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## MEETING NOTICE

### NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

There will be a meeting of the North Central Florida Regional Planning Council on January 24, 2013. The meeting will be held at the Lake City Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida. Dinner will start at 7:00 p.m. and the meeting at 7:30 p.m.

*Please call the Council at (352) 955-2200, or (800) 226-0690, or email [laine@ncfrpc.org](mailto:laine@ncfrpc.org) by January 21st to let us know if you will be attending the meeting. (You can call after hours and leave a message on voice mail too.) **THANK YOU.***

(Location Map on Back)

*Please be advised that the Council meeting packet is posted on the Council website at <http://ncfrpc.org> (click on Upcoming Meetings and Meeting Packets, then click on North Central Florida Regional Planning Council Full Packet.)*

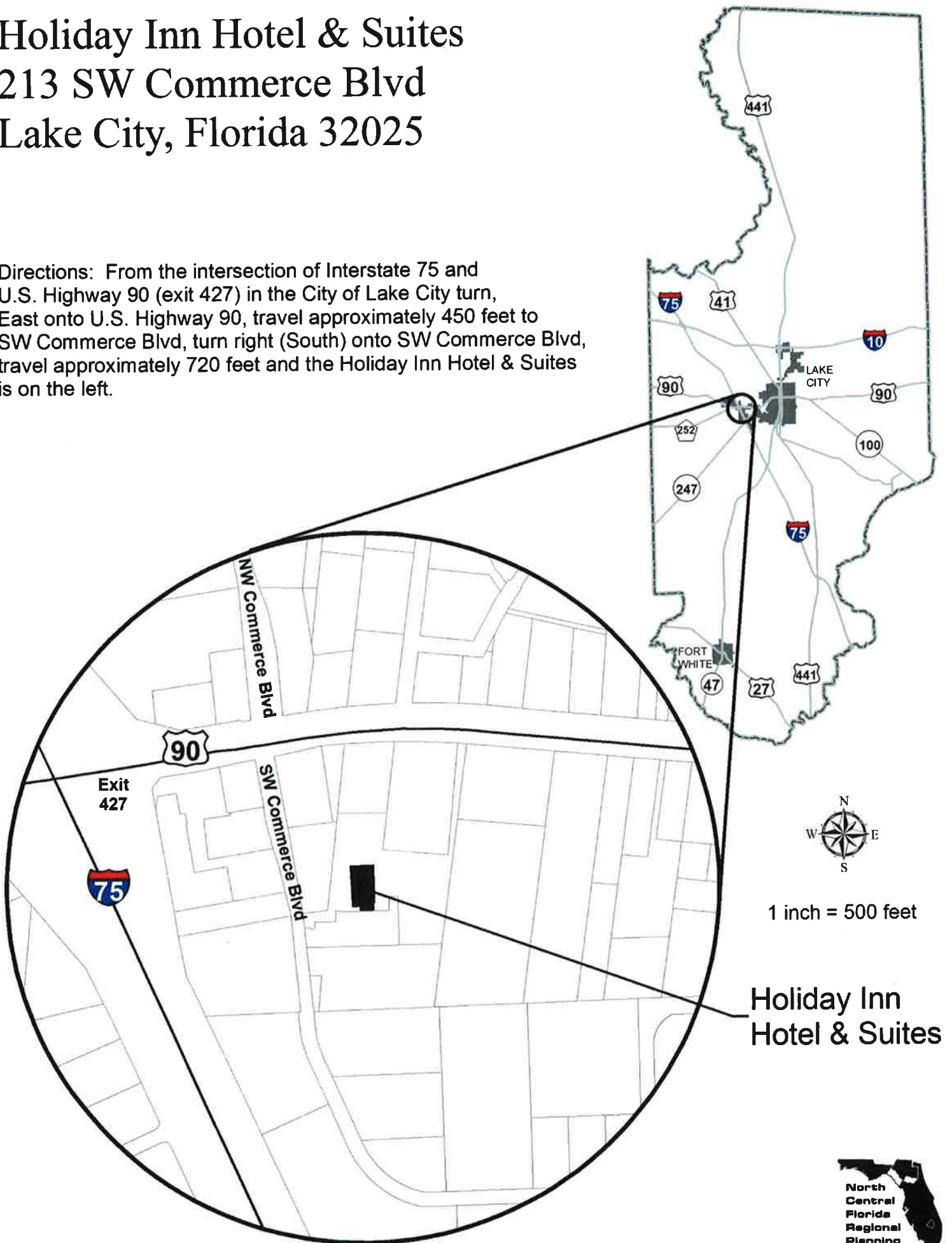
Dedicated to improving the quality of life of the Region's citizens,  
by coordinating growth management, protecting regional resources,  
promoting economic development and providing technical services to local governments.

# 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

### NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

Holiday Inn Hotel & Suites  
213 Southwest Commerce Boulevard  
Lake City, Florida

January 24, 2013  
7:30 p.m.

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

December 13, 2012  
7:30 p.m.

MEMBERS PRESENT

*Thomas Collett, Alachua County*  
Don Cook, City of Perry  
**Louie Davis, City of Waldo**  
Rusty DePratter, Columbia County  
**Sandra Haas, Suwannee County**  
**Donnie Hamlin, Lafayette County**  
Jason Holifield, Dixie County  
Robert Hutchinson, Alachua County  
**James Montgomery, Columbia County**  
**Garth Nobles, Jr., City of Live Oak**  
Eleanor Randall, City of Hawthorne  
Daniel Riddick, Bradford County  
**Carolyn Spooner, City of Starke**  
**Lorene Thomas, Dixie County**  
Wesley Wainwright, Suwannee County  
Randy Wells, City of Gainesville  
Robert Wilford, City of Alachua

STAFF PRESENT

Steve Dopp  
Carmelita Franco  
Scott Koons  
Jean Strong

COUNCIL ATTORNEY PRESENT

Jon Wershow

**Board Members names are bolded**  
*Gubernatorial Members names are italicized*

MEMBERS ABSENT

**Stephen Bailey, Columbia County**  
Susan Baird, Alachua County  
Bob Barnas, City of High Springs  
LaBarfield Bryant, City of Jasper  
Jim Catron, City of Madison  
Todd Chase, City of Gainesville  
Charles Chestnut, IV, Alachua County  
Karen Cossey, Union County  
Rick Davis, Madison County  
**Thomas Hawkins, City of Gainesville**  
Yvonne Hinson-Rawls, City of Gainesville  
Jordan Marlowe, City of Newberry  
Frank Ogborn, City of Archer  
Lee Pinkoson, Alachua County  
Lauren Poe, City of Gainesville  
**Kenrick Thomas, Gilchrist County**  
*Charles Williams, Hamilton County*  
*Mike Williams, Madison County*  
Stephen Witt, City of Lake City

OTHERS PRESENT

Allen Cherry, Madison County  
Ann Collett, Gainesville Area Chamber of  
Commerce and Gainesville Council for  
Economic Outreach  
Diana Davis  
Joe Flanagan, Suwannee River  
Water Management District  
Jordan Green, Florida Dept. of Transportation  
Charles Maultsby  
Tuckie Maultsby  
Joe Riddick

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Thomas called the meeting to order at 7:35 p.m. with an invocation given by Commissioner Spooner and a pledge of allegiance to the flag. She stated that there was a quorum of the Board of Directors.

Chair Thomas welcomed and introduced Allen Cherry, Madison County Coordinator and a member of the Comprehensive Economic Development Strategy Committee, and Joe Flanagan,

Administrative Services Division Director, from the Suwannee River Water Management District. She also introduced and welcomed Charles Maulsby, past member and former Council Chair from Taylor County, Tuckie Maulsby, wife of Mr. Maulsby, Joe Riddick, who previously served as Council Chair, and Diana Davis, wife of Council member Louie Davis.

Chair Thomas asked members and staff present to please stand and introduce themselves.

II. GUEST SPEAKER - Ann Collett, Vice-President, Gainesville Area Chamber of Commerce and Vice-President, Gainesville Council for Economic Outreach

Mr. Koons introduced and welcomed Ann Collett, Vice-President of the Gainesville Area Chamber of Commerce and Vice-President of the Gainesville Council for Economic Outreach. Ms. Collett provided information on Innovation Gainesville, an economic development initiative designed to harness innovation from research conducted at the University of Florida to create jobs in health and green technologies in Alachua County and the surrounding area. Chair Thomas thanked Ms. Collett for her presentation.

III. APPROVAL OF MINUTES - October 25, 2012

Chair Thomas asked that the minutes of the October 25, 2012 meeting be approved as written.

**ACTION: Commissioner Wainwright made the motion, with a second by Commissioner Spooner, to approve the minutes of the October 25, 2012 meeting as written. The motion carried unanimously.**

IV. CONSENT AGENDA

- A. Monthly Financial Report - October 2012
- B. Transportation Disadvantaged Program Local Coordinating Board Membership Certifications - Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties
- C. Transportation Disadvantaged Program Community Transportation Coordinator Selections - Bradford, Lafayette and Union Counties

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

**ACTION: Commissioner Spooner 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 Thomas introduced new members Don Cook from the City of Perry and Robert Hutchinson from Alachua County.

B. Transportation Disadvantaged Program Resolutions of Appreciation

Chair Thomas asked that Resolutions of Appreciation for past services be approved for Jesse Caruthers, who served as Chair of the Suwannee County Transportation Disadvantaged Board since December 2005, Tommy Langford, who served as Chair of the Gilchrist County Transportation Disadvantaged Board since December 2002, Renetta Parrish, who served as Chair of the Madison County Transportation Disadvantaged Board since May 2009, Lewis Vaughn, who served as Chair of the Hamilton County Transportation Disadvantaged Board since September 1990 and Jim McCrone, who served as the Citizen Advocate-User Representative on the Gilchrist County Transportation Disadvantaged Board since April 2004.

**ACTION: Mayor Davis made the motion, with a second by Commissioner Hutchinson to approve the Resolutions of Appreciation for Jesse Caruthers, Tommy Langford, Renetta Parrish, Lewis Vaughn and Jim McCrone. The motion carried unanimously.**

C. Resolutions of Appreciation

Chair Thomas asked that Resolutions of Appreciation for past services to the Council be approved for former Commissioner Paula DeLaney, Alachua County, former Councilman Alphonso Dowdell, City of Perry, Charles Maultsby, gubernatorial appointee for Taylor County, former Commissioner Ronny Morgan, Hamilton County and former Commissioner Mark Wiggins, Taylor County.

**ACTION: Commissioner Wainwright made the motion, with a second by Commissioner Spooner, to approve the Resolutions of Appreciation for Paula Delaney, Alphonso Dowdell, Charles Maultsby, Ronny Morgan and Mark Wiggins. The motion carried unanimously.**

Mr. Koons then presented a 14-year Certificate of Service to Mr. Maultsby for his 14 years of dedicated service to the Council, as a gubernatorial appointed official representing Taylor County, including serving as Chair, Vice-Chair and Secretary-Treasurer. He also served as Chair of the Regional Planning, Finance, Nominating and Program Committees and also was a member of the Clearinghouse Committee. Mr. Maultsby then thanked the Council for the Certificate of Service and for allowing him the privilege to serve the Council and the north central Florida region.

D. Committee Appointments

Chair Thomas recommended appointments to fill vacancies for the remainder of Program Year 2012-13 for the following committees.

1. Clearinghouse Committee
2. Nominating Committee
3. Regional Planning Committee
4. Florida Regional Councils Association

**ACTION:** Commissioner Wainwright made the motion, with a second by Commissioner Hutchinson, to approve the appointments of Jim Catron and Mike Williams to the Clearinghouse Committee, Garth Nobles, Jr. to the Nominating Committee and to serve as Vice-Chair of the Nominating Committee, Louie Davis, to serve as Chair of the Nominating Committee, Mike Williams to the Regional Planning Committee, Randy Wells to serve as Chair of the Regional Planning Committee, Stephen Bailey to serve as the Vice-Chair of the Regional Planning Committee and Kenrick Thomas as a representative to the Florida Regional Councils Association as recommended by the Chair. The motion carried unanimously.

E. Employee Certificate of Service - Jean Strong

Mr. Scott Koons, Executive Director, introduced Jean Strong, who has been with the Council staff since November 26, 2007. Ms. Strong currently serves as Secretary II for the Council. Chair Thomas presented a 5-year Certificate of Service and a 5-year service pin to Ms. Strong. Mr. Koons and Chair Thomas thanked her for her years of dedicated service to the Council.

F. Executive Director Appointed to Florida Chamber Foundation Board of Trustees

Chair Thomas reported that Scott Koons was appointed to the Florida Chamber Foundation's Six Pillar Caucus System in 2011 and currently participates as a member of the Innovation and Economic Development Pillar. In addition she announced that Mr. Koons was recently appointed to the Foundation's Board of Trustees.

Ms. Thomas reported that the Chamber Foundation Trustees serve as advisors to the Foundation. She also stated that they provide input into the strategic direction of the Foundation helping guide Florida to future of prosperity and high-paying jobs, vibrant communities and global competitiveness through ongoing development of the Six Pillars 20-year Strategic Plan.



VI. COMMITTEE REPORTS

A. Executive Committee - Resolution Recognizing 25th Anniversary of Ronald L. Book, P.A.

Mr. Koons stated that under the leadership of Mr. Book, Ronald L. Book, P.A. is considered one of the premier lobbying firms in the state, with unparalleled experience in the legislative and appropriations process. He also stated that under his leadership, Ronald L. Book, P.A. works exclusively in the government affairs arena, specializing in legislative and executive advocacy. Mr. Book has served as the Executive Director of the Florida Regional Councils Association representing the interests of regional planning councils in Florida for the past 20 years. Mr. Koons stated that the Executive Committee recommended that a resolution be approved recognizing the 25th anniversary of Ronald L. Book, P.A., which is attached to these minutes and made a part thereof.

**ACTION: Mayor Davis made the motion, with a second by Commissioner Wells to approve a resolution, which is attached hereto and made a part of these minutes, recognizing the 25th Anniversary of Ronald L. Book, P.A. The motion carried unanimously.**

B. Clearinghouse Committee

Chair Sandra Haas gave the Clearinghouse Committee report. She stated that the Clearinghouse Committee met previously on December 5, 2012 and reviewed one local government comprehensive plan amendment.

#15 - City of Alachua Comprehensive Plan Draft Amendment.

Ms. Haas stated that the item was 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 this amendment was included in the Council meeting packet.

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

#12 - Madison County Comprehensive Plan Adopted Amendment;

#13 - Alachua County Comprehensive Plan Adopted Amendments;

#17 - City of Gainesville Comprehensive Plan Draft Amendment;

#18 - Suwannee County Comprehensive Plan Adopted Amendment; and

#19 - Alachua County Comprehensive Plan Draft Amendment

Ms. Haas reported that the Clearinghouse Committee found that the comprehensive plans, as amended, would not create significant adverse impacts to Natural Resources of Regional Significance, regional facilities or adjacent local governments. She stated that the Clearinghouse Committee recommended forwarding these findings to the local governments and the Florida Department of Economic Opportunity as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Commissioner Wells, to approve the Clearinghouse Committee recommendations concerning Item #12, Madison County Comprehensive Plan Adopted Plan Amendment, Item #13, Alachua County Comprehensive Plan Adopted Amendments, Item #17, City of Gainesville Comprehensive Plan Draft Amendment, Item #18, Suwannee County Comprehensive Plan Adopted Amendment; and Item # 19, Alachua County Comprehensive Plan Draft Amendment. The motion carried unanimously.**

C. Nominating Committee

1. Election of Executive Committee Member
2. Election of the Board of Directors

Chair Thomas reported that the Nominating Committee met to recommend individuals to fill vacancies on the Board of Directors and Immediate Past Chair for the remainder of Program Year 2012-13. She stated that the Nominating Committee recommended that Mayor Louie Davis, City of Waldo, fill the vacant Immediate Past Chair position for the remainder of Program Year 2012-13.

Chair Thomas further stated that the Nominating Committee recommendations to fill the vacancies on the Board of Directors for the remainder of Program Year 2012-13 were Councilman LaBarfield Bryant, City of Jasper, Commissioner Daniel Riddick, Bradford County, Commissioner Wesley Wainwright, Suwannee County and Charles Williams, Hamilton County.

Chair Thomas stated that nominations may be made from the floor for any of these positions; however, in making such nominations it is necessary for the individual nominated to be qualified to replace the individual they are challenging.

