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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 August 22, 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 August 19th 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.)*

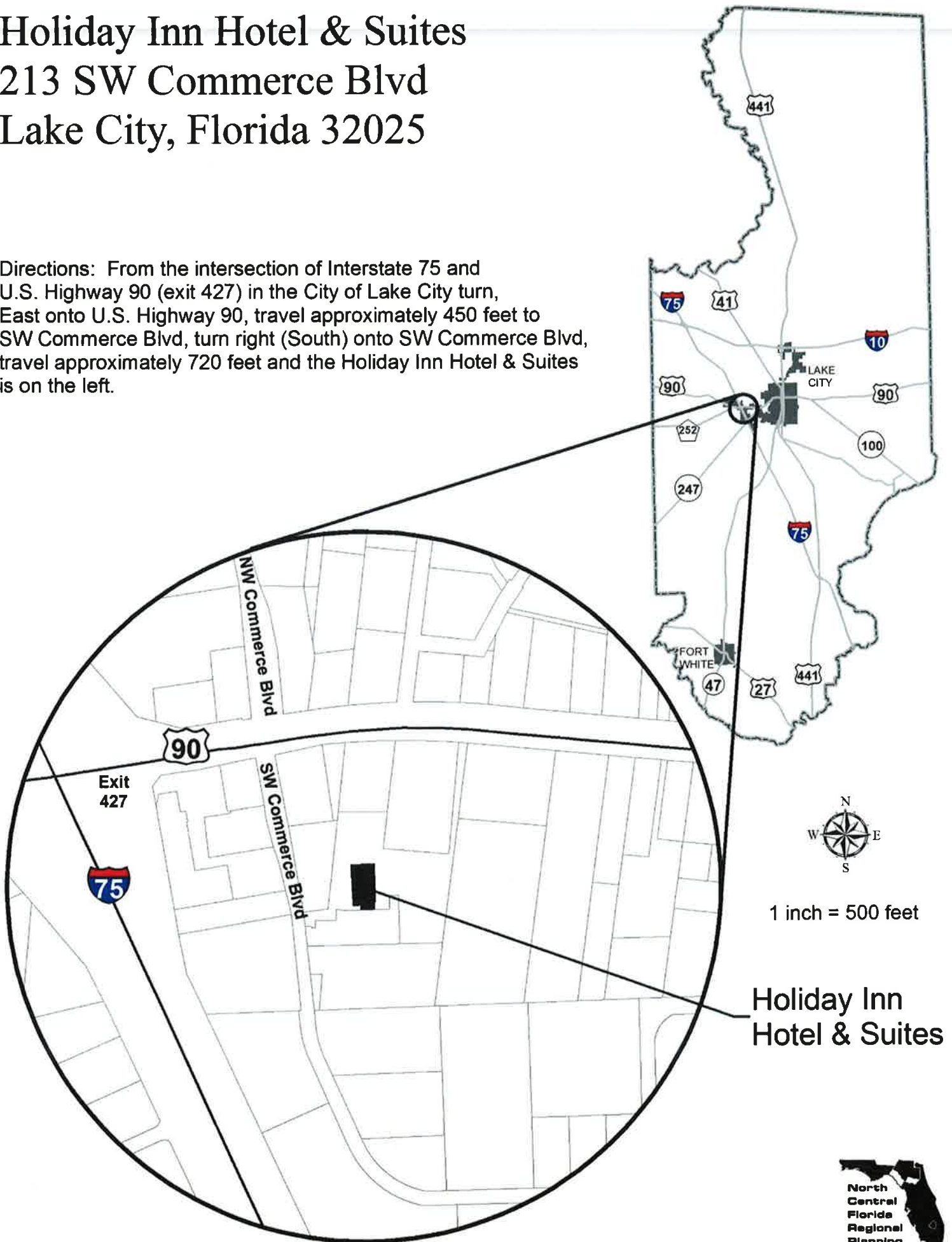
Dedicated to improving the quality of life of the Region's citizens,  
by coordinating growth management, protecting regional resources,  
promoting economic development and providing technical services to local governments.

# 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

August 22, 2013  
7:30 p.m.

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

July 25, 2013  
7:30 p.m.

MEMBERS PRESENT

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

NON-VOTING DELEGATE

Ginger Travers, City of High Springs

STAFF PRESENT

Steve Dopp  
Scott Koons  
Carol Laine  
Jean Strong

MEMBERS ABSENT

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

COUNCIL ATTORNEY PRESENT

Jonathan Wershow

OTHERS PRESENT

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

**Board Members names are bolded**

*Gubernatorial Members names are italicized*

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

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

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

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

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

III. APPROVAL OF MINUTES - June 20, 2013

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

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

IV. CONSENT AGENDA

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

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

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

V. CHAIR'S REPORT

A. Introduction of New Members

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

B. Resolutions of Appreciation

1. Jordan Marlowe

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

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

2. Eleanor "Kit" Randall

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

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

VI. COMMITTEE REPORTS

A. Executive Committee

1. Investment Policy

Mr. Koons stated that in order to maximize yield while protecting the invested principal of the Council's retained earnings cash in excess of short-term cash needs, the Executive Committee recommended that the Council adopt an investment policy. He stated that Investment Policy 2013-1 delegates the authority for the management and operation of the investment program to the Executive Director and limits authorized investments to U. S. Government securities, non-negotiable certificates of deposit and the State Board of Administration of Florida Local Government Investment Pool.

**ACTION:** Mayor Ogburn made the motion, with a second by Commissioner Marden to adopt Policy 2013-1, which is attached hereto and made a part of these minutes, as the Investment Policy for the Council, authorizing the Executive Director to manage and operate the investment program and limiting authorized investments to U. S. Government securities, non-negotiable certificates of deposit and the State Board of Administration of Florida Local Government Investment Pool, as recommended by the Executive Committee. The motion carried unanimously.

2 Employee Health Insurance Proposal

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

Mr. Koons stated that staff solicited alternative proposals for health insurance from UnitedHealthcare. He stated that the Alternate Plan LGN would result in a total decrease in cost to the Council for the coming year of (\$424) per month and (\$5,088) per year or a decrease of (4.0) percent for the plan year beginning September 1, 2013. The resulting total monthly cost to the Council would be \$10,146. He further stated that alternate plan included changes to benefits for employees. Mr. Koons stated that the Executive Committee recommended that the Council approve the alternate proposal received from UnitedHealthcare for Plan LGN for employee health insurance, Plan F5430 for dental insurance and life insurance for the year beginning September 1, 2013.

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

3. Check Fraud Incident

Mr. Koons reported that on March 20, 2013, a fraudulent check in the amount of \$49,523.00 that was written on the Council's bank account was processed and paid by Wells Fargo. Also on March 20, 2013, Council staff filed an affidavit of check fraud concerning this matter with Wells Fargo. On March 25, 2013, Council staff filed a crime report concerning this matter with the Gainesville Police Department.

Mr. Koons stated that on March 28, 2013, Council Attorney Jonathan Wershow and Council staff briefed the Executive Committee concerning this matter and on April 18, 2013, the Council Attorney sent a letter to Wells Fargo requesting that Wells Fargo remit to the Council within 30 days the unauthorized \$49,523.00 released by Wells Fargo from the Council's account. He further stated that on



April 25, 2013, Council staff briefed the Council concerning this matter. On June 3, 2013, attorneys for Wells Fargo responded via letter to Mr. Wershow's letter stating that Wells Fargo will not reimburse the Council for the \$49,523.00 released from the Council's account by Wells Fargo. Mr. Koons stated that Council Attorney and Council staff recommend that the Council file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00 and designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit.

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

**ACTION: Commissioner Bailey made the motion, with a second by Commissioner Davis to authorize the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00 released from the Council's bank account by Wells Fargo; to retain Stanley Cushman from the law firm of Scruggs and Carmichael to serve as co-council; and to designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. The motion carried unanimously.**

B. Clearinghouse Committee

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

#64 - Gilchrist County Comprehensive Plan Draft Amendment

#65 - Madison County Comprehensive Plan Draft Amendment

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

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

#67 - City of Waldo Comprehensive Plan Adopted Amendment

#68 - Alachua County Comprehensive Plan Draft Amendment

#69 - City of Alachua Comprehensive Plan Adopted Amendment

#70 - Suwannee County Comprehensive Plan Draft Amendment

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

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

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

C. Comprehensive Economic Development Strategy Committee Report

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

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

Chair Nobles thanked Mr. Jones for his report.

VII. EX-OFFICIO MEMBER REPORTS

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

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

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

## VIII. EXECUTIVE DIRECTOR'S REPORT

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

### A. Florida Regional Councils Association Monthly Report

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

### B. Florida Regional Councils Association Policy Board Meeting Report

Mr. Koons reported that he and Chair Nobles attended the semi-annual meeting of the Florida Regional Councils Association Policy Board held in Tampa on June 28, 2013. He reported that Joe McKinney, Executive Director, National Association of Development Organizations, reported on Regionalism - A National Perspective, Juan Flores, State Freight, Logistics and Passenger Operations Administration, Florida Department of Transportation, gave an update on the Florida Department of Transportation Freight Initiative, Kim DeLaney with the Treasure Coast Regional Planning Council made a presentation concerning a regional collaboration resulting in the creation of the Southeast Florida Passenger Rail Partnership, Brian Teeple, Executive Director, Northeast Florida Regional Council, Marcela Cambor-Cutsaimanis, Project Director, Southeast Florida Regional Partnership, Hugh Harling, Jr., Executive Director, East Central Florida Regional Planning Council, and Patricia Steed, Executive Director, Central Florida Regional Planning Council discussed Visioning and Sustainable Communities Initiatives in Florida.

Mr. Koons further reported that the Policy Board received a report from Ron Book, Executive Director and also an intergovernmental affairs report, reviewed a financial report, approved the 2011-12 Fiscal Year Assembled Financial Statements, adopted the 2013-14 Fiscal Year budget of the Association and elected officers for 2013-14. He stated that the Policy Board adopted a policy statement concerning the Florida Department of Transportation Future Corridors Initiative stating that future corridors should be based upon regional visions and the regional comprehensive economic development strategies of regional planning councils. In addition, the Policy Board approved the undertaking of a facilitated statewide assessment of the Association and its member regional planning councils. Finally, Mr. Koons stated that the Policy Board also attended a breakfast meeting during the Florida Association of Counties Annual Conference held in Tampa during which regional planning councils were recognized by the Florida s Foundation as Six Pillars Communities. Mr. Koons then displayed the Six Pillars Communities trophy

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

C. Florida Regional Councils Association Partnerships for the Future Brochure

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

D Florida Chamber Foundation Scorecard™

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

E. North Florida Regional Water Supply Partnership

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

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

F. Volunteer Firefighter Training

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

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

G. 2012-13 Member Certificates of Outstanding Attendance

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

H. Executive Director's Cup

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

F. Regional Directory

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

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

**ACTION: Commissioner Holifield made the motion, with a second by Commissioner Spooner to authorize the Council Attorney and the Executive Director to contact federal and state law enforcement agencies to discuss the fraudulent check processed and paid out of the Council's bank account by Wells Fargo. The motion carried unanimously.**

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

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Garth R. Nobles, Jr., Chair

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8/22/13

Date

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
POLICY 2013-1  
INVESTMENT POLICY**

**I. SCOPE**

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

**II. GENERAL OBJECTIVES**

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

The primary investment objectives, in priority order are:

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

**III. DELEGATION OF AUTHORITY**

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

**IV. DEFINITION OF SHORT-TERM INVESTMENTS**

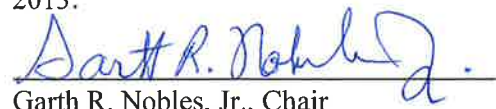
Short-term investments consist of cash or any other investments as described in the above-referenced guidelines. These investment instruments, supplemented by on-going cash flow, should be available to pay claims and other expenses coming due within one year. At all times, the need for satisfactory yield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

**V. AUTHORIZED INVESTMENTS**

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

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

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

  
Garth R. Nobles, Jr., Chair







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August 15, 2013

TO: Council Members  
 FROM: Scott R. Koons, AICP, Executive Director *SRK*  
 SUBJECT: Monthly Financial Report - July 2013

Please find attached a copy of the Monthly Financial Report for the Council's activities for July 2013. 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 ten months was 71 percent of budget.

#### **Expenditures**

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of ten months are 75 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 July 31, 2013, it was \$1,562,199.

#### **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)**  
**July 31, 2013**

	<b>Adopted Budget FY 2012 - 13</b>	<b>June 2013</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>	1,967,300	5,279	1,388,438	71%
<b>Expenses</b>	1,967,300	94,228	1,481,683	75%

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Financial Statement (Unaudited)**  
**July 31, 2013**

	<b>Adopted Budget FY 2012 - 13</b>	<b>July 2013</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>				
Program Development	33,900	2,279	33,576	99%
Regional Planning				
State Planning & Review	30,000	0	30,000	100%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	1,000	55,538	97%
Hazardous Waste Monitoring	39,500	0	0	0%
Local Emergency Planning Committee	93,300	0	73,650	79%
Hazards Analyses	10,100	0	9,778	97%
Energy Resiliency & Assurance Studies	30,000	0	30,315	101%
Transportation				
Gainesville Urbanized Area Transportation Planning	614,400	0	385,525	63%
Gainesville Urbanized Area Mass Transit	170,000	0	130,151	77%
Transportation Disadvantaged - Alachua County	22,200	0	16,048	72%
Transportation Disadvantaged - Region	157,900	0	121,631	77%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	0	92,250	85%
Original Florida Tourism Task Force Staffing	35,000	2,000	18,188	52%
Original Florida Tourism Task Force	42,000	0	39,006	93%
Vision North Central Florida			2,500	
Local Government Assistance				
General Technical Services	20,000	0	20,000	100%
City & County Planning Services	313,000	0	183,938	59%
Community Development Block Grant Administration	176,000	0	146,344	83%
<b>Total Revenue</b>	<b>1,967,300</b>	<b>5,279</b>	<b>1,388,438</b>	<b>71%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Financial Statement (Unaudited)**  
**July 31, 2013**

	Adopted Budget FY 2012 - 13	July 2013	Year to Date	Percent of Budget
<b>Expenses</b>				
Audit	15,000	0	14,295	95%
Building Debt Service	44,600	3,714	37,140	83%
Building Occupancy & Grounds	40,000	2,023	24,232	61%
Contractual Services	77,000	190	42,310	55%
Dues, Publications & Subscriptions	40,000	671	41,534	104%
Furniture & Equipment	30,000		14,648	49%
Insurance and Bonding	17,000		16,948	100%
Legal Costs	12,000	643	7,698	64%
Machine Rental/Maintenance	6,000		4,669	78%
Meeting Expenses	19,000	1,385	15,176	80%
Moving Expense	2,000		0	0%
Office Supplies	41,000	2,057	23,728	58%
Personnel Costs	1,397,200	76,191	1,109,627	79%
Postage	13,000	1,256	6,326	49%
Printing	3,000		1,450	48%
Recruiting	2,000		0	0%
Reproduction	12,000	811	8,644	72%
Telephone	6,000	477	5,336	89%
Travel	86,000	3,954	71,818	84%
Original Florida Tourism Task Force	42,000	856	36,104	86%
Contingency	62,500		0	0%
<b>Total Expenses</b>	<b>1,967,300</b>	<b>94,228</b>	<b>1,481,683</b>	<b>75%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Financial Statement (Unaudited)**  
**July 31, 2013**

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	118,962
Misc. Income, Year to Date	
Sales	38
Interest Income	1,222
Proceeds from Loan Portfolio Sale	2,755
Other	5,599
Expended Regional Support	(42,278)
Expended Local Technical Service	(1,947)
Expended Member Support to Economic Development	(26,538)
Expended Program Development	<u>(22,530)</u>
<b>Adjusted General Fund Balance, 07/31/13</b>	<b>1,562,199</b>



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August 15, 2013

TO: Council Members

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

SUBJECT: Local Government Comprehensive Planning Assistance Services Agreements -  
 Fiscal Year 2013-14

RECOMMENDATION:

**Authorize the Chair to execute technical assistance services agreements on a fixed fee basis to assist counties and cities with implementing their comprehensive plans and land development regulations for Fiscal Year 2013-14.**

BACKGROUND:

Each year the Council enters into technical assistance services agreements to assist local governments with implementing their comprehensive plans and land development regulations. The scope of services are, as follows.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations.
- II. Amendment Assistance - all Level I services, plus preparing public notices, draft ordinance, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.
- III. Development Review Assistance - all Level I and II services, plus reviewing site and development plans, subdivision plats and other development proposals for comprehensive plan and land development regulations compliance.

