLICATIONS - None	
III. PROGRAM REPORT	
* A. Transportation Disadvantaged Program - Columbia, Hamilton and Suwannee Local Coordinating Board Membership Certification	7
* B. Florida Regional Councils Association Policy Board Meeting Report	11
IV. GENERAL ADMINISTRATION	
* A. Investment Policy	13
* B. Employee Health Insurance Proposal	17
* C. Check Fraud Incident	23
* V. OTHER BUSINESS - National Association of Development Organizations Conference Annual Training Conference - San Francisco - August 23-28, 2013	25

* 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

June 20, 2013
6:00 p.m.

MEMBERS PRESENT

Rick Davis, Executive Committee Member
Garth Nobles, Jr., Chair
Carolyn Spooner, Vice-Chair

MEMBER ABSENT

Daniel Riddick, Secretary-Treasurer
Lorene Thomas, Immediate Past Chair

STAFF PRESENT

Scott R. Koons

Chair Garth Nobles, Jr. called the meeting to order at 6:02 p.m.

I. APPROVAL OF MINUTES - May 23, 2013

Chair Nobles asked that the minutes for the May 23, 2013 Executive Committee meeting be approved as written.

ACTION: Commissioner Spooner made the motion, with a second by Commissioner Davis, to approve the minutes of the Executive Committee meeting held on May 23, 2013 as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - Purchase Order with Northeast Florida Regional Council to Assist with Developing a Vulnerable Population Template

ACTION: Commissioner Davis made the motion, with a second by Commissioner Spooner, to recommend that the Council provide services pursuant to a purchase order with the Northeast Florida Regional Council to assist with developing a template to help collect and quantify local vulnerable population data for a fixed fee amount of \$8,000. The motion carried unanimously.

III. PROGRAM REPORT - Columbia, Hamilton and Suwannee County Transportation Disadvantaged Coordinating Board Appointments

ACTION: Commissioner Spooner made the motion, with a second by Commissioner Davis, to recommend that the Council appoint the chair, and voting and alternate members to the Columbia, Hamilton, Suwannee County Transportation Disadvantaged Coordinating Board. The motion carried unanimously.

The meeting was adjourned at 6:28 p.m.

Garth R. Nobles, Jr., Chair

7/25/13
Date



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July 18, 2013

TO: Council Members

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

SUBJECT: Transportation Disadvantaged Program -
 Columbia, Hamilton and Suwannee Local Coordinating Board Membership Certification

RECOMMENDATION:

Authorize the Chair to sign the Columbia, Hamilton and Suwannee Transportation Disadvantaged Local Coordinating Board Membership Certification.

BACKGROUND:

The Florida Commission for the Transportation Disadvantaged established a multi-county Transportation Disadvantaged Coordinating Board for Columbia, Hamilton and Suwannee Counties under Florida's Transportation Disadvantaged Program effective July 1, 2013. Please find attached the Columbia Hamilton and Suwannee Transportation Disadvantaged Coordinating Board Membership Certification. This form certifies that the membership of the Board is established pursuant to Rule 41-2.012(3) of the Florida Administrative Code. This form also certifies that the membership of the Board represents, to the maximum extent feasible, a cross section of the local communities.

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

Attachment

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**COLUMBIA, HAMILTON AND SUWANNEE COORDINATING BOARD MEMBERSHIP
CERTIFICATION**

Name: North Central Florida Regional Planning Council
Address: 2009 N.W. 67 Place,
 Gainesville, FL 32653-1603

The Metropolitan Planning Organization/Designated Official Planning Agency named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross section of the local community.

Signature: _____
 Garth R. Nobles, Jr., Chair

Date: _____

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



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July 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Regional Councils Association Policy Board Meeting Report

Chair Garth Nobles, Jr. and I attended the semi-annual meeting of the Florida Regional Councils Association Policy Board held in Tampa on June 28, 2013.

Joe McKinney, Executive Director, National Association of Development Organizations, addressed the Policy Board. He reported on Regionalism - A National Perspective. He discussed initiatives at the federal level of interest to regional development organizations.

Kim DeLaney with the Treasure Coast Regional Planning Council made a presentation concerning a regional collaboration resulting in the creation of the Southeast Florida Passenger Rail Partnership.

Brian Teeple, Executive Director, Northeast Florida Regional Council, Marcela Camblor-Cutsaimanis, Project Director, Southeast Florida Regional Partnership, Hugh Harling, Jr., Executive Director, East Central Florida Regional Planning Council, and Patricia Steed, Executive Director, Central Florida Regional Planning Council addressed the Policy Board. They discussed Visioning and Sustainable Communities Initiatives in Florida.