**ACTION: Commissioner Wells made the motion, with a second by Commissioner Hutchinson to elect Mayor Louie Davis, City of Waldo as Immediate Past Chair as recommended by the Nominating Committee. The motion carried unanimously.**

**ACTION: Mr. Collett made the motion, with a second by Mayor Davis that Councilman LaBarfield Bryant, City of Jasper, Commissioner Daniel Riddick, Bradford County, Commissioner Wesley Wainwright, Suwannee County and Charles Williams, Hamilton County fill the vacant positions on the Board of Directors for the remainder of Program Year 2012-13 as recommended by the Nominating Committee. The motion carried unanimously.**

## VII. EXECUTIVE DIRECTOR'S REPORT

Mr. Koons asked Jordon Green, Rural Area Transportation Development Engineer, from the Florida Department of Transportation to give a status report concerning Florida Department of Transportation programs. Mr. Green reported that District 2 is currently receiving comments concerning the Tentative Five-Year Work Program for Fiscal Years 2014-15 through 2018-19.

Mr. Koons asked Joe Flanagan, Administrative Services Division Director, Suwannee Water Management District to give brief updated water report. Mr. Flanagan discussed the current hydrologic conditions in the District.

### 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, will be reported each month at the Council meeting. He added that Ms. Coven had prepared materials that were submitted to the governor's office and staff. He also highlighted several of the accomplishments listed in the report. Mr. Koons thanked the county commissioners for the including support of funding for regional planning councils in the Small County Coalition's Legislative Platform and the Florida Association of Counties Legislative Platform. He also thanked the city commissioners for their continued support of regional planning councils.

### B. 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 December 2012 Scorecard™ that was included in the Council meeting packet.

### C. Congressional and Legislative Delegation Maps

Mr. Koons reported that, as a result of the November 6, 2012 general election, there are several new members in the Congressional delegation and the Florida Legislative delegation for the north central Florida region. He stated that maps of the new

Congressional, State Senate and State House Districts were included in the Council meeting packet.

D. Legislative Report

Mr. Koons reported that the Legislature met on November 20, 2012 for an organizational session. Senator Don Gates was elected President of the Senate. Representative Will Westherford was elected the Speaker of the House of Representatives. The 2013 regular Legislative session will convene on March 5, 2013 and adjourn on May 3, 2013.

Mr. Koons reported that he attended the Senate Community Affairs Committee meeting and several other committee meetings held last week in Tallahassee. He stated that Senator Rob Bradley, representing Alachua and Bradford Counties is a member of the Senate Community Affairs Committee and Representative Keith Perry, representing Alachua, Dixie and Gilchrist Counties, is a member of the House Economic Affairs Committee. Mr. Koons further reported that Representative Charles Van Zant, representing Bradford and Union Counties, is a member of the House Local and Federal Affairs Committee. Representative Elizabeth Porter, representing Columbia, Hamilton and Suwannee Counties and a portion of Alachua County, is Vice-Chair of the House Economic Development and Tourism Subcommittee. He added that Representative Clovis Watson, Jr., representing a portion of Alachua County, is also a member of the House Local and Federal Affairs Committee.

E. North Florida 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. 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 Committee met on October 29, 2012 at the Florida Gateway College in Lake City. At that meeting, the Committee heard updates on groundwater model development and the responses by the Districts to member submitted questions. He stated that the Committee also heard an overview concerning the plotting of springs/recharge areas, the minimum flow and level process and data gaps analysis.

Chair Thomas informed the Council that the next Council meeting will be held on January 24, 2013 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 9:10 p.m.

---

Lorene J. Thomas, Chair

---

1/24/2013  
Date

**RESOLUTION NO. 2012-07**

**RECOGNIZING 25TH ANNIVERSARY OF  
RONALD L. BOOK, P.A.**

WHEREAS, Ronald L. Book, P.A. is a law firm specializing in government affairs and consulting that was incorporated in the State of Florida in 1987 by the President and Chief Executive Officer, Ronald L. Book;

WHEREAS, Ronald L. Book, P.A. is considered one of the premier lobbying firms in the state, with unparalleled experience in the legislative and appropriations process;

WHEREAS, Ronald L. Book, P.A. works exclusively in the government affairs arena, specializing in legislative and executive advocacy, and is involved in the legislative process 365 days a year; and

WHEREAS, for the past 20 years, Ronald L. Book, P.A. has served as the Executive Director of the Florida Regional Councils Association representing the interests of regional planning councils in Florida.


NOW, THEREFORE, BE IT RESOLVED, that the North Central Florida Regional Planning Council congratulates Ronald L. Book, P.A. on its 25th Anniversary.


DULY ADOPTED by the North Central Florida Regional Planning Council this 13th day of December 2012.

Attest:

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

SEAL

  
Kenrick Thomas  
Secretary-Treasurer

  
Lorene J. Thomas  
Chair





**III.A.**

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Monthly Financial Report - November 2012

Please find attached a copy of the Monthly Financial Report for the Council's activities for November 2012. The following paragraphs discuss revenues and expenditures to the budget for the month and year to date. Status of the adjusted general fund balance of the Council at the end of the month is also provided on the attached Monthly Financial Report.

#### **Revenue**

The total revenue for the Council for year to date is within budgeted figures. Revenue at the end of two months was nine percent of budget

#### **Expenditures**

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of two months are 15 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

#### **Fund Balance**

The adjusted general fund balance of the Council was \$1,526,916 at the end of the last fiscal year. At November 30, 2012, it was \$1,542,768.

#### **Conclusion**

In conclusion, staff is pleased with the financial condition of the Council. The adjusted general fund balance should remain at an acceptable level at the end of the fiscal year.

Overall, as is regularly reported, the financial condition of the Council is sound. Staff is not aware of anything in the current fiscal year that will change this situation. If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**November 30, 2012**

	<b>Adopted Budget FY 2012 - 13</b>	<b>November 2012</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>				
Member Dues	118,900	0	47,272	40%
Grants and Contracts	1,838,400	104,464	128,464	7%
Other	10,000	112	647	6%
<b>Total Revenue</b>	<b>1,967,300</b>	<b>104,576</b>	<b>176,383</b>	<b>9%</b>
<b>Expenses</b>				
Direct Expenses	1,081,600	97,198	182,477	17%
Indirect Expenses	885,700	69,328	116,414	13%
<b>Total Expenses</b>	<b>1,967,300</b>	<b>166,526</b>	<b>298,891</b>	<b>15%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Financial Statement (Unaudited)**  
**November 30, 2012**

	<b>Adopted Budget FY 2012 - 13</b>	<b>November 2012</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>				
Program Development	33,900	112	10,149	30%
Regional Planning				
State Planning & Review	30,000		11,927	40%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	0	24,000	42%
Hazardous Waste Monitoring	39,500	0	0	0%
Local Emergency Planning Committee	93,300	0	0	0%
Hazards Analyses	10,100	0	0	0%
Energy Resiliency & Assurance Studies	30,000	5,315	5,315	18%
Transportation				
Gainesville Urbanized Area Transportation Planning	614,400	0	0	0%
Gainesville Urbanized Area Mass Transit	170,000	0	0	0%
Transportation Disadvantaged - Alachua County	22,200	0	0	0%
Transportation Disadvantaged - Region	157,900	0	0	0%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	0	17,891	17%
Original Florida Tourism Task Force Staffing	35,000	0	0	0%
Original Florida Tourism Task Force	42,000	0	0	0%
Local Government Assistance				
General Technical Services	20,000	0	7,952	40%
City & County Planning Services	313,000	61,313	61,313	20%
Community Development Block Grant Administration	176,000	37,836	37,836	21%
<b>Total Revenue</b>	<b>1,967,300</b>	<b>104,576</b>	<b>176,383</b>	<b>9%</b>

# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## Financial Statement (Unaudited)

November 30, 2012

	Adopted Budget FY 2012 - 13	November 2012	Year to Date	Percent of Budget
<b>Expenses</b>				
Audit	15,000	0	0	0%
Building Debt Service	44,600	3,714	7,428	17%
Building Occupancy & Grounds	40,000	2,075	8,558	21%
Contractual Services	77,000	604	903	1%
Dues, Publications & Subscriptions	40,000	383	26,867	67%
Furniture & Equipment	30,000	6,833	14,648	49%
Insurance and Bonding	17,000	0	5,146	30%
Legal Costs	12,000	622	879	7%
Machine Rental/Maintenance	6,000	0	1,097	18%
Meeting Expenses	19,000	0	1,298	7%
Moving Expense	2,000	0	0	0%
Office Supplies	41,000	603	4,077	10%
Personnel Costs	1,397,200	147,962	203,540	15%
Postage	13,000	609	1,302	10%
Printing	3,000	0	0	0%
Recruiting	2,000	0	0	0%
Reproduction	12,000	456	1,575	13%
Telephone	6,000	224	981	16%
Travel	86,000	2,442	20,593	24%
Original Florida Tourism Task Force	42,000	0	0	0%
Contingency	62,500	0	0	0%
<b>Total Expenses</b>	<b>1,967,300</b>	<b>166,526</b>	<b>298,891</b>	<b>15%</b>

## North Central Florida Regional Planning Council

### Recap of General Fund Balance

November 30, 2012

Nonspendable General Fund Balance, 10/01/12	45,566
Assigned General Fund Balance, 10/01/12	
Unemployment Claim Fund	30,000
Legal Defense Fund	100,000
Capital Reserve Fund	470,000
Unassigned General Fund Balance, 10/01/12	<u>926,916</u>
Total General Fund Balance, 10/01/12	1,572,482
Less Nonspendable General Fund Balance, 10/01/12	<u>(45,566)</u>
<b>Adjusted General Fund Balance, 10/01/12</b>	<b>1,526,916</b>
Member Dues, Year to Date	47,272
Misc. Income, Year to Date	
Sales	0
Depreciation Charges	0
Interest Income	638
Proceeds from Loan Portfolio Sale	0
Other	10
Expended Regional Support	(8,213)
Expended General Technical Service	(976)
Expended Member Support to Econ Develop.	(3,231)
Expended Program Development	<u>(19,648)</u>
<b>Adjusted General Fund Balance, 11/30/12</b>	<b>1,542,768</b>



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director *SRK*  
SUBJECT: Monthly Financial Report - December 2012

Please find attached a copy of the Monthly Financial Report for the Council's activities for December 2012. The following paragraphs discuss revenues and expenditures to the budget for the month and year to date. Status of the adjusted general fund balance of the Council at the end of the month is also provided on the attached Monthly Financial Report.

#### **Revenue**

The total revenue for the Council for year to date is within budgeted figures. Revenue at the end of three months was 22 percent of budget

#### **Expenditures**

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of three months are 23 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

#### **Fund Balance**

The adjusted general fund balance of the Council was \$1,526,916 at the end of the last fiscal year. At December 31, 2012, it was \$1,537,733.

#### **Conclusion**

In conclusion, staff is pleased with the financial condition of the Council. The adjusted general fund balance should remain at an acceptable level at the end of the fiscal year.

Overall, as is regularly reported, the financial condition of the Council is sound. Staff is not aware of anything in the current fiscal year that will change this situation. If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**December 31, 2012**

	<b>Adopted Budget FY 2012 - 13</b>	<b>December 2012</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>				
Member Dues	118,900	0	47,272	40%
Grants and Contracts	1,838,400	248,039	376,503	20%
Other	10,000	1,869	2,516	25%
<b>Total Revenue</b>	<b>1,967,300</b>	<b>249,908</b>	<b>426,291</b>	<b>22%</b>
<b>Expenses</b>				
Direct Expenses	1,081,600	89,716	272,193	25%
Indirect Expenses	885,700	69,905	186,319	21%
<b>Total Expenses</b>	<b>1,967,300</b>	<b>159,621</b>	<b>458,512</b>	<b>23%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Financial Statement (Unaudited)**  
**December 31, 2012**

	<b>Adopted Budget FY 2012 - 13</b>	<b>December 2012</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>				
Program Development	33,900	1,869	12,018	35%
Regional Planning				
State Planning & Review	30,000	0	11,927	40%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	0	24,000	42%
Hazardous Waste Monitoring	39,500	0	0	0%
Local Emergency Planning Committee	93,300	16,443	16,443	18%
Hazards Analyses	10,100	0	0	0%
Energy Resiliency & Assurance Studies	30,000	0	5,315	18%
Transportation				
Gainesville Urbanized Area Transportation Planning	614,400	119,481	119,481	19%
Gainesville Urbanized Area Mass Transit	170,000	43,300	43,300	25%
Transportation Disadvantaged - Alachua County	22,200	3,049	3,049	14%
Transportation Disadvantaged - Region	157,900	39,562	39,562	25%
Technical Assistance Services		1,409	1,409	
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	15,750	33,641	31%
Original Florida Tourism Task Force Staffing	35,000	9,000	9,000	26%
Original Florida Tourism Task Force	42,000	45	45	0%
Local Government Assistance				
General Technical Services	20,000	0	7,952	40%
City & County Planning Services	313,000	0	61,313	20%
Community Development Block Grant Administration	176,000	0	37,836	21%
<b>Total Revenue</b>	<b>1,967,300</b>	<b>249,908</b>	<b>426,291</b>	<b>22%</b>



# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## Financial Statement (Unaudited)

December 31, 2012

	Adopted Budget FY 2012 - 13	December 2012	Year to Date	Percent of Budget
<b>Expenses</b>				
Audit	15,000	0	0	0%
Building Debt Service	44,600	3,714	11,142	25%
Building Occupancy & Grounds	40,000	1,830	10,388	26%
Contractual Services	77,000	9,669	10,572	14%
Dues, Publications & Subscriptions	40,000	2,100	28,966	72%
Furniture & Equipment	30,000	0	14,648	49%
Insurance and Bonding	17,000	3,934	9,080	53%
Legal Costs	12,000	377	1,256	10%
Machine Rental/Maintenance	6,000	1,097	2,194	37%
Meeting Expenses	19,000	1,791	3,089	16%
Moving Expense	2,000	0	0	0%
Office Supplies	41,000	1,969	6,046	15%
Personnel Costs	1,397,200	125,870	329,410	24%
Postage	13,000	270	1,572	12%
Printing	3,000	0	0	0%
Recruiting	2,000	0	0	0%
Reproduction	12,000	1,750	3,325	28%
Telephone	6,000	540	1,521	25%
Travel	86,000	4,710	25,303	29%
Original Florida Tourism Task Force	42,000	0	0	0%
Contingency	62,500	0	0	0%
<b>Total Expenses</b>	<b>1,967,300</b>	<b>159,621</b>	<b>458,512</b>	<b>23%</b>

## North Central Florida Regional Planning Council

### Recap of General Fund Balance

December 31, 2012

Nonspendable General Fund Balance, 10/01/12	45,566
Assigned General Fund Balance, 10/01/12	
Unemployment Claim Fund	30,000
Legal Defense Fund	100,000
Capital Reserve Fund	470,000
Unassigned General Fund Balance, 10/01/12	<u>926,916</u>
Total General Fund Balance, 10/01/12	1,572,482
Less Nonspendable General Fund Balance, 10/01/12	<u>(45,566)</u>
<b>Adjusted General Fund Balance, 10/01/12</b>	<b>1,526,916</b>
Member Dues, Year to Date	47,272
Misc. Income, Year to Date	
Sales	0
Depreciation Charges	0
Interest Income	638
Proceeds from Loan Portfolio Sale	992
Other	887
Expended Regional Support	(12,774)
Expended General Technical Service	(976)
Expended Member Support to Econ Develop.	(5,049)
Expended Program Development	<u>(20,173)</u>
<b>Adjusted General Fund Balance, 12/31/12</b>	<b>1,537,733</b>



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

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

SUBJECT: Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area Interlocal Agreement Affirmation

RECOMMENDATION:

**Reaffirm the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement among the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, the North Central Florida Regional Planning Council, the Florida Department of Transportation, the City of Gainesville and the Gainesville-Alachua County Regional Airport Authority executed on January 26, 2007.**

BACKGROUND:

As you know, the Council provides professional staff services to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to assist them with administering a continuing, cooperative, comprehensive transportation planning program pursuant to a Federal Highway Administration and Florida Department of Transportation approved unified work program. In particular, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, serving as the designated metropolitan planning organization, is responsible for developing and maintaining a long-range transportation plan and transportation improvement program.

According to Section 339.175 (10)(a)(2) Florida Statutes, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is required to execute

*“an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the metropolitan areas, specifying the means by which activities will be coordinated and how transportation planning and programming will be part of the comprehensive planned development of the area.”*

Exhibit 1 is a copy of the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area executed on January 26, 2007, along with the North Central Florida Regional Planning Council, the Florida Department of Transportation, the City of Gainesville and the Gainesville-Alachua County Regional Airport Authority. According to Section 339.175 (10)(a) Florida Statutes, the Agreement is to be reviewed and updated as necessary every five years.

