



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

MEETING NOTICE

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

There will be a meeting of the North Central Florida Regional Planning Council on August 28, 2014. 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 by August 25th 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.***

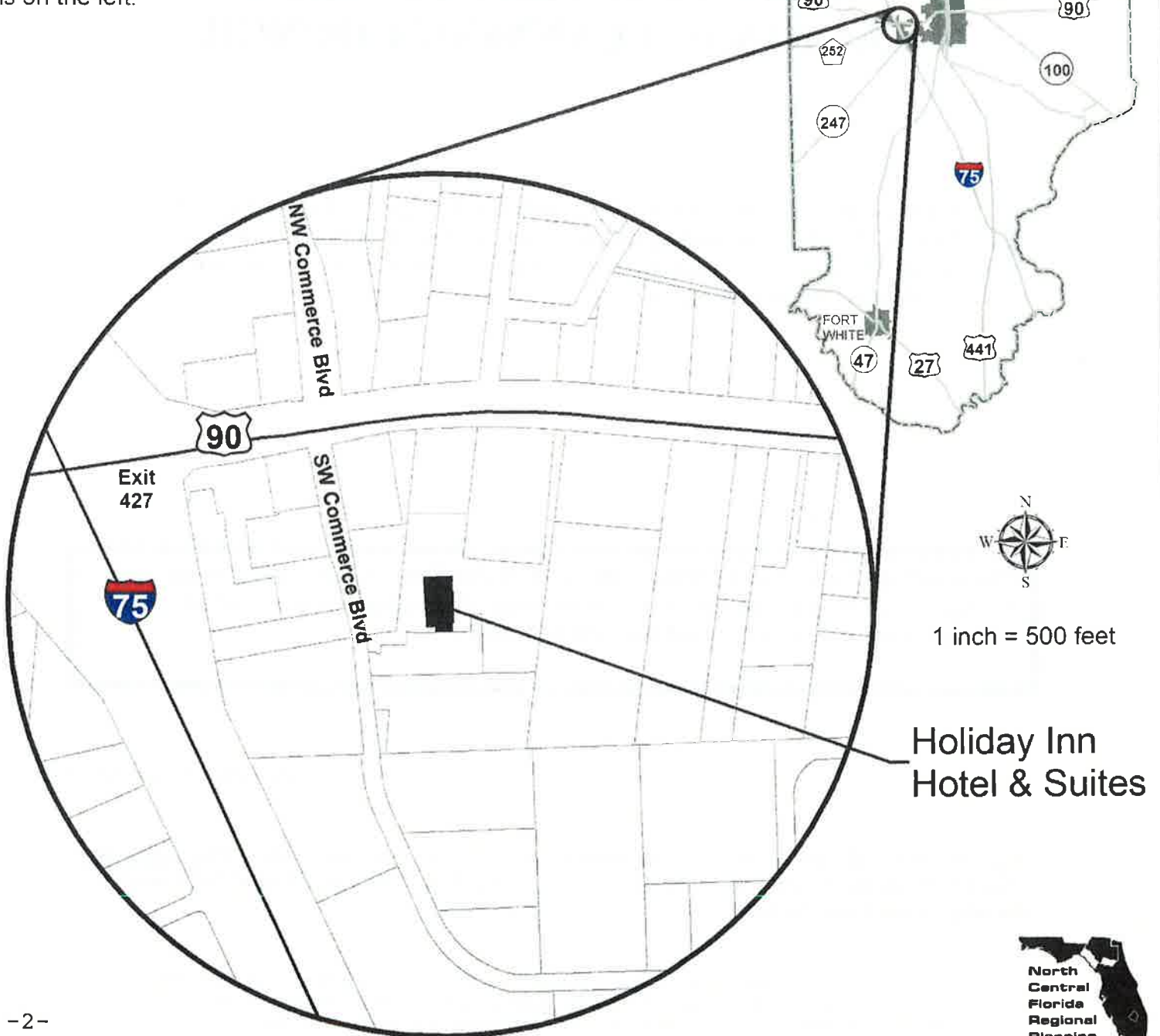
(Location Map on Back)

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.)

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.





Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

AGENDA

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

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

August 28, 2014
7:30 p.m.

Page

- I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS
- II. GUEST SPEAKER - Tony Carvajal, Executive Vice President
Florida Chamber Foundation
- * III. APPROVAL OF MINUTES - June 26, 2014 5
- IV. CONSENT AGENDA
- * A. Monthly Financial Reports - June 2014 and July 2014 11
- * B. Local Government Comprehensive Planning Assistance Service Agreements -
Fiscal Year 2014-15 23
- * C. Hazardous Waste Monitoring Verification and Notification Services Agreements -
Fiscal Year 2014-15 27
- * D. Agreement with Florida Division of Emergency Management
to Update Hazards Analyses - Fiscal Year 2014-15 29
- E. Community Development Block Grant Administrative Service Agreement -
Fiscal Year 2013 Town of Mayo 31
- * F. Transportation Disadvantaged Program Local Coordinating Board Appointments 33
- * V. CHAIR'S REPORT - Transportation Disadvantaged Program Resolution of Appreciation -
Jaqueline Loubet and Rayford Riels 43

VI. COMMITTEE REPORTS

A. Executive Committee

* 1. Restatement and Amendment to the Council's Employee Pension Plan 49

* 2. Employee Health Insurance Proposal 53

* B. Clearinghouse Committee 57

Committee Level Comprehensive Plan Review Items

1. #70 - Suwannee County Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)

2. #71 - City of Gainesville Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)

3. #72 - Lafayette County Comprehensive Plan Adopted Amendments (DEO No. 14-1ER)

4. #73 - Taylor County Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)

* C. Audit Committee - Engagement Letter for Fiscal Year 2013-14 Audit 59

* D. Comprehensive Economic Development Strategy Committee Report 65

VII. EX-OFFICIO MEMBER REPORTS

VIII. CITIZEN COMMENTS

This agenda item provides an opportunity for citizens to address the Council on any matter not included on the agenda. The comment period is limited to three minutes for each individual. Speaker forms are available at the sign-in table.

IX. EXECUTIVE DIRECTOR'S REPORT

* A. Florida Regional Councils Association Monthly Reports 67

* B. Florida Regional Councils Association Policy Board Meeting Report 73

* C. Florida Chamber Foundation Scorecard 75

* D. 2013-14 Member Certificates of Outstanding Attendance 79

* E. Executive Director's Cup 81

* F. 2014 Regional Directory 83

* G. Check Fraud Status Report 85

* See Attachments

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

June 26, 2014
7:30 p.m.

MEMBERS PRESENT

LaBarfield Bryant, City of Jasper
Beth Burnam, Hamilton County
Craig Carter, City of Gainesville
Jim Catron, City of Madison
Louie Davis, City of Waldo
Rick Davis, Madison County
Donnie Hamlin, Lafayette County
Timothy Marden, City of Newberry
James Montgomery, Columbia County
Garth Nobles, Jr., City of Live Oak
Patricia Patterson, Taylor County
Daniel Riddick, Bradford County
M. Wayne Smith, Union County
Carolyn Spooner, City of Starke
Kenrick Thomas, Gilchrist County
Lorene Thomas, Dixie County
Helen Warren, City of Gainesville
Robert Wilford, City of Alachua
Stephen Witt, City of Lake City

NON-VOTING DELEGATE PRESENT

None

EX-OFFICIO MEMBER REPRESENTATIVES PRESENT

Brian Delburn, Florida Department of
Transportation
Roni Jordan, Florida Department of
Environmental Protection

MEMBERS ABSENT

Stephen Bailey, Columbia County