Juan Flores, State Freight, Logistics and Passenger Operations Administrator, Florida Department of Transportation, addressed the Policy Board. He gave an update on the Florida Department of Transportation Freight Initiative. In particular, he discussed the recently completed Florida Freight, Trade and Logistics Plan.

The Policy Board also received a report from Ron Book, Executive Director and an intergovernmental affairs report, reviewed a financial report, approved the 2011-12 Fiscal Year Assembled Financial Statements, adopted the 2013-14 Fiscal Year budget of the Association and elected officers for 2013-14. The Policy Board also adopted a policy statement concerning the Florida Department of Transportation Future Corridors Initiative stating that future corridors should be based upon regional visions and the regional comprehensive economic development strategies of regional planning councils. In addition, the Policy Board approved the undertaking of a facilitated statewide assessment of the Association and its member regional planning councils.

Finally, the Policy Board attended a breakfast held by the Florida Association of Counties during which regional planning councils were recognized by the Florida Chamber Foundation as Six Pillars Communities.

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

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July 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Investment Policy

RECOMMENDATION:

Adopt Policy 2013-1 as the Investment Policy for the Council, authorizing the Executive Director to manage and operate the investment program and limiting authorized investments to U. S. Government securities, non-negotiable certificates of deposit and the State Board of Administration of Florida Local Government Investment Pool.

BACKGROUND:

In order to maximize yield while protecting the invested principal of the Council's retained earnings cash in excess of short-term cash needs, it is recommended that the Council adopt an investment policy. The investment policy delegates the authority for the management and operation of the investment program to the Executive Director. It also limits authorized investments to U. S. Government securities, non-negotiable certificates of deposit and the State Board of Administration of Florida Local Government Investment Pool.

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
POLICY 2013-1
INVESTMENT POLICY**

I. SCOPE

This policy applies to the investment of short-term funds of the North Central Florida Regional Planning Council. Said funds are identified as the Council's retained earnings cash in excess of short-term cash needs.

II. GENERAL OBJECTIVES

The statutory guidelines for allowable investments by governmental units are provided for in Section 218.415, Florida Statutes, Local Government Investment Policies.

The primary investment objectives, in priority order are:

1. To preserve the principal of the invested funds;
2. To provide sufficient liquidity to meet anticipated cash needs; and
3. To maximize the return on investments subject to guideline restraints.

III. DELEGATION OF AUTHORITY

Responsibility and authority for the management and operation of the investment program is hereby delegated to the Executive Director, who shall act in accordance with the established procedures and internal controls for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy. The Executive Director shall be responsible for all transactions undertaken and shall establish a system of internal controls to regulate the activities of subordinate officials.

IV. DEFINITION OF SHORT-TERM INVESTMENTS

Short-term investments consist of cash or any other investments as described in the above-referenced guidelines. These investment instruments, supplemented by on-going cash flow, should be available to pay claims and other expenses coming due within one year. At all times, the need for satisfactory yield levels will be superseded by protection of the principal and the anticipated cash needs of the Council.

V. AUTHORIZED INVESTMENTS

Only the following investments shall be permitted by this investment policy:

1. U. S. Government securities backed by the "full faith and credit" of the United States, its agencies and instrumentalities which have a liquid market with a readily determinable market value;
2. Non-negotiable certificates of deposit and other evidences of deposit at a bank, savings bank, or savings association as defined in Section 280.02(26), Florida Statutes, as amended, that has deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, and has been designated by the Chief Financial Officer of the State of Florida as a qualified public depository; and
3. State Board of Administration of Florida, Local Government Investment Pool/Florida Prime.

Duly adopted in regular session by the North Central Florida Regional Planning Council this 25th day of July 2013.

Garth R. Nobles, Jr., Chair



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July 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Employee Health Insurance Proposal

RECOMMENDATION:

Approve the alternative proposal received from UnitedHealthcare for Plan LGN for employee health insurance, Plan F5430 for dental insurance and life insurance for the year beginning September 1, 2013.

BACKGROUND:

UnitedHealthcare has offered to continue health insurance coverage for the Council with an increase in premiums for the coming year beginning September 1, 2013. The total increase in cost to the Council for the coming year would be \$533 per month, or an increase of 5.0 percent. The resulting total monthly cost to the Council would be \$11,103.

UnitedHealthcare is proposing no change in life insurance premiums for the coming year. UnitedHealthcare is proposing to increase the cost for dental insurance to employees for the coming year by \$4 per month or an increase of 0.8 percent. The resulting total monthly cost to employees would be \$58.