There are no updates that need to be made to the Agreement at this time.

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

#### Attachment

o:\carol\council.mtg\cnc\mtgmemos\mtpo interlocal agreement affirmation.docx

## EXHIBIT 1

### INTERGOVERNMENTAL COORDINATION AND REVIEW AND PUBLIC TRANSPORTATION COORDINATION JOINT PARTICIPATION AGREEMENT

THIS JOINT PARTICIPATION AGREEMENT is made and entered into this 26<sup>th</sup> day of January, 2007 by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the Department; the Metropolitan Transportation Planning Organization for the Gainesville urbanized area, hereinafter referred to as the MTPO; The North Central Florida Regional Planning Council, hereinafter referred to as the Council; the City of Gainesville, hereinafter referred to as the City; and the Gainesville-Alachua County Regional Airport Authority, hereinafter referred to as the Authority.

#### RECITALS

WHEREAS, the Federal Government, under the authority of 23 U. S. C. and any subsequent applicable amendments requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated metropolitan areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area;

WHEREAS, 23 U. S. C. 134 (a) and (b), and Section 339.175, Florida Statutes, provide for the creation of metropolitan planning organizations to develop transportation plans and programs for metropolitan areas;

WHEREAS, the aforementioned federal laws require that the State, the MTPO, and the operators of publicly owned transportation systems shall enter into an agreement clearly identifying the responsibilities for cooperatively carrying out such transportation planning (including corridor and subarea studies pursuant to 23 Code of Federal Regulations 450.316 and 450.318) and programming;

WHEREAS, pursuant to Section 20.23, Florida Statutes, the Department has been created by the State of Florida, and the Department has the powers and duties relating to transportation, all as outlined in Section 334.044, Florida Statutes;

WHEREAS, pursuant to 23 United States Code 134, 49 United States Code 5303, 23 Code of Federal Regulations 450.306, and Section 339.175, Florida Statutes, the MTPO has been designated and its membership apportioned by the Governor of the State of Florida, with the agreement of the affected units of general purpose local government, to organize and establish the MTPO;

WHEREAS, pursuant to Section 339.175(9)(a)2., Florida Statutes, the MTPO shall execute and maintain an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the Gainesville Metropolitan Area, hereinafter referred to as the Metropolitan Area;

WHEREAS, the aforesaid agreement must describe the means by which activities will be coordinated and specify how transportation planning and programming will be part of the comprehensively planned development of the Metropolitan Area;

WHEREAS, pursuant to Section 186.504, Florida Statutes, the Council was established and operates under its Organization Policies with a primary purpose of intergovernmental coordination and review;

WHEREAS, pursuant to Section 186.505(24), Florida Statutes, the Council is to review plans of metropolitan planning organizations to identify inconsistencies between those agencies' plans and applicable local government comprehensive plans adopted pursuant to Chapter 163, Florida Statutes;

WHEREAS, the Council, pursuant to Section 186.507, Florida Statutes, is required to prepare a Strategic Regional Policy Plan, which will contain regional goals and policies that address regional transportation issues;

WHEREAS, based on the Council's statutory mandate to identify inconsistencies between plans of metropolitan planning organizations and applicable local government comprehensive plans, and to prepare and adopt a Strategic Regional Policy Plan, the Council is appropriately situated to assist in the intergovernmental coordination of the intermodal transportation planning process;

WHEREAS, pursuant to Section 186.509, Florida Statutes, and Chapter 29C-8, Florida Administrative Code, the Council has adopted a conflict and dispute resolution process;

WHEREAS, the purpose of the dispute resolution process is to reconcile differences in planning and growth management issues between local governments, regional agencies, and private interests;

WHEREAS, the parties hereto have determined that the voluntary dispute resolution process is useful in the process of resolving conflicts and disputes arising in the transportation planning process;

WHEREAS, pursuant to 23 Code of Federal Regulations 450.310(b) and Section 339.175(9)(a)3., Florida Statutes, the MTPO must execute and maintain an agreement with the operators of public transportation systems, including transit systems, commuter rail systems, airports, and seaports, describing the means by which activities will be coordinated and specifying how public transit, commuter rail, aviation, and seaport planning (including corridor and subarea studies pursuant to 23 Code of Federal Regulations 450.316 and 450.318) and programming will be part of the comprehensively planned development of the Metropolitan

operators of public transportation systems, including transit systems, commuter rail systems, airports, and seaports, describing the means by which activities will be coordinated and specifying how public transit, commuter rail, aviation, and seaport planning (including corridor and subarea studies pursuant to 23 Code of Federal Regulations 450.316 and 450.318) and programming will be part of the comprehensively planned development of the Metropolitan Area;

WHEREAS, it is in the public interest that the MTPO, operators of public transportation systems, including transit systems, commuter rail systems, port and aviation authorities, jointly pledge their intention to cooperatively participate in the planning and programming of transportation improvements within the Metropolitan Area;

WHEREAS, the undersigned parties have determined that this Agreement satisfies the requirements of, and is consistent, with 23 Code of Federal Regulations 450.310, 450.312, 450.316 and 450.318 and Section 339.175(9)(a), Florida Statutes; and

WHEREAS, the parties to this Agreement desire to participate cooperatively in the performance, on a continuing basis, of a coordinated, comprehensive transportation planning process to assure that highway facilities, mass transit, rail systems, air transportation and other facilities will be properly located and developed in relation to the overall plan of community development.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

## **ARTICLE 1 RECITALS; DEFINITIONS**

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this Agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Agreement means and refers to this instrument, as amended from time to time.

Corridor or Subarea Study shall mean and refer to studies involving major investment decisions or as otherwise identified in 23 Code of Federal Regulations 450.316 and 450.318.

Department shall mean and refer to the Florida Department of Transportation, an agency of the State of Florida, created pursuant to Section 20.23, Florida Statutes.

FHWA means and refers to the Federal Highway Administration.

Long Range Transportation Plan is at a minimum a 20-year plan which: identifies transportation facilities and; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities and; indicates proposed transportation enhancement activities; all as required by 23 United States Code 134(g), 23 Code of Federal Regulations 450.322 and Section 339.175(6), Florida Statutes.

Metropolitan Area means and refers to the planning area as determined by agreement between the MTPO and the Governor in the urbanized areas designated by the United States Bureau of the Census as described in 23 United States Code 134(b)(1) and Section 339.175, Florida Statutes, which shall be subject to the MTPO's planning authority.

MTPO means and refers to the MTPO formed pursuant to the Interlocal Agreement dated May 26, 2004 as amended or superseded from time to time.

Council means and refers to the North Central Florida Regional Planning Council created pursuant to Section 186.504, Florida Statutes, and established to operate under its Organization Policies.

TIP is the staged multi-year program of transportation improvement projects developed by the MTPO consistent with the Long-Range Transportation Plan and developed pursuant to Title 23 United States Code 134(h), 49 United States Code 5304, 23 Code of Federal Regulations 450.324 and Section 339.175, Florida Statutes.

Unified Planning Work Program is the annual program, developed in cooperation with the Department and public transportation providers, that lists all planning tasks to be undertaken during a program year, with a complete description thereof and an estimated budget, all as required by 23 Code of Federal Regulations 420, Subpart A, and Section 450.314, and Section 339.175(8), Florida Statutes.

## **ARTICLE 2 PURPOSE**

Section 2.01. Coordination with public transit operators. As set forth in Article 3 of this Agreement, the purpose of this Agreement is to provide for cooperation with the Department, the City, the Authority, and the MTPO in the development and preparation of the Unified Planning Work Program, the TIP, the Long-Range Transportation Plan, and any applicable Corridor or Subarea Studies.

Section 2.02. Intergovernmental coordination. As set forth in Article 4 of this Agreement, the purpose of this Agreement is to provide a process through the Council for intergovernmental coordination and review and identification of inconsistencies between proposed MTPO transportation plans and local government comprehensive plans adopted pursuant to Chapter 163, Florida Statutes, and approved by the Florida Department of Community Affairs.



Section 2.03. Dispute resolution. As set forth in Article 5 of this Agreement, the purpose of this Agreement is to provide a process for conflict and dispute resolution through the Council.

### **ARTICLE 3**

#### **COOPERATIVE PROCEDURES FOR PLANNING AND PROGRAMMING WITH OPERATORS OF PUBLIC TRANSPORTATION SYSTEMS**

Section 3.01. Cooperation with operators of public transportation systems; coordination with local government approved comprehensive plans.

(a) The MTPO shall cooperate with the City, the Authority and the Department to optimize the planning and programming of an integrated and balanced intermodal transportation system for the Metropolitan Area.

(b) The MTPO shall implement a continuing, cooperative, and comprehensive transportation planning process that is consistent, to the maximum extent feasible, with aviation master plans, and public transit development plans of the units of local governments whose boundaries are within the Metropolitan Area.

(c) The MTPO shall ensure that representatives of transit agencies and airports within the Metropolitan Area are provided membership on the MTPO's Technical Advisory Committee.

Section 3.02. Preparation of transportation related plans.

(a) Although the adoption or approval of the Unified Planning Work Program, the TIP, and the Long-Range Transportation Plan is the responsibility of the MTPO, development of such plans or programs shall be viewed as a cooperative effort involving the Department, the City, and the Authority. In developing its plans and programs, the MTPO shall solicit the comments and recommendations of the parties to this Agreement in the preparation of such plans and programs.

(b) At the commencement of the process of preparing the Unified Planning Work Program, the TIP, or the Long-Range Transportation Plan, or preparing other than a minor amendment thereto (as determined by the MTPO), the MTPO shall extend notice to the Department, the City, and the Authority advising the scope of the work to be undertaken and inviting comment and participation in the development process. The MTPO shall ensure that the chief operating officials of the Department, the City, and the Authority shall receive approximate 15 days written formal notice of all public workshops and hearings relating to the development of such plans and programs. It is stipulated by the parties to this Agreement that the failure by the MTPO to properly extend written or other notice shall not invalidate, or be lodged as a claim to invalidate, the adoption of the aforementioned plans and programs.

(c) Local government comprehensive plans.

(1) In developing the TIP, Long-Range Transportation Plan, or a Corridor or Subarea Studies, or preparing other than a minor amendment thereto (as determined by the

MTPO), the MTPO, the City and the Authority shall analyze for each local government in the Metropolitan Area: (i) the comprehensive plan future land use elements; (ii) the goals, objectives, and policies of the comprehensive plans; and (iii) the zoning regulations of each of the local governments in the Metropolitan Area. Based upon the foregoing review and a consideration of other growth management factors, the MTPO, the City and the Authority shall provide written recommendations to local governments in the Metropolitan Area in the development, amendment, and implementation of their comprehensive plans and zoning regulations. A copy of the recommendations shall be sent to the Council.

(2) The MTPO agrees that, to the maximum extent feasible, the Long-Range Transportation Plan and the project and project phases within the TIP shall be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local government in the Metropolitan Area. If the MTPO's TIP is inconsistent with a local government comprehensive plan, the MTPO shall so indicate, and the MTPO shall present, as part of the TIP, justification for including the project in the program.

(d) Multi-modal transportation agency plans.

(1) In developing the TIP, Long-Range Transportation Plan, or a Corridor or Subarea Studies, or preparing other than a minor amendment thereto (as determined by the MTPO), the MTPO shall analyze the affected master plans and comprehensive plans of the City and Authority. Based upon the foregoing review and a consideration of other transportation-related factors, the MTPO, shall from time to time and as appropriate, provide recommendations to the parties to this Agreement as well as local governments within the Metropolitan Area, for the development, amendment, and implementation of their master, development, or comprehensive plans.

(2) In developing or revising their respective master or development plans, the parties to this Agreement shall analyze the draft or approved Unified Planning Work Program, TIP, Long-Range Transportation Plan, or Corridor and Subarea Studies, or amendments thereto. Based upon the foregoing review and a consideration of other transportation-related factors, the parties to this Agreement shall from time to time and as appropriate, provide written recommendations to the MTPO with regard to development, amendment, and implementation of the plans, programs, and studies.

(3) The MTPO agrees that, to the maximum extent feasible, the TIP shall be consistent with the affected master plans and development plans of the parties to this Agreement.

(e) By letter agreement to be executed by the MTPO and the affected Authority and public transit providers represented by MTPO members, the MTPO and the affected agency or authority shall mutually develop a process for planning coordination, forwarding recommendations, and project programming consistency to be referred to as the letter agreement. The parties to this letter agreement agree that the MTPO need only include in the TIP those state-funded airport projects that directly relate to surface transportation activities. The process agreed to in the letter agreement shall provide flexible deadlines for inter-agency comment on affected plans referenced in this section. This Agreement will be amended pursuant to Section

6.02 to incorporate this letter agreement. The signatories to the letter agreement may revise or terminate the letter agreement upon 30 days written notice to all other parties to this letter agreement but without approval of other parties hereto.

#### **ARTICLE 4 INTERGOVERNMENTAL COORDINATION AND REVIEW**

Section 4.01. Coordination with Council. The Council shall perform the following tasks:

(a) Within 30 days of receipt, review the draft of the proposed TIP, Long-Range Transportation Plan, Corridor and Subarea Studies, or amendments thereto, as requested by the MTPO, to identify inconsistencies between the foregoing plans and programs and applicable local government comprehensive plans adopted pursuant to Chapter 163, Florida Statutes, for counties and cities within the Metropolitan Area and the adopted Strategic Regional Policy Plan.

(1) The parties hereto recognize that, pursuant to Florida law, the Long-Range Transportation Plan of the MTPO must be considered by cities and counties within the Metropolitan Area in the preparation, amendment, and update/revision of their comprehensive plans. Further, the Long-Range Transportation Plan and the projects and project phases within the TIP are to be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local governments in the Metropolitan Area to the maximum extent feasible. Therefore, promptly upon completion of its review of the draft proposal, the Council shall advise the MTPO and each affected county or city of its findings;

(2) If, after completing its review of the draft proposal, the Council deems that the plans or programs submitted are not acceptable, the Council shall promptly advise the MTPO in writing of its concerns and identify those portions of the submittals which need to be reevaluated and potentially modified; and

(3) Upon final adoption of the proposed TIP, Long-Range Transportation Plan, Corridor and Subarea Studies, or amendment thereto, the MTPO may request that the Council consider adoption of regional transportation goals, objectives, and policies in the Strategic Regional Policy Plan implementing the adopted TIP, Long-Range Transportation Plan, Corridor and Subarea Studies, or amendments thereto. If the proposed plan, program, or study, or amendments thereto, was the subject of previous adverse comment by the Council, the MTPO will identify the change in the final adopted plan intended to resolve the adverse comment, or alternatively, the MTPO shall identify the reason for not amending the plan as suggested by the Council.

(b) The Council and MTPO agree to use the conflict and dispute resolution process as set forth in Article 5 below.

## **ARTICLE 5**

### **CONFLICT AND DISPUTE RESOLUTION PROCESS**

Section 5.01. Disputes and conflicts under this Agreement. This process shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. Except as otherwise provided in this Article 5, only representatives of the agencies with conflicts or disputes shall engage in conflict resolution.

Section 5.02. Remedies. The parties may seek to resolve their dispute by the informal dispute resolution procedures of the Council as set forth in Chapter 29C-8, Florida Administrative Code, or by mediation or such other procedures as mutually agreed to by all the parties. In the event the parties are unable to resolve the dispute, the parties shall retain their right to all available administrative and/or judicial remedies.

## **ARTICLE 6**

### **MISCELLANEOUS PROVISION**

Section 6.01. Constitutional or statutory duties and responsibilities of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.

Section 6.02. Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties hereto with the same formalities as the original Agreement.

Section 6.03. Duration; withdrawal procedure.

(a) Duration. This Agreement shall have a term of five years and shall automatically renew at the end of said five years for another five year term and every five years thereafter. At the end of the first five year term and at least every five years thereafter, the parties hereto shall examine the terms hereof and agree to amend the provisions or reaffirm the same. However, the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

(b) Withdrawal procedure. Any party may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the MTPO, at least 90 days prior to the intended date of withdrawal; provided, that financial commitments made prior to withdrawal are effective and binding for their full term and amount regardless of withdrawal.

Section 6.04. Notices. All notices, demands and correspondence required or provided for

under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice is required to be given and shall be addressed as follows:

North Central Florida Regional Planning Council  
2009 NW 67<sup>th</sup> Place, Suite A  
Gainesville, FL 32653-1603

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
2009 NW 67<sup>th</sup> Place, Suite A  
Gainesville, FL 32653-1603

Florida Department of Transportation, District 2  
1109 South Marion Avenue, Mail Station 2000  
Lake City, FL 32025-5874

City of Gainesville  
P.O. Box 490  
Gainesville, FL 32602

Gainesville-Alachua County Regional Airport Authority  
3880 NE 39<sup>th</sup> Avenue, Suite A  
Gainesville, FL 32609

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and other pertinent correspondence shall be addressed and transmitted to the new address.

