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MEETING NOTICE

EXECUTIVE COMMITTEE

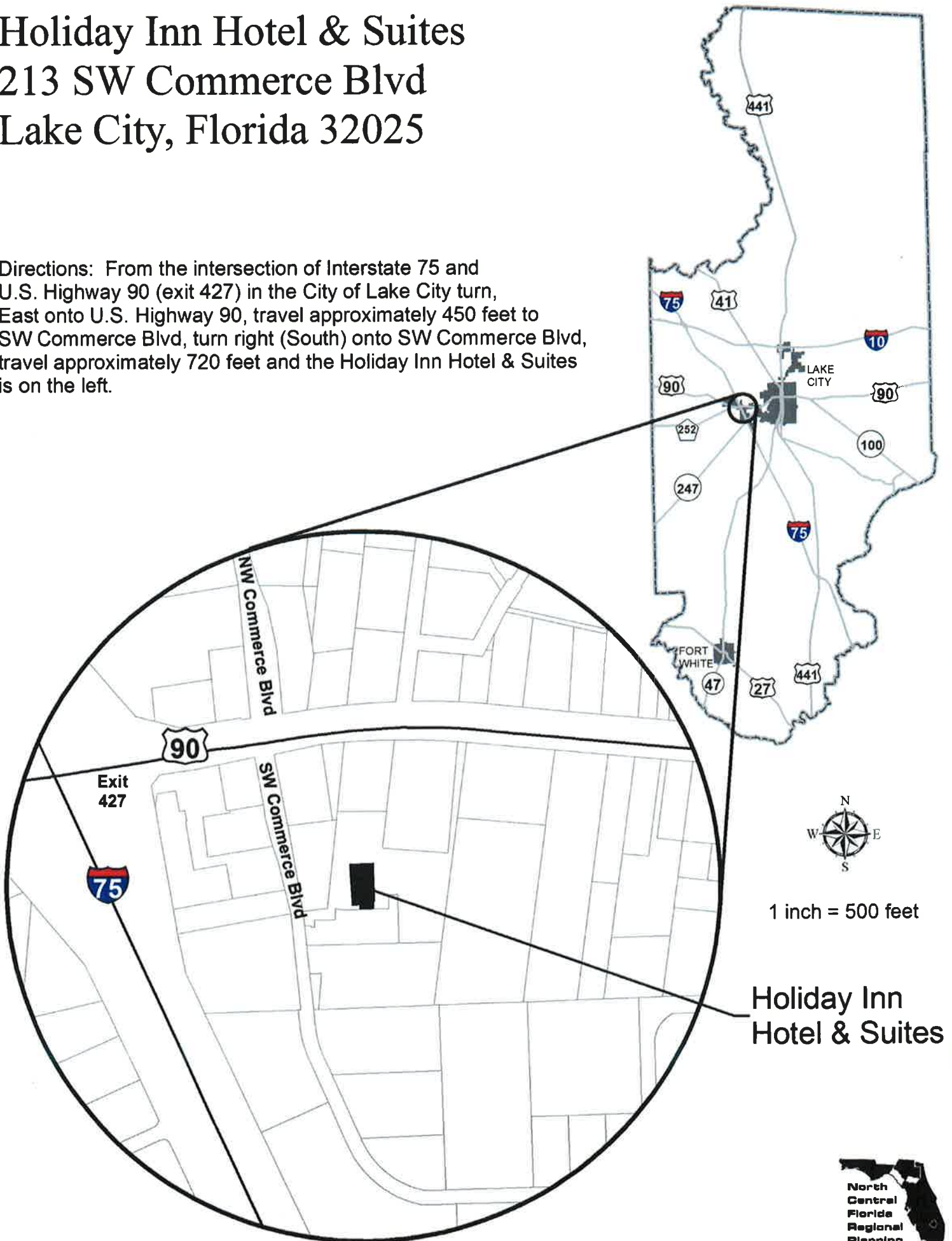
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **February 20, 2014**. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(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

February 20, 2014
6:00 p.m.

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| * | II. CONTRACTS AND APPLICATIONS - Transportation Disadvantaged Program
Planning Grant Resolution,
Fiscal Year 2014-15 | 7 |
| | III. PROGRAM REPORT - None | |
| | IV. GENERAL ADMINISTRATION | |
| * | A. Amendment to Investment Policy | 11 |
| * | B. Check Fraud Status Report | 15 |
| * | V. OTHER BUSINESS - National Association of Development Organizations
Policy Conference - Washington, D.C. - March 22-26, 2014 | 19 |

* 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

January 23, 2014
6:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

STAFF PRESENT

Scott R. Koons

Chair Garth Nobles, Jr. called the meeting to order at 6:13 p.m.