Staff solicited alternative proposals for health insurance from UnitedHealthcare. Attached is a summary of the existing plan and an alternative plan with coverage and costs. The alternative proposal includes changes to benefits for employees.

Alternate Plan LGN would result in a total decrease in cost to the Council for the coming year of (\$424) per month and (\$5,088) per year or a decrease of (4.0) percent for the plan year beginning September 1, 2013. The resulting total monthly cost to the Council would be \$10,146.

Please find attached for your information a graph showing the total cost to the Council and employees for health, life and dental insurance costs from Fiscal Year 2004-05 through Fiscal Year 2012-13 and proposed costs for Fiscal Year 2013-14.

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

Attachments

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

SUMMARY OF HEALTH INSURANCE BENEFIT PLANS

UNITED HEALTHCARE

July 18, 2013

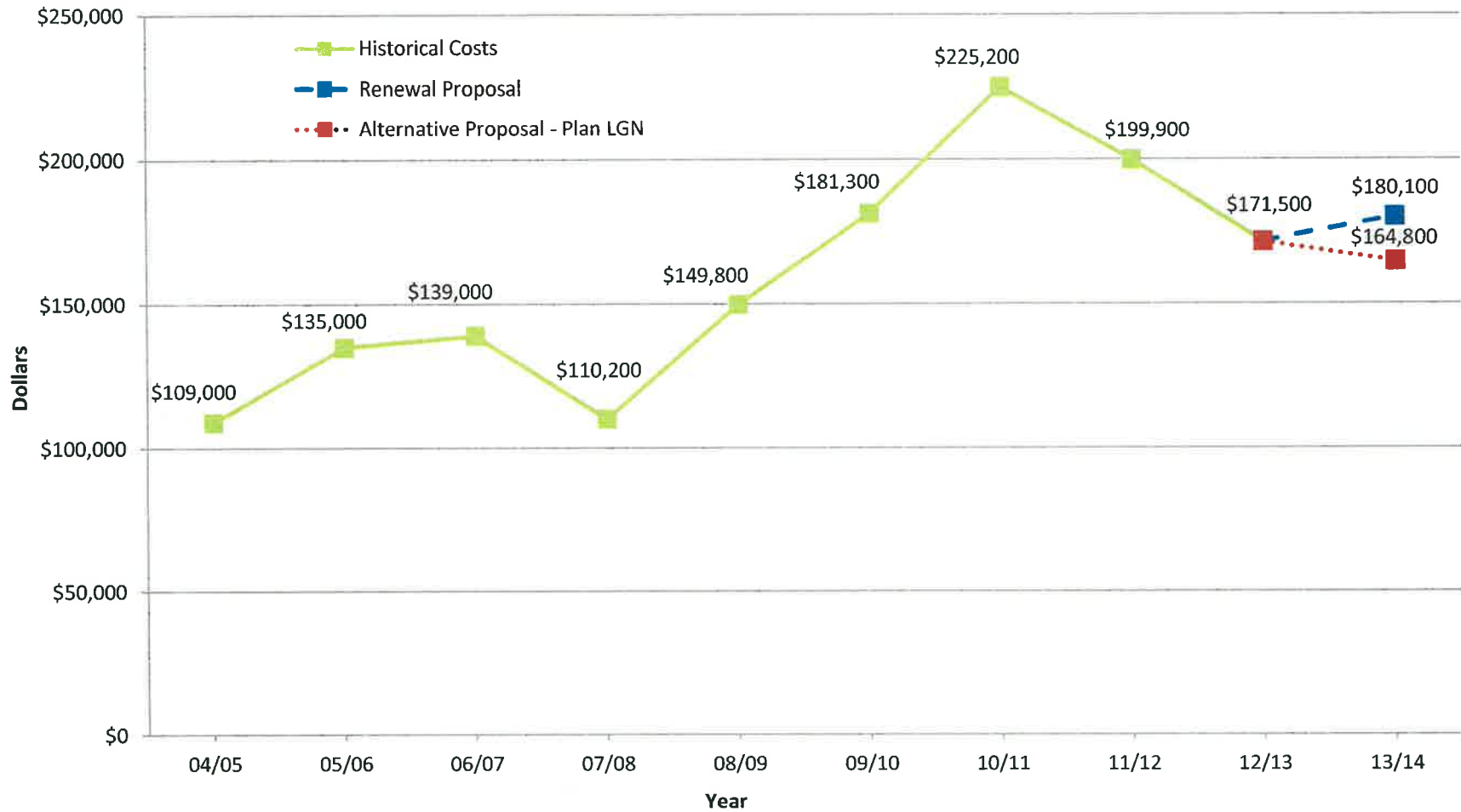
	<u>DEDUCTIBLE</u> (Individual/Family)	<u>CO-INSURANCE</u> (In Network/Out Network)	<u>OUT-OF-POCKET</u> <u>MAXIMUM</u> (Individual/Family)	<u>PRESCRIPTIONS</u> (Generic/Brand/ Non-Preferred)
<u>CURRENT PLAN</u>				
9FU	\$2,500/\$4,500	100%/0%	\$4,500/\$8,500	\$15/\$45/\$85
<u>ALTERNATE PLAN</u>				
LGN	\$2,000/\$4,000	100%/70%	\$5,600/\$11,200	\$15/\$45/\$85