#### Section 6.05. Interpretation.

(a) Drafters of Agreement. All parties hereto were each represented by, or afforded the opportunity for representation by legal counsel, and participated in the drafting of this Agreement and in the choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.

(b) Severability. Invalidity of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.

(c) Rules of construction. In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:

- (1) The singular of any word or term includes the plural;
- (2) The masculine gender includes the feminine gender; and
- (3) The word "shall" is mandatory, and "may" is permissive.

Section 6.06. Attorney's Fees. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own attorney's fees in connection with such proceeding.

Section 6.07. Agreement execution: use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 6.08. Effective date. This Agreement shall become effective upon its execution by all parties hereto.

Section 6.09. Other authority. In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is required under applicable law to enable the parties to enter into this Agreement or to undertake the provisions set forth hereunder, or to observe, assume or carry out any of the provisions of the Agreement, said parties will initiate and consummate, as provided by law, all actions necessary with respect to any such matters for required.

Section 6.10. Parties not obligated to third parties. No party hereto shall be obligated or liable hereunder to any party not a signatory to this Agreement. There are no express or intended third party beneficiaries to this Agreement.

Section 6.11. Rights and remedies not waived. In no event shall the making by the Department of any payment to the MTPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MTPO, and the making of any such payment by the Department while any such breach or default exists shall in no way impair or prejudice any right or remedy available to the Department in respect of such breach or default.

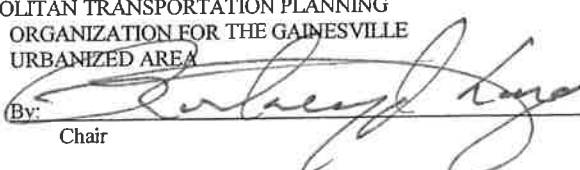
IN WITNESS WHEREOF, the undersigned parties have executed this Joint Participation Agreement on behalf of the referenced legal entities on the date as first above written.

Signed, Sealed, and Delivered in the presence of:

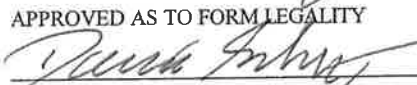
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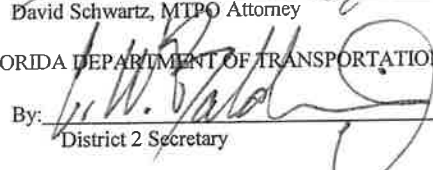

METROPOLITAN TRANSPORTATION PLANNING  
ORGANIZATION FOR THE GAINESVILLE  
URBANIZED AREA

By:   
Chair

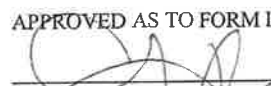
APPROVED AS TO FORM LEGALITY

  
David Schwartz, MTPO Attorney

FLORIDA DEPARTMENT OF TRANSPORTATION

By:   
District 2 Secretary

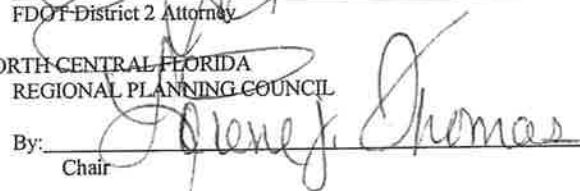
APPROVED AS TO FORM LEGALITY

  
FDOT District 2 Attorney


ATTEST:



NORTH-CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

By:   
Chair

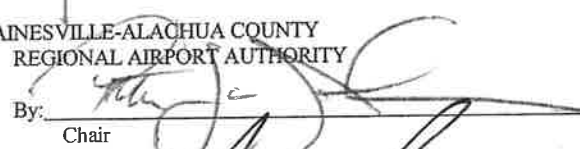
APPROVED AS TO FORM LEGALITY

  
Jonathan Wershow, Council Attorney

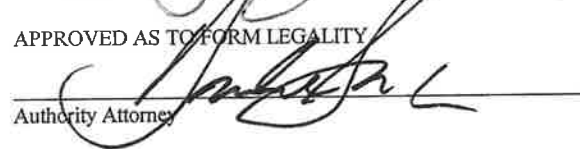
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GAINESVILLE-ALACHUA COUNTY  
REGIONAL AIRPORT AUTHORITY

By:   
Chair

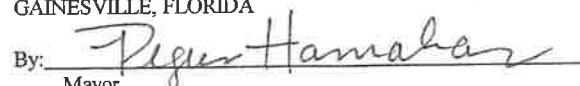
APPROVED AS TO FORM LEGALITY

  
Authority Attorney

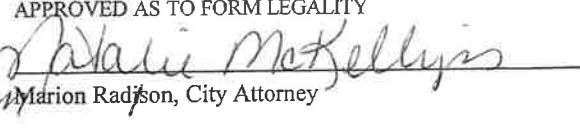
ATTEST:



CITY COMMISSION  
GAINESVILLE, FLORIDA

By:   
Mayor

APPROVED AS TO FORM LEGALITY

  
Marion Radison, City Attorney







## **IV.B.**

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Resolution of Appreciation

### RECOMMENDATION:

**Approve the attached resolution of appreciation.**

### BACKGROUND:

The attached resolution of appreciation is regarding Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. Commissioner Rusty DePratter served as Chair of the Columbia County Transportation Disadvantaged Coordinating Board from January 2012 to December 2012.

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

Attachment

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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.





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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 25, 2013

The Honorable Rusty DePratter  
Columbia County Board of County Commissioners  
P.O. Box 398  
Lake City, FL 32056-0398

**RE: Florida's Transportation Disadvantaged Program**

Dear Commissioner DePratter:

On behalf of the North Central Florida Regional Planning Council, I want to express our regret that you will no longer serve as the Chair of the Columbia County Transportation Disadvantaged Board. Your knowledge and your concern for transportation disadvantaged individuals have made you a valuable asset to the Board.

As a token of our appreciation for your service, the Planning Council, at its regular meeting on January 24, 2013 unanimously approved the enclosed resolution. Thank you for taking the time to serve on this Board.

Sincerely,

Lorene J. Thomas  
Chair

Enclosure

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## RESOLUTION

***WHEREAS, Commissioner Rusty DePratter has served as the Chair of the Columbia County Transportation Disadvantaged Coordinating Board since January 2012; and***

***WHEREAS, Commissioner DePratter ably discharged his duties as the Chair of the Columbia County Transportation Disadvantaged Coordinating Board;***

***NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Commissioner DePratter for the dedicated service he rendered to the Columbia County Transportation Disadvantaged Coordinating Board, and for his concern for the transportation disadvantaged needs of Columbia County and the State of Florida; and***

***BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the North Central Florida Regional Planning Council for all citizens of the community to view and recognize the accomplishments and service of Commissioner DePratter.***

---

***Lorene J. Thomas, Chair***

***ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL***

***January 24, 2013***

***Date***



**IV.C.**  
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2009 NW 67th Place, Gainesville, FL 32653-1803 • 352.955.2200

January 17, 2013

TO: Council Members  
FROM: Lorene J. Thomas, Chair  
SUBJECT: Resolution of Appreciation - James Tallman

RECOMMENDATION:

**Approve the attached resolution of appreciation for James Tallman.**

BACKGROUND:

As a token of appreciation for his service on the Council since January 2009 and in recognition of his commitment and concern for the growth and development of the north central Florida area, the attached resolution of appreciation is recommended for approval by the Council.

Attachment

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 25, 2013

Hon. James Tallman  
Union County Commission  
14389 Southwest 52nd Drive  
Lake Butler, FL 32054

Dear Jimmy:

On behalf of the entire Planning Council, I want to express our regret that you will no longer be representing Union County on the Council. Certainly your interest in the organization and your concern for growth and development in the north central Florida area has made you a valuable asset to the Council.

As a token of our appreciation for your service, the Council, at its regular meeting on January 24, 2013, unanimously approved the enclosed resolution. I hope this adequately expresses the feeling we have for the loss of your leadership as a Council member.

Sincerely,

Lorene J. Thomas  
Chair

Enclosure

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# Resolution

## OF APPRECIATION

WHEREAS, James Tallman has been representing Union County on the North Central Florida Regional Planning Council since January 2009;

WHEREAS, James Tallman has ably discharged his duties throughout his association with the North Central Florida Regional Planning Council;

NOW, THEREFORE, BE IT RESOLVED: That the membership and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to James Tallman for the dedicated service he has rendered to the North Central Florida Regional Planning Council, and for his concern for the future growth and development of this area and the State of Florida; and

BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the North Central Florida Regional Planning Council for all citizens of the region to view and recognize the accomplishments and service of James Tallman.

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

ATTEST:

\_\_\_\_\_  
Kenrick Thomas, Secretary-Treasurer

ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AT THEIR MEETING  
OF JANUARY 24, 2013.







**IV. D.**  
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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members  
FROM: Lorene J. Thomas, Chair  
SUBJECT: Certificate of Service for Council Employee

As you know, the Council amended its Personnel Regulations to establish an Employee Length of Service Program.

The strength and stability of an organization is based upon the experience and institutional knowledge of its senior, long-serving employees. Bryan Thomas has been an employee of the Council for five years. As a token of appreciation for five years of service to the Council and in recognition of his dedicated service to the Council, a certificate of service is being presented to Mr. Thomas.

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

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**VI.A.1.**  
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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director *SRK*  
SUBJECT: Removal of Surplus Property From List of Capital Assets

RECOMMENDATION:

**Declare the property listed on the attached schedules to be surplus property, and authorize its removal from the Council's list of capital assets, and disposal of it in accordance with Council policy.**

BACKGROUND:

The property items listed on the attached tables are computer hardware of out-dated technology, with related equipment, and outdated photocopiers. It is requested that they be declared surplus property. It is further requested that approval be given to dispose of this equipment in accordance with Council policy, which will result in transporting it to the Leveda Brown Hazardous Waste Collection Center in Alachua County or donating the equipment to a governmental agency or nonprofit organization.

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

**Attachments**

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December 3, 2012

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
3089	\$2,657.00	Dell Latitude C810 Laptop	C6X3X01	10/03/01
3090	\$2,826.00	Dell Latitude C810 Laptop	J6X3X01	10/05/01
3093	\$1,692.00	Dell Inspiron 2650 Laptop	BLQXT11	09/13/02
3094	\$1,692.00	Dell Inspiron 2650 Laptop	JLQXT11	09/13/02
3095	\$1,692.00	Dell Inspiron 2650 Laptop	5LQXT11	09/13/02
3096	\$1,692.00	Dell Inspiron 2650 Laptop	1KQXT11	09/13/02
3103	\$1,476.25	OnGuard HazMat Technician Compliance/Essentials Series Course on CD-ROM	N/A	09/23/02
3104	\$1,476.25	OnGuard HazMat Technician Compliance/Essentials Series Course on CD	N/A	09/23/02
3105	\$1,476.25	OnGuard HazMat Technician Compliance/Essentials Series Course on CD	N/A	09/23/02
3106	\$1,476.25	OnGuard HazMat Technician Compliance/Essentials Series Course on CD	N/A	09/23/02
3107	\$1,132.36	Pressure Test Kit for HazMat Suits	N/A	09/30/02
	\$19,288.36	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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2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

December 3, 2012

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
3091	\$1,050.00	Sony DCR-TRV830 Digital 8 Camcorder	1009923	10/25/01
3113	\$13,977.00	Ricoh 1060 Copier	J4245301089	09/16/04
3114	\$13,977.00	Ricoh 1060 Copier	J4245600647	09/29/04
3136	\$1,200.34	Dell Dimension E520 Computer	4CML7C1	12/13/06
3138	\$1,200.34	Dell Dimension E520 Computer	2CML7C1	12/13/06
3151	\$1,951.04	Dell Optiplex 745 Computer	36QNXD1	10/16/07
3152	\$1,951.04	Dell Optiplex 745 Computer	16QNXD1	10/16/07
	\$35,306.76	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.







**VI.A.2.**  
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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

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

SUBJECT: Proclamation Declaring February 10-16, 2013 as  
Hazardous Materials Awareness Week

RECOMMENDATION:

**Proclaim the week of February 10-16, 2013 as Hazardous Materials Awareness Week by adopting the attached proclamation.**

BACKGROUND:

The Local Emergency Planning Committee has the job of increasing the safety of our communities from chemical releases. Public outreach and education are important to increasing chemical safety in our communities. The Florida Division of Emergency Management has designated the week of February 10-16, 2013, as *Hazardous Materials Awareness Week*. It is recommended that the Council join in this public outreach effort by designating the week of February 10-16, 2013 as *Hazardous Materials Awareness Week* (see attached Proclamation).

One goal of *Hazardous Materials Awareness Week* is to let the public know that facilities, first responders and emergency management are working together to ensure that our communities are as prepared as possible for both accidental and deliberate releases of hazardous materials. A second goal is to encourage local governments to take advantage of free hazardous materials training classes offered by the Local Emergency Planning Committee.

Attachment

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# PROCLAMATION

## DECLARING FEBRUARY 10-16, 2013 AS HAZARDOUS MATERIALS AWARENESS WEEK

WHEREAS, the safe use of hazardous materials is essential to citizens, business, industry and local governments to maintain economic stability and the public health; and

WHEREAS, the North Central Florida Regional Planning Council recognizes the importance of protecting our communities from both accidental and deliberate releases of hazardous materials and joins the North Central Florida Local Emergency Planning Committee, and numerous municipalities, counties and school boards, in publicly promoting community hazardous materials safety; and

WHEREAS, it is essential for local governments, regional planning councils and local emergency planning committees to work together to increase community safety by encouraging emergency responders to attend free training on how to safely respond to releases of hazardous materials; and

WHEREAS, citizens need to know that local governments, businesses, emergency responders and emergency planners are working together to ensure that our communities are as prepared as possible for both accidental and deliberate releases of hazardous materials.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of February 10-16, 2013 as Hazardous Materials Awareness Week throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 24th day of January 2013.

ATTEST:

SEAL

\_\_\_\_\_  
Kenrick Thomas, Secretary-Treasurer

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





## VI . A . 3 .

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2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

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

SUBJECT: Resolution Recognizing 175th Anniversary of the City of Madison

### RECOMMENDATION:

**Approve the attached resolution recognizing the 175th anniversary of the City of Madison.**

### BACKGROUND:

In recognition of the 175th anniversary of the establishment of the City of Madison, the attached resolution is recommended for approval by the Council.

The City of Madison, with a population of just over 3,000, was designated as one of the "Best Little Towns in Florida" by VISIT FLORIDA, and serves as the county seat for Madison County government. For over 50 years, the city has served as home for North Florida Community College and as an out-campus for St. Leo University.

Also, in the heart of downtown Madison is Four Freedoms Park. This famous monument honors Colin P. Kelley, a former Madison County resident, recognized as the first U.S. hero of World War II and awarded the Distinguished Service Cross for his bravery and valor in combat. Madison is a Military Family and Community Covenant city. The Covenant is a public affirmation and pledge to support military personnel, military families and veterans.

The City began its year-long celebration at a ceremony held at the Madison County Courthouse on January 6, 2013 by presenting "The County Seat Begins" hosted by the City of Madison, the Madison County Chamber of Commerce and Tourism, Treasures of Madison County Museum and the Madison County Ministerial Association. For information for more "Celebrating 175 Years" events to come, visit [www.madison175.org](http://www.madison175.org).

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

### Attachment

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RESOLUTION NO. 2013-01

A RESOLUTION OF THE NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL RECOGNIZING THE  
175TH ANNIVERSARY OF THE CITY OF MADISON

WHEREAS, the City of Madison, first known as "Newtown," was founded in May 1838 after Madison Livingston deeded 160 acres to the County of Madison in the territory of Florida; and

WHEREAS, the City of Madison, with a population of approximately 3,000 residents, was designated as one of the "Best Little Towns in Florida" by VISIT FLORIDA, serves as the county seat for Madison County government; and

WHEREAS, for over 50 years, the City of Madison has served as home for North Florida Community College and as an out-campus for St. Leo University; and

WHEREAS, the City of Madison is known as the "City of the Four Freedoms" with the Four Freedoms Park located in the heart of downtown Madison honoring World War II hero, Colin P. Kelley, a former Madison County resident; and

WHEREAS, the City of Madison is a Military Family and Community Covenant city, a public affirmation and pledge to support military personnel, military families and veterans; and

WHEREAS, the City of Madison began a year-long celebration of its origins at a ceremony held at the Madison County Courthouse on January 6, 2013 by presenting "The County Seat Begins" hosted by the City of Madison, the Madison County Chamber of Commerce and Tourism, Treasures of Madison County Museum and the Madison County Ministerial Association.

