

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

July 25, 2013
7:30 p.m.

MEMBERS PRESENT

Stephen Bailey, Columbia County
LaBarfield Bryant, City of Jasper
Beth Burnam, Hamilton County
Charles Chestnut IV, Alachua County
Karen Cossey, Union County
Louie Davis, City of Waldo
Rick Davis, Madison County
Rusty DePratter, Columbia County
Sandra Haas, Suwannee County
Donnie Hamlin, Lafayette County
Jason Holifield, Dixie County
Timothy Marden, City of Newberry
James Montgomery, Columbia County
Garth Nobles, Jr., City of Live Oak
Frank Ogborn, City of Archer
Patricia Patterson, Taylor County
Daniel Riddick, Bradford County
Carolyn Spooner, City of Starke
Kenrick Thomas, Gilchrist County
Lorene Thomas, Dixie County
Robert Wilford, City of Alachua
Charles Williams, Hamilton County
Stephen Witt, City of Lake City

NON-VOTING DELEGATE

Ginger Travers, City of High Springs

STAFF PRESENT

Steve Dopp
Scott Koons
Carol Laine
Jean Strong

MEMBERS ABSENT

Susan Baird, Alachua County
Bob Barnas, City of High Springs
Jim Catron, City of Madison
Todd Chase, City of Gainesville
Don Cook, City of Perry
Thomas Hawkins, City of Gainesville
Yvonne Hinson-Rawls, City of Gainesville
Robert Hutchinson, Alachua County
Lee Pinkoson, Alachua County
Lauren Poe, City of Gainesville
Wesley Wainwright, Suwannee County
Randy Wells, City of Gainesville
Mike Williams, Madison County

COUNCIL ATTORNEY PRESENT

Jonathan Wershow

OTHERS PRESENT

James Bennett, Florida Dept. of Transportation
Dave Cobb, Florida Power and Light
Brian Delburn, Florida Dept. of Transportation
Carlos Herd, Suwannee River
Water Management District
Dug Jones, Santa Fe College
Bucky Nash, Columbia County Commissioner
Joseph Riddick
Russell Simpson, Florida Dept. of Env. Protection
William Steele, Suwannee Valley Transit Authority

Board Members names are bolded
Gubernatorial Members names are italicized

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Nobles called the meeting to order at 7:32 p.m. with an invocation given by Commissioner Spooner and a pledge of allegiance to the flag. Chair Nobles stated that there was a quorum of the Council.

Chair Nobles welcomed and introduced Dave Cobb, Florida Power and Light, Dug Jones, Associate Vice-President for Economic Development, Santa Fe College and member of the Comprehensive Economic Development Strategy Committee, Bucky Nash, Columbia County Commissioner, William Steele from the Suwannee Valley Transit Authority and Joe Riddick, past member and former Council Chair from Bradford County.

II. GUEST SPEAKER - James Bennett, Urban Transportation Development Manager
Florida Department of Transportation, District 2
Florida Freight Mobility Trade Plan

Mr. Koons introduced James Bennett, District 2 Urban Transportation Development Manager for the Florida Department of Transportation. Mr. Bennett presented a PowerPoint slide show on the Florida Department of Transportation Freight Mobility Trade Plan. He reported that an Office of Freight, Logistics and Passenger Operations has been created by the Department. This office has been tasked with meeting the requirements of state legislation in Florida House Bill 499, as well as meeting national freight guidance contained in the new federal surface transportation law, Moving Ahead for Progress in the 21st Century Act. He then discussed Phase 1 of the recently completed Florida Freight Mobility Trade Plan prepared by the Department. Mr. Bennett further reported that a freight and logistics overview for each county, prepared in cooperation with the Florida Chamber of Commerce, Enterprise Florida and Workforce Florida, was distributed to Council members prior to the meeting. Chair Nobles thanked Mr. Bennett for his presentation.

III. APPROVAL OF MINUTES - June 20, 2013

Chair Nobles asked that the minutes of the June 20, 2013 meeting be approved as written.

ACTION: Commissioner Chestnut made the motion, with a second by Mayor Ogburn to approve the minutes of the June 20, 2013 meeting as written. The motion carried unanimously.

IV. CONSENT AGENDA

- A. Monthly Financial Report - April 2013
- B. Transportation Disadvantaged Program - Columbia, Hamilton and Suwannee Local Coordinating Board Membership Certification

Chair Nobles asked if there were any questions regarding the items on the Consent Agenda and requested that these items be approved.

ACTION: Commissioner Patterson made the motion, with a second by Mayor Davis, to approve the items on the Consent Agenda. The motion carried unanimously.

V. CHAIR'S REPORT

A. Introduction of New Members

Chair Nobles introduced and welcomed new member Commissioner Timothy Marden from the City of Newberry.

