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MEETING NOTICE

EXECUTIVE COMMITTEE

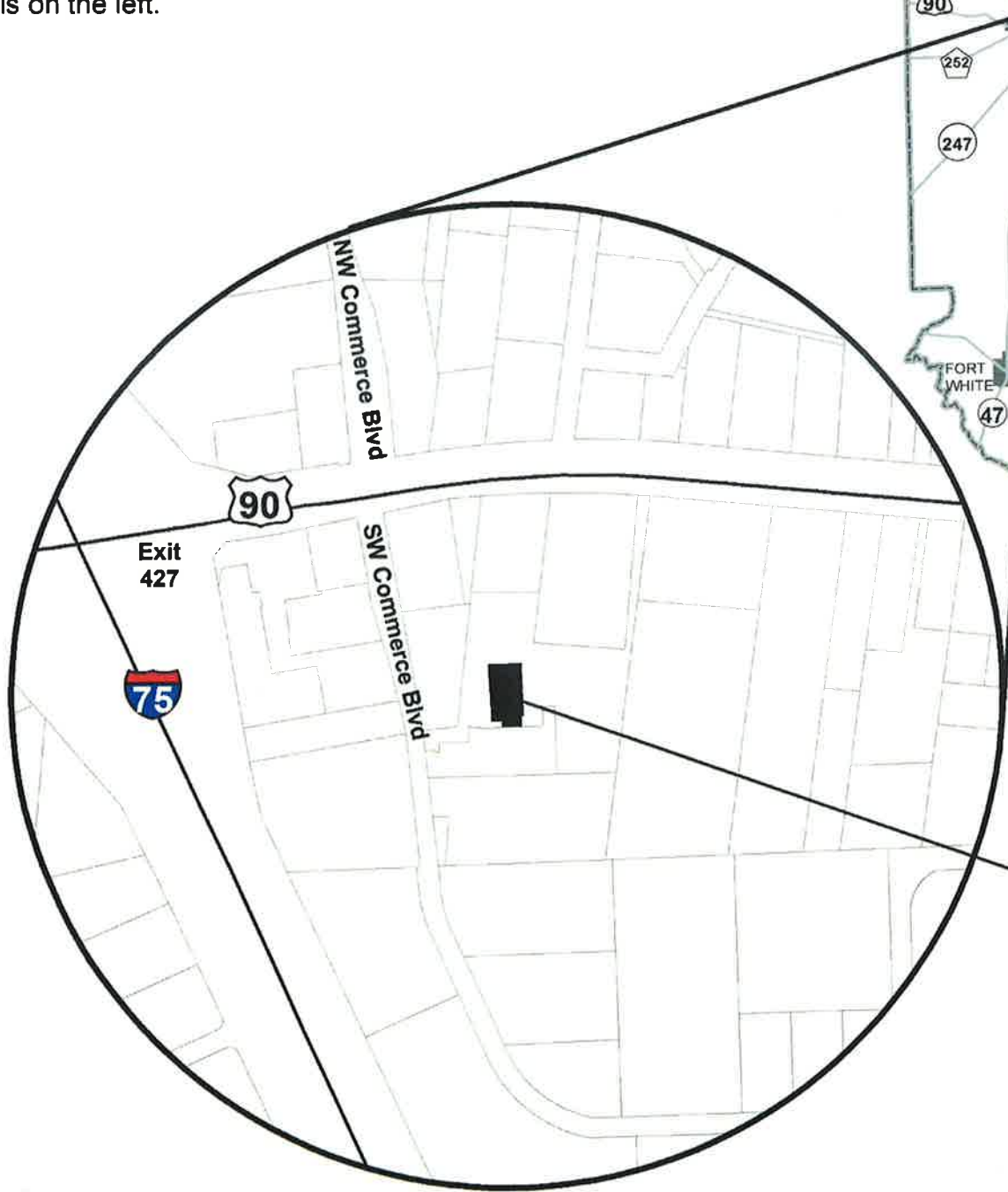
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **December 14, 2017**. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(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.