The names of the counties and cities and the fixed fee amount of each associated agreement are as listed on the attached list.

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

Attachment

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## FISCAL YEAR 2014

### LOCAL GOVERNMENT COMPREHENSIVE PLANNING ASSISTANCE SERVICES

#### AGREEMENTS

The North Central Florida Regional Planning Council proposes to enter into technical assistance services agreements on a fixed fee basis to assist counties and cities with implementing comprehensive plans and land development regulations. The scope of services and amount of each agreement are as listed below.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations.

<u>Local Government</u>	<u>Amount</u>
N/A	N/A

- II. Amendment Assistance - all Level I services, plus preparing public notices, draft ordinances, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.

<u>Local Government</u>	<u>Amount</u>
1. Bradford County	\$ 23,500
2. Dixie County	\$ 13,000
4. Lafayette County	\$ 13,000
5. Suwannee County	\$ 23,500
6. Taylor County	\$ 12,500
7. Union County	\$ 3,500
8. Archer	\$ 7,000
9. Fanning Springs	\$ 5,250
10. Lake Butler	\$ 7,000
11. Lake City	\$ 35,000
12. Madison, City	\$ 17,000
13. Perry	\$ 9,000
14. Starke	\$ 10,000

- III. Development Review Assistance - all Level I and II services, plus reviewing site and development plans, subdivision plats and other development proposals for comprehensive plan and land development regulations compliance.

<u>Local Government</u>	<u>Amount</u>
1. Columbia County	\$ 85,000
2. High Springs	\$ 10,000





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August 15, 2013

TO: Council Members

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

SUBJECT: Hazardous Waste Monitoring Verification and Notification Services Agreements -  
 Fiscal Year 2013-14

RECOMMENDATION:

**Authorize the Chair to execute agreements with Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties for hazardous waste monitoring for Fiscal Year 2013-14.**

BACKGROUND:

Florida Statutes require each county to annually monitor the waste management practices of 20 percent of the government organizations and businesses that may potentially generate small quantities of hazardous waste. The majority of these operations involve motor vehicle maintenance. On-site visits are required to collect information that is entered into an on-line database.

During these site visits, Council staff will provide recommendations on correcting problems with management techniques. A one-page summary of how to avoid the most common mistakes will also be provided to the facility operators.

These services will be provided on a fixed fee basis to the counties in the amounts as listed below.

Bradford	\$7,882	Lafayette	\$1,409
Columbia	\$9,731	Madison	\$4,880
Dixie	\$2,717	Suwannee	\$7,421
Gilchrist	\$2,697	Union	\$2,778
Hamilton	\$2,899		

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

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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Agreement with Florida Division of Emergency Management  
to Update Hazards Analyses - Fiscal Year 2013-14

RECOMMENDATION:

**Authorize the Chair to execute an agreement with the Florida Division of Emergency Management to update hazards analyses for Columbia, Dixie, Hamilton, Lafayette, Madison and Taylor Counties for an estimated fixed fee amount of \$9,118.**

BACKGROUND:

Each year, the Florida Division of Emergency Management provides funding to the Council to update hazards analyses for locations that contain extremely hazardous substances that if released could cause off-site injuries.

Sites located in the following counties will be included in the hazard analyses update: Columbia, Dixie, Hamilton, Lafayette, Madison and Taylor Counties.

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

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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

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. Martha Orthoefer has been an employee of the Council since July 28, 2003 and currently serves as a Senior Planner in Regional and Local Government Programs. As a token of appreciation for ten years of service to the Council and in recognition of her dedicated service to the Council, the attached certificate of service is being presented to Ms. Orthoefer.

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

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August 15, 2013

TO: Council Members

FROM: Sandra Haas, Chair  
 Clearinghouse Committee

RE: Chair's Report

The next regularly-scheduled meeting of the Clearinghouse Committee is 6:00 p.m., August 22, 2013 at the Holiday Inn and Suites, 213 SW Commerce Boulevard, Lake City. At its meeting, the Committee will review the following Committee-level items 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.

#### COMMITTEE-LEVEL REVIEW ITEMS

##### Local Government Comprehensive Plan Amendments

- #72- Madison County Comprehensive Plan Adopted Amendment (DEO No. 13-1ESR)
- #74 - Town of Micanopy Comprehensive Plan Adopted Amendment (DEO No. 13-1ESR)

##### Strategic Regional Policy Plans

- #73 - Northeast Florida Strategic Regional Policy Plan Proposed Update

***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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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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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Selection of Auditor for Fiscal Years 2012-13, 2013-14 and 2014-15 Audits

RECOMMENDATION:

**Approve the selection of the auditing firm of Powell and Jones, Certified Public Accountants, of Lake City to conduct the Fiscal Year 2012-13, Fiscal Year 2013-14 and Fiscal Year 2014-15 audits of the Council, as recommended by the Audit Committee, with the understanding that this selection is for a three-year period unless the Council determines that the service being rendered is unsatisfactory.**

BACKGROUND:

At the May 23, 2013 Council meeting, the Council authorized the Audit Committee to conduct a search for an auditing firm to recommend to the Council. One member of the Committee was appointed to represent the Metropolitan Transportation Planning Organization since that organization has traditionally engaged the same firm to conduct its audit. The Committee was also instructed to conduct the search with the understanding that the firm selected would be engaged for a three-year period unless the Council determines that the service being rendered is unsatisfactory.

As instructed, the Committee accepted statements of qualifications through July 15, 2013. The Audit Committee met on July 25, 2013 to review the proposal submitted by the auditing firm, Powell & Jones Certified Public Accountants. Consequently, the Audit Committee recommends the selection of Powell and Jones, Certified Public Accountants, of Lake City to conduct the Fiscal Year 2012-13, 2013-14 and 2014-15 audits.

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

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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Engagement Letter for Fiscal Year 2012-13 Audit

RECOMMENDATION:

**Authorize the Chair to execute an engagement letter with the auditing firm of Powell and Jones, Certified Public Accountants, of Lake City to conduct the Fiscal Year 2012-13 audit of the Council's accounts for a lump sum fee for this service of \$14,500, with the understanding that this engagement includes an audit of the Council's Employee Pension Plan for the same fiscal year.**

BACKGROUND:

The Audit Committee met with Mr. Richard Powell at the Council offices on August 13, 2013, at which time they discussed with the auditor the methodology to be employed, the staff capability, experience of the firm with similar audits, and the fee that would be charged. Please find attached a summary of the proposal made by Mr. Powell. As you can see, the fee to be charged is \$14,500 with an annual adjustment based upon the change in the Consumer Price Index for Urban Consumers during the three-year period, not to exceed five percent each year. This fee is \$205 more than the amount that was charged to prepare the audit for the current fiscal year.

Consequently, the Audit Committee recommends that the Council authorize the Chair to execute an engagement letter with Powell and Jones, Certified Public Accountants, to conduct the Fiscal Year 2012-13 audit. It is anticipated that work will begin on this effort in mid-November and a draft audit will be available for consideration by the Finance Committee by mid-January.

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

Attachment

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**Powell & Jones**  
Certified Public Accountants

Richard C. Powell, Jr., CPA  
Marian Jones Powell, CPA

1359 S.W. Main Blvd.  
Lake City, Florida 32026  
386 / 755-4200  
Fax: 386 / 719-5504  
powellandjones@bellsouth.net

**North Central Florida Regional Planning Council,**

We are pleased to confirm our understanding of the services we are to provide the North Central Florida Regional Planning Council for the years ended September 30, 2013, and thereafter if elected by the North Central Florida Regional Planning Council. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprises the basic financial statements, of the North Central Florida Regional Planning Council as of and for the years then ended. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the North Central Florida Regional Planning Council's basic financial statements. As part of our engagement, we will apply certain limited procedures to the North Central Florida Regional Planning Council's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis.

Supplementary information other than RSI also accompanies the North Central Florida Regional Planning Council's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and will provide an opinion on it in relation to the basic financial statements:

- Schedule of expenditures of federal awards and state financial assistance.

The following additional information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion.

- Non major governmental funds - combining statements, if any.

**Audit Objectives**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity specific legislative or regulatory bodies, federal awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States); the standards for financial audits contained in *Government Auditing Standards*, Issued by the Comptroller General of the United States; the Single Audit Act Amendments; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

#### **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will prepare a draft of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the North Central Florida Regional Planning Council and the respective changes in financial position and, where applicable, cash flows in conformity with U.S. generally accepted accounting principles; and for federal award program compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us, including identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions.

#### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be



examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as an auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the North Central Florida Regional Planning Council's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the North Central Florida Regional Planning Council's major programs. The purpose of these procedures will be to express an opinion on

the North Central Florida Regional Planning Council' compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

#### **Audit Administration, Fees, and Other**

At the conclusion of the engagement, we will complete the appropriate sections of and sign the Data Collection Form that summarizes our audit findings. We will provide copies of our reports to the North Central Florida Regional Planning Council; however, it is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the designated federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit.

The audit documentation for this engagement is the property of Powell & Jones, CPAs and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to your cognizant or oversight agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Powell & Jones, CPAs personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the District. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Terms for fees, time frames for audits, and renewals are contained in our separate "Proposal for Audit Services". The fee for the current year audit will be \$14,500.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2011 peer review report is available upon request.

We appreciate the opportunity to be of service to the North Central Florida Regional Planning Council and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Powell & Jones, CPA*

Powell & Jones, CPAs

#### **RESPONSE:**

This letter correctly sets forth the understanding of the North Central Florida Regional Planning Council.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Regional Councils Association Monthly Report

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 July 2013 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: July 2013**

---

### **OUTREACH**

- To continue strengthening FRCA's relationship with its state partners, meetings with the following individuals have been scheduled and will take place in August:
  - Tony Carvajal, Executive Vice President, Florida Chamber Foundation;
  - Bill Killingsworth, Director, Division of Community Development, Florida Department of Economic Opportunity;
  - Chad Poppell, Chief of Staff, Florida Department of Economic Opportunity;
  - Cissy Proctor, Director, Division of Strategic Business Development, Florida Department of Economic Opportunity; and,
  - Patrick Sheehan, Director, Florida Energy Office, Florida Department of Agriculture and Consumer Services; and.
- Completed development of the FRCA 2012-13 Annual Report, which will be distributed to the RPCs and state partners in early August.
- Reserved a booth in the Florida League of Cities Grants and Technical Resource Assistance Center at its annual conference in August and in the Exhibit Hall at the American Planning Association, Florida Chapter's annual conference in September to promote the technical assistance services offered by the RPCs as well as a better understanding of the role of RPCs in economic development.

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

- Served as FRCA's representative at Opportunity Florida's annual board meeting (Northwest Florida Rural Area of Critical Economic Concern); a meeting of the Safe Mobility for Life Coalition; a workshop and board meeting of the Florida Transportation Commission; and, Floridian's for Better Transportation's Annual Summit and will report on the outcome of these meetings at the next FRCA Executive Directors Advisory Committee business meeting.
- Distributed to the RPC Executive Directors grant opportunity announcements pertaining to the U.S. Department of Housing and Urban Development; U.S. Department of Agriculture, Rural Housing Service and Rural Utilities Service; U.S. Department of Commerce, Economic Development Administration; and, U.S. Department of Homeland Security, Federal Emergency Management Agency, the latter of which lends itself to a joint application from the 11 RPCs for continuing training grants.

**LEGISLATIVE SUPPORT**

- No activity.

**ADMINISTRATIVE**

- Worked extensively with Scott Koons (NCFRPC), Chair, to schedule a strategic planning retreat for the Policy Board, which is still on-going.
- Updated the FRCA Website to post the PowerPoint presentations from the FRCA Policy Board meeting along with the final 2013 bill tracking report and enrolled bill summaries.
- Began hotel and catering contract negotiations for the August FRCA meetings, which are being held in conjunction with the Florida League of Cities Annual Conference.



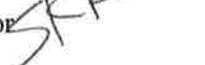
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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: 2012-13 Florida Regional Councils Association Annual Report

The 2012-13 Annual Report for the Florida Regional Councils Association is attached for your information. The Florida Regional Councils Association is the statewide association of all 11 regional councils in Florida. It is governed by a Policy Board made up of three representatives (county, municipal, gubernatorial) from each Council who are in turn advised by the Executive Directors Advisory Committee comprised of all 11 executive directors.

The following members of the Council currently serve on the Florida Regional Councils Association Policy Board.

Honorable Garth Nobles, Jr., Chair  
 Honorable Daniel Riddick, Secretary-Treasurer  
 Ms. Lorene Thomas, Immediate Past Chair

Activities of the Council are featured on page 30. However, you are encouraged to review the document in its entirety to gain an understanding of the activities that are occurring on a statewide basis.

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

Attachment

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# Florida REGIONAL COUNCILS Association

*Partnerships for the Future*



## PRESIDENT'S MESSAGE



During this past year, regional planning councils across Florida continued to serve their member local governments through community and economic development, technical services, and collaboration to develop innovative solutions to pressing regional issues. Working together as the Florida Regional Council Association, we are making a difference for all citizens in the state.

This past year marked an unprecedented partnership between the Florida Regional Councils Association and the Florida Chamber Foundation. Having updated their Comprehensive Economic Development Strategies using the Florida Chamber Foundation's Six Pillars framework, each regional planning council was designated as a "Six Pillars Community" by the Florida Chamber Foundation. As federally designated Economic

Development Districts, regional planning councils clearly understand that alignment with the business community will strengthen their economic development efforts and foster more opportunities for their local governments and their regions.

Regional visioning initiatives also remained a major focus over the past year. Visioning processes help communities and citizens think about future scenarios to secure economic prosperity and build vibrant communities. Working together through regional visioning initiatives, we are able to address issues of greater-than-local concern and eliminate barriers that hinder regional collaboration.

As you read through this report, I encourage you to take a look at the outstanding examples of regional partnerships and collaboration among regional planning councils, their local governments, federal and state agencies, businesses, and other public and private sector partners. These examples demonstrate the outstanding work regional planning councils accomplish, from ensuring military base land use compatibility to addressing the need for broadband in rural areas; from brownfields redevelopment to post-disaster redevelopment; from developing a long-term economic development diversification strategy to developing an innovative partnership to meet the needs of the transportation disadvantaged population.