I. APPROVAL OF MINUTES - December 12, 2013

Chair Nobles asked that the minutes for the December 12, 2013 Executive Committee meeting be approved as written.

ACTION: Ms. Thomas made the motion, with a second by Commissioner Davis, to approve the minutes of the Executive Committee meeting held on December 12, 2013 as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - None

III. PROGRAM REPORT - Proclamation Declaring February 16-22, 2014 as Hazardous Materials Awareness Week

ACTION: Commissioner Davis made the motion, with a second by Commissioner Riddick, to recommend that the Council proclaim the week of February 16-22, 2014 as Hazardous Materials Awareness Week. The motion carried unanimously.

IV. GENERAL ADMINISTRATION

A. Removal of Surplus Property from List of Capital Assets

ACTION: Ms. Thomas made the motion, with a second by Commissioner Davis, to recommend that the Council declare the property listed on the schedules attached to these minutes and made a part thereof to be surplus property, and authorize its removal from the Council's list of capital assets, and disposed of in accordance with Council policy. The motion carried unanimously.

Garth R. Nobles, Jr., Chair

2/20/14
Date




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January 3, 2014

TO: Scott R. Koons, AICP, Executive Director

FROM: Kevin D. Parrish, Information Technology and Property Management Director 

SUBJECT: Surplus Inventory

Number	Original Cost	Description	Serial Number	Purchased
3153	\$1,951.04	Dell Optiplex 745 Computer	G5QNXD1	10/16/07
3154	\$1,951.04	Dell Optiplex 745 Computer	65QNXD1	10/16/07
3155	\$1,951.04	Dell Optiplex 745 Computer	J5QNXD1	10/16/07
	\$5,853.12	Sum * All fully depreciated		

The above items are either broken or of such outdated technology that they are no longer being used.

We need to have them taken off the inventory list so they can be disposed of.



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February 13, 2014

TO: Council Members

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

SUBJECT: Transportation Disadvantaged Program
Planning Grant Resolution, Fiscal Year 2014-15

RECOMMENDATION:

Approve the attached resolution authorizing the Chair to enter into the Fiscal Year 2014-15 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.

BACKGROUND:

As you know, the Council is the designated official planning agency, pursuant to the Transportation Disadvantaged Program established by Chapter 427, Florida Statutes, for Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties. The designated official planning agency's responsibilities include Transportation Disadvantaged Program planning and providing the local Transportation Disadvantaged Coordinating Boards with staff support and resources to enable them to fulfill their responsibilities.

The Council receives approximately \$19,000 per County on a cost reimbursement basis to provide these services.

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

Attachment

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RESOLUTION NO. 2014-01

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AUTHORIZING THE EXECUTION OF THE FISCAL YEAR 2014-15 TRANSPORTATION DISADVANTAGED TRUST FUND GRANT AGREEMENT WITH THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

WHEREAS, the North Central Florida Regional Planning Council has the authority to enter into the Fiscal Year 2014-15 Transportation Disadvantaged Trust Fund Grant agreement and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes and Rule 41-2, Florida Administrative Code.

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

1. The North Central Florida Regional Planning Council has the authority to enter into the above referenced grant agreement;
2. The North Central Florida Regional Planning Council authorizes the Chair to execute the Transportation Disadvantaged Trust Fund Grant agreement on behalf of the North Central Florida Regional Planning Council with the Florida Commission for the Transportation Disadvantaged;
3. The North Central Florida Regional Planning Council authorizes the Executive Director to act in connection with the agreement and to provide such additional information as may be required by the Florida Commission for the Transportation Disadvantaged;
4. The North Central Florida Regional Planning Council authorizes the Chair to sign any and all assurances, agreements or contracts which are required in connection with the Transportation Disadvantaged Trust Fund Grant Program;
5. The North Central Florida Regional Planning Council authorizes its Executive Director to sign any and all reimbursement invoices, warranties, certifications and other documents which may be required in connection with the agreement; and
6. This resolution shall be effective upon adoption.

APPROVED AND DULY ADOPTED by the North Central Florida Regional Planning Council, this 20th day of February 2014.

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

ATTEST:

Scott R. Koons, Executive Director

Garth Nobles, Jr, Chair

(SEAL REQUIRED)



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February 13, 2014

TO: Council Members

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

SUBJECT: Amendment to Investment Policy

RECOMMENDATION:

Adopt an amendment to the Investment Policy for the Council, Policy 2013-1, providing that funds may be invested in banks, savings banks or savings association provided that such funds are fully insured by the Federal Deposit Insurance Corporation or such funds are fully insured and deposited in a qualified public depository designated by the Chief Financial Officer of the State of Florida.