NOW, THEREFORE, BE IT RESOLVED, that the North Central Florida Regional Planning Council congratulates the City of Madison on its 175th Anniversary.

DULY ADOPTED by the North Central Florida Regional Planning Council this 24th day of January 2013.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

Attest:

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

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







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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

FROM: Sandra Haas, Chair  
Clearinghouse Committee

RE: Chair's Report

**I. ITEMS REVIEWED ON BEHALF OF THE COUNCIL (FOR YOUR INFORMATION)**

As per Clearinghouse Committee Procedures, the Committee met January 9, 2013 to review the following local government comprehensive plan amendments for which the comment deadline occurred prior to the next regularly-scheduled Council meeting. Copies of the reports are included in your package for your information.

#20 - Hamilton County Comprehensive Plan Draft Amendment (DEO No. 13-1ESR)

#21 - Alachua County Comprehensive Plan Draft Amendment (DEO No. 13-1ESR)

**II. COMMITTEE-LEVEL REVIEW ITEMS**

The next regularly-scheduled meeting of the Clearinghouse Committee is 6:00 p.m., January 24, 2013 at the Holiday Inn and Suites, 213 SW Commerce Boulevard, Lake City. At its meeting, the Committee will review the following Committee-level item which requires Council action. I will present an oral report on the Committee's actions and recommendations at the Council meeting held later that evening.

**Local Government Comprehensive Plan Amendments and Evaluation and Appraisal Reports**

#30 - Suwannee County Comprehensive Plan Draft Amendment (DEO No. 13-2ESR)

***Please be advised that the Clearinghouse Committee meeting packet is posted on the Council website at <http://ncfrpc.org> (click on Upcoming Meetings and Meeting Packets, then click on Clearinghouse Committee Full Packet).***

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**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central FL  
Review Date: 1/9/13  
Amendment Type: Draft Amendment

Regional Planning Council Item No.: 21  
Local Government: Alachua County  
Local Government Item No. CPA 09-12  
State Land Planning Agency Item No.: 13-2ESR

Date Mailed to Local Government and State Land Planning Agency: 1/10/13

Pursuant to Section 163.3184, Florida Statutes, Council review of local government comprehensive plan amendments is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENTS**

County item CPA 09-12 reclassifies approximately 82 acres from "Heavy Industrial" to a combination of "Low Density Residential" and "Estate Residential" (see attached).

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

The subject property is located adjacent to State Road 222, which is identified in the regional plan as part of the Regional Road Network as identified in the North Central Florida Strategic Regional Policy Plan. The local government staff report indicates that traffic generated on the subject property at its maximum allowable intensity and density of use will decrease as a result of the proposed amendment. Furthermore, the subject property is not located within or near a Natural Resource of Regional Significance as identified and mapped in the regional plan. Therefore, significant adverse impacts to regional resources and facilities are not anticipated as a result of the amendment.

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

Adverse extrajurisdictional impacts are not anticipated to occur as a result of the amendment.

**Request a copy of the adopted version of the amendment?**

Yes ☒ X \_\_\_\_\_ No \_\_\_\_\_  
Not Applicable \_\_\_\_\_

It is recommended that these findings be forwarded to the County and the Florida Department of Economic Opportunity.

**Action: At its January 9, 2013 meeting, the Clearinghouse Committee voted to adopt this report as per Council Procedures.**



**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: North Central Fl  
Review Date: 1/9/13  
Amendment Type: Draft Amendment

Regional Planning Council Item No.: 20  
Local Government: Hamilton County  
Local Government Item No. County  
Ordinance No. 2012-06

Date Mailed to Local Government and State Land Planning Agency: 1/10/13

Pursuant to Section 163.3184, Florida Statutes, Council review of local government comprehensive plan amendments is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extrajurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

The amendment removes 2,124 acres from the Map A-X (mining areas) and adds 1,155 acres to Map A-X contained in the County Comprehensive Plan (see attached).

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

Significant adverse impacts to regional resources and facilities are not anticipated as the added mining lands are not located within a Natural Resource or Regional Significance. The subject property is located adjacent to a segment of U.S. Highway 129 (State Road 51) which is identified in the Strategic Regional Policy Plan as part of the Regional Road Network. The local government staff report which accompanies the amendment anticipates minimal traffic increases on this segment of the Regional Road Network as a result of the amendment. Therefore, significant adverse impacts are not anticipated to the Regional Road Network as the amendment does not result in a change to maximum allowable intensities and/or densities of use.

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

Adverse extrajurisdictional impacts are not anticipated to occur as a result of the amendment.

**Request a copy of the adopted version of the amendment?**

Yes   X   No           

Not Applicable           

It is recommended that these findings be forwarded to the County and the Florida Department of Economic Opportunity.

**Action: At its January 9, 2013 meeting, the Clearinghouse Committee voted to adopt this report as per Council Procedures.**





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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 17, 2013

TO: Council Members

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

SUBJECT: Review of Fiscal Year 2011-12 Annual Audit

RECOMMENDATION:

**Accept the Fiscal Year 2011-12 audit and authorize payment of auditor.**

BACKGROUND:

Please find attached a copy of the audit as prepared by Powell & Jones, Certified Public Accountants. The following paragraphs highlight the information reported in the audit.

First, it should be noted that the audit conforms with both federal regulations and the rules of the Auditor General of the State of Florida. Therefore, the auditor is required to take into account not only internal accounting controls, but administrative controls as well. In addition, the audit has been completed in compliance with Governmental Accounting Standards Board (GASB) Statement 34 and 54 requirements.

More specific comments relating to the report are given in sequence as they appear in the document. Beginning on Page 4, you can see that the auditor's formal report indicates that the records audited "...present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Council, as of September 30, 2012, and the changes in financial position and the respective budgetary comparisons of the governmental funds thereof for the year ended in conformity with accounting principles generally accepted in the United States of America."

Pages 6-11 contain the "Management's Discussion and Analysis" that is intended to present easily understood analyses of the Council's financial activities, but technically is not a part of the audit. This expanded information gives a more detailed look at the financial position of the Council from a business perspective.

Pages 12 through 18 present the statements that were audited. In general, you will find that the information in each of these statements are fairly routine and report no unusual circumstances. In particular, page 12 presents the "Governmental Funds Balance Sheet."

Page 15 is a "Statement of Revenues, Expenditures and Changes in General Fund Balance." Please note that with respect to revenues collected versus those budgeted, revenues received were 0.4 percent less than budgeted amounts. With respect to expenditures, funds expended were 1.1 percent less than budgeted amounts. The difference in the revenues received and the expenditures made are reflected in the increase in the Council's "General Fund Balance" of \$13,158.

The auditor's notes begin on page 19. Note 1, Summary of Significant Accounting Policies and Note 2, Reconciliation of Government-wide and General Fund Financial Statements, deal with the Governmental Accounting Standards Board (GASB) Statement 34 requirements, Note 3, Deposits and Investments, describes the deposits of the Council and the funds invested in the State Board of Administration Local Government Surplus Funds Trust Fund Investment Pool, Note 5, Fund Balances - Governmental Funds, describes the categories of the fund balance in accordance with the Governmental Accounting Standards Board (GASB) Statement 54 requirements and Note 10, Long-Term Debt, relates to the debt service associated with the purchase of the Council office building.

The audit also contains various reports on compliance, internal control and management on Pages 36 through 39. In these reports, no material weaknesses or problems were cited. Consequently, there were no findings of non-compliance or reportable conditions (see Page 38).

Overall, management and financial staff are pleased with the audit report. Staff will be available at the meeting to answer any questions that you may have concerning the audit. In the meantime, if you would like additional information concerning the audit before the meeting, please do not hesitate to contact me.

Attachment

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**NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL**

**ANNUAL FINANCIAL REPORT**

**For the Fiscal Year Ended September 30, 2012**



**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**ANNUAL FINANCIAL REPORT**

For the Fiscal Year Ended September 30, 2012

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## FINANCIAL SECTION



## INDEPENDENT AUDITOR'S REPORT

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the North Central Florida Regional Planning Council (the Council), as of and for the year ended September 30, 2012, which comprise the Council's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Council as of September 30, 2012, and the changes in financial position and the respective budgetary comparisons of the governmental funds thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 13, 2012 on our consideration of the Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 6 through 9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was performed for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance as listed in the table of contents is presented for purposes of additional analysis, and is not a required part of the financial statements of the Council. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

**POWELL & JONES**  
December 13, 2012



## **NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

### **Management's Discussion and Analysis**

This discussion and analysis is intended to be an easily readable analysis of the North Central Florida Regional Planning Council's (the Council) financial activities based on currently known facts, decisions or conditions. This analysis focuses on current year activities and should be read in conjunction with the financial statements that follow.

#### **Report Layout**

The Council has implemented Governmental Accounting Standards Board (GASB) Statement 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments. This statement requires governmental entities to report finances in accordance with specific guidelines. Among those guidelines are the components of this section dealing with management's discussion and analysis. Besides this Management's Discussion and Analysis (MD&A), the report consists of government-wide statements, fund financial statements, and the notes to the financial statements. The first two statements are condensed and present a government-wide view of the Council's finances. Within this view, all Council operations are categorized as applicable, and reported as either governmental or business-type activities. Governmental activities include basic planning related services, tourism development, and general administration. The Council had no business-type activities in this fiscal year. These government-wide statements are designed to be more corporate-like in that all activities are consolidated into a total for the Council.

#### *Basic Financial Statements*

- The Statement of Net Assets focuses on resources available for future operations. In simple terms, this statement presents a snap-shot view of the assets of the Council, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts. In this statement, governmental activities are reported on the accrual basis of accounting.
- The Statement of Activities focuses gross and net costs of the Council's programs and the extent to which such programs rely upon general revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues. The accrual basis of accounting is also utilized in this statement.
- Fund financial statements focus separately on governmental and proprietary funds, as applicable. Governmental fund statements follow the more traditional presentation of financial statements. As stated above, the Council has no proprietary funds and business-type activities.
- The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the Council's financial condition.

- The MD&A is intended to serve as an introduction to the Council's basic financial statements and to explain the significant changes in financial position and differences in operations between the current and prior years.

## Council as a Whole

### *Government-wide Financial Statements*

A condensed version of the Statement of Net Assets at September 30, 2012 and 2011 follows:

#### **Net Assets at September 30, 2012 and 2011**

	Governmental Activities/ Total Government	
	2012	2011
Cash and investments	\$ 1,609,018	\$ 1,536,216
Receivables	388,488	410,081
Capital assets	220,537	225,671
Other assets	45,566	53,159
Total assets	<u>2,263,609</u>	<u>2,225,127</u>
Accounts payable	21,023	20,113
Other current liabilities	328,478	308,544
Long term liabilities	53,551	94,674
	<u>403,052</u>	<u>423,331</u>
Net assets:		
Invested in capital assets, net of related debt	166,986	130,997
Restricted	707,566	677,952
Unrestricted	986,005	992,847
Total net assets	<u>\$ 1,860,557</u>	<u>\$ 1,801,796</u>

During the year ended September 30, 2012, net assets increased by \$58,761 primarily through normal operations and prudent budget administration.

A condensed version of the Statement of Activities follows:

**Change in Net Assets  
For the Fiscal Years Ended September 30, 2012 and 2011**

	Governmental Activities/ Total Government	
	2012	2011
Revenues		
Program revenues		
Charges for services	\$ 1,341,242	\$ 1,286,136
Operating grants	419,435	641,589
General revenues		
Member dues	157,675	166,562
Miscellaneous	18,367	11,660
Total revenues	<u>1,936,719</u>	<u>2,105,947</u>
Expenses		
Comprehensive planning services	1,815,577	1,948,786
Tourism development	58,936	87,831
Interest on long-term debt	3,445	5,251
Total expenses	<u>1,877,958</u>	<u>2,041,868</u>
Increase in net assets	58,761	64,079
Beginning net assets	<u>1,801,796</u>	<u>1,737,717</u>
Ending net assets	<u>\$ 1,860,557</u>	<u>\$ 1,801,796</u>

**Governmental activities**

Comprehensive planning program expenses remained similar to the prior year with expenses decreasing by \$163,910, or 8%, revenues also decreased by 8%. Total General Fund expenditures were \$21,189 less than the final budget and revenues were \$8,031 less than the final budget.

**Capital Assets and Debt Administration**

**Capital Assets**

At September 30, 2012, the Council has \$220,537 invested in capital assets, consisting primarily of its administrative headquarters and associated furniture and equipment. Changes in capital assets during the year consisted of additions of office and computer equipment and deletions of obsolete equipment.

### Capital Assets at September 30, 2012 and 2011

	Totals	
	2012	2011
Land	\$ 119,985	\$ 119,985
Buildings	393,000	393,000
Equipment	207,679	179,790
Subtotal	720,664	692,775
Accumulated depreciation	(500,127)	(467,104)
Capital assets, net	\$ 220,537	\$ 225,671

#### Debt Outstanding

At year-end, the Council had \$53,551 in debt outstanding versus \$94,674 last year. This debt consists of the note payable on its administrative headquarters.

#### Reporting the Council's Most Significant Funds

##### Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds – not the Council as a whole. Some funds are required to be established by state law and by grant regulations. However, the Council, from time to time, establishes other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities to using certain grants and other money.

##### Financial Contact

The Council's financial statements are designed to present users (citizens, taxpayers, customers, and creditors) with a general overview of the Council's finances and to demonstrate the Council's accountability. If you have questions about the report or need additional financial information, please contact the Council's Executive Director at 2009 NW 67<sup>th</sup> Place, Gainesville, Florida 32653-1603.

# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## STATEMENT OF NET ASSETS

September 30, 2012

	Primary Government Governmental Activities
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 1,158,943
Cash, invested	450,075
Accounts receivable	388,488
Prepaid expenses	45,566
Total current assets	<u>2,043,072</u>
Noncurrent assets	
Capital assets, net of accumulated depreciation	220,537
Total assets	<u><u>\$ 2,263,609</u></u>
 <b>LIABILITIES</b>	
Current liabilities	
Accounts payable	\$ 21,023
Accrued payroll liabilities	62,542
Accrued compensated absences	208,249
Deferred revenues	57,687
Total current liabilities	<u>349,501</u>
Noncurrent liabilities	
Due within one year	43,023
Due within more than one year	10,528
Total noncurrent liabilities	<u>53,551</u>
Total liabilities	<u>403,052</u>
 <b>NET ASSETS</b>	
Invested in capital assets, net of related debt	166,986
Restricted for:	
Unemployment compensation	30,000
Capital improvements	470,000
Legal costs	100,000
Original Florida Tourism Fund	107,566
Unrestricted	986,005
Total net assets	<u><u>\$ 1,860,557</u></u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**STATEMENT OF ACTIVITIES**

For the Fiscal Year Ended September 30, 2012

		Program Revenues		Net (Expense)
				Revenue and
				Change in
				Net Assets
				Governmental
				Activities
				Total
	Expenses	Charges for Services	Operating Grants	
Governmental activities:				
General government				
Comprehensive planning services	\$ 1,815,577	\$ 1,338,252	\$ 388,935	\$ (88,390)
Economic environment				
Tourism development	58,936	2,990	30,500	(25,446)
Interest on long-term debt	3,445	-	-	(3,445)
Total governmental activities	<u>\$ 1,877,958</u>	<u>\$ 1,341,242</u>	<u>\$ 419,435</u>	<u>(117,281)</u>
General revenues:				
Member dues				157,675
Miscellaneous				18,367
				<u>176,042</u>
Increase in net assets				58,761
Net assets - October 1, 2011				1,801,796
Net assets - September 30, 2012				<u>\$ 1,860,557</u>

See notes to financial statements.

# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## GOVERNMENTAL FUNDS BALANCE SHEET

	September 30, 2012 General Fund	Original Florida Tourism Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 1,051,307	\$ 107,636	\$ 1,158,943
Cash, invested	450,075	-	450,075
Accounts receivable	388,488	-	388,488
Prepaid expenses	45,566	-	45,566
Total assets	<u>\$ 1,935,436</u>	<u>\$ 107,636</u>	<u>\$ 2,043,072</u>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$ 20,953	\$ 70	\$ 21,023
Accrued payroll liabilities	62,542	-	62,542
Accrued compensated absences	208,249	-	208,249
Deferred revenues	57,687	-	57,687
Total liabilities	<u>349,431</u>	<u>70</u>	<u>349,501</u>
<b>Fund Balances</b>			
Nonspendable:			
Prepays	45,566	-	45,566
Restricted:			
Paddling guide publication	-	17,562	17,562
Tourism promotion	-	90,004	90,004
	<u>-</u>	<u>107,566</u>	<u>107,566</u>
Assigned to:			
Unemployment compensation benefits	30,000	-	30,000
Capital improvements	470,000	-	470,000
Legal expenses	100,000	-	100,000
	<u>600,000</u>	<u>-</u>	<u>600,000</u>
Unassigned	940,439	-	940,439
Total fund balances	<u>1,586,005</u>	<u>107,566</u>	<u>1,693,571</u>
Total liabilities and fund balance	<u>\$ 1,935,436</u>	<u>\$ 107,636</u>	<u>\$ 2,043,072</u>
Total fund balances reported above			\$ 1,693,571
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.			220,537
Long-term liabilities, including notes payable not due and payable in the current period and therefore, are not reported in the governmental funds.			(53,551)
Net assets of governmental activities			<u>\$ 1,860,557</u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**GOVERNMENTAL FUNDS**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**

For the Fiscal Year Ended September 30, 2012

	General Fund	Original Florida Tourism Fund	Total Governmental Funds
<b>REVENUES</b>			
Member dues	\$ 123,675	\$ 34,000	\$ 157,675
State and federal grants	388,935	30,500	419,435
Contracts earned	1,338,252	2,990	1,341,242
Miscellaneous revenues	17,307	1,060	18,367
Total revenues	<u>1,868,169</u>	<u>68,550</u>	<u>1,936,719</u>
<b>EXPENDITURES</b>			
Current expenditures			
General government	1,776,101	-	1,776,101
Economic environment	-	58,936	58,936
Capital outlay			
General government	34,342	-	34,342
Debt service			
General government	44,568	-	44,568
Total expenditures	<u>1,855,011</u>	<u>58,936</u>	<u>1,913,947</u>
Excess of revenues over expenditures	13,158	9,614	22,772
Fund balances, October 1, 2011	<u>1,572,847</u>	<u>97,952</u>	<u>1,670,799</u>
Fund balances, September 30, 2012	<u><u>\$ 1,586,005</u></u>	<u><u>\$ 107,566</u></u>	<u><u>\$ 1,693,571</u></u>

See notes to financial statements.



# **NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

## **RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

For the Fiscal Year Ended September 30, 2012

Net change in fund balances - Total Governmental Funds		\$ 22,772
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.		
Expenditures for capital assets	34,342	
Less current year depreciation	<u>(39,476)</u>	(5,134)
Repayment of debt principal are expenditures in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.		
Note principal payments		<u>41,123</u>
Change in net assets of governmental activities		<u><u>\$ 58,761</u></u>

See notes to financial statements.

# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE- BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>REVENUES</b>				
Member dues	\$ 123,600	\$ 123,600	\$ 123,675	\$ 75
State and federal grants	354,200	369,500	388,935	19,435
Other grants and contracts earned	1,358,500	1,368,100	1,338,252	(29,848)
Miscellaneous revenues	10,000	15,000	17,307	2,307
Total revenues	<u>1,846,300</u>	<u>1,876,200</u>	<u>1,868,169</u>	<u>(8,031)</u>
<b>EXPENDITURES</b>				
General government services				
Personnel services				
Salaries and benefits	<u>1,352,900</u>	<u>1,429,500</u>	<u>1,426,514</u>	<u>2,986</u>
Operating expenses				
Building occupancy	50,400	31,000	28,909	2,091
Contractual services	78,000	68,000	66,842	1,158
Legal costs	9,000	11,000	9,703	1,297
Meeting expenses	19,000	20,000	19,697	303
Postage	21,000	14,000	11,313	2,687
Subscriptions, dues, and training	38,000	38,000	37,821	179
Supplies	40,000	35,000	34,341	659
Travel	92,000	89,000	85,862	3,138
Other	86,400	61,100	55,099	6,001
	<u>433,800</u>	<u>367,100</u>	<u>349,587</u>	<u>17,513</u>
Capital outlay				
Machinery and equipment	<u>15,000</u>	<u>35,000</u>	<u>34,342</u>	<u>658</u>
Debt service				
Principal	41,155	41,155	41,123	32
Interest	3,445	3,445	3,445	-
	<u>44,600</u>	<u>44,600</u>	<u>44,568</u>	<u>32</u>
Total expenditures	<u>1,846,300</u>	<u>1,876,200</u>	<u>1,855,011</u>	<u>21,189</u>
Net change in fund balance	-	-	13,158	13,158
Fund balance, October 1, 2011	<u>1,572,847</u>	<u>1,572,847</u>	<u>1,572,847</u>	-
Fund balance, September 30, 2012	<u>\$ 1,572,847</u>	<u>\$ 1,572,847</u>	<u>\$ 1,586,005</u>	<u>\$ 13,158</u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**ORIGINAL FLORIDA TOURISM FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -  
BUDGET AND ACTUAL**

For the Fiscal Year Ended September 30, 2012

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>REVENUES</b>				
Member dues	\$ 34,000	\$ 34,000	\$ 34,000	\$ -
State and federal grants	40,000	30,500	30,500	-
Contracts earned	9,000	3,000	2,990	(10)
Miscellaneous revenue	-	-	1,060	1,060
Total revenues	<u>83,000</u>	<u>67,500</u>	<u>68,550</u>	<u>1,050</u>
<b>EXPENDITURES</b>				
Economic environment				
Operating expenses				
Contractual services	35,000	30,500	30,500	-
Marketing	44,150	24,200	23,804	396
Postage	500	500	442	58
Dues	1,050	600	570	30
Other	2,300	3,200	3,620	(420)
Total expenditures	<u>83,000</u>	<u>59,000</u>	<u>58,936</u>	<u>64</u>
Net change in fund balance	-	8,500	9,614	1,114
Fund balance, October 1, 2011	<u>97,952</u>	<u>97,952</u>	<u>97,952</u>	<u>-</u>
Fund balance, September 30, 2012	<u>\$ 97,952</u>	<u>\$ 106,452</u>	<u>\$ 107,566</u>	<u>\$ 1,114</u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**EMPLOYEE PENSION PLAN TRUST FUND**

**STATEMENT OF FIDUCIARY NET ASSETS**

September 30, 2012

	Pension Trust Fund
<b>Assets</b>	
Cash	\$ 343
Investments at fair value	3,706,391
Total assets	<u>3,706,734</u>
<b>Liabilities</b>	<u>-</u>
Total Net Assets	<u>\$ 3,706,734</u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**EMPLOYEE PENSION PLAN TRUST FUND**

**STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS**

For the Fiscal Year Ended September 30, 2012

	Pension Trust Fund
<b>Additions:</b>	
Contributions:	
Employer	\$ 168,235
Total contributions	<u>168,235</u>
Investment income:	
Interest and dividends	58,214
Net appreciation in fair value of investments	<u>290,678</u>
Net investment income	<u>348,892</u>
Total additions	<u>517,127</u>
<b>Deductions:</b>	
Pension benefit payments	(145,490)
Bank charges	<u>(978)</u>
Total deductions from net assets	<u>(146,468)</u>
Increase in fiduciary net assets	370,659
<b>Net assets reserved for pension benefits</b>	
October 1, 2011	<u>3,336,075</u>
September 30, 2012	<u>\$ 3,706,734</u>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
September 30, 2012

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The North Central Florida Regional Planning Council (the Council), located in Gainesville, Florida, was established on June 29, 1969, as a political subdivision of the State of Florida under Section 163.01 *Florida Statutes*. The Council is not currently subject to state or federal income taxes.

In June 1999, the Governmental Accounting Standards Board approved Statement #34 Basic Financial Statements and Management Discussion and Analysis for State and Local Governments. This statement provided for significant changes in financial reporting and was scheduled for phased implementation over a three year period of time based on the size of the government. The Council implemented these provisions in 2003 as required by the statement.

The financial statements of the Council have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Government Accounting Standards Board is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Council's accounting policies are described below:

**A. Reporting entity** - As required by generally accepted accounting principles, these financial statements present the Council and its component units, entities for which the primary government is considered to be financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations and so data from these units would be combined with data of the primary government. Each discretely presented component unit, on the other hand, would be reported in a separate column in the combined financial statements to emphasize it is legally separate from the government.

Management has elected to include the following blended component unit in the financial statements:

The Original Florida Tourism Task Force

In accordance with the Council's agreement with this entity, its financial statements are maintained and presented as a separate special revenue fund.

**B. Basic Financial Statements** - Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type.

Government-wide financial statements report information about the reporting unit as a whole. For the most part, the effect of any interfund activity has been removed from these statements. These statements focus on the sustainability of the Council as an entity and the change in aggregate financial position resulting from the activities of the year. These aggregated statements consist of the Statement of Net Assets and the Statement of Activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function. Other items not reported as program revenues are reported instead as general revenues.

Fund financial statements report information at the individual fund level. Each fund is considered to be a separate accounting entity.

**C. Measurement focus, basis of accounting, and basis of presentation** - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. A 120 day availability period is used for revenue recognition. Expenditures are recorded when the related fund liability is incurred.

The Council reports deferred revenue on its governmental fund balance sheet. Deferred revenues arise when a potential revenue does not meet both the measurable and available criteria for recognition in the current period. In subsequent periods, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

The Council reports the following governmental funds:

***General Fund***

This is the general operating fund of the Council. It is used to account for all financial resources of the primary government, except those not required to be accounted for in another fund.

***Original Florida Tourism Fund***

This is the special revenue fund utilized by the Council to account for the financial resources and transactions of The Original Florida Tourism Task Force, a component unit of the Council.

***Fiduciary Fund***

The pension trust fund is used to account for transactions and assets held by the Council in a trustee capacity. The Council utilizes the Employee Pension Plan Trust Fund to administer this pension plan.

**D. Cash and cash equivalents** - The Council considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

**E. Cash and Investments** - Cash deposits are held by a bank qualified as a public depository under Florida law. All deposits are insured by Federal depository insurance and collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, *Florida Statutes*.

Investments in the General Fund consist of amounts placed with the State Board of Administration for participation in the Local Government Surplus Funds Trust Fund and the Fund B Surplus Fund Trust Fund investment pools created by Sections 218.405 and 218.417, *Florida Statutes*. On December 4, 2007, the State Board of Administration restructured the Local Government Surplus Funds Trust Fund (Pool) to also establish the Fund B Surplus Funds Trust Fund. The Council's investments in the Pool, which the State Board of Administration indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, as of September 30, 2012, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. These investments are reported at fair value, which is amortized cost.

The Council's investments in the Fund B Surplus Trust Fund are accounted for as a fluctuating net asset value pool, with a fair value factor of 0.94896811 at September 30, 2012. The Fund B is not subject to participant withdrawal requests. Distributions from Fund B, as determined by the State Board of Administration, are effected by transferring eligible cash or securities to the Local Government Surplus Funds Trust Fund, consistent with the pro rata allocation of Pool shareholders of record at the creation of Fund B. One hundred percent of such distributions from Fund B are available as a liquid balance within the Local Government Surplus Funds Trust Fund.

In accordance with the pension plan documents, pension plan participants maintain self-directed retirement subaccounts whereby they choose their own specific investments, which may include stocks, bonds and mutual funds.

**F. Capital assets** - Capital assets, which include property, plant, and equipment assets are reported in the applicable governmental columns in the government-wide financial statements. Capital assets are defined by the Council as assets with an initial cost of \$1,000 or more and an estimated useful life in excess of two years. Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at their estimated fair market value on the date of the donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of exhaustible assets is provided on the straight-line basis over the following estimated useful lives:

Buildings and improvements	15 years
Equipment	50 months



**G. Compensated absences** - The Council allows limited vesting of employee vacation and sick pay. The Council's policy stipulates that employees cannot carry forward, from one fiscal year to the next, more than 24 working days of vacation or more than 30 working days of sick leave. Employees are paid for accrued vacation and vested sick leave in excess of these limits at the conclusion of the fiscal year.

In the accompanying financial statements, the Council reports its entire liability for accrued compensated absences in the general fund. This reporting practice is followed because the Council has been reimbursed through funding contracts for this liability.

**H. Pervasiveness of Estimates** - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## **NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE AND GENERAL FUND FINANCIAL STATEMENTS**

### **A. Explanation of Difference Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets**

"Total fund balances" of the Council's Governmental Funds \$1,693,571 differs from "net assets" of governmental activities \$1,860,557 reported in the statement of net assets. This difference primarily results from the long-term economical focus of the statement of net assets versus the current financial resources focus of the governmental fund balance sheet.

#### Capital related items

When capital assets (property, plant, equipment) that are to be used in governmental activities are purchased or constructed, the cost of these assets are reported as expenditures in governmental funds. However, the statement of net assets includes those capital assets among the assets of the Council as a whole.

Cost of capital assets	\$ 720,664
Accumulated depreciation	(500,127)
Total	<u>\$ 220,537</u>

#### Long-term debt transactions

Long-term liabilities applicable to the Council's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the statement of net assets. Balances at September 30, 2012, were:

Revenue note payable	<u>\$ (53,551)</u>
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# **NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

## **NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

### **A. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Assets**

	Total Governmental Funds	Capital Related Items	Long-Term Debt Transactions	Statement of Net Assets
<b>ASSETS</b>				
Cash and cash equivalents	\$ 1,158,943	\$ -	\$ -	\$ 1,158,943
Cash, invested	450,075	-	-	450,075
Accounts receivable	388,488	-	-	388,488
Prepaid expenses	45,566	-	-	45,566
Capital assets - net	-	220,537	-	220,537
<b>Total assets</b>	<u><u>\$ 2,043,072</u></u>	<u><u>\$ 220,537</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,263,609</u></u>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 21,023	\$ -	\$ -	\$ 21,023
Accrued payroll liabilities	62,542	-	-	62,542
Accrued compensated absences	208,249	-	-	208,249
Deferred revenues	57,687	-	-	57,687
Revenue note payable	-	-	53,551	53,551
<b>Total liabilities</b>	<u><u>349,501</u></u>	<u><u>-</u></u>	<u><u>53,551</u></u>	<u><u>403,052</u></u>
<b>Fund balance/net assets</b>	<u><u>1,693,571</u></u>	<u><u>220,537</u></u>	<u><u>(53,551)</u></u>	<u><u>1,860,557</u></u>
<b>Total liabilities and fund balance/net assets</b>	<u><u>\$ 2,043,072</u></u>	<u><u>\$ 220,537</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,263,609</u></u>

## B. Explanation of Differences Between Governmental Fund Operating Statements and the Statement of Activities

The "net change in fund balances" for the governmental funds of \$22,772 differs from the "change in net assets" for governmental activities of \$58,761 reported in the statement of activities. The differences arise primarily from the long-term economic focus of the statement of activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

### Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balances decrease by the amount of financial resources expended, whereas net assets decrease by the amount of depreciation expense charges for the year.

Capital outlay	\$ 34,342
Depreciation expense	(39,476)
Difference	<u>\$ (5,134)</u>

### Long-term debt transactions

Repayment of debt principal are reported as an expenditure in the General Fund and, thus, have the effect of reducing fund balance because current financial resources have been used. However, the principal payments reduce the liabilities in the statement of net assets and do not result in an expense in the statement of activities.

Debt principal payments made	<u>\$ 41,123</u>
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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

B. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities

	Total Governmental Funds	Capital Related Items	Long-Term Debt Transactions	Statement of Activities
<b>REVENUES</b>				
Member dues	\$ 157,675	\$ -	\$ -	\$ 157,675
State and federal grants	419,435	-	-	419,435
Other grants and contracts earned	1,341,242	-	-	1,341,242
Miscellaneous revenues	18,367	-	-	18,367
Total revenues	<u>1,936,719</u>	<u>-</u>	<u>-</u>	<u>1,936,719</u>
<b>EXPENDITURES</b>				
Current expenditures				
General government	1,776,101	39,476	-	1,815,577
Economic environment	58,936	-	-	58,936
Capital outlay				
General government	34,342	(34,342)	-	-
Debt service				
Principal	41,123	-	(41,123)	-
Interest	3,445	-	-	3,445
Total expenditures	<u>1,913,947</u>	<u>5,134</u>	<u>(41,123)</u>	<u>1,877,958</u>
Excess of revenues (under) expenditures	22,772	(5,134)	41,123	58,761
Fund balance, October 1, 2011	<u>1,670,799</u>	<u>225,671</u>	<u>(94,674)</u>	<u>1,801,796</u>
Fund balance, September 30, 2012	<u>\$ 1,693,571</u>	<u>\$ 220,537</u>	<u>\$ (53,551)</u>	<u>\$ 1,860,557</u>

### NOTE 3. DEPOSITS AND INVESTMENTS

#### 1. Deposits

At September 30, 2012, the carrying amount of the Council's bank deposits was \$1,158,943. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral provided by qualified public depositories to the State Treasurer pursuant to the Public Depository Security Act of the State of Florida. The Act established a Trust Fund, maintained by the State Treasurer, which is a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a member fails.