Through partnerships, collaboration, and regional visioning, regional planning councils promote regional strategies and solutions to strengthen Florida's economic competitiveness, address problems of greater-than-local concern, and meet the needs of the local governments they serve. It has been my pleasure to serve as President of the Florida Regional Councils Association this past year and I look forward to continuing to work with my colleagues to further our successes.



Patricia Asseff, President  
Florida Regional Councils Association



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## POLICY BOARD MEMBERS

### **Apalachee Regional Planning Council**

Honorable Jane Sauls, Leon County Commissioner  
Honorable Delores Madison, Midway City Commissioner  
Mr. Kendall Wade, Gubernatorial Appointee

### **Central Florida Regional Planning Council**

Honorable Juril "Buddy" Mansfield, Desoto County Commissioner  
Honorable W. Patrick Huff, City of Bartow Vice-Mayor  
Ms. Jacqueline Tucker, Gubernatorial Appointee

### **East Central Florida Regional Planning Council**

Honorable Sean Parks, Lake County Commissioner  
Honorable Leigh Matusick, City of Deland Commissioner  
Ms. Christina Dixon, Gubernatorial Appointee

### **North Central Florida Regional Planning Council**

Honorable Daniel Riddick, Bradford County Commissioner  
Honorable Garth Nobles, Jr., City of Live Oak Mayor  
Ms. Lorene Thomas, Gubernatorial Appointee

### **Northeast Florida Regional Council**

Honorable Adam Giddens, Baker County Commissioner  
Honorable Jon Netts, City of Palm Coast Mayor  
Mr. Larry Williams, Gubernatorial Appointee

### **South Florida Regional Planning Council**

Honorable Heather Carruthers, Monroe County Mayor  
Honorable Franklin Caplan, City of Key Biscayne Mayor  
Honorable Patricia Asseff, Gubernatorial Appointee

### **Southwest Florida Regional Planning Council**

Honorable Teresa Heitmann, City of Naples Councilwoman  
Honorable Martha Simons, City of Bonita Springs Councilwoman  
Mr. Alan Reynolds, Gubernatorial Appointee

### **Tampa Bay Regional Planning Council**

Honorable Scott Black, City of Dade City Commissioner  
Honorable William Dodson, City of Plant City Vice-Mayor  
Ms. Barbara Sheen Todd, Gubernatorial Appointee

### **Treasure Coast Regional Planning Council**

Honorable Douglas Smith, Martin County Commissioner  
Honorable Samuel Ferreri, City of Greenacres Mayor  
Mr. Kevin Foley, Gubernatorial Appointee

### **West Florida Regional Planning Council**

Honorable Eugene Valentino, Escambia County Commissioner  
Honorable David Cadle, City of Crestview Mayor  
Mr. J.D. Smith, Gubernatorial Appointee

### **Withlacoochee Regional Planning Council**

Honorable Dennis Damato, Citrus County Commissioner  
Honorable Joseph Johnston, City of Brooksville Commissioner  
Ms. Martha Hanson, Gubernatorial Appointee



**Honorable Patricia "Patty" Asseff  
President**



**Honorable W. Patrick "Pat" Huff  
First Vice-President**



**Honorable Douglas "Doug" Smith  
Second Vice-President**

## FLORIDA REGIONAL COUNCILS ASSOCIATION



- ◆ The Florida Regional Councils Association is an association of Florida's 11 regional planning councils.
- ◆ The Association serves to strengthen Florida's regional planning councils, enhance regional economic prosperity, and improve the consistency and quality of regional planning council programs to ensure they add value to state, regional, and local initiatives.
- ◆ The Association is governed by a Policy Board made up of two elected officials and one gubernatorial appointee from each regional planning council.
- ◆ The Policy Board meets to discuss issues affecting regional planning councils, to share information with its partners, and to set policy and a legislative agenda.
- ◆ The Policy Board seeks support of the national regional agenda from Florida's Congressional Delegation as well as support for state funding of regional planning councils to carry-out state mandates and further economic development.
- ◆ Regional planning council executive directors serve as the Policy Board's Executive Directors Advisory Committee to coordinate statewide initiatives, meet with state agency senior level staff, and share best practices.
- ◆ The Association ensures regional planning councils are consensus builders and problem solvers, and serve as conveners of the region.

**Florida Regional Councils Association fosters relationships and partnerships with regional, state, and national entities.**

- ◆ The Association encourages and promotes opportunities for regional planning councils to become partners in state programs and initiatives, while promoting the uniqueness of each region.
- ◆ The Association represents regional planning councils in the National Association of Regional Councils, National Association of Development Organizations, and SouthEast Regional Directors Institute.
- ◆ The Association fosters relationships and partnerships and coordinates with regional, state, 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 priorities.





## REGIONAL PLANNING COUNCILS

- ◆ By the late 1970s, most Florida counties had entered into interlocal agreements under Section 163.01, Florida Statutes, to create regional planning councils in response to areawide circumstances and needs.
- ◆ Passage of the Florida State and Regional Planning Act of 1984 authorized the designation of comprehensive planning districts - regional planning councils - as the primary organizations to address problems of greater than local concern.



- ◆ Florida Statutes recognizes regional planning councils as "Florida's only multi-purpose regional entity that is in a position to plan for and coordinate intergovernmental solutions to growth-related problems on greater-than-local issues, provide technical assistance to local governments, and meet other needs of the communities in each region."
- ◆ Regional planning councils adopt Strategic Regional Policy Plans to address natural resources, housing, emergency management, transportation, and economic development.
- ◆ The services and programs of regional planning councils (see pages 18-19) are focused on addressing regional concerns and meet the needs of their member local governments.
- ◆ Regional planning councils each have a Board of Directors that sets its work program and budget.

**Regional planning councils are multi-purpose entities that coordinate intergovernmental solutions.**

- ◆ These governing boards range in size from 18 to 48 and are typically made up of two local elected officials and one gubernatorial appointee from each of its member counties.
- ◆ Each Board of Directors includes at least four ex-officio, non-voting members from the following entities: Florida Department of Economic Opportunity, Florida Department of Environmental Protection, Florida Department of Transportation, and the appropriate water management district(s).
- ◆ Funding for regional planning councils generally comes from three sources: local government membership dues and contracts, and federal and state funding.
- ◆ Regional planning councils are an extension of the local governments they serve.



## STATEWIDE IMPACT

***Regional planning councils are Florida's only multipurpose regional entities that plan for and coordinate intergovernmental solutions on multijurisdictional issues, support regional economic development, and provide assistance to local governments.***



- ◆ Through regional planning councils, from January 2003 to August 2010, the U.S. Economic Development Administration **invested \$66 million in 60 projects in Florida to create/retain 13,700 jobs** and leverage \$1 billion in private capital investment.
- ◆ Over the past ten years, regional planning councils have **conducted 420 regional economic impact analyses and studies**, often in support of local economic development organizations, helping them compete nationally and globally for investment and skilled jobs.
- ◆ Over the past ten years, regional planning councils have **trained more than 50,000 first responders** and other emergency management personnel.

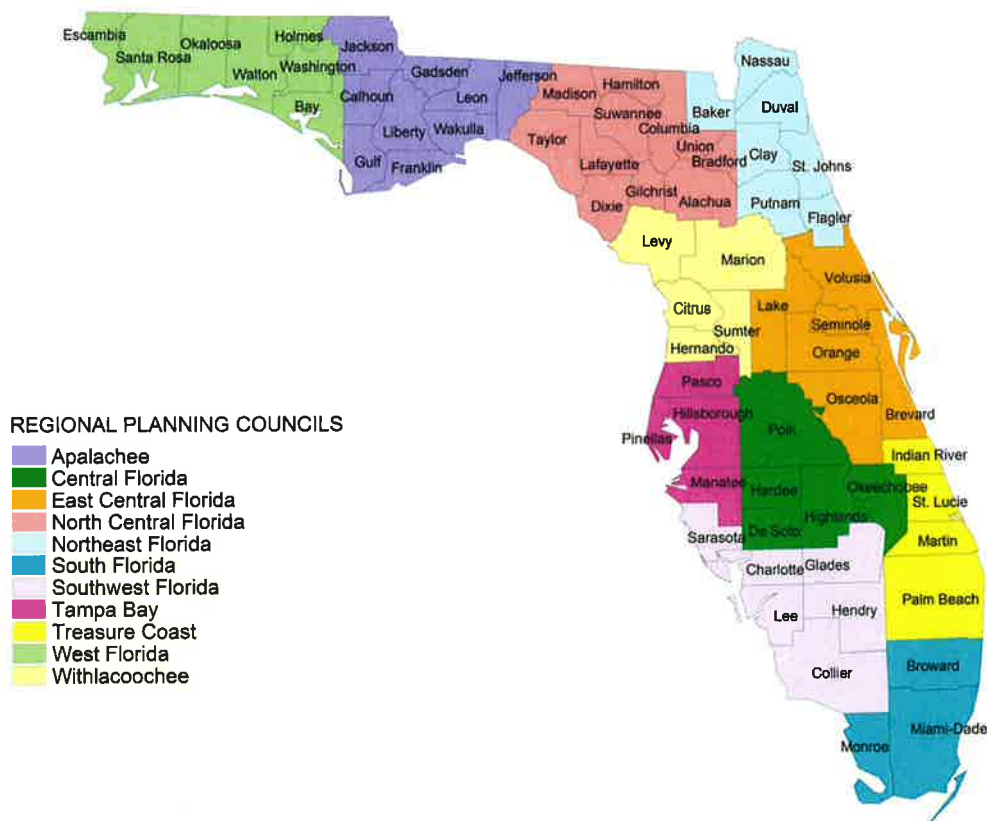
**Regional planning councils support regional economic development and provide assistance to local governments.**

- ◆ Through a revolving loan fund portfolio composed of federal and state funds, regional planning councils have **loaned \$38.6 million over the past ten years, resulting in the creation of over 1,800 jobs** by growing small businesses.
- ◆ For every dollar invested by the State of Florida through an appropriation for regional planning councils in Fiscal Year 2010-11, **regional planning councils leveraged 11 dollars in local, federal, and private direct investment** to meet regional needs.
- ◆ Regional planning councils in Florida were **the first in the nation to complete a Statewide Regional Evacuation Study**, which won state/national awards from the National Association of Development Organizations, National Association of Regional Councils, American Planning Association, and Florida Planning and Zoning Association.





# REGIONAL PLANNING COUNCIL DIRECTORY



REGIONAL PLANNING COUNCIL	COUNTIES		EXECUTIVE DIRECTORS
<b>Apalachee</b>	Calhoun Franklin Gadsden Gulf Jackson	Jefferson Leon Liberty Wakulla	<b>Charles D. Blume</b> <u>Main Office</u> 20776 Central Avenue East, Suite 1 Blountstown, FL 32424 PH: 850.674.4571 FAX: 850.674.4574 <u>Tallahassee Office</u> PH: 850.488.6211 FAX: 850.488.1616 Email: <a href="mailto:cblume@fairpoint.net">cblume@fairpoint.net</a> Website: <a href="http://www.thearpc.com">www.thearpc.com</a>
<b>Central Florida</b>	DeSoto Hardee Highlands	Okeechobee Polk	<b>Patricia M. Steed</b> 555 East Church Street Bartow, FL 33830 PH: 863.534.7130, x130 FAX: 863.534.7138 Email: <a href="mailto:psteed@cfrpc.org">psteed@cfrpc.org</a> Website: <a href="http://www.cfrpc.org">http://www.cfrpc.org</a>
<b>East Central Florida</b>	Brevard Lake Orange	Osceola Seminole Volusia	<b>Hugh W. Harling, Jr.</b> 309 Cranes Roost Boulevard, Suite 2000 Altamonte Springs, FL 32701 PH: 407.262.7772, x303 Fax: 407.262.7788 Email: <a href="mailto:hharling@ecfrpc.org">hharling@ecfrpc.org</a> Website: <a href="http://www.ecfrpc.org">http://www.ecfrpc.org</a>





## 2012-13 Annual Report & Directory

REGIONAL PLANNING COUNCIL	COUNTIES		EXECUTIVE DIRECTORS
<b>North Central Florida</b>	Alachua Bradford Columbia Dixie Gilchrist Hamilton	Lafayette Madison Suwannee Taylor Union	<b>Scott R. Koons</b> 2009 Northwest 67th Place Gainesville, FL 32653 PH: 352.955.2200, x101 FAX: 352.955.2209 Email: <a href="mailto:koons@ncfrpc.org">koons@ncfrpc.org</a>
<b>Northeast Florida</b>	Baker Clay Duval Flagler	Nassau Putnam St. Johns	<b>Brian D. Teeple</b> 6850 Belfort Oaks Place Jacksonville, FL 32216 PH: 904.279.0880, x103 FAX: 904.279.0881 Email: <a href="mailto:bteeple@nefrpc.org">bteeple@nefrpc.org</a> Web Site: <a href="http://www.nefrpc.org">http://www.nefrpc.org</a>
<b>South Florida</b>	Broward Miami-Dade Monroe		<b>James F. Murley</b> 3440 Hollywood Boulevard, Suite 140 Hollywood, FL 33021 PH: 954.985.4416, x220 FAX: 954.985.4417 Email: <a href="mailto:jmurley@sfrpc.com">jmurley@sfrpc.com</a> Website: <a href="http://www.sfrpc.com">http://www.sfrpc.com</a>
<b>Southwest Florida</b>	Charlotte Collier Glades	Hendry Lee Sarasota	<b>Margaret A. Wuerstle</b> 1926 Victoria Avenue Ft. Myers, FL 33901 PH: 239.338.2550, x222 FAX: 239.338.2560 Email: <a href="mailto:mwuerstle@swfrpc.org">mwuerstle@swfrpc.org</a> Website: <a href="http://www.swfrpc.org">http://www.swfrpc.org</a>
<b>Tampa Bay</b>	Hillsborough Manatee	Pasco Pinellas	<b>Manny L. Pumariaga</b> 4000 Gateway Centre Boulevard, Suite 100 Pinellas Park, FL 33782 PH: 727.570.5151, x17 FAX: 727.570.5118 Email: <a href="mailto:manny@tbrpc.org">manny@tbrpc.org</a> Website: <a href="http://www.tbrpc.org">http://www.tbrpc.org</a>
<b>Treasure Coast</b>	Indian River Martin	Palm Beach St. Lucie	<b>Michael J. Busha</b> 421 Southwest Camden Avenue Stuart, FL 34994 PH: 772.221.4060, x15 FAX: 772.221.4067 Email: <a href="mailto:mbusha@tcrpc.org">mbusha@tcrpc.org</a> Website: <a href="http://www.tcrpc.org">http://www.tcrpc.org</a>
<b>West Florida</b>	Bay Escambia Holmes Okaloosa	Santa Rosa Walton Washington	<b>Terry A. Joseph</b> 4081 East Olive Road, Suite A Pensacola, FL 32514 PH: 850.332.7976, x201 FAX: 850.637.1923 Email: <a href="mailto:terry.joseph@wfrpc.org">terry.joseph@wfrpc.org</a> Website: <a href="http://www.wfrpc.org">www.wfrpc.org</a>
<b>Withlacoochee</b>	Citrus Hernando Levy	Marion Sumter	<b>Michael R. Moehlman</b> 1241 Southwest 10th Street Ocala, FL 34471 PH: 352.732.1315, x218 FAX: 352.732.1319 Email: <a href="mailto:moehlman@wrpc.cc">moehlman@wrpc.cc</a> Website: <a href="http://www.wrpc.cc">http://www.wrpc.cc</a>