B. Resolutions of Appreciation

1. Jordan Marlowe

Chair Nobles asked that a Resolution of Appreciation for past services to the Council be approved for Commissioner Jordan Marlowe from the City of Newberry.

ACTION: Commissioner Chestnut made the motion, with a second by Councilman Bryant, to approve the Resolution of Appreciation for Commissioner Marlowe. The motion carried unanimously.

2. Eleanor "Kit" Randall

Scott Koons, Executive Director, informed the Council that Commissioner Eleanor "Kit" Randall, Council member from the City of Hawthorne since September 2007, died on July 17, 2013. He stated that her loss will be deeply felt by her family, the Council and the citizens of Hawthorne. He asked for a moment of silence in recognition of her commitment and concern for the growth and development of the north central Florida area and for her many years of dedicated service to the Council. Mr. Koons then asked that a Resolution of Appreciation for past services to the Council be approved and that the Resolution be sent to the City of Hawthorne.

ACTION: Commissioner Patterson made the motion, with a second by Mayor Davis, to approve the Resolution of Appreciation for Commissioner Randall. The motion carried unanimously.

VI. COMMITTEE REPORTS

A. Executive Committee

1. Investment Policy

Mr. Koons stated that 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 Executive Committee recommended that the Council adopt an investment policy. He stated that Investment Policy 2013-1 delegates the authority for the management and operation of the investment program to the Executive Director and 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.

ACTION: Mayor Ogburn made the motion, with a second by Commissioner Marden to adopt Policy 2013-1, which is attached hereto and made a part of these minutes, 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, as recommended by the Executive Committee. The motion carried unanimously.

2. Employee Health Insurance Proposal

Mr. Koons reported that UnitedHealthcare has offered to continue health insurance coverage for the Council with a 5.0 percent increase in premiums for the coming year beginning September 1, 2013. UnitedHealthcare is proposing no change in life insurance premiums for the coming year. UnitedHealthcare is proposing a 0.8 percent increase in premiums for dental insurance.

Mr. Koons stated that staff solicited alternative proposals for health insurance from UnitedHealthcare. He stated that the 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. He further stated that alternate plan included changes to benefits for employees. Mr. Koons stated that the Executive Committee recommended that the Council approve the alternate 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.

ACTION: Commissioner Cossey made the motion, with a second by Councilman Bryant to approve the alternate proposal Plan LGN received from UnitedHealthcare for employee health insurance, Plan F5430 for dental insurance and life insurance for the year beginning September 1, 2013, as recommended by the Executive Committee. The motion carried unanimously.

3. Check Fraud Incident

Mr. Koons 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. 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.

Mr. Koons stated that on March 28, 2013, Council Attorney Jonathan Wershow and Council staff briefed the Executive Committee concerning this matter and 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. He further stated that 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. Mr. Koons stated that Council Attorney 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.

Mr. Wershow, Council Attorney, recommended that Stanley Cushman from the law firm of Scruggs and Carmichael, serve as co-council for the lawsuit. After discussion, the following action was taken.

ACTION: Commissioner Bailey made the motion, with a second by Commissioner Davis to 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; to retain Stanley Cushman from the law firm of Scruggs and Carmichael to serve as co-council; and to designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. The motion carried unanimously.

B. Clearinghouse Committee

Clearinghouse Committee Chair Sandra Haas gave the Clearinghouse Committee report. She stated that the Clearinghouse Committee met previously on July 17, 2013 and reviewed two local government comprehensive plan amendments.

#64 - Gilchrist County Comprehensive Plan Draft Amendment
#65 - Madison County Comprehensive Plan Draft Amendment

Ms. Haas stated that these items were reviewed on behalf of the Council as per Council procedures for local government comprehensive plan amendments with a response deadline prior to the next regularly-scheduled Council meeting. She noted that a copy of the Committee report concerning these amendments was included in the Council meeting packet.

Ms. Haas further stated that the Clearinghouse Committee met earlier in the evening and reviewed four local government comprehensive plan amendments.

#67 - City of Waldo Comprehensive Plan Adopted Amendment
#68 - Alachua County Comprehensive Plan Draft Amendment
#69 - City of Alachua Comprehensive Plan Adopted Amendment
#70 - Suwannee County Comprehensive Plan Draft Amendment

Ms. Haas stated that the Clearinghouse Committee found that the local government comprehensive plans, as amended, do not create significant adverse impacts to Natural Resources of Regional Significance, regional facilities or adjacent local governments. Additionally, Ms. Haas stated that for the City of Alachua item, the Committee recommended that the City consider adding additional Transportation Best Practices found in the regional plan to the City Comprehensive Plan.

Ms. Haas stated that the Clearinghouse Committee recommended forwarding these findings to the respective local governments and the Florida Department of Economic Opportunity as regional comment.