#### 2. Investments

##### General Fund

As of September 30, 2012, the Council's general fund had the following investments and maturities:

Investment	Maturities	Fair Value
State Board of Administration Local Government Surplus Funds Trust Fund Investment Pool	39 Day Average	\$ 442,354
Fund B Surplus Funds Trust Fund	4.08 Year Average	7,721
Total Investments		<u>\$ 450,075</u>

As of September 30, 2012, the Council's investment in the Local Government Surplus Funds Trust Fund investment pool is rated AAAM by Standard & Poors. The Fund B Surplus Trust Fund is unrated.

##### Pension Trust Fund

The investments held by the Council's Employee Pension Plan Trust at September 30, 2012 consist of the following:

Types of Investments	Fair Value	Cost
CDs and BAs	\$ 119,055	\$ 119,055
Money market accounts	1,748,660	1,748,660
Equity mutual funds	1,194,502	1,194,502
Bond mutual funds	21,821	21,821
Stocks and corporate bonds	622,353	622,353
	<u>\$ 3,706,391</u>	<u>\$ 3,706,391</u>

As of September 30, 2012, the Council's Employee Pension Plan Trust had the following investments that represent 5% or more of its net assets:

	Fair Value
Greater than 5%	
Schwab Money Market Funds	
1,748,660 shares	\$ 1,748,660
Yacktmann Focused Service Equity Fund	
9,481 shares	196,354
Other investments	<u>1,761,377</u>
Total investments	<u>\$ 3,706,391</u>

As previously described, these investments are contained in individual participant self-directed accounts.

During 2012, the Trust's investments (including gains and losses on investments bought and sold, as well as held during the year) appreciated in value by \$290,678.

#### **Custodial Credit Risk**

Section 218.415(18), *Florida Statutes*, requires the Council to earmark all investments and 1) if registered with the issuer or its agents, the investment must be immediately placed for safekeeping in a location that protects the governing body's interest in the security; 2) if in book entry form, the investment must be held for the credit of the governing body by a depository chartered by the Federal Government, the State, or any other state or territory of the United States which has a branch or principal place of business in this State, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in this State, and must be kept by the depository in an account separate and apart from the assets of the financial institution; or 3) if physically issued to the holder but not registered with the issuer or its agents, must be immediately placed for safekeeping in a secured vault. All general Council investments complied with this provision of law.

#### **NOTE 4. EMPLOYEE RETIREMENT SYSTEM**

The Council maintains a single employer defined contribution retirement plan. The plan is administered by the North Central Florida Regional Planning Council Employee Pension Plan Trust (the Trust). Employees are eligible to participate in the plan after six months of service. The participants are fully vested in the portion of their account associated with their contributions. They become vested in employer contributions at a rate of twenty-five percent per year of service. One year of service equals 1,000 hours of work during the plan year.

There are no mandatory employee contributions. However, plan members may voluntarily make contributions during the fiscal year. Voluntary contributions were not made in the current year. Current Council contributions for, and interest forfeited by, employees who terminate their employment before becoming fully vested are used to reduce the amount of the Council's future monthly contributions.

The Council's total payroll for the fiscal year ended September 30, 2012, was \$1,022,708. The Council's contributions were made using a base eligible salary amount of \$1,022,708. Total required contributions of 16.45% on base pay of \$1,022,708, amounted to \$168,235. The Council made the required contributions during the fiscal year. Other than payment of contributions, there were no transactions between the Council and the Trust during the year.

Participants invest in Charles Schwab - Individual Participant Directed Accounts, whereby they choose their own specific investments, such as stocks, mutual funds and bonds. In accordance with the Plan document, each participant's account is credited with the participant's contribution and allocations of (a) the Council's contributions and (b) Plan earnings, and (c) may be charged with an allocation of administrative expenses. Allocations are based on participant earnings or account balances, as defined. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

On termination of service due to death, disability or retirement, a participant or his beneficiary may elect to receive either a lump-sum amount equal to the value of the participant's vested interest in his or her account, or payments in monthly, quarterly, semi-annual or annual installments, over a period not exceeding ten years. For termination of service due to other reasons, a participant may receive the value of the vested interest in his or her account as a lump-sum distribution.

The Council pays all administrative expenses of the Plan, excluding bank fees, and does not expect the Plan to reimburse it for these administrative expenses, excluding bank fees.

The Council has the right to permanently discontinue its contributions to the Plan or to partially or completely terminate the Plan in the future. If that occurs, all participants then become fully vested and are not thereafter subject to forfeiture. The Trustees of the Plan may continue the Plan or direct that all assets be distributed to the participants, and the Trustees' decision is binding on all participants.

The Plan obtained its latest determination letter on January 11, 2002, in which the Internal Revenue Service stated that the Plan, as then designed, was in compliance with the applicable requirements of the Internal Revenue Code. The Plan has not been amended since receiving the determination letter. However, the Plan administrator and the Plan's tax counsel believe the Plan is currently designed and being operated in compliance with the applicable requirements of the Internal Revenue Code. Therefore, no provision for income taxes has been included in the Plan's financial statements.

#### **NOTE 5. FUND BALANCES – GOVERNMENTAL FUNDS**

As of September 30, 2012, fund balances of the governmental funds are classified as follows:

**Nonspendable** – amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

**Restricted** – amounts that can be spent only for specific purposes because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

**Committed** – amounts that can be used only for specific purposes determined by a formal action of the Council. The Council is the highest level of decision making authority for the Council. Commitments may be established, modified, or rescinded only through resolutions approved by the Council. There were no committed fund balances at year end.

**Assigned** – amounts that do not meet the criteria to be classified as restricted or committed, but that are intended to be used for specific purposes. Under current practices, the assignment of amounts for specific purposes is approved by the Council.

**Unassigned** – all other spendable amounts.

As of September 30, 2012, fund balances are composed of the following:

	General Fund	Original Florida Tourism Fund	Total Governmental Funds
Nonspendable:			
Prepays	\$ 45,566	\$ -	\$ 45,566
Restricted:			
Paddling guide publication	-	17,562	17,562
Tourism promotion	-	90,004	90,004
Assigned to:			
Unemployment compensation benefits	30,000	-	30,000
Capital improvements	470,000	-	470,000
Legal expenses	100,000	-	100,000
Unassigned	934,607	-	934,607
Total fund balances	<u>\$ 1,580,173</u>	<u>\$ 107,566</u>	<u>\$ 1,687,739</u>

A description of the restricted fund balances follows:

**Paddling Guide Publication** – The Original Florida Tourism Task Force has established a reserve of \$17,562 in the Original Florida Tourism Fund to provide funding for the eventual reprinting of the Suwannee River Paddling Guide.

**Tourism Promotion** – The remaining fund balance of the Original Florida Tourism Fund is classified as restricted due to the fact that it is fully controlled by the Original Florida Tourism Task Force, an entity that is independent of the Council.

A description of the assigned fund balances follows:

**Unemployment Compensation Benefits** – As provided by State law, the Council is a reimbursable type of employer for unemployment compensation benefits. A \$30,000 reserve has been maintained for future unemployment claims.

**Capital Improvements** – The Council maintains a reserve of \$470,000 to provide funding for future building and equipment replacements.

**Legal Expenses** – Due to the nature of its operations, the Council is subject to various types of legal challenges regarding its actions. A reserve of \$100,000 is maintained to provide funding for these non-routine legal expenses.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the Council considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the Council considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Council has provided otherwise in its commitment or assignment actions.



## NOTE 6. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2012, follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Land	\$ 119,985	\$ -	\$ -	\$ 119,985
Depreciable capital assets:				
Buildings	393,000	-	-	393,000
Furniture, fixtures and equipment	179,790	34,342	(6,453)	207,679
Total depreciable	572,790	34,342	(6,453)	600,679
Accumulated depreciation:				
Buildings	(314,400)	(26,200)	-	(340,600)
Furniture, fixtures and equipment	(152,704)	(13,276)	6,453	(159,527)
Total accumulated depreciation	(467,104)	(39,476)	6,453	(500,127)
Capital assets, net	\$ 225,671	\$ (5,134)	\$ -	\$ 220,537

Total depreciation of \$39,476 was charged to the General Government function of the Council's General Fund.

## NOTE 7. BUDGETARY PROCESS

The Council follows these procedures in establishing the budgetary data reflected in the financial statements:

1. In March, the Finance Committee begins preparing a budget for the fiscal year commencing the following October 1, based on work desired in the Overall Planning Design (OPD) prepared by the Program Committee.
2. In May, the Council adopts and approves the budget. The budget is adopted on a basis that does not materially differ from the modified accrual basis of accounting.
3. Actual contracts entered into by the Council throughout the year necessarily have an impact on approved budgetary operating levels. Should any major changes be needed due to unforeseen contracts or the need to appropriate additional Council funds, the budget is amended during the year and subsequently approved by the Council.
4. The legal level of budgetary control is the fund total level.
5. The Council approved one budget amendment for the year ended September 30, 2012. The amendment is reflected in budget amounts disclosed in the financial statements.
6. There were no material violations of legal and contractual provisions requiring disclosure.

## NOTE 8. RISK MANAGEMENT

The Council purchases insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has also been purchased by the Council to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from the risks have not exceeded insurance coverage in any of the past three years.

The Council is also a member of the Florida Municipal Insurance Trust (the Trust). The Trust is a self-insurance program established to provide certain liability, casualty and property coverage to participating units of local governments in Florida, pursuant to various provisions of *Florida Statutes*. The Trust's underwriting and rate setting policies were established after consulting with an independent actuary. The Council pays an annual premium to the Trust for its insurance coverage. The Trust is non-assessable and, therefore, the Council has no liability for future deficits of the Trust, if any.

## NOTE 9. CONCENTRATIONS OF CREDIT RISK

Significant concentrations of credit risk for financial instruments owned by the Council are as follows:

Accounts and grants receivable - Substantially all of the Council's receivables are for amounts due from federal, state and local governmental agencies under cost reimbursement and performance contracts. The Council has no policy requiring collateral or other security to support its receivables. Based upon past history, the Council anticipates no loss on these receivables and has established no reserve for possible losses.

## NOTE 10. LONG-TERM DEBT

Long-term debt at September 30, 2012, is summarized as follows:

Revenue note payable to Wells Fargo, due December, 2013, interest at 4.54%, monthly principal and interest payment of \$3,714, collateralized by rents and profits.	<u>\$ 53,551</u>
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Debt service requirements to maturity, including \$1,650 of interest are as follows:

Year Ending September 30,	Amount
2013	\$ 44,568
2014	10,633
	<u>\$ 55,201</u>

The following is a summary of changes in the general long-term debt for the year ended September 30, 2012:

	Balance October 1, 2011	Additions	Reductions	Balance September 30, 2012	Due Within One Year
Note payable	\$ 94,674	\$ -	\$ (41,123)	\$ 53,551	\$ 43,023

Interest expense for the year ended September 30, 2012, was \$3,445. All debt service payments are made from the General Fund.

#### NOTE 11. INVENTORIES

It has consistently been the policy of the Council to record the acquisition of goods and supplies as expenditures at the time of purchase. The amount of such inventory on hand at any one time would be a nominal amount and considered to be immaterial.

#### NOTE 12. CONTINGENCIES

There is a contingent liability due to the fact that all possible regulatory audits of the Council's operations have not been completed for the fiscal year ended September 30, 2012. Any eventual expenditures determined to not be in compliance with grant regulations could be subject to repayment by the Council. The Council's management believes that all expenditures were significantly in compliance with appropriate grant regulations.

#### NOTE 13. SUBSEQUENT EVENTS

In preparing these financial statements, the Council has evaluated events and transactions for potential recognition or disclosure through December 13, 2012, the date the financial statements were available to be issued.

#### NOTE 14. OPERATING LEASES

The Council has an operating lease agreement for equipment with Pitney Bowes. The future minimum lease payments under this agreement at September 30, 2012 is as follows:

<u>September 30,</u>	<u>Minimum Lease Payment</u>
2013	\$ 4,584
2014	4,584
2015	4,584
2016	4,584
	<u>\$ 18,336</u>

## COMPLIANCE SECTION



**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE**  
For the Fiscal Year Ended September 30, 2012

Grantor/Pass-Through Grantor	CFDA/CSFA Number	Contract Number	Award Amount	Received FY 2012	Expended FY 2012
<b>FEDERAL AWARDS</b>					
Non Major Programs					
<u>U.S. Department of Commerce</u>					
Economic Development Support for Planning Organizations					
Planning Grant, Section 203	11.302	04-83-06491	\$ 189,000	\$ 70,691	\$ 70,691
Passed through Tampa Bay Regional Planning Council					
Energy Resiliency Strategy	11.307	04-69-06568	64,545	53,619	53,619
			<u>253,545</u>	<u>124,310</u>	<u>124,310</u>
<u>U.S. Department of Transportation</u>					
Interagency Hazardous Materials Public Sector Training and Planning					
<u>Passed through Florida Division of Emergency Management</u>					
Hazardous Materials Emergency Preparedness 11/12	20.703	12-DT-B5-13-00-21-308	39,453	39,453	39,453
Hazardous Materials Emergency Preparedness 12/13	20.703	13-DT-B5-13-00-21-152	52,604	13,151	13,151
			<u>92,057</u>	<u>52,604</u>	<u>52,604</u>
Total federal awards			<u>\$ 345,602</u>	<u>\$ 176,914</u>	<u>\$ 176,914</u>
<b>STATE FINANCIAL ASSISTANCE</b>					
Non Major Programs					
<u>Division of Emergency Management</u>					
Florida Hazardous Materials Planning and Prevention -	52.023	12-CP-03-13-00-21-224	10,158	10,158	10,158
Hazards Analysis					
Florida Hazardous Materials Planning and Prevention 11/12	52.023	12-CP-03-13-00-21-138	40,909	32,933	32,933
Florida Hazardous Materials Planning and Prevention 12/13	52.023	13-CP-11-13-00-21-174	40,909	6,711	6,711
			<u>91,976</u>	<u>49,802</u>	<u>49,802</u>
<u>Department of Transportation</u>					
Transportation Disadvantaged 11/12	55.002	AQC22	157,951	125,888	125,888
Transportation Disadvantaged 12/13	55.002	AQP65	157,962	36,331	36,331
			<u>315,913</u>	<u>162,219</u>	<u>162,219</u>
<u>Governor's Office on Tourism, Trade, and Economic Development</u>					
Rural Development Grant	31.003	RDG 11-11	35,000	30,500	30,500
Total state financial assistance			<u>\$ 442,889</u>	<u>\$ 242,521</u>	<u>\$ 242,521</u>
Total federal and state financial assistance			<u>\$ 788,491</u>	<u>\$ 419,435</u>	<u>\$ 419,435</u>

See Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance.

## **NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

### **Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance**

**For the Fiscal Year Ended September 30, 2012**

#### **NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies and presentation of the Schedule of Expenditures of Federal Awards and State Financial Assistance of North Central Florida Regional Planning Council (Council) have been designed to conform to generally accepted accounting principles as applicable to governmental units, including the reporting and compliance requirements of the Audits of States, Local Governments, and Non-Profit Organizations and Office of Management and Budget Circular A-133.

##### **C. Reporting Entity**

The reporting entity consists of North Central Florida Regional Planning Council, the primary government and its blended component unit, The Original Florida Tourism Task Force. The Council includes a Schedule of Expenditures of Federal Awards and State Financial Assistance in the Compliance Section.

##### **D. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus.

The modified accrual basis of accounting is followed in the Schedule of Expenditures of Federal Awards and State Financial Assistance. Under the modified accrual basis, revenues are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council generally considers revenues to be available if they are collected within 120 days after the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Florida Regional Planning Council, as of and for the year ended September 30, 2012, which collectively comprise the North Central Florida Regional Planning Council's basic financial statements and have issued our report thereon dated December 13, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

Management of North Central Florida Regional Planning Council is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered North Central Florida Regional Planning Council's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of North Central Florida Regional Planning Council's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of North Central Florida Regional Planning Council's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether North Central Florida Regional Planning Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



This report is intended solely for the information and use of management, the Council, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

**POWELL & JONES**  
December 13, 2012

**MANAGEMENT LETTER REQUIRED BY  
CHAPTER 10.550, RULES OF THE AUDITOR GENERAL**

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the basic financial statements of the North Central Florida Regional Planning Council (the Council) as of and for the year ended September 30, 2012, and have issued our report thereon dated December 13, 2012, which was unqualified.