## VOTING MEMBER GOVERNMENTS

REGIONAL PLANNING COUNCIL	COUNTY	MUNICIPALITY	GUBERNATORIAL APPOINTEES	BOARD MEETING DATE/TIME
<b>Apalachee</b>	Calhoun Franklin Gadsden Gulf Jackson Jefferson Leon Liberty Wakulla	Altha Carrabelle Quincy Wewahitchka Malone Monticello Tallahassee Bristol St. Marks	Calhoun Franklin Gadsden Gulf Jackson Jefferson Leon Liberty Wakulla	Every other month: Fourth Thursday 10:30 a.m.
<b>Central Florida</b>	DeSoto Hardee Highlands Okeechobee Polk	Arcadia Wauchula Sebring Okeechobee Lakeland, Winter Haven, Ridge League of Cities	DeSoto Hardee Highlands Okeechobee Polk	Monthly: Second Wednesday 9:30 a.m.
<b>East Central Florida</b>	Brevard Lake Orange Osceola Seminole Volusia	Space Coast League of Cities Lake County League of Cities Orlando, Tri-County League of Cities Tri-County League of Cities Tri-County League of Cities Volusia County League of Cities	Brevard Lake Orange Osceola Seminole Volusia	Monthly: Third Wednesday 10:00 a.m.
<b>North Central Florida</b>	Alachua Bradford Columbia Dixie Gilchrist Hamilton Lafayette Madison Suwannee Taylor Union	Alachua, Archer, Gainesville, Hawthorne, High Springs, Newberry, and Waldo Starke Lake City No Voting Municipal Member No Voting Municipal Member Jasper No Voting Municipal Member Madison Like Oak Perry No Voting Municipal Member	Alachua Bradford Columbia Dixie Gilchrist Hamilton Lafayette Madison Suwannee Taylor Union	Monthly: Fourth Thursday 7:30 p.m.
<b>Northeast Florida</b>	Baker Clay Duval Flagler Nassau Putnam St. Johns	Macclenny Orange Park Baldwin Bunnell Callahan Palatka St. Augustine	Baker Clay Duval Flagler Nassau Putnam St. Johns	Monthly: First Thursday 10:00 a.m.



## VOTING MEMBER GOVERNMENTS

<b>REGIONAL PLANNING COUNCIL</b>	<b>COUNTY</b>	<b>MUNICIPALITY</b>	<b>GUBERNATORIAL APPOINTEES</b>	<b>BOARD MEETING DATE/TIME</b>
<b>South Florida</b>	Broward Miami-Dade Monroe	Lauderhill, Sunrise Key Biscayne and North Miami Key West	Broward Miami-Dade Monroe	Monthly: First Monday 10:30 a.m.
<b>Southwest Florida</b>	Charlotte Collier Glades Hendry Lee  Sarasota	Punta Gorda Marco Island, and Naples Moore Haven Clewiston and Labelle Bonita Springs, Cape Coral, Ft. Myers, Ft. Myers Beach, and Sanibel North Port, Sarasota, and Venice	Charlotte Collier Glades Hendry Lee Sarasota	Monthly: Third Thursday 9:00 a.m.
<b>Tampa Bay</b>	Hillsborough Manatee Pasco  Pinellas	Plant City, Tampa, and Temple Terrace Bradenton and Palmetto Dade City, New Port Richey, and Zephyrhills Clearwater, Dunedin, Gulfport, Largo, Oldsmar, Pinellas Park, Safety Harbor, St. Petersburg, St. Pete Beach, Seminole, South Pasadena, Tarpon Springs, and Treasure Island	Hillsborough Manatee Pasco Pinellas	Monthly: Second Monday 10:00 a.m.
<b>Treasure Coast</b>	Indian River Martin Palm Beach  St. Lucie	Orchid and Sebastian Stuart Greenacres, Juno Beach, Jupiter, Palm Springs, and Wellington Fort Pierce and Port St. Lucie	Indian River Martin Palm Beach St. Lucie	Eight Times/ Year: Third Friday 9:30 a.m.
<b>West Florida</b>	Bay Escambia Holmes Okaloosa Santa Rosa Walton Washington	Callaway, Lynn Haven, and Panama City Pensacola No Voting Municipal Member Crestview, Destin, and Fort Walton Beach, Milton DeFuniak Springs No Voting Municipal Member	Bay Escambia Holmes Okaloosa Santa Rosa Walton Washington	Monthly: Third Monday 3:30 p.m.
<b>Withlacoochee</b>	Citrus Hernando Levy Marion Sumter	Inverness Brooksville Vacant Bellview Wildwood	Citrus Hernando Levy Marion Sumter	Eight Times/ Year: Third Thursday 7:00 p.m.





## PROGRAMS AND FUNCTIONS

### ECONOMIC GROWTH THROUGH REGIONAL APPROACHES

The economic development programs of regional planning councils strive to promote sustainable, long-term economic prosperity throughout Florida by conducting comprehensive economic development planning and assisting the State, local governments, and economic development organizations with the activities described below.

#### A Five-Year Statewide Strategic Plan for Economic Development

The Florida Department of Economic Opportunity, Division of Strategic Business Development, is required by state law to create a Five-Year Statewide Strategic Plan designed to help guide the future of Florida's economy. Using feedback from ten regional forums hosted by regional planning councils during Fiscal Year 2011-12, goals, objectives, and strategies were developed using the Florida Chamber Foundation's Six Pillars of Florida's Future Economy™ as the Plan's organizing framework.

### Florida Strategic Plan to Economic Development

Regional planning councils, through its Florida Regional Councils Association representative, serving on an Economic Development Liaisons working group along with other regional and state agencies, continued to collaborate with the Department to develop the Plan along with metrics and tactics to measure progress towards implementation. As a result of these efforts, a Plan Appendix is under development which will include a crosswalk that ties these metrics and tactics to the goals, objectives, and strategies in the Plan.

#### Brownfields Revitalization

Several regional planning councils receive funding from the U.S. Environmental Protection Agency to administer brownfield revolving loan funds and undertake brownfield revitalization projects. Brownfields are defined as



abandoned or under-utilized industrial and commercial facilities and sites where redevelopment is complicated by real or perceived environmental contamination, and may include abandoned factories, commercial buildings, dry cleaning establishments, gas stations, and agricultural and mining facilities. The funds are used to conduct environmental assessments and reuse planning to put economically obsolete properties back into productive use. Brownfields often prevent communities, developers, and investors from restoring these properties to productive uses and revitalizing impacted neighborhoods. Over the past ten years, regional planning council brownfields revolving loan funds in the amount of \$5.8 million led to the clean-up and redevelopment of nine brownfield sites.

#### Economic Development Districts Comprehensive Economic Development Strategies

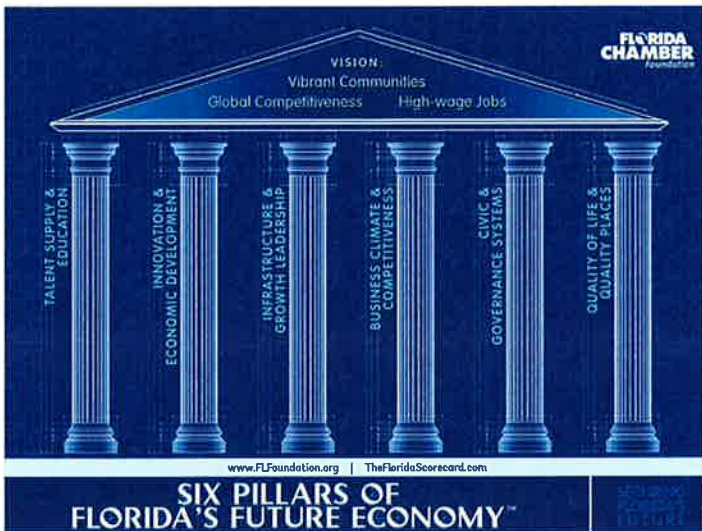
Regional planning councils are designated by the U.S. Economic Development Administration as Florida's Economic Development Districts. Each Economic Development District is required to develop a Comprehensive Economic Development Strategy, which is an economic development plan designed to bring public

**Regional planning councils  
are federally designated  
economic development districts.**

## PROGRAMS AND FUNCTIONS

and private sectors together to create an economic road map to diversify and strengthen the regional economy.

It serves as a guide for establishing regional goals and objectives, developing and implementing a regional plan of action, and identifying investment priorities and funding sources. Projects advanced by the Strategy function broadly to promote higher wage/higher skill job creation, diversify the regional economy, increase exports, and build regional competitive advantages. Once a project is listed in the Strategy, it becomes eligible to seek funding from the U.S. Economic Development Administration's Public Works and Economic Adjustment Programs. These awards can fund up to one-half of the qualifying infrastructure costs of a project. From January 2003 to August 2010, the U.S. Economic Development Administration invested \$66 million in 60 projects in Florida to create or retain 13,700 jobs and leverage \$1 billion in private capital.



This past year, regional planning councils concurrently updated their respective Comprehensive Economic Development Strategies using the Florida Chamber Foundation's Six-Pillars of Florida's Future Economy™ as the organizing foundation. This resulted in the alignment of the Strategies with the Five-Year Statewide Strategic Plan for Economic Development, providing a framework for improving regional development partnerships, and encouraging a stable and diverse economy. As a result of this effort, in June 2013, the Florida Chamber Foundation

officially recognized regional planning councils as "Six Pillars Communities" at a ceremony held during the Florida Association of Counties Annual Conference.



### Economic Development Technical Assistance

Promoting regional economic development in conjunction with local economic development organizations is a priority for regional planning councils. In furtherance of that priority, regional planning councils serve on economic development organization boards, councils, or stakeholder groups. In addition, regional planning councils prepare grant applications for federal and state economic development infrastructure funds for economic development projects at the request of local economic development organizations and local governments. Finally, some regional planning councils administer a revolving loan fund portfolio composed of federal and state funds to help grow small businesses and create jobs. Over the past ten years, a total of 150 loans in the amount of \$38.6 million have been made, resulting in the creation of over 1,800 jobs.

### Intergovernmental Coordination and Review (Federal Clearinghouse)

Presidential Executive Order 12372 and Governor's Executive Order 95-359 established the current Intergovernmental Coordination and Review Process. The purpose of this process is to evaluate and review federal, and federally assisted, programs and projects to ensure they are consistent with local, regional, and state plans.



## PROGRAMS AND FUNCTIONS

The Florida State Clearinghouse, within the Florida Department of Environmental Protection, administers the Intergovernmental Coordination and Review process for projects in Florida.

Regional planning councils act as a regional clearinghouse for the State. The role of regional planning councils is to review and comment on grants and permits from various government agencies on a regional level as well as certain proposed plans and projects of statewide and regional significance. Over the past ten years, regional planning councils have provided required Federal Consistency Review to 14,800 projects, ensuring access to hundreds of millions of federal infrastructure and economic development investment dollars annually.

### Regional Economic Impact Analysis Modeling

Regional planning councils use economic impact analysis modeling to measure the economic and fiscal impacts of project development or policy initiatives in their communities. These modeling tools, designed specifically for the region, account for business cycles and allow the



user flexibility in analyzing the timing of economic impacts. This service provides economic development practitioners and local governments with a method to assess the economic and demographic impacts of proposed projects and policy initiatives. The information provided in these assessments is utilized by local

governments and economic development organizations to make decisions on possible incentive packages for new or expanding economic development projects, and provides background data to support various federal and state economic development grants for local economic development initiatives. Over the past ten years, regional planning councils conducted 420 regional economic impact analyses.

### Rural Economic Development Initiative

Section 288.0656, Florida Statutes, establishes the Rural Economic Development Initiative to better serve rural communities by providing a more focused and coordinated effort among state and regional agencies that provide programs and services for rural areas. Regional planning councils are represented on the Rural Economic Development Initiative by the Florida Regional Councils Association.

Among its statutory responsibilities, the Rural Economic Development Initiative recommends to the Governor the designation of Rural Areas of Critical Economic Concern, which are defined as rural communities, or a region composed of rural communities, that have been adversely affected by extraordinary economic events or natural disasters. The designation establishes each region as a priority assignment for Rural Economic Development Initiative agencies and allows the Governor to waive criteria of economic development incentives.

The Governor has designated the following three Rural Areas of Critical Economic Concern:

- ◆ Northwest: Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, and Washington Counties
- ◆ North Central: Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union Counties
- ◆ South Central: Desoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties

Within each of these areas is at least one "catalyst" project, undertaken to help bring a skilled workforce and higher paying jobs to these regions. Regional planning

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councils work closely with the Florida Heartland Rural Economic Development Initiative, Opportunity Florida, and the North Florida Economic Development Partnership, which are the three economic development organizations responsible for coordinating the activities of these areas, to promote collaboration, carry out economic development programs, and further the goals of the catalyst projects.



The North Central Florida Regional Planning Council secured over \$4 million dollars in federal and state economic development infrastructure grant funds to enable the first private business to locate at one of the four rural catalyst sites in the state, the Suwannee County Catalyst Site (pictured above). These grant funds will result in the provision of needed infrastructure to the catalyst site enabling the private business to invest \$70 million in plant and equipment to create 350 jobs to improve economic opportunities in rural Florida.

### ASSISTING LOCAL COMMUNITIES

Regional planning councils are an extension of the local governments they serve. Being an association of local governments with strong ties to federal and state agencies, regional planning councils are uniquely positioned to coordinate development and implementation strategies designed to address the problems and opportunities created by growth. As such, they provide technical assistance to their local governments that do not have staff or expertise for certain activities, and in many

cases, serve as the planning staff for their local governments. A wide range of services and tasks are provided by regional planning councils.

### Comprehensive Planning

Comprehensive plans help Florida's citizens address the future by identifying existing conditions of each local jurisdiction in the state, projecting where areas will grow and what they will need to accommodate the expected growth, and analyze the known alternatives and select the best alternative that will provide a rational path to meet community needs and lead local jurisdictions to a desired end, including economic prosperity and protection of the environment.

Chapter 163, Part II, Florida Statutes, governs comprehensive planning in Florida. While there have been many changes to the law over the past few years, regardless of whether a local government chooses to submit its comprehensive plan to the Florida Department of Economic Opportunity using the Expedited State Review or State Coordinated Review process, regional planning councils continue to play a significant role.



Local government comprehensive plan amendments are reviewed by regional planning councils for consistency with the applicable Strategic Regional Policy Plan. Under the Expedited State Review process, regional planning councils send their comments directly to the local



## PROGRAMS AND FUNCTIONS

government and the State Land Planning Agency, whereas under the State Coordinated Review process, regional planning councils are only required to send their comments to the State Land Planning Agency.

### Developments of Regional Impact

A Development of Regional Impact is defined by Section 380.06(1), Florida Statutes, as a development which, because of its character, magnitude, or location, would have a substantial effect upon the health, safety, or welfare of citizens of more than one county. Regional planning councils coordinate the required multi-agency review activities and evaluate the application for consistency with adopted state and regional plans. The councils hold a public hearing to adopt recommendations regarding the development, which are forwarded to the local government. The local government then adopts the Development Order for the development. If the conditions in the Development Order are not consistent with a regional planning council's recommendations report, the regional planning council may recommend to the State that the Development Order be appealed.