ACTION: Ms. Haas made the motion, with a second by Commissioner Cossey, to approve the Clearinghouse Committee recommendations concerning Item #67, City of Waldo Comprehensive Plan Adopted Amendment, Item #68, Alachua County Comprehensive Plan Draft Amendment, Item #69, City of Alachua Comprehensive Plan Adopted Amendment and Item #70, Suwannee County Comprehensive Plan Draft Amendment. The motion carried unanimously.

C. Comprehensive Economic Development Strategy Committee Report

Mr. Dug Jones, Comprehensive Economic Development Strategy Committee member, reported that since 1978, the Council has been designated by the U. S. Economic Development Administration as an Economic Development District. As such, he stated that the Council is responsible for developing and adopting a Comprehensive Economic Development Strategy. The purpose of the strategy is to analyze the regional economy and serve as a guide for establishing regional goals and objectives, developing and implementing a regional plan of action and identifying investment priorities and funding sources.

Mr. Jones stated that based upon the recommendation of the Comprehensive Economic Development Strategy Committee, the Council adopted the current Comprehensive Economic Development Strategy in September 2012. He added that the Comprehensive Economic Development Strategy Committee met on July 17, 2013 to review activities conducted during the past six months to support the goals and objectives of the Comprehensive Economic Development Strategy.

Chair Nobles thanked Mr. Jones for his report.

VII. EX-OFFICIO MEMBER REPORTS

James Bennett, District 2 Urban Transportation Development Manager for the Florida Department of Transportation, reported that the Fiscal Years 2014-2018 adopted work program for the next five years has been posted on the Department's website. He further reported that the Department is asking for priority project lists from each county for the next cycle of funding.

Russell Simpson, Ombudsman, Florida Department of Environmental Protection, stated that the Department continues to streamline the regulatory permitting process. He stated that assistance can be obtained by contacting his office.

Carlos Herd, Water Supply Division Director, Suwannee River Water Management District reported that the voluntary peer review by the University of Florida Water Institute of the Minimum Flows and Levels Program Report has been initiated and will be completed by October 2013. He also reported that a feasibility study has been initiated to possibly leverage Department of Defense funds to procure property in Bradford County around Camp Blanding as a buffer to alleviate flooding in the Starke area.

VIII. EXECUTIVE DIRECTOR'S REPORT

Mr. Koons recognized Mr. Dug Jones, Vice-President for Economic Development at SantaFe College and also the Director for the Center for Innovation and Economic Development for the outstanding job being done by SantaFe College in Alachua and Bradford Counties to promote economic development. He stated that over the past 12 months, small business start-ups supported by the Center for Innovation and Economic Development at SantaFe College have created 70 full-time jobs and 270 part-time jobs.

A. Florida Regional Councils Association Monthly Report

Mr. Koons reported that the Florida Regional Councils Association is the statewide organization of the 11 regional planning councils. The Association strengthens Florida's regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning councils programs to ensure they add value to state, regional and local initiatives. He stated that the accomplishments of the Association's Director of Intergovernmental Affairs, Sheri Coven, are reported each month to the Council. He also highlighted several of the accomplishments listed in the report that was included in the Council meeting packet.

B. Florida Regional Councils Association Policy Board Meeting Report

Mr. Koons reported that he and Chair Nobles attended the semi-annual meeting of the Florida Regional Councils Association Policy Board held in Tampa on June 28, 2013. He reported that Joe McKinney, Executive Director, National Association of Development Organizations, reported on Regionalism - A National Perspective, Juan Flores, State Freight, Logistics and Passenger Operations Administration, Florida Department of Transportation, gave an update on the Florida Department of Transportation Freight Initiative, 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 Cambor-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 discussed Visioning and Sustainable Communities Initiatives in Florida.

Mr. Koons further reported that the Policy Board received a report from Ron Book, Executive Director and also 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. He stated that the Policy Board 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, Mr. Koons stated that the Policy Board also attended a breakfast meeting during the Florida Association of Counties Annual Conference held in Tampa during which regional planning councils were recognized by the Florida s Foundation as Six Pillars Communities. Mr. Koons then displayed the Six Pillars Communities trophy

presented by the Florida s Foundation to the Florida Regional Councils Association. The trophy was presented in recognition of the regional planning councils commitment to the Six Pillars strategic planning framework in securing Florida's future.

C. Florida Regional Councils Association Partnerships for the Future Brochure

Mr. Koons stated that the Florida Regional Councils Association recently completed a Regional Planning Councils - Partnerships for the Future brochure which identifies the programs, functions and state-wide impact of the 11 regional planning councils in the state. Copies of the brochure were distributed to Council members prior to the meeting.