We have issued our Independent Auditor's Report and Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*, dated December 13, 2012. Disclosures in these reports, if any, should be considered in conjunction with this management letter.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and *Government Auditing Standards* issued by the Comptroller General of the United States. Additionally, our audit was conducted in accordance with the provisions of Chapter 10.550, *Rules of the Auditor General*, which govern the conduct of local governmental entity audits performed in the State of Florida and require that the following be addressed in this letter:

**PRIOR YEAR FINDINGS** - There were no reportable findings in the prior year.

**CURRENT YEAR FINDINGS** - There were no reportable findings in the current year.

**FINANCIAL COMPLIANCE MATTERS**

Annual Local Government Financial Report - The Financial Report filed with the Department of Financial Services pursuant to Section 218.32(1)(a), *Florida Statutes*, is in agreement with the accompanying financial statements of the Council, for the fiscal year ended September 30, 2012.

Investment of Public Funds - The Council complied with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the fiscal year ended September 30, 2012.

Financial Emergency Status - Nothing came to our attention that caused us to believe that the Council had met any of the conditions described in Section 218.503(1), *Florida Statutes*, that might result in a financial emergency.

Financial Condition Assessment Procedures – As required by the *Rules of the Auditor General*, Sections 10.554(1)(i)7.c and 10.556(7), we applied financial condition assessment procedures to the Council's financial statements. It is management's responsibility to monitor the entity's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information they provided.

We noted no deteriorating financial conditions as defined by Rule 10.554(2)(f).

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.550.

## **CONCLUSION**

We very much enjoyed the challenge and experiences with our audit of the Council. We appreciate the helpful assistance of the Council staff in completing our audit and also the generally high quality of the Council's financial records and internal controls.

**POWELL & JONES**  
December 13, 2012





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January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Regional Councils Association Monthly Reports

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.

The Association strives to accomplish these goals by carrying-out the following objectives.

- Ensure regional planning councils are effective service organizations to the State of Florida, its local governments, and the citizens they serve;
- Ensure regional planning councils are consensus builders and problem solvers, and serve as conveners of the region by helping to articulate those multijurisdictional issues that need resolution;
- Encourage and promote opportunities for regional planning councils to become partners in state programs and initiatives, while promoting the unique themes of each region within the state and legislative environments;
- Monitor substantive state and federal legislative issues for the benefit of its members, and promote mutually supportive policy positions among the regional planning councils;
- Represent regional planning councils in national organizations, such as the National Association of Regional Councils, National Association of Development Organizations, and SouthEast Regional Directors Institute; and
- Foster relationships and partnerships and coordinate with state, regional, and national associations and organizations; non-profit entities; public-private partnerships; the Governor's Office; state agencies; and others, on issues of mutual interest and concern, and with whom the Association shares mutual goals and programs.

Please find attached the December 2012 Monthly Accomplishments Report highlighting the accomplishments of the Association's Director of Intergovernmental Affairs, Sheri Coven. The report addresses outreach, resource development/capacity building, legislative and administrative activities.

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

**Attachment**

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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.





## **MONTHLY ACCOMPLISHMENTS: December, 2012**

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### **OUTREACH**

- Participated in a meeting with staff from the Florida Department of Environmental Protection's Small Quantity Generators of Hazardous Waste program to discuss the Department's policy changes as it pertains to doing business with and assisting the public. Scott Koons (NCFRPC), Chair, Chuck Carter (CFRPC), Dwayne Mundy (NCFRPC), and Eric Anderson (NEFRC) participated by phone. There will be additional outreach and continued conversations based on the outcomes of the meeting.
- At the request of a member of the Southwest Florida Regional Planning Council, provided a FRCA Policy Board orientation by phone.
- Held a teleconference meeting with Fred Abousleman, Executive Director of the National Association of Regional Councils, to discuss his presentations for the January FRCA meetings, brief him on the meetings held in November between FRCA and the Kentucky Association of Area Development Districts, and explore the use of Foundation funding.

### **RESOURCE DEVELOPMENT/CAPACITY BUILDING**

- Attended the Florida Greenways and Trails Council meeting on behalf of Pat Steed (CFRPC), which approved the maps associated with the Florida Greenways and Trails System Plan, held elections, and approved the addition of the following five new Greenways and Trails: Jupiter Waterway Trail (TCRPC), North Jupiter Flatwoods Natural Area (TCRPC), Winding Waters Natural Area (TCRPC), John Yarborough Linear Park (SWFRPC), and Big Talbot State Park (NEFRC).
- Attended a Sadowski Housing Coalition meeting which focused on legislative strategy for the coming session and clarified a misconception that there is a glut of affordable housing inventory, and also clarified that Sadowski funds may be used for repairs/upgrades to existing housing stock and are not limited to new construction.
- On behalf of the Southwest Florida and South Florida RPCs, submitted comments to Huiwei Shen at the Florida Department of Transportation on the Department's Guiding Principles for Future Corridors.
- Provided assistance to John Kaliski, Cambridge Systematics, to determine the status of several visioning initiatives in Florida.
- Regularly scheduled monthly meetings that were cancelled for the month of December were the Rural Economic Development Initiative, the Department of Economic Opportunity's Economic Development Liaisons, Enterprise Florida, Inc.'s Stakeholders Council, and, the Florida Defense Support Task Force.

- Received approval of membership in the Florida City and County Management Association, following completion of an on-line ethics exam.
- Joined Floridians for Better Transportation and the Florida Economic Development Council.

### **LEGISLATIVE**

- Drafted revised proviso language for consideration at the January FRCA Business Meeting.
- With the assistance of Commissioner Doug Smith, Martin County; Eric Poole, Florida Association of Counties; and Scott Koons (NCFRPC), Chair, secured the inclusion of language supporting RPC funding and technical assistance role in the Florida Association of Counties' legislative platform.
- Continued to work with Taylor Biehl, staff to the Senate Committee on Community Affairs, on his presentation to the Committee earlier in the month.
- Responded to requests for FRCA's support of the "Legacy" Constitutional Amendment, which was primarily to delay the matter until the summer or fall of 2013, and shared and exchanged information pertaining to the amendment with Scott Dudley, Florida League of Cities, and Deena Reppen, Florida Association of Counties.

### **ADMINISTRATIVE**

- Made the following changes to the FRCA website:
  - Revised the Policy Board membership list on the "About Us" webpage;
  - Added the 2013 FRCA meeting schedule and "button" to download the 2013 calendar to the "Meetings" webpage;
  - Added three of the four missing FRCA Annual Reports to the "Publications" webpage (still searching for a copy of the 2000-2001 Annual Report);
  - Added FRCA PowerPoint presentations given at the recent Florida Association of Counties and Florida League of Cities policy committee meetings as well as the presentation given at the National Association of Development Organizations Annual Conference on launching and enhancing state associations to the "Publications" webpage;
  - Updated the Annual Events Calendar on the "Publications" webpage;
  - Created a 2013 section on the "Advocacy" webpage; and,
  - Added the Florida City and County Management Association, Florida Economic Development Council, Florida Local Government Coalition, and Sadowski Housing Coalition to the list of State Partners and Organizations on the "Links" webpage.
- Collected National Association of Regional Councils dues data from each of the RPCs.
- Confirmed speakers for the January Policy Board meeting, worked with Ron Book's Office to arrange the Policy Board reception, and helped develop the agenda and prepare the necessary materials for the January FRCA Business meeting.
- Updated the FRCA Policy Board membership list.
- Responded to requests for information from Bruce Ritchie with The Florida Current and Aaron Deslatte from the Orlando Sentinel.





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January 17, 2013

TO: Council Members

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

SUBJECT: Florida Regional Councils Association Policy Board Meeting Report

Chair Lorene Thomas, Vice-Chair Garth Nobles, Jr., Secretary-Treasurer Kenrick Thomas and I attended the semi-annual meeting of the Florida Regional Councils Association Policy Board held in Tallahassee on January 11, 2013.

Fred Abousleman, Executive Director, National Association of Regional Councils, addressed the Policy Board. He reported on Regionalism - A National Perspective. He discussed several federal initiatives under consideration by Congress.

Bob Romig, State Transportation Development Administrator, Florida Department of Transportation, addressed the Policy Board. He gave an update on the Florida Department of Transportation Future Corridors Initiative.

Chris Hart, President and Chief Executive Officer, Workforce Florida, Inc., addressed the Policy Board. He gave a presentation on the Priority Initiatives of Workforce Florida, Inc.

Amy Baker, Coordinator, Florida Office of Economic and Demographic Research reported on Florida's economic outlook.

Deena Reppen, Legislative Director, Florida Association of Counties, addressed the Policy Board. She discussed the Association's legislative issues for the upcoming legislative session. David Cruz, Legislative Associate, Florida League of Cities, addressed the Policy Board. He discussed the League's legislative issues for the upcoming legislative session.

Chris Doolin, Executive Director, Small County Coalition, gave a report on the Small County Coalition's legislative issues for the upcoming legislative session.

The Policy Board also received a report from Ron Book, Executive Director and an intergovernmental affairs report, reviewed a financial report of the Association, filled two officer vacancies on the Policy Board and appointed a Nominating Committee. Lorene Thomas, Chair, was appointed to serve on the Nominating Committee.

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

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January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Chamber Foundation Scorecard™

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 developing 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.

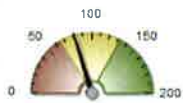
The Scorecard reports metrics for each of the Six Pillars benchmarked to the other 49 states. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of Life and Quality Places. Please find attached the January 2013 Scorecard.

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

#### Attachment

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**Talent Supply & Education**



**Innovation & Economic Development**



**Infrastructure & Growth Leadership**



**Business Climate & Competitiveness**



**Civic & Governance Systems**



**Quality of Life & Quality Places**

## International Trade: A Bright Spot for Florida's Economy

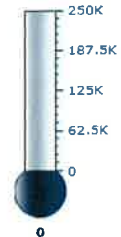
Since the 2007 Great Recession, Florida's total trade activity has grown by approximately 69 percent. International trade volume is a useful indicator of Florida's overall economic activity. As imports and exports increase, Florida employers may require additional employees to handle the growing level of commerce throughout the state. Although most economic developers focus on export value, strong imports can indicate improvement in consumer demand and also create transportation and logistics jobs for Floridians. In the months prior to the 2012 holiday season, trade activity suggested retail sales in Florida would increase, as imports reached levels unseen since the onset of the Great Recession. Typically after the "peak season" in port activity subsides, total trade activity declines primarily due to a decline in imports; however recent data from the Census Bureau suggest Florida's trade activity in November held strong. Florida's total trade activity in November remained relatively unchanged, as the 2.7 percent growth in imports nearly offset the 3 percent decrease in exports.



Trade Activity

Trade activity growth in Florida appeared stronger than that of the U.S., as labor union disputes hindered the nation's largest seaport. As we would expect with standard seasonal variation experienced in the month of November, U.S. imports and exports declined in the month of November. The Los Angeles Port Strike provides one possible explanation to the sharp decline in imports, as Los Angeles is the largest port in the U.S. According to Southern California Public Radio, a one week strike caused a 16 percent decrease in container volumes in November 2012 when compared to November 2011. However, this fact should not discount the positive activity occurring at Florida ports. Encouraging additional international trade through Florida will be a key driver of the state's future economy.

### Florida Net Job Creation in 2013



### SCORECARD NEWSLETTER

Provide your email address to receive monthly Scorecard updates

**SUBSCRIBE**

## Ranking Florida



## Key Indicators



### Home Foreclosures

As Florida continues to recover from the housing market collapse, trends in home foreclosures provide insight into Florida's progress through the extended recovery...



### Consumer Confidence

The Florida Consumer Confidence Index measures residents' perceptions of personal finances now compared to a year ago and expectations of U.S....



### Population

Florida has the 4th largest population in the U.S., estimated at just over 19 million in April 2012.



### Unemployment Rate

Florida has a labor force of over 9 million, ready to meet the workforce needs of businesses...





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January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Legislative Report

The 2013 regular Legislature session will convene on March 5, 2013 and adjourn on May 3, 2013. The legislative interim committee schedule is, as follows:

- Week of December 3, 2012
- Week of January 14, 2013
- Week of January 21, 2013
- Week of February 4, 2013
- Week of February 11, 2013
- Week of February 18, 2013

During the interim committee weeks of January 2013, committees are meeting to discuss legislative matters to be considered during the 2013 regular Legislature session.

To date, no bills have been filed affecting regional planning councils. In addition, no bills have been filed concerning growth management issues or community and economic development issues.

Florida Association of Counties 2013 Legislative Program

The Florida Regional Councils Association reports that the Florida Association of Counties adopted the following new position statements in its 2013 legislative program.

- **SUPPORT** full funding of regional planning councils to, at a minimum, cover the costs of statutory responsibilities, and to support enhanced economic development activities.
- **OPPOSE** legislation prohibiting or restricting the ability of a regional planning council to provide planning and technical service to its local governments.

Small County Coalition 2013 Legislative Priorities

The Florida Regional Councils Association also reports that the Small County Coalition adopted the following new language among its priorities to guide the 2013 legislative session.

- The Small County Coalition supports full funding of regional planning councils. Regional planning councils provide planning and technical services and economic development support activities to local governments. Regional planning council assistance is especially helpful to Florida's rural local governments.

Florida League of Cities 2013 Legislative Priorities

The Florida Regional Councils Association reports that support for regional planning council funding was among ten priorities considered by the Florida League of Cities' Growth Management and Economic Development Policy Committee. Each policy committee was only allowed to elevate one priority for the League's 2013 legislative priorities. While support for regional planning council funding was not elevated to the list of priorities, the Florida Regional Councils Association appreciates the Florida League of Cities for considering the issue and its ongoing support of regional planning councils.

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





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January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: North Florida Regional Water Supply Partnership

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. 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.

The Stakeholder Advisory Committee, which was formed in May 2012, serves as an advisory body to offer viewpoints from stakeholder groups to the St. Johns River and Suwannee River water management districts and the Florida Department of Environmental Protection to help address the region's water supply issues. The Stakeholder Committee is structured such that a wide range of public interests are included, while keeping the Committee small enough to be effective and productive. Stakeholder Committee representatives closely coordinate with the constituencies they represent, as well as being responsive to the interested public. Committee meetings are open to the public so stakeholders beyond the Committee membership can attend and participate.

The Committee met on December 12, 2012 at the Florida Gateway College in Lake City. At that meeting, the Committee reviewed agricultural best management practices, the status of the development of the regional groundwater model and heard a presentation regarding alternative water supply and aquifer recharge concepts.

The next meeting of the Stakeholder Committee will be on January 23, 2013 at 1:00 p.m. at the Florida Gateway College in Lake City.

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

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January 17, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Leaders Organized for Water

As previously reported, the Columbia County Board of County Commissioners hosted a tri-county public meeting and forum in Lake City with the Suwannee County Board of County Commissioners and the Hamilton County Board of County Commissioners to discuss north Florida water issues on November 29, 2011. The Columbia County Board of County Commissioners took action to establish a multi-county work group to engage a hydrologist and discuss what steps need to be taken and what studies need to be conducted to potentially challenge the consumptive water use permit issued to Jacksonville Electric Authority by St. Johns River Water Management District in May 2011. The Columbia County Board of County Commissioners also took action to appropriate \$250,000 to fund the work group and pay for environmental monitoring services and other needed services. The Columbia County Board of County Commissioners also asked other counties and local governments in the region to join in the effort.

On December 10, 2012, the ninth meeting of the Florida Leaders Organized for Water was held in the Columbia County School Board Administrative Complex in Lake City. The Board of Directors for Florida Leaders Organized for Water agreed to develop goals and an action plan for the organization.

The current local government members of the Florida Leaders Organized for Water are: Alachua County, Bradford County, Clay County, Columbia County, Dixie County, Gilchrist County, Hamilton County, Lafayette County, Levy County, Suwannee County, Taylor County, Town of Branford, City of Keystone Heights, City of Lake City, Town of Lee, City of MacClenny and Town of White Springs. Council members Commissioner Lee Pinkoson from Alachua County and Commissioner Wesley Wainwright from Suwannee County are serving as representatives for their respective counties to the organization.

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

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