### Dispute Resolution

As part of its state-mandated mediation obligations, regional planning councils are required to have a dispute

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resolution process to address intergovernmental disputes. The intent of this Regional Dispute Resolution Process is to provide a flexible process to reconcile differences on planning and growth

management issues; clearly identify and resolve problems as early as possible; utilize the procedures in a low-to-high cost sequence; allow flexibility in the order in which the procedures are used; provide for the appropriate involvement of affected and responsible parties; and provide as much process certainty as possible. The Regional Dispute Resolution Process may also be used to resolve disputes involving extrajurisdictional impacts as provided for in the intergovernmental coordination elements of local comprehensive plans and any other matters covered by statutes which reference the Regional Dispute Resolution Process.

### Geographic Information Systems Mapping

Regional planning councils provide Geographic Information System mapping services to local governments and other agencies. The purpose of these services is to produce various types of maps, including local government map series and regional map series; delineation of community redevelopment areas; utility service areas; natural resource and environmentally sensitive areas; hurricane surge zones; and, soils classifications and floodplain areas. Regional planning councils also use Geographic Information Systems to conduct analyses, such as those pertaining to corridors, the environment, or health impact assessments, as well as custom special analyses. Some regional planning councils also offer Geographic Information System mapping, training, and technical assistance.

### Local Government Technical Assistance

Regional planning councils provide technical assistance to their local jurisdictions through numerous services and special tasks. By offering technical assistance programs to their local governments, economies of scale can be achieved in promoting vibrant economies while reducing



## PROGRAMS AND FUNCTIONS



unproductive competition among local communities. Regional planning council technical assistance may include preparation of small- and large-scale comprehensive plan map and text amendments; rezoning applications; variances and ordinances; development proposals; evaluation and appraisal assessments; land development regulations; water supply plans; and, special permits and exceptions, and may also include assistance with site plan review, records management, and policy consultation. Regional planning councils also provide technical assistance to local governments on transportation related issues or specific study needs, such as traffic studies, mobility plans, or concurrency. Finally, several regional planning councils serve as the county or city planner for their local governments that are unable to afford a full-time planning staff.

### Strategic Regional Policy Plans

Pursuant to Section 186.507, Florida Statutes, each regional planning council adopted a Strategic Regional Policy Plan to serve as a long-range guide for the physical, economic, and social development of the region. The Strategic Regional Policy Plan is a direction-setting tool and is not a regulatory document. The Strategic Regional Policy Plan is not merely a plan for the regional planning council, but a plan for all cities and counties within each region. The statutorily-mandated elements of the Strategic Regional Policy Plan are as follows: Natural

Resources, Economic Development, Regional Transportation, Affordable Housing, and Emergency Preparedness.

Strategic Regional Policy Plans document Natural Resources of Regional Significance and identify Significant Regional Facilities. In addition, local government comprehensive plan amendments are reviewed by regional planning councils for consistency with the Strategic Regional Policy Plan. Section 186.511, Florida Statutes, requires each regional planning council to assess its Strategic Regional Policy Plan once every five years to evaluate its successes and shortcomings as well as identify potential amendments, revisions, or updates. Currently, several regional planning councils are assessing their Strategic Regional Policy Plans in conjunction with their regional visioning initiatives with the goal of implementing aspects of the regional visions through their Strategic Regional Policy Plans.



### Transportation Disadvantaged Program

The Transportation Disadvantaged coordinated system for Florida is governed by the Florida Commission for the Transportation Disadvantaged whose mission is to ensure the availability of safe, efficient, cost-effective, and quality transportation services for individuals who, because of physical or mental disability, income status or age, are unable to transport themselves or purchase

*Continued on page 20*



# PROGRAM MATRIX

PROGRAM	ARPC	CFRPC	ECFRPC	NCFRPC	NEFRPC	SFRPC	SWFRPC	TBRPC	TCRPC	WFRPC	WRPC
<b>Regional Planning</b>											
Broadband Planning		X					X	X			
Energy Initiatives	X	X	X	X	X	X	X	X	X	X	X
Federal Clearinghouse	X	X	X	X	X	X	X	X	X	X	X
Health Initiatives		X	X		X	X	X				
Military Base Compatibility		X	X	X	X	X		X		X	X
Power Plan Siting Review	X	X	X	X	X	X	X	X	X	X	X
Strategic Regional Policy Plan	X	X	X	X	X	X	X	X	X	X	X
U.S. Housing & Urban Development Sustainable Communities Initiative		X	X			X			X		
Visioning Initiatives		X	X		X	X	X	X	X		
<b>Economic Development</b>											
Brownfields Assessments		X					X		X	X	
Comprehensive Economic Development Strategy	X	X	X	X	X	X	X	X	X	X	X
Eco/Cultural/Heritage Tourism Development	X		X	X	X		X	X	X		
Economic Development District	X	X	X	X	X	X	X	X	X	X	X
Economic Development Organization Collaboration	X	X	X	X	X	X	X	X	X	X	X
Economic Impact Analyses Modeling	X	X	X	X	X	X	X	X	X	X	X
Revolving Loan Fund (Business and/or Brownfields)	X	X				X			X	X	
Rural Area of Critical Economic Concern	X	X		X	X		X			X	X
<b>Community Development</b>											
Affordable Housing Initiatives		X	X	X	X	X		X	X	X	
Areas of Critical State Concern	X	X	X			X	X	X			
Coastal Zone Planning	X		X	X	X	X	X	X	X	X	X
Developments of Regional Impact	X	X	X	X	X	X	X	X	X	X	X
Dispute Resolution	X	X	X	X	X	X	X	X	X	X	X
Downtown Redevelopment and Urban Design		X	X	X					X	X	X
Geographic Information Systems Mapping/Data	X	X	X	X	X	X	X	X	X	X	X
Grant Writing and Administration	X	X	X	X	X	X	X	X	X	X	
Local Government Comprehensive Plan Review	X	X	X	X	X	X	X	X	X	X	X
Local Government Planning Services	X	X	X	X	X	X	X	X	X	X	X



# PROGRAM MATRIX

PROGRAM	ARPC	CFRPC	ECFRPC	NCFRPC	NEFRC	SFRPC	SWFRPC	TBRPC	TCRPC	WFRPC	WRPC
<b>Community Development (Continued)</b>											
Newsletter			X		X		X	X		X	
Regional Leadership Training			X		X				X		
U.S. Census State Data Center Affiliate	X	X	X	X	X	X	X	X	X	X	X
<b>Emergency Preparedness</b>											
Comprehensive Emergency Management Plan Support	X	X	X	X	X	X	X	X	X	X	X
Emergency Management Training and Exercises	X	X	X	X	X	X	X	X	X	X	X
Hazardous First Responder Training	X	X	X	X	X	X	X	X	X	X	X
Hurricane Evacuation and Shelter Planning	X	X	X	X	X	X	X	X	X	X	X
Local Emergency Planning Committee	X	X	X	X	X	X	X	X	X	X	X
Local Hazard Mitigation Strategies	X		X		X		X	X			X
Post Disaster Redevelopment Planning	X	X	X		X	X		X	X		X
Regional Domestic Security Task Force Training and Exercises	X	X	X	X	X	X		X	X	X	X
Sea Level Rise/Climate Change Studies			X		X	X	X	X	X		
Small Quantity Hazardous Waste Generator Monitoring	X	X		X	X		X			X	X
Statewide Regional Evacuation Study	X	X	X	X	X	X	X	X	X	X	X
<b>Transportation Planning</b>											
Bicycle and Pedestrian Planning		X	X	X			X		X	X	
Local Government Transportation Technical Assistance		X	X	X	X	X	X	X	X		X
Metropolitan Transportation Planning Organization				X						X	
Modal Planning Initiatives		X	X			X			X		
Rural Transportation Planning Services	X	X								X	
Safe Routes to School Initiatives		X	X				X			X	
Transportation Disadvantaged Program	X	X		X	X		X			X	X
<b>Environmental &amp; Natural Resource Planning</b>											
Clean Cities Initiatives						X				X	
Estuary/River/Bay/Ecosystem Initiatives	X		X			X	X	X	X	X	X
Natural Resources of Regional Significance	X	X	X	X	X	X	X	X	X	X	X
Springs Protection Initiatives	X		X								X
Wildlife Habitat Initiatives		X	X				X		X		X



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transportation. The Commission also designates an Official Planning Agency in each county, which is responsible for Transportation Disadvantaged Program planning. In most rural areas, regional planning councils are the designated Official Planning Agency and help ensure access to employment, health care, education, and other life-sustaining resources for residents in the region who are elderly, disabled, or low-income.



### U.S. Census Data Center Affiliates

To help local governments and businesses obtain the maximum benefit of a complete count under the decennial census, regional planning councils play an important role as U.S. Census affiliates in supporting the activities of the U.S. Census Bureau. Regional planning councils help local governments ensure accurate counts. In this capacity, regional planning councils coordinate with the Florida Department of Economic Opportunity, which acts as the U.S. Census Bureau's designated Florida State Data Center, helping provide official guidance to local government stakeholders statewide. Working with the Florida State Data Center, regional planning councils help distribute information to facilitate maximum participation in the decennial census.

In addition, regional planning councils are a resource for economic, demographic, social, and development data. Regional planning councils maintain extensive libraries and databases providing access to data, research, and

publications, and have the ability to provide data in a format tailored to a specific request. This information is used by local government planners, agencies in need of information to complete grant applications, as well as private consultants, businesses, economic development organizations, and the general public.

### EMERGENCY PREPAREDNESS

Emergency preparedness is the phase of emergency management that addresses planning and arranging for readiness to address an emergency or disaster. Regional planning councils work closely with the Florida Division of Emergency Management and local emergency management agencies throughout their regions on issues relating to emergency preparedness as well as hazardous materials, homeland security, mitigation strategies, and disaster planning.

#### Emergency Management

##### Training, Exercises, and Technical Assistance

Regional planning councils are a source of low-cost, high-quality planning and training experts, whose vast expertise in emergency management and preparedness is available to member local governments and other stakeholders in the form of technical assistance. This assistance includes exercise and training activities designed in conjunction with county emergency management staff. Regional planning councils provide training to first responders, both public and private, in the



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areas of hazardous materials, hazardous waste, incident command, disaster response, pre- and post-disaster planning and post-disaster redevelopment, continuity of operations and governance, and interoperability emergency communications.

For instance, table top hurricane exercises are designed to exercise current plans and to prepare for disasters. Regional domestic security exercises include scenario design, planning, coordination, and material support and development. Over the past ten years, regional planning councils have trained more than 50,000 first responders and other emergency management personnel.

### Hazards Analyses and Response Planning

Regional planning councils play a significant role in the hazards analyses planning process in Florida. The Emergency Planning and Community Right-to-Know Act requires that all facilities possessing extremely hazardous substances with an amount equal to or greater than certain thresholds, submit a report to the State Emergency Response Commission. The process of completing a report on each of the facilities that identifies these chemicals, their quantities, the potential threat of a release, and critical facilities and special locations (i.e., schools, hospitals and nursing homes) is known as a hazards analysis. In addition to the analyses information, a map is produced showing the threat zone for each chemical stored on site. The threat zone, or vulnerability

**Regional planning councils are a source of low-cost, high-quality emergency management and preparedness planning and training experts.**

zone, indicates the population and identifies special locations that would need to be evacuated in a worst-case scenario in the event of a leak. Annually, the State provides a list to all 67 counties, noting the facilities that are due to be analyzed. Many counties use regional planning councils to complete the hazards analyses.

### Local Emergency Planning Committees

Regional planning councils are the coordinators for Local Emergency Planning Committees, which are charged with facilitating regional hazardous materials emergency response and compliance with hazardous materials reporting laws under the Emergency Planning and Community Right-to-Know Act. The State Emergency Response Commission appoints the Committee members, which are from diverse backgrounds and occupations, representing the various groups of first responders (i.e., law enforcement, fire, and emergency medical services), while others represent corporate partners.

The goal of the Committees is twofold: First, to establish working relationships among agencies that respond to incidents by training alongside other responders; and second, to educate the public and professional responders on how to react to incidents in an "all hazards" environment. The Committees accomplish this by serving as a public information repository for inventory reports; assisting in planning for chemical spill mitigation; supporting and providing training events; designing, conducting, and evaluating emergency exercises; and, educating the public on how to react to a hazardous materials release.





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### Local Mitigation Strategies

The federal Disaster Mitigation Act of 2000 significantly expanded the mitigation planning requirements imposed on both state and local jurisdictions to maintain eligibility for federal mitigation funds.

Regional planning councils provide planning and technical services to assist their local governments in developing Local Mitigation Strategies, which must be in place to receive Federal Emergency Management Agency Hazard Mitigation Grant Program funds or other federal mitigation assistance program funds, resulting from presidential disaster declarations. The purpose of the Local Mitigation Strategy is to reduce or eliminate the impact of hazards within a community and diminish the loss of life and property damage. Local Mitigation Strategies serve as a bridge between a local government's comprehensive growth and emergency management plans, land development regulations, building codes, ordinances, and related policies. With these plans in place, communities are able to receive federal funding for priority mitigation projects to help reduce or eliminate hazards in the future.

### Regional Domestic Security Task Forces

The seven Regional Domestic Security Task Forces in Florida are staffed by regional planning councils. The mission of the Task Forces is to ensure a safe and secure future with an overall mission to strengthen domestic

security prevention, preparedness, protection, response, and recovery capabilities through interdisciplinary and interagency consensus; and, commitment to build and rely on a strong regional mutual aid response capability. Under the leadership of the Regional Domestic Security Task Forces, regional planning councils continue to embrace the responsibility for coordinating statewide Regional Domestic Security Task Force exercises to encourage and facilitate multijurisdictional and multidisciplinary participation at all levels of government.



### Small Quantity Generators of Hazardous Waste

Regional planning councils assist the Florida Department of Environmental Protection in implementing the State-mandated Small Quantity Generators inspection program. Small Quantity Generators are individual businesses that generate or accumulate dangerous wastes, between 100 to 1,000 kilograms a month. The goal of the program is environmental protection by providing business assistance through the identification, notification, and on-site verification of businesses that are considered active or potential generators of hazardous waste. Regional planning councils identify and monitor facilities that produce some form of hazardous waste, either as a product or a by-product of their day-to-day activities. This may include automotive repair facilities, dry cleaners, medical facilities that use x-ray machines, and many

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manufacturing businesses. Regional planning councils also conduct educational workshops for Small Quantity Generators to assist them understand the program and facilitate compliance.

### Statewide Regional Evacuation Study

Working together in a coordinated manner, regional planning councils in Florida completed a multi-year Regional Evacuation Study, which represents an unprecedented undertaking to concurrently update regional evacuation studies for each region. The Statewide Regional Evacuation Study Program is the first comprehensive attempt to develop a fully integrated evacuation plan to serve the needs of the entire state.



This plan, while targeted toward hurricane evacuation, can be used to manage and coordinate evacuations for any natural or man-made disaster. The Study provides planning tools that promote fully integrated, seamless planning across counties and regions to manage the movement of large numbers of citizens safely out of areas in danger. Emergency management offices across the state have begun implementing parts of the Study in their operational plans and procedures. Growth management and transportation planners are relying on the tools developed as part of the Study in their planning efforts.