D. Florida Chamber Foundation Scorecard™

Mr. Koons stated that the Florida Chamber Foundation has developed the Florida Scorecard™ to provide Florida leaders the metrics needed to secure Florida's future. The Florida Chamber Foundation's objective to develop a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan. He further stated that the Scorecard reports metrics for each of the Six Pillars benchmarked to the other 49 states. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of Life and Quality Places. He reviewed the July 2013 Scorecard™ that was included in the Council meeting packet.

E. North Florida Regional Water Supply Partnership

Mr. Koons reported that in September 2011, the St. Johns River Water Management District, the Suwannee River Water Management District and the Florida Department of Environmental Protection entered into an agreement that formalizes the coordination of water resource management in north Florida and establishes the North Florida Regional Water Supply Partnership. He stated that ensuring sustainable water supplies and protecting north Florida's waterways and natural systems is a collaborative effort among the water management districts, Florida Department of Environmental Protection, local elected officials and area stakeholders.

Mr. Koons reported that the Partnership met on July 15, 2013 in Lake City and were updated by Suwannee River Water Management District staff on the status of the Prevention and Recovery Plan for the Lower Santa Fe River, Ichetucknee River and Priority Springs. He stated that the Committee was also apprised of an ongoing research effort conducted by the University of Florida to manage forests for increased regional groundwater availability and heard a presentation from St. Johns River Water Management District staff regarding potential water savings through the implementation of Best Management Practices.

F. Volunteer Firefighter Training

Mr. Koons stated that Northwest Florida Volunteer Firefighters have received a Federal Emergency Management Agency Staffing for Adequate Fire and Emergency Grant to provide basic and advanced training for volunteer firefighters without cost. He stated that scholarships covering all expenses, including lost wages, lodging, meals and mileage are

available for this training. He added that any volunteer firefighter completing Task Book Sign Off (second signature) and live fire evolutions or S130/S190 will receive a voucher to purchase a complete set of gear, including boots, pants, coat, gloves, hood and helmet. The training will be offered September 18-22, 2013 at Northwest Florida State College in Niceville.

G. 2012-13 Member Certificates of Outstanding Attendance

Mr. Koons stated that an essential component of the ability of the Council to conduct its business is the regular attendance of members at Council meetings. A Council Member Attendance Recognition Program was established by the Council at the May 22, 2008 Council meeting to recognize the commitment of those Council members actively engaged in the organization by regularly attending every Council meeting in a program year. He awarded a Certificate of Outstanding Attendance to the following members in recognition of their attendance at every scheduled Council meeting during Program Year 2012-13: Carolyn Spooner, City Commissioner, City of Starke; Daniel Riddick, County Commissioner, Bradford County; and Lorene Thomas, Gubernatorial Appointee, Dixie County.

H. Executive Director's Cup

Mr. Koons stated that in furtherance of the Council Member Attendance Recognition Program and to encourage attendance at Council meetings, an Executive Director's Cup is awarded each year to recognize the perfect attendance by either county, city or gubernatorial members during a program year. For Program Year 2012-13, he jointly awarded the Executive Director's Cup to city member, Carolyn Spooner, City of Starke; county member Daniel Riddick, Bradford County; and gubernatorial member Lorene Thomas, Dixie County, in recognition of their perfect attendance.

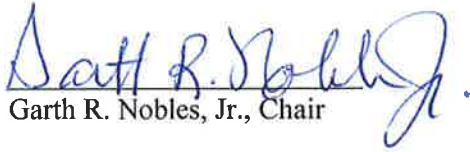
F. Regional Directory

Mr. Koons stated that, pursuant to Council authorization, staff prepared an updated regional directory of local governments in the region and state and federal agencies. He reported that earlier this week, the 2013 Regional Directory was mailed to Council members, local, regional, state and federal officials, and planning and related agencies. He added that a downloadable version of the 2013 Regional Directory in pdf format is also available on the Council website at www.ncfrpc.org.

Commissioner Holifield suggested that federal and state law enforcement agencies be contacted concerning the fraudulent check processed and paid out of the Council's bank account by Wells Fargo.

ACTION: Commissioner Holifield made the motion, with a second by Commissioner Spooner to authorize 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. The motion carried unanimously.

Chair Nobles informed the Council that the next Council meeting will be held on August 22, 2013 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 9:16 p.m.


Garth R. Nobles, Jr., Chair

8/22/13
Date

**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

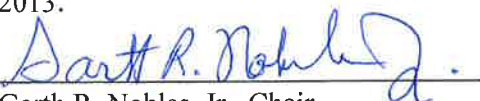
Short-term investments consist of cash or any other investments as described in the above-referenced guidelines. These investment instruments, supplemented by on-going cash flow, should be available to pay claims and other expenses coming due within one year. At all times, the need for satisfactory yield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