BACKGROUND:

As you know, in order to maximize yield while protecting the invested principal of the Council's retained earnings cash in excess of short-term cash needs, the Council adopted an investment policy on July 25, 2013. 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.

The policy, as adopted, limits non-negotiable certificates of deposit and other evidences of deposit as authorized investments in banks, savings banks or savings associations as defined in Section 280.02(26), Florida Statutes, as amended, that have deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, and have been designated by the Chief Financial Officer of the State of Florida as a qualified public depository.

It is recommended that the Council adopt an amendment to the policy providing that funds may be invested in banks, savings banks or savings associations provided that such funds are fully insured by the Federal Deposit Insurance Corporation or such funds are fully insured and deposited in a qualified public depository designated by the Chief Financial Officer of the State of Florida.

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
AMENDED 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, provided that such non-negotiable certificates of deposit and other evidence of deposit at such bank, savings bank or savings association is fully insured by that has deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, and or such deposits are fully insured with a bank, savings bank or savings association that 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 20th day of February 2014.



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February 13, 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.

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.

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

February 13, 2014

<u>Month</u>	<u>Amount</u>
August 2013	\$1,383
September 2013	\$2,253
October 2013	\$3,445
November 2013	\$180
December 2013	<u>\$0</u>
Total	\$7,261



2014 Washington Policy Conference: NADO on the Hill

DRAFT AGENDA

Sunday, March 23

- | | |
|--------------------------------|---|
| 9:00 a.m. – 5:30 p.m. | Registration |
| 10:00 a.m. – 12:00 p.m. | Federal Coal Initiatives (Open to NADO and DDAA members)
This session will focus on new economic development initiatives within the U.S. Economic Development Administration (EDA) and Appalachian Regional Commission (ARC) to assist communities adversely impacted by the downturn in the coal industry. Representatives from both agencies will be present to gather input from NADO and DDAA members on how best to implement new funding. |
| 2:15 – 4:00 p.m. | Affordable Care Act Update (Open to NADO and DDAA members)
Featuring a representative from the National Association of Health Underwriters and Mark Schwendeman with the Schwendeman Agency. |
| 4:00 – 5:15 p.m. | NADO Board of Directors Meeting |
| 5:30 p.m. | Buses leave hotel for U.S. Botanic Garden |
| 6:00 – 7:30 p.m. | Joint Opening Reception with DDAA at U.S. Botanic Garden |

Monday, March 24

- | | |
|--------------------------------|--|
| 8:30 a.m. – 6:00 p.m. | Registration |
| 8:15 – 9:20 a.m. | Regional Caucus Meetings |
| 9:30 – 10:45 a.m. | NADO/DDDA Keynote Rural Legislative Plenary |
| 10:45 – 11:00 a.m. | Break |
| 11:00 a.m. – 12:15 p.m. | Concurrent Sessions
1. Transportation |

2. Rural Development/Farm Bill

12:30 – 2:00 p.m.

Lunch on Your Own

12:30 – 2:00 p.m.

NADO Executive Committee Meeting

2:15 – 3:30 p.m.

Concurrent Sessions

1. Workforce Development
2. Disaster Preparedness/Resiliency

4:00 – 5:30 p.m.

Federal Agency Networking Reception (Co-Sponsored by DDAA)

Tuesday, March 25

7:30 a.m. – 5:00 p.m.

Registration

8:45 – 9:45 a.m.

NADO/DDAA Joint Plenary Session

Featuring Mark Leibovich, author of *This Town: Two Parties and a Funeral—Plus, Plenty of Valet Parking!—in America's Gilded Capital*

10:00 a.m. – 11:15 a.m.

NADO/DDAA Joint Plenary Session

Congressional Leadership Outlook & Federal Legislative Policy Overview

12:00 – 1:20 p.m.

Lunch

Featuring Brad Fitch, President and CEO, Congressional Management Foundation

1:30 – 5:00 p.m.

NADO on the Hill

5:00 – 6:30 p.m.

NADO on the Hill Reception (Sponsored by the Delta Regional Authority)
Capitol Visitor Center
HVC 201 A&B

Wednesday, March 26

8:00 – 9:15 a.m.

Breakfast with EDA Leadership

9:30 – 11:00 a.m.

CEDS Content Guidelines Update

Dave Ives, EDA
Brian Kelsey, NADO