The Statewide Regional Evacuation Study received a National Association of Development Organization

Innovation Award and its annual TRAILBLAZER award, which was selected from among the Innovation Award winners. The TRAILBLAZER award was only one of four selected nationally. In addition, the Study also received the Florida Planning and Zoning Association Outstanding Public Study Award; a National Association of Regional Councils Achievement Award; and, the American Planning Association's Best Practices Award in Hazard Mitigation and Disaster Planning.

### REGIONAL PARTNERSHIPS AND COLLABORATION

As Florida's only multipurpose regional entities that plan for and coordinate intergovernmental solutions on multijurisdictional issues, and being an association of local governments with strong ties to federal and state agencies, regional planning councils are well positioned to coordinate the development and implementation of strategies and projects that uniquely meet the needs of their regions. Below are examples of regional partnerships and collaboration from the past fiscal year.

#### Avon Park Joint Land Use Study

The Avon Park Air Force Range is the largest bombing and gunnery range east of the Mississippi River. It is the second largest military installation in Florida. Located in Highlands and Polk Counties, the Range's 106,000 acres provide an important training facility for active and reserve military units from all services and civilian public safety organizations. With a grant from the U.S. Department of Defense, the Central Florida Regional Planning Council conducted a Joint Land Use Study in collaboration with the Avon Park Air Force Range, the Counties of Highlands, Okeechobee, Osceola, and Polk, and the Cities of Avon Park, Frostproof, and Sebring, which are affected by the military training activities on the Range. The Joint Land Use Study examined the land uses in the areas that surround the Range, and the military training needs of the armed forces to determine their compatibility.

With additional support from the U.S. Department of Defense and from Enterprise Florida, Inc., the Council has



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been responsible for implementation activities including coordination with the affected jurisdictions on land use changes, voluntary acquisition of conservation or development rights on sensitive areas, real estate disclosures, and coordination and communication with local governments and state agencies. The Council also provides public information and identifies opportunities for effective coordination between the Range, local government, and stakeholders. A Policy Committee of public officials and state agency representatives has been established to guide the process and make recommendations for on-going coordination.

In addition, the Council received awards from the National Association of Development Organizations for "Innovation for Public Involvement" and the Heart of Florida Section of the American Planning Association, Florida Chapter, for "Excellence in Master Planning and Urban Design" for the Avon Park Air Force Range Joint Land Use Study. Pictured above are Ms. Helen Sears of the Council staff and Lt. Col. Charles McLaughlin receiving the Innovation Award.

### Brownfields Redevelopment/West Florida Region

Through \$1.6 million in funding from the U.S. Environmental Protection Agency's Brownfield's Revolving Loan Fund over the past several years, the West Florida Regional Planning Council was able to continue its efforts to address contaminated sites in the region. A brownfield

site is real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The Brownfield's Revolving Loan Fund brings the Council together with its state and local partners to prevent, assess, and safely clean up reuse brownfields.

#### ♦ **Former Happy Food Store, Fort Walton Beach:**

The Former Happy Store site is located within the City of Fort Walton Beach's Community Redevelopment Area and was considered an excellent site for redevelopment. The site operated as a retail gasoline fueling station and convenience store from 1982 to 2004 and soil and groundwater contamination at the site was confirmed in 2006 and 2010. Under its Revolving Loan Program, the Council issued a sub-grant to the City, which was then leveraged by the City when it chose to participate in the Florida Brownfields Redevelopment Program to access and benefit from economic and regulatory incentives such as job bonus refunds, tax credits, and expedited technical reviews. Clean-up work has commenced at the site using the sub-grant award.

#### ♦ **Former Century Drug Store, Town of Century:**

The West Florida Regional Planning Council provided a Brownfields Revolving Loan sub-grant to the Century Chamber of Commerce to assist in the demolition of





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the Century Drug Store structure and abate the asbestos found in the structure. Upon completion of the asbestos abatement, demolition activities were commenced resulting in the razing of the building. This project serves as an excellent example of leveraging available resources to successfully complete a project. Not only did the Council use the grant funds to identify the environmental conditions on the property, but the Council leveraged the Brownfields Revolving Loan to secure an additional \$20,000 through the Escambia County Community Development Block Grant, which was used to support asbestos abatement and demolition costs.

### Emergency Preparedness Special Projects in the Treasure Coast Region

The Treasure Coast Regional Planning Council worked collaboratively this past year with its regional, state, and federal partners on a variety of projects to better prepare for and respond to natural disasters and emergency events. These efforts included the following projects:



- ◆ **Post-Disaster Redevelopment Plan:** In partnership with Indian River, Martin, and St. Lucie Counties, and funded by the State Homeland Security Grant Program through the Florida Division of Emergency Management, the Council developed Post-Disaster Redevelopment Plans. These plans define

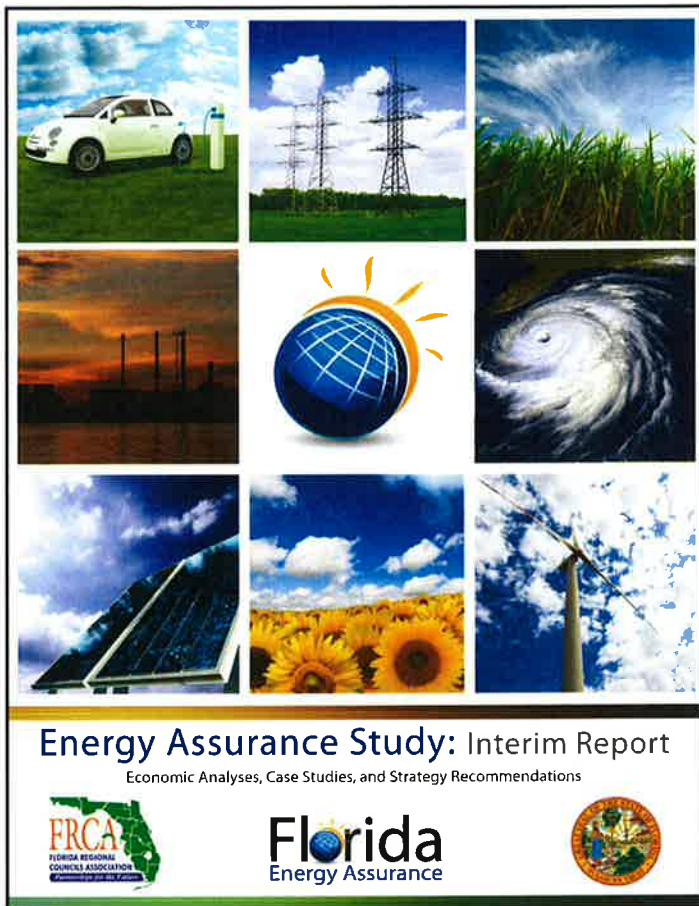
long-term recovery policies, post-disaster mitigation strategies, and operational procedures for redevelopment in the wake of catastrophic disaster impacts to communities. The Council and the counties worked in cooperation with public, private, and non-profit stakeholders through a series of consensus building discussions over an 18-month period to produce a Post Disaster Redevelopment Plan for each county.

- ◆ **Regional Vulnerability Analysis:** The Council was awarded Hazard Mitigation Grant Program funds through the Federal Emergency Management Agency to develop a Regional Vulnerability Analysis. This analysis examined vulnerabilities in Indian River, Martin, Palm Beach, and St. Lucie Counties with respect to potential regional impacts from disasters. Hazards were examined in conjunction with vulnerability indicators, which were used to determine the planning recommendations for local and regional response and recovery considerations to enhance community resiliency following disasters.
- ◆ **Regional Hazardous Materials Commodity Flow Study:** The U.S. Department of Transportation in partnership with the Florida Division of Emergency Management provided funding to further the mission of the Emergency Planning and Community Right-To-Know Act regarding hazardous materials transport. The District 10 Local Emergency Planning Committee, staffed by the Council, conducted a regional planning project that enhanced efforts to plan for and respond to hazardous materials incidents. The project sought to quantify the amount of hazardous materials that are transported on major roadways and significant intersections within counties throughout the region.

### Energy Studies

The 11 regional planning councils in association with the U.S. Economic Development Administration, U.S. Department of Energy, and the Florida Office of Energy are working on two projects that are intended to diversify Florida's energy future and reduce reliance on foreign

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energy sources. Most recently, the regional planning councils issued an Interim Energy Assurance Report, which includes strategies to enhance energy recovery following outage or disaster events. The Interim Energy Assurance Report is available for download at [www.florida-energy.org](http://www.florida-energy.org).

The Energy Resiliency project is also underway. Energy resiliency, as differentiated from energy assurance, helps lessen the economic impact that energy disruption events may have on the state. The resiliency strategy is being developed using statistically significant, statewide, public opinion polling regarding energy issues in Florida, energy summits with stakeholders and industry experts, and econometric modeling to determine Florida's resources and potential strategies to enhance resiliency that will result in further development of selected resiliency strategies. The Energy Resiliency Study is scheduled to be completed in September 2013.

### First Annual Emerald Coast Transportation Symposium

The West Florida Regional Planning Council hosted the First Annual Emerald Coast Transportation Symposium in January 2013. The purpose of the symposium was to discuss financing the transportation network in the Florida Panhandle including Escambia, Santa Rosa, Okaloosa, and Walton Counties. The event provided a unique opportunity to reach out across multiple organizations and bring together a diverse group of experts, local officials, leading transportation experts, and citizens, including the Secretary of the Florida Department of Transportation, Ananth Prasad, pictured below with Terry Joseph, Executive Director of the West Florida Regional Planning Council.



The event was structured to address concerns facing the region's Transportation Planning Organizations. The first panel, "Transportation Driving Northwest Florida's Economy," discussed ports, freight movement, and the economy and how multi-modal planning affects transportation systems. The second panel, "Building Regional Partnerships," included a focus on public transportation, Amtrak, the Northwest Florida Transportation Corridor Authority, and the role of the regional planning council. "Financing Tomorrow's Infrastructure" was the focus of the final panel, which



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**Regional planning councils convene business, government, non-profit, and community leaders to develop regional visions.**

recognized the challenges associated with funding transportation projects and addressed tolling, bonding, and transportation authorities.

The highlight of the day was the message given by Secretary Prasad. He spoke about two district tolling authorities for Okaloosa-Bay and Escambia-Santa Rosa. He also noted the importance of incentivizing regionalism. The key to the success of the symposium was bringing together transportation industry professionals and the business community to collaborate and create a synergy for addressing the transportation challenges facing the West Florida region.

### **Florida Local/Regional Broadband Planning Project**

The two-year Florida Local/Regional Broadband Planning Project was a collaborative effort among the Tampa Bay, Central Florida, and Southwest Florida Regional Planning Councils and the Florida Department of Management Services. Funding for this project was provided by the National Telecommunications and Information Administration's Broadband Technology Opportunities Program. Broadband is vital for economic growth, by fostering new industries and expanding opportunities for existing businesses. The Florida Local/Regional Broadband Planning Project addresses the need to develop broadband planning capabilities by developing a structured, comprehensive process for creating local and regional broadband plans.

Project team members mapped regional broadband asset inventory data using Geographic Information Systems; hosted Regional Broadband Advisory Committee meetings; developed and documented innovative

broadband modeling techniques; developed project web portals; and, produced the content of the comprehensive regional broadband plans and community broadband planning toolbox/training manuals. The toolkit and training materials provide guidance in the process of developing a comprehensive broadband plan, which other communities and regions can replicate to expedite the process of improving their own broadband capabilities.

### **Florida Transit-Oriented Development Guidebook**

The Treasure Coast Regional Planning Council, in conjunction with the Florida Department of Transportation, developed the Florida Transit-Oriented Development Guidebook to provide a "how-to" manual for Florida's local governments and agencies to implement transit-oriented development within Florida. Guided by a multi-disciplinary statewide steering committee, the Guidebook builds upon a previous Florida Department of Transportation effort, "A Framework for Transit-Oriented Development in Florida" which addressed how transit-oriented development can be a part of transforming Florida's existing auto-oriented, largely suburban patterns of development into more compact, livable patterns that support walking, biking, transit, and shorter-length auto trips.



The Guidebook advances the general concepts of successful transit-oriented development along with a detailed planning toolkit to help those communities

## PROGRAMS AND FUNCTIONS

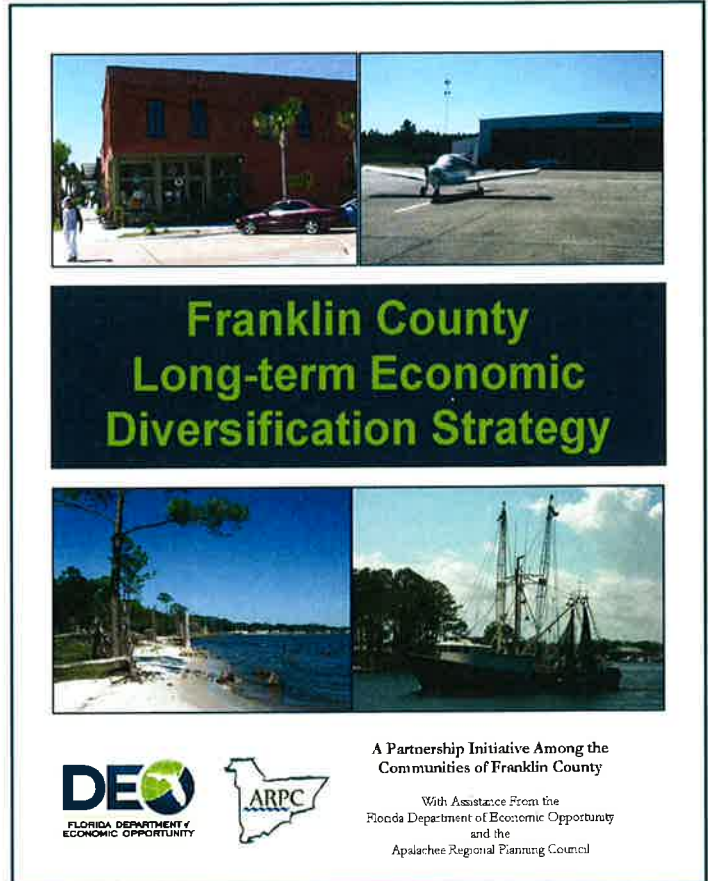
interested in fostering such opportunities. It contains model land use policies and land development codes in support of transit-oriented development. The Framework and Handbook are designed to be used in partnership with the Department to assist in promoting multimodal system planning and managing congestion on state roadways, especially on the Strategic Intermodal System. By focusing land use and urban design policies towards transit, local governments can help optimize future transit investments and potential transit ridership. The guidebook is available at [www.fltod.com](http://www.fltod.com).

### Franklin Countywide Long-Term Economic Diversification

In partnership with the Florida Department of Economic Opportunity, the Apalachee Regional Planning Council is providing support to the Franklin Countywide Long-Term Economic Diversification Strategy. A long-term economic diversification strategy is designed to help a community comprehensively evaluate its resources and assets, thereby identifying opportunities to expand the local economy beyond its current focus. For Franklin County, this may mean looking at long-term strategies to bolster new areas of economic development beyond traditional tourism and commercial fishing. Results of this initiative will include:

- ◆ A profile of the county describing demographics, history, and economic trends;
- ◆ An inventory of assets including coastal and environmental resources; vacant lands; inland, regional, and maritime infrastructure; water access; recreational opportunities; and, policies, plans, and regulations;
- ◆ An analysis of economic trends, strengths, barriers, and opportunities; and,
- ◆ A prioritized list of detailed projects or actions for the county, along with funding sources, lead agencies, and plans for carrying out the projects.