Holiday Inn
Hotel & Suites



1 inch = 500 feet





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AGENDA EXECUTIVE COMMITTEE

Holiday Inn Hotel & Suites
Lake City, Florida

December 14, 2017
6:00 p.m.

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* I. APPROVAL OF MINUTES - October 26, 2017	5
* II. CONTRACTS AND APPLICATIONS - U.S. Economic Development Administration Economic Adjustment Assistance Program Grant Application 2018-2020	9
* III. PROGRAM REPORT - Transportation Disadvantaged Program Local Coordinating Board Appointments	11
IV. GENERAL ADMINISTRATION - None	
V. OTHER BUSINESS -	
A. Florida Regional Councils Association Policy Board Meeting Tallahassee - January 12, 2018	

* See Attachments

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EXECUTIVE COMMITTEE
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

October 26, 2017
6:00 p.m.

MEMBERS PRESENT

Lorene Thomas, Chair
Louie Davis, Vice-Chair
Rick Davis, Immediate Past Chair
Larry Sessions, Member

STAFF PRESENT

Scott Koons

GUESTS PRESENT

Stew Lilker

MEMBER ABSENT

Robert Wilford, Secretary/Treasurer

Chair Thomas called the meeting to order at 6:00 p.m.

I. APPROVAL OF MINUTES - September 28, 2017

Chair Thomas asked that the minutes for the September 28, 2017 Executive Committee meeting be approved as written.

ACTION: Commissioner Davis made the motion, with a second by Commissioner Sessions to approve the minutes for September 28, 2017 meeting as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS

A. Community Development Block Grant Fiscal Year 2016
Administrative Services Agreement - Bradford County

ACTION: Mayor Davis made the motion with a second by Commissioner Sessions to recommend that the Council authorize the Chair to sign an agreement with Bradford County to provide Community Development Block Grant administrative technical assistance services for their Housing Rehabilitation Project for a fixed fee amount of \$110,000. The motion carried unanimously.

B. Community Development Block Grant Fiscal Year 2016
Administrative Services Agreement - City of Madison

ACTION: Commissioner Davis made the motion with a second by Commissioner Sessions to recommend that the Council authorize the Chair to sign an agreement with City of Madison to provide Community Development Block Grant administrative technical assistance services for their Neighborhood Revitalization Project for a fixed fee amount of \$55,000. The motion carried unanimously.

- C. Agreement with North Central Florida Regional Hazardous Materials Response Team for Pipeline Safety Technical Assistance

ACTION: Commissioner Sessions made the motion with a second by Mayor Davis to recommend that the Council authorize the Chair to execute an agreement for Fiscal Year 2017-18 Pipeline Safety Technical Assistance agreement with North Central Florida Regional Hazardous Materials Response Team for a fixed fee amount of \$61,500 for planning, training, public outreach and exercising components. The motion carried unanimously.

- III. PROGRAM REPORT - Florida Transportation Disadvantaged Program Community Transportation Coordinator Destinations for Bradford and Lafayette Counties

ACTION: Commissioner Sessions made the motion, with a second by Mayor Davis to recommend that the Council use of competitive request for proposals process to designate the Community Transportation Coordinators for Bradford and Lafayette Counties; authorize the Executive Director to appoint a Technical Review Committee of at least three Council employees who have experience and knowledge of Florida's Transportation Disadvantaged Program; and authorize the Technical Review Committee to review and assign points to the proposals and make recommendations to the Council concerning the designation of the Community Transportation Coordinators for Bradford and Lafayette Counties. The motion carried unanimously.

- IV. GENERAL ADMINISTRATION - Organizational Policies (Bylaws) Proposed Amendments

Mr. Koons reported that staff has reviewed the Council Organizational Policies (Bylaws) and is recommending amendments to bring them into conformity with the most recently amended interlocal agreement creating the Council. In addition, he noted that staff is also recommending several general technical and administrative amendments to the Organizational Policies (Bylaws).