Council Cost per Month/Annum at 75 percent for both employee and dependent coverage

	<u>Month / Annum</u>	<u>Annual Change</u>	<u>Percent Change</u>
Current Plan - Existing Cost	\$10,569 / \$126,828	N/A	N/A
Current Plan - Proposed Cost	\$11,103 / \$133,236	\$6,408	5.0%
Alternate Plan - LGN	\$10,146 / \$121,752	(\$5,076)	(4.0%)

N/A - Not Applicable

North Central Florida Regional Planning Council Total Health, Life and Dental Insurance Costs 2004-05 to 2013-14





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July 18, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Check Fraud Incident

RECOMMENDATION:

Authorize the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00 released from the Council's bank account by Wells Fargo and designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit.

BACKGROUND:

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.

Council Attorney Wershow and Council staff recommend that the Council 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.

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

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Friday, August 23

4:00 – 6:00 p.m.

Conference Registration

6:00 – 8:00 p.m.

Executive Committee

Saturday, August 24

8:00 a.m. – 5:00 p.m.

Conference Registration

8:15 a.m. – 4:00 p.m.

Mobile Workshop

- Growing Grapes to Grow the Region's Economy: Sonoma County's Wine Sector

9:30 – 11:30 a.m.

Concurrent Learning Labs

- Executive Director Learning Lab

- Resilient Regions Learning Lab

1:30 – 3:30 p.m.

Concurrent Learning Labs

- Executive Director Learning Lab

- Resilient Regions Learning Lab

Sunday, August 25

8:30 a.m. – 5:00 p.m.

Conference Registration

9:00 – 10:30 a.m.

Membership Regional Caucus Meetings

10:45 a.m. – 12:15 p.m.

Concurrent Learning Labs

- Executive Director Learning Lab

- Resilient Regions Learning Lab

- Policy Officials Learning Lab

1:30 – 3:30 p.m.

Concurrent Learning Labs

- Executive Director Learning Lab

- Resilient Regions Learning Lab

- Policy Officials Learning Lab

3:45 – 5:15 p.m.

NADO Board of Directors Meeting

6:00 – 7:30 p.m.

Opening Reception

Monday, August 26

8:00 a.m. – 5:00 p.m.

Conference Registration

8:30 – 10:00 a.m.

Opening Session

- Regional Resilience in Action

10:00 – 10:15 a.m.

Networking Break

10:15 a.m. – 12:00 p.m.

Concurrent Sessions

12:00 – 1:30 p.m.

Keynote Luncheon

1:45 – 3:15 p.m.

Concurrent Sessions

1:45 – 4:30 p.m.

Mobile Workshops

- Building Resilient Neighborhoods: The Diamond Heights Neighborhood Tour

- Bringing New Life to Mission Bay: A City's Effort to Restore a Once Vibrant Community

3:15 – 3:30 p.m.

Networking Break

3:30 – 4:30 p.m.

Concurrent Sessions

5:00 – 6:30 p.m.

Innovation Awards Reception

Tuesday, August 27

8:00 a.m. – 5:00 p.m.

Conference Registration

8:30 – 9:15 a.m.

Plenary Session

9:45 – 10:00 a.m.

Networking Break

10:00 – 11:00 a.m.

Concurrent Sessions

10:00 a.m. – 12:00 p.m.

Mobile Workshop

The New Work Space: Collaborative Work Environment

11:00 – 11:10 a.m.

Networking Break

11:10 a.m. – 12:10 p.m.

Concurrent Sessions

12:10 – 1:30 p.m.

Lunch on Your Own

1:30 – 2:30 p.m.

Concurrent Sessions

2:30 – 2:45 p.m.

Networking Break

2:45 – 3:30 p.m.

Closing Plenary Session

3:30 – 3:40 p.m.

Networking Break

3:40 – 5:15 p.m.

Annual Business Meeting followed by 2013/2014 NADO Board of Directors Meeting

5:15 – 6:00 p.m.

Innovation Award Photo Session

6:00 – 8:00 p.m.

President's Award Dinner