Following the kick-off event in March 2013, the Council issued a report that provided key community feedback for



The graphic features four photographs: a red brick building with a car, a small airplane on a runway, a beach with palm trees, and a large fishing boat. Below the photos is the title "Franklin County Long-term Economic Diversification Strategy" in green and yellow text. At the bottom are logos for the Florida Department of Economic Opportunity (DEO) and the Apalachee Regional Planning Council (ARPC), along with a text box stating: "A Partnership Initiative Among the Communities of Franklin County" and "With Assistance From the Florida Department of Economic Opportunity and the Apalachee Regional Planning Council".

development of the strategy that focused on retention and expansion of existing industry, attracting new industries, and increasing tourism. The Council will soon conduct a number of economic modeling exercises using the Regional Economic Modeling, Inc. software to gauge economic impacts of the various targeted industries. While the strategy is scheduled for completion during the summer of 2013, the Council will continue to work with the Department, Franklin County, its cities and businesses, and other stakeholders committed to long-term economic development in Franklin County.

### Getting Southeast Florida Plug-In Ready

Getting Southeast Florida Plug-In Ready, a plan designed to prepare communities in Southeast Florida for the continued adoption of electric vehicles, was released by the South Florida Regional Planning Council, its Clean Cities Coalition, Florida Power & Light Company, and other



## PROGRAMS AND FUNCTIONS



public and private partners. Funded by the U.S. Department of Energy, Drive Electric Florida, through its Getting Southeast Florida Plug-In Ready plan, aims to prepare communities in Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach and St. Lucie Counties to drive plug-in electric vehicles. These seven counties and many cities in the region participated in the development of the report which also featured a proposed car-sharing plan for a portion of the U.S. Highway 1 corridor in Miami-Dade County adjacent to MetroRail.

The Plan will serve as a go-to resource on electric vehicles and charging infrastructure for key audiences including: elected officials and decision-makers, local government permitting officials, public and private fleet managers, and the general public. The report presents recommendations for challenges such as siting and installing electric charging stations, fleet adoption of electric vehicles, and recommended state policies, including important information on codes and signage to help streamline local permitting. The Getting Southeast Florida Plug-In Ready report and related fact sheets on a variety of plug-in electric vehicles-related topics are available at [www.DriveElectricFlorida.org](http://www.DriveElectricFlorida.org).

### Northeast Florida Mobility Coalition

The Northeast Florida Mobility Coalition, which includes the Northeast Florida Regional Council, Jacksonville

Transportation Authority, and North Florida Transportation Planning Organization, provides regionalized transportation disadvantaged support services in Northeast Florida. Transportation disadvantaged regionalization has been greatly assisted with the awarding of the Veteran's Transportation and Community Living Initiative Grant to the Jacksonville Transportation Authority by the U.S. Department of Transportation in November 2011. The purpose of the \$1.9 million grant was to develop a Northeast Florida one-call, one-click transportation resource center. This transportation resource center will assist not only veterans, but the entire Northeast Florida transportation disadvantaged community.

The goals of the grant are to increase the availability of community transportation resources, to improve the accessibility of existing mobility resources, and to enable closer coordination of existing transportation services. Through this grant, the Jacksonville Transportation Authority is providing scheduling software to all participating Community Transportation Coordinators, which will provide for a regional scheduling system and better sharing of services. The grant complements the long-term goal of regionalization within the existing structure of the regional transportation system. The efforts of the Coalition will result in a regional transit system in Northeast Florida.



## PROGRAMS AND FUNCTIONS

### Original Florida Tourism Task Force

In many of the rural communities in the north central Florida region, tourism is a primary source of economic development. *The Original Florida Tourism Task Force* markets the ten-county "Natural North Florida" region by promoting the development of nature-, culture-, and heritage-based tourism. The Task Force is comprised of representatives from each of the participating counties in the region to support and direct the regional tourism development effort. The North Central Florida Regional Planning Council provides staffing to the Task Force, to maintain the VisitNaturalNorthFlorida.com website; organize regional press familiarization tours; coordinate consumer travel show participation; create proactive publicity campaigns; and produce collateral materials to meet the goals of the Task Force's marketing plan.



The Task Force uses funds from a Rural Regional Development Grant from the Florida Department of Economic Opportunity to help implement the Task Force's marketing plan to build capacity in the rural communities in the region. For instance, the recent "Fish Natural North Florida" saltwater and freshwater fishing tours highlighted fishing opportunities in the region. The journalists who attended the tours published articles about Natural North Florida in magazines, newspapers, and internet blogs following the tours. The Task Force also created a retro-styled restaurant placemat displaying a map of the region and colorful icons featuring both saltwater and freshwater fishing locations in the region.

### Sustainable Communities Initiatives

By encouraging cooperative collaboration across jurisdictional boundaries to better integrate decisions about housing, land use, economic development, community development, water, environmental protection, transportation, energy, and social equity, Regional Plans for Sustainable Development can be created, and more importantly, implemented. The U.S. Department of Housing and Urban Development, the U.S. Environmental Protection Agency, and the U.S. Department of Transportation awarded the following three Sustainable Communities Planning Grants to Florida regions out of a total 74 nationwide:



#### ♦ Heartland 2060/Building a Resilient Region:

The Heartland 2060 Regional Plan will create a vision based upon an economically sustainable future for existing and new communities that preserves natural areas, protects wildlife and agriculture, supports healthy communities, provides multi-modal transportation, and ensures opportunities for all ages. A \$1.4 million grant was awarded to the Heartland 2060 Consortium, which includes the Central Florida





## PROGRAMS AND FUNCTIONS

Regional Planning Council: DeSoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties; Archbold Biological Station; Florida's Heartland Regional Economic Development Initiative; Heartland Workforce; Sebring Airport Authority; and the Shimberg Center for Housing Studies at the University of Florida.

♦ **Seven 50/Southeast Florida Prosperity Plan:**

The South Florida Regional Planning Council, the Treasure Coast Regional Planning Council, and more than 200 public, private, and civic organizations are collaborating to create a comprehensive regional vision for enhancing the economic vitality of Southeast Florida, one of the largest and most diverse regions in the nation.



The region includes seven counties: Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie. The Partnership, which secured a \$4.3 million grant to create a Regional Prosperity Plan, is working to leverage resources and coordinate strategic planning and investments to enhance economic prosperity and job creation; increase access to affordable housing; expand transportation choices; enhance the environment; and, ensure vibrant and resilient communities.

♦ **Enhance Central Florida/Housing. Transit.**

**Opportunity.:** The East Central Florida Consortium

was awarded a \$2.4 million implementation grant. The Consortium includes: the East Central Florida Regional Planning Council, six counties, seven cities, four metropolitan planning organizations, Central Florida Regional Transportation Authority, Creative Village Development LLC, Florida Department of Transportation, Health Council of East Central Florida, [myregion.org](http://myregion.org) / Central Florida Partnership, the Nonprofit Housing Roundtable of Central Florida, Orlando Health, Shimberg Center for Housing Studies at the University of Florida, and the Urban Land Institute. The Consortium is using the grant to develop and implement sustainable and inclusive development plans around future station locations for the East Central Florida's SunRail commuter rail system. With first phase capital investment estimated at \$357 million in federal, state, and local funding, SunRail will catalyze a "Corridor of Commerce" to transform communities and encourage sustainable growth, particularly in minority and/or low-income neighborhoods adjacent to several of the stations.

**Tampa Bay Regional Collaboration Committee**

The mission of the Regional Collaboration Committee is to develop a process for assessing opportunities to collaborate on regional endeavors within the Tampa Bay area. The anticipated outcome is a *Findings and Recommendations Report*. The report will identify and recommend regional assets and activities that the Committee determines could significantly benefit from improved collaboration. Where feasible, specific steps toward collaboration will be identified, as will implementation actions for appropriate stakeholders. Members of the Tampa Bay Regional Planning Council serve on the Committee. Roundtable meetings, with input from Issue Stakeholders, focus on the following topics: Seaports, Airports, Amateur Sports Development and Marketing, Area Branding, Transportation, and Health Insurance. The ultimate goal of the Committee is to improve the quality of life and services for the citizens of Tampa Bay by creating a more competitive region through improved regional collaboration.

## LOCAL GOVERNMENT MEMBERSHIP DUES

REGIONAL PLANNING COUNCIL	COUNTY	MUNICIPALITY
<b>Apalachee</b>	\$5,000/County	N/A
<b>Central Florida</b>	\$0.25/capita	N/A
<b>East Central Florida</b>	\$0.16/capita	N/A
<b>North Central Florida</b>	\$0.30/capita	\$750 minimum \$0.30/capita <sup>1</sup>
<b>Northeast Florida</b>	\$0.41/capita	N/A
<b>South Florida</b>	\$0.175/capita	N/A
<b>Southwest Florida</b>	\$0.30/capita	\$0.30/capita <sup>1</sup>
<b>Tampa Bay</b>	\$2,000 base fee plus \$0.295/capita	\$2,000 base fee only
<b>Treasure Coast</b>	\$0.43/capita	N/A
<b>West Florida</b>	\$1,000 base fee plus \$0.0325/capita	\$500 base fee plus \$0.0325/capita
<b>Withlacoochee</b>	\$0.35/capita	N/A

<sup>1</sup>Optional dues paid by municipalities are subtracted from the share paid by the County.

N/A Not applicable, no membership dues assessed.



## FACTS AND FIGURES

REGIONAL PLANNING COUNCIL	DATE ESTABLISHED	2012 REGIONAL POPULATION <sup>1</sup>	GOVERNING BOARD SIZE	STAFF SIZE (FTE) <sup>2</sup>	SQUARE MILES	2012-13 BUDGET	DRI <sup>3</sup> FEES (Est. % OF BUDGET)
Apalachee	Sept. 4, 1979	470,869	27	10	5,855	\$1,216,655	0.0%
Central Florida	July 1, 1974	807,818	18	20	5,287	\$4,161,265	1.7%
East Central Florida	Feb. 22, 1962	3,227,358	32	14	6,502	\$2,901,746	2.58%
North Central Florida	May 7, 1969	499,912	48	16	6,813	\$1,967,300	0.8%
Northeast Florida	April 14, 1977	1,528,872	35	16	5,096	\$3,257,809	1.5%
South Florida	July 1, 1974	4,395,286	19	19	4,091	\$3,984,625	0.1%
Southwest Florida	Nov. 8, 1973	1,565,702	36	14	6,023	\$2,708,635	1.8%
Tampa Bay	Feb. 16, 1962	2,975,363	40	12	2,817	\$3,548,696	0.2%
Treasure Coast	Aug. 19, 1976	1,902,419	28	13	4,445	\$2,694,204	3.0%
West Florida	Oct. 1, 1964	913,444	24	29.5	6,026	\$2,906,982	<0.1%
Withlacoochee	July 3, 1973	787,391	30	6	4,305	\$704,133	0.6%

<sup>1</sup>Source: Florida Estimates of Population, 2012, Table 1, Bureau of Economic and Business Research, University of Florida, 2013.

<sup>2</sup>FTE means Full-Time Equivalent.

<sup>3</sup>DRI means Development of Regional Impact.

## STATUTORY DUTIES AND RESPONSIBILITIES

- ♦ **Chapter 163, F.S.**, including regional planning councils' roles and responsibilities pertaining to comprehensive planning, and specifically under the Expedited State Review Process and State Coordinating Review Process, the role of regional planning councils in reviewing local government comprehensive plan amendments.
- ♦ **Chapter 186, F.S.**, including the following: providing technical assistance to local governments; engaging in regional planning; administering federal and state grants; developing solutions for problems that are of greater-than-local concern; providing input into state policy development; assisting local governments with activities designed to promote and facilitate economic development; cooperating with federal and state agencies in planning for emergency management; establishing and conducting a cross-acceptance negotiation process with local governments; coordinating land development and transportation policies that foster region-wide transportation systems; preparing and adopting a Strategic Regional Policy Plan to address regional resources and facilities; establishing by rule a dispute resolution process; and, providing an annual joint report of activities.
- ♦ **Section 253.7828, F.S.**, to recognize the special character of the lands and waters designated by the state as the Cross Florida Greenways State Recreation and Conservation Area and not take any action that would impair its use.
- ♦ **Sections 260.0142 and 260.018, F.S.**, to serve on the Florida Greenways and Trails Council, to recognize the special character of publicly owned lands and waters designated by the state as greenways and trails and not take any action that would impair their use, and to identify these lands and waterways in each regional planning council's Strategic Regional Policy Plan.
- ♦ **Sections 288.0656 and 288.975, F.S.**, to serve on the Rural Economic Development Initiative and to participate in developing and reviewing Military Base Reuse Plans.
- ♦ **Section 335.188, F.S.**, to cooperate with the Florida Department of Transportation in development of its access control classification system.
- ♦ **Section 339.155(4)(b), F.S.**, directing regional planning councils to develop transportation goals and policies as part of the Strategic Regional Policy Plan consistent with the goals and policies of the Metropolitan Planning Organization and the Florida Transportation Plan; and, review urbanized area transportation plans and other planning products and provide the Department of Transportation and respective Metropolitan Planning Organization with written recommendations.
- ♦ **Chapter 380, F.S.**, including regional planning councils' roles and responsibilities pertaining to the Development of Regional Impact Program (e.g., conducting pre-application conferences, review of an application to determine sufficiency, and review notices of proposed change) as well as serving on Resource Planning and Management Committees as designated by the Governor prior to an area being designated an Area of Critical State Concern, and conducting pre-application conferences for Developments of Regional Impact.
- ♦ **Chapter 403, F.S.**, including the following: serving on Ecosystem Management Advisory Teams; addressing the impact on the public of a proposed electrical power plant and the degree to which the electrical power plant is consistent with the applicable Strategic Regional Policy Plan; participating in land use and certification hearings regarding a proposed facility; providing a report on the impact of a proposed transmission line or corridor; coordinating the Local Hazardous Waste Management Assessments for counties within a regional planning council's jurisdiction and assisting the Department of Environmental Protection to coordinate the development of these assessments; designating one or more sites within the region at which a regional hazardous waste storage or treatment facility could be located; and participating in the Expedited Permitting Process.
- ♦ **Section 419.001(6), F.S.**, to provide dispute resolution, if requested, for conflicts arising over site selection of community residential homes.
- ♦ **Section 420.609, F.S.**, to serve on the Affordable Housing Study Commission.
- ♦ **Section 985.682(8), F.S.**, to provide dispute resolution services to reconcile differences on the siting of correctional facilities between the Department of Juvenile Justice, local governments, and private citizens.
- ♦ **Section 1013.30(6), F.S.**, to review Campus Master Plans and provide comments to the University Board of Trustees.



## **Florida Regional Councils Association Executive Directors Advisory Committee**

**Scott R. Koons, Chair**  
**Brian D. Teeple, Vice-Chair**  
**Charles D. Blume, Treasurer**  
**Patricia M. Steed, Immediate Past Chair**

### **Staff**

**Ronald L. Book**  
**Executive Director**

850.224.3427  
305.510.2000  
ron@rlbookpa.com

**Rana Brown**  
**Governmental Affairs Consultant**

850.224.3427  
305.510.2000  
rana@rlbookpa.com

**Sheri Coven**  
**Director of Intergovernmental Affairs**

850.294.0526  
Sheri.Coven@FLRegionalCouncils.org



**104 West Jefferson Street  
Tallahassee, FL 32301-1713**

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August 15, 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 August 2013 Scorecard.