ACTION: Mayor Davis made the motion, with a second by Commissioner Sessions to recommend that the Council amend the Council Organizational Policies (Bylaws) to bring them into conformance with the most recently amended interlocal agreement as well as to make several technical and administrative amendments. The motion carried unanimously.

- V. OTHER BUSINESS -

- A. Executive Director Recognized by Florida Chamber Foundation as a Top Three Economic Forecaster

Chair Thomas stated that Executive Director, Scott Koons serves on the Florida Chamber Foundation Board of Trustees and each year Foundation Trustees forecast leading economic indicators such as number of jobs created and unemployment rate. She stated that Mr. Koons has been recognized by the Foundation as one of the Top Three Economic Forecasters of the year.

- B. Florida Regional Councils Association Policy Board Meeting
Tallahassee - January 12, 2018

Mr. Koons announced that the next Florida Regional Councils Association Policy Board meeting will be held in Tallahassee on January 12, 2018.

- C. Employee Holiday Luncheon

ACTION: Mayor Davis made the motion, with a second by Commissioner Sessions, to authorize the Council to pay an estimated cost of \$500 to sponsor a holiday luncheon for staff. The motion carried unanimously.

The meeting adjourned at 6:21 p.m.

Lorene J. Thomas, Chair

12/14/17

Date



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December 7, 2017

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director *SRK*
SUBJECT: 2018-2020 U. S. Economic Development Administration
Economic Adjustment Assistance Program Grant Application

RECOMMENDATION:

Authorize the Executive Director to submit an Application for Federal Assistance for a two-year Economic Adjustment Assistance Program grant to the U.S. Economic Development Administration in the amount of \$200,000 and authorize the Chair to execute the grant award if the application is approved.

BACKGROUND:

The Council is designated by the U. S. Department of Commerce, Economic Development Administration, as an Economic Development District.

The Atlanta Regional Office of the U. S. Economic Development Administration has invited the Council, to submit an Application for Federal Assistance for a two-year grant serving as an Economic Development District to a fund disaster recovery coordinator staff position. This invitation in the amount of \$200,000 will require a local match of \$50,000 over two years.

This program will consist of the following tasks.

- Convene and facilitate meetings of key players in the recovery process to aid in prioritizing, aligning, and coordinating resources/assets;
- Provide direct assistance to navigate and leverage local, state and federal, and other resources and to meet/comply with the respective requirements to local governments; and
- Convene and share of findings and best practices related to needs and resiliency with federal, state, regional and local partners.

The best practices and strategies will be integrated into the development of the Comprehensive Economic Development Strategy for the region. There may be need for additional services depending on the need which might include the development of plans or modification of existing plans to address issues that occurred during the disaster event. Project partners will follow the National Association of Development Organizations Planning for a More Resilient Future: A Guide to Regional Approaches. This process may lead to more detailed assignments based on the county by county assessments of what continuing economic impacts could be minimized with specific pre-disaster planning.

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


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December 7, 2017

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Transportation Disadvantaged Local Coordinating Board Appointments

RECOMMENDATION:

- **Appoint Eva K. Bolton the voting Florida Department of Elder Affairs Representative on the Lafayette County Transportation Disadvantaged Coordinating Board.**
- **Appoint Gale Ryan the voting Florida Department of Elder Affairs Representative on the Dixie County Transportation Disadvantaged Coordinating Board.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the local Transportation Disadvantaged Coordinating Boards. It is recommended that Eva K. Bolton serve as the voting Florida Department of Elder Affairs Representative on the Lafayette County Transportation Disadvantaged Coordinating Board. It is also recommended that Gale Ryan serve as the voting Florida Department of Elder Affairs Representative on the Dixie County Transportation Disadvantaged Coordinating Board.

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