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

#### Attachment

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# THE FLORIDA SCORECARD

The Metrics that Help Florida Leaders Secure Florida's Future

Search the Scorecard

Log In to Your Scorecard

HOME

ABOUT THE FOUNDATION

TRUSTEES

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## Living the Dream...

The image of the white picket fence and the manicured lawn is as American as baseball and apple pie. It has symbolized the upward mobility of generations and the growth of the middle class. Entire communities, industries and economies rise and fall on the conditions within it. It's the American Dream – home ownership – and its impact on both the nation and Florida's economy has never been so understood as it has the past five years.

As the **Florida Realtors®** gather for their 2013 Convention and Trade Expo in Orlando this week, it is worthwhile to take a close look at the state of real estate in Florida.

Examining Scorecard data from a number of available sources, including the **National Association of Realtors®**, Florida Realtors®, the Bureau of Economic Analysis, Wells Fargo and the State Courts Administrator, both the importance and the dynamic shifts in the industry become readily apparent.

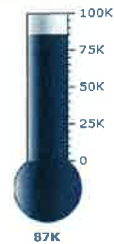
Nationally, the real estate industry accounts for a substantial portion of U.S. economic activity. According to data provided by the Bureau of Economic Analysis, when examining both construction and sales/leasing/rental figures, the total value – over \$2 trillion – comprises approximately 16 percent of U.S. gross domestic product and employs 7.7 million people. Within Florida, the impacts are even greater – accounting for over 20 percent of Florida's GDP (\$152 billion). This includes contributions from home construction, brokers, lending, title insurance, rental and leasing, home appraisal, moving service, and other directly related activities.

Since 2011, as the economic contraction abated, Florida has experienced a promising rebound. While 2011 showed a modest 5 percent gain in median prices, between January 2012 and May 2013, the figure has risen over 32 percent to \$171,000. In addition, as data from the Florida Department of Economic Opportunity and State Courts Administrator indicate, foreclosures in the Sunshine State have declined over 19 percent between May 2012 and May 2013, and are down 63 percent from the 2008-2009 housing crunch. While the inventory of foreclosures still provides a dampening effect on home prices due to their discounted nature in the market, all signs are pointing in the right direction for Florida. June figures provided by Florida Realtors® show a drastic drop in the number of short sales as a percentage of all sales – from 20 percent in June 2012 to just 14 percent in June 2013. Housing starts are also roaring back – while we are still down substantially from the peak of the housing market back in 2005, Florida housing starts are up over 45 percent from May 2012 to May 2013.



Median Home Price

## Florida Net Job Creation in 2013



**FLORIDA JOBS**



SCORECARD  
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## Ranking Florida

Productivity



## 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 an labor force of over 9 million, ready to meet the workforce needs of businesses...





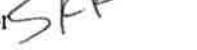


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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: North Central Florida Rural Area of Critical Economic Concern Redesignation

During the 1999 session, the Florida Legislature passed, and the Governor signed into law, legislation supporting economic development in the rural areas of the state. Section 288.0656(7), Florida Statutes, authorizes the Rural Economic Development Initiative to recommend to the Governor up to three areas for designation as rural areas of critical economic concern. A rural area of critical economic concern is composed of rural communities adversely affected by an extraordinary economic event, is experiencing chronic or severe economic distress, a natural disaster, or that presents a unique economic development opportunity of regional importance.

On April 23, 2003, Governor Bush designated Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union Counties as a rural area of critical economic concern for a term of five years. On June 11, 2008, Governor Crist signed Executive Order Number 08-132 redesignating the area within the boundaries of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union Counties as a rural area of critical economic concern for another five-year term and the Rural Economic Development Initiative was directed to review the designation and recommend whether the designation should be terminated or continued.

The Rural Economic Development Initiative met on April 26, 2013 and agreed to recommend to the Governor to continue the designation of the above counties as a rural area of critical economic concern. On June 11, 2013, Governor Scott signed Executive Order Number 13-151 redesignating the area within the boundaries of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union Counties as a rural area of critical economic concern. This redesignation shall be in effect for five years and will expire on June 12, 2018.

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

#### Attachments

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# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NUMBER 13-151

WHEREAS, although economic progress has been made in many rural areas, the growth and prosperity enjoyed by many communities in the State during the past 45 years has not extended into all of Florida's rural areas; and

WHEREAS, these communities are stewards of the vast majority of Florida's land and natural resources, upon which the State's continued growth and prosperity depend; and

WHEREAS, successful rural communities are essential to the overall success of the State's economy and quality of life; and

WHEREAS, certain rural communities are struggling to maintain, support or enhance job creating activities or to generate revenues for education and other critical government services such as infrastructure, transportation and safety; and

WHEREAS, the challenges faced by these rural communities threaten their well-being and viability; and

WHEREAS, section 288.0656 (7), Florida Statutes, authorizes the Rural Economic Development Initiative to recommend to the Governor up to three areas for designation as rural areas of critical economic concern; and

WHEREAS, a rural area of critical economic concern is comprised of rural communities designated by the Governor that has been adversely affected by an extraordinary economic event, severe or chronic distress, or a natural disaster or that presents a unique economic development opportunity of regional impact; and

WHEREAS, the Counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union were designated on April 23, 2003, by Executive Order 03-74, as a Rural Area of Critical Economic Concern for a term of five years; and

WHEREAS, the designation expired on April 23, 2008, and the Rural Economic Development Initiative met on April 18, 2008, and agreed to recommend the Governor continue the designation of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union as a Rural Area of Critical Economic Concern; and

WHEREAS, The counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union were re-designated on June 11, 2008, by Executive Order 08-132, as a Rural Area of Critical Economic Concern for a period of five years; and

WHEREAS, the re-designation will expire on June 11, 2013, and the Rural Economic Development Initiative met on April 26, 2013 and agreed to recommend the Governor continue the designation of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union as a Rural Area of Critical Economic Concern;

NOW, THEREFORE, I, RICK SCOTT, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section 1(a), Florida Constitution, and Section 288.0656 (7), Florida Statutes, do hereby issue the following Executive Order, effective immediately:

#### Section 1.

The area within the boundaries of the Counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union is designated as a Rural Area of Critical Economic Concern.

#### Section 2.

This area shall be a priority assignment for the Rural Economic Development Initiative.

#### Section 3.

On a case-by-case basis, the criteria, requirements or similar provisions of economic development incentives may be waived. Such incentives include, but shall not be limited to, the Qualified Target Industry Tax Refund Program under section 288.106, Florida Statutes, the Quick Response Training Program under section 288.047, Florida Statutes, the Quick Response Training Program for participants in the Welfare Transition Program under section 288.047(8), Florida Statutes, Economic Development Transportation projects under section 339.2821, Florida Statutes, the Brownfield Redevelopment Bonus Refund under section 288.107, Florida Statutes, and the Rural Job Tax Credit Program under sections 212.098 and 220.1895, Florida Statutes.

#### Section 4.

Access to the assistance available under this Designation as a Rural Area of Critical Economic Concern shall be contingent upon the execution of memoranda of agreement between the Department of Economic Opportunity, the governing bodies of the counties, and the governing bodies of the municipalities included within the area. Such memoranda of agreement shall specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the counties and municipalities to take actions designed to facilitate the retention

and expansion of existing businesses in the area, the recruitment of new businesses to the area, as well as to improve the economic viability in the area.

Section 5.

This designation shall be in effect for five years and will expire on June 12<sup>th</sup>, 2018. The Rural Economic Development Initiative may recommend the designation be terminated or continued based on economic development progress from current base lines or upon performance under the memoranda of agreement.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed at Tallahassee, this 12<sup>th</sup> day of June, 2013.



  
\_\_\_\_\_  
RICK SCOTT, GOVERNOR

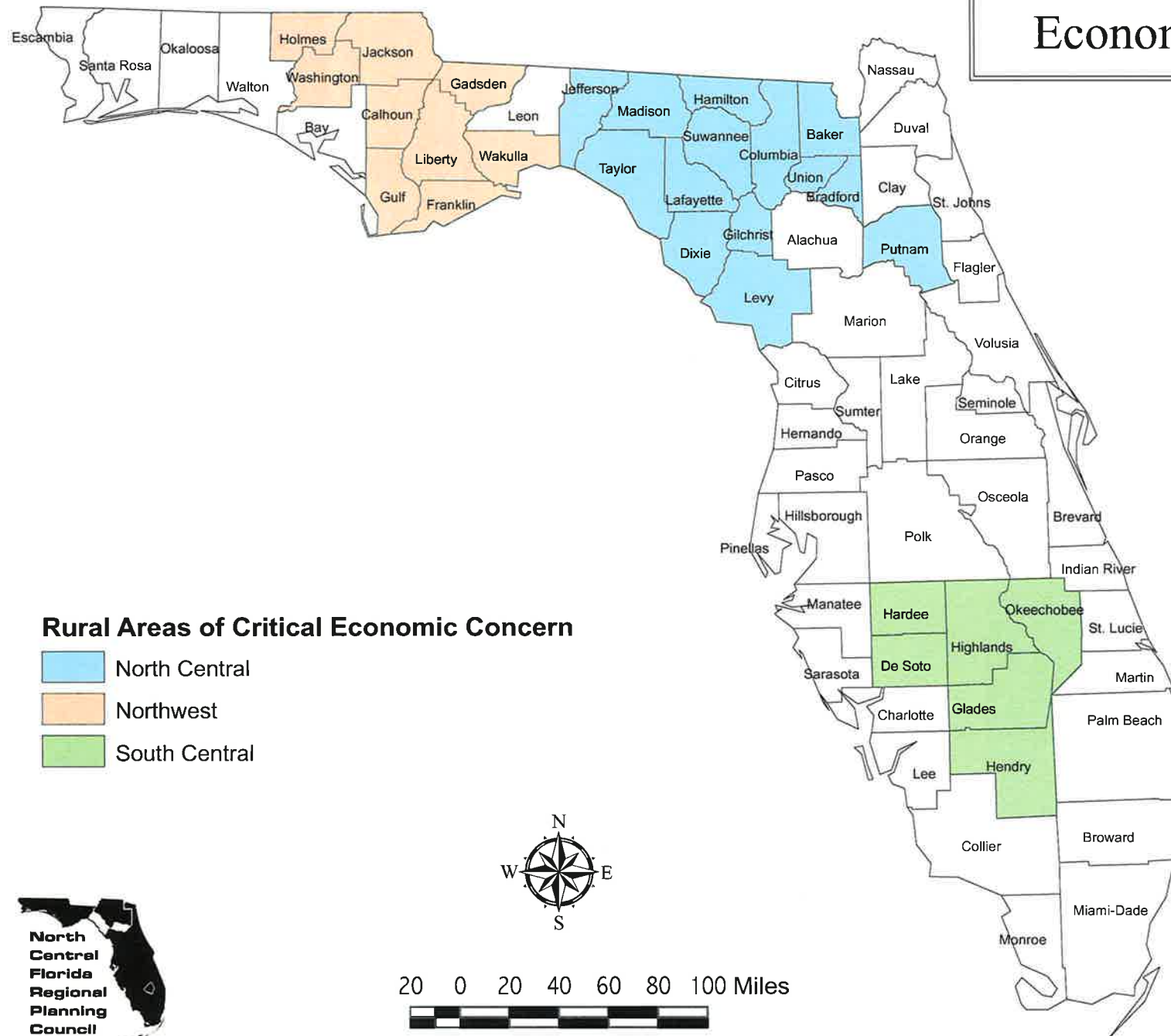
ATTEST:

  
\_\_\_\_\_  
SECRETARY OF STATE

**FILED**  
2013 JUN 12 AM 9:04  
DEPARTMENT OF STATE  
TALLAHASSEE, FLORIDA



# Rural Areas of Critical Economic Concern







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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: North Florida Water Working Group

On November 29, 2011, 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. The Columbia County Board of County Commissioners took action to establish a multi-county work group, known as the Florida Leaders Organized for Water, 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 asked other counties and local governments in the region to join in the effort.

On March 11, 2013, the Florida Leaders Organized for Water held their last meeting. A new group has been formed with the primary goal of protecting North Florida's water supply, now called North Florida Water Working Group.

The goal of the North Florida Water Working Group is to restore, promote and maintain water flow and quality with a focus on legislation. The first meeting of the Working Group was held in Lake City on July 14, 2013. In attendance were representatives of Alachua County, Columbia County, Town of White Springs, Alachua County/Santa Fe Springs Working Group, Ichetucknee Partnership and Save Our Suwannee.

At their first meeting, the Working Group outlined their goals and objectives, which were later refined at their second meeting held on July 24, 2013 where they also discussed potential water conservation legislation ideas. The goals and objectives of the Working Group are, as follows:

- Support minimum flow levels and future minimum flow levels;
- Promote and support water conservation efforts;
- Restore the aquifer to sustainable water levels based upon scientific data;
- Support water quality protections and the reduction of pollution;
- Support the water management districts and proper funding of the water management districts including legislation to establish baseline scientific data;

- Make the use of water more efficient by supporting both agricultural and urban conservation, support funding for retrofitting of agricultural uses with best management practices, support utilities reducing water loss to a five percent goal; and
- Restore, promote and maintain water flow and water quality with a focus on legislation.

Other concepts discussed were the availability of secondary water sources for use prior to tapping the aquifer, as well as the efficient use of our current water supply.

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



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August 15, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Check Fraud Incident

On March 20, 2013, a fraudulent check in the amount of \$49,523.00 that was written on the Council's bank account was processed and paid by Wells Fargo. Also on March 20, 2013, Council staff filed an affidavit of check fraud concerning this matter with Wells Fargo. On March 25, 2013, Council staff filed a crime report concerning this matter with the Gainesville Police Department.

On March 28, 2013, Council Attorney Jonathan Wershow and Council staff briefed the Executive Committee concerning this matter. On April 18, 2013, the Council Attorney sent a letter to Wells Fargo requesting that Wells Fargo remit to the Council within 30 days the unauthorized \$49,523.00 released by Wells Fargo from the Council's account. On April 25, 2013, Council staff briefed the Council concerning this matter. On June 3, 2013, attorneys for Wells Fargo responded via letter to Mr. Wershow's letter stating that Wells Fargo will not reimburse the Council for the \$49,523.00 released from the Council's account by Wells Fargo.

On July 25, 2013, the Council authorized the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00 and designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. In addition, the Council authorized the Council Attorney and the Executive Director to contact federal and state law enforcement agencies to discuss the fraudulent check processed and paid out of the Council's bank account by Wells Fargo.

On August 5, 2013, Council Attorney Wershow and I met with Mr. William Cervone, State's Attorney for the Eighth Judicial Circuit of Florida to discuss the check fraud incident. Mr. Cervone offered the assistance of his staff to work with the Gainesville Police Department to secure the bank records relating to the check fraud incident.

On August 6, 2013, Council Attorney Wershow and Co-Council Stanley Cushman filed a five-count lawsuit in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida, against Wells Fargo Bank, N.A. to recover the unauthorized \$49,523.00 released by Wells Fargo from the Council's bank account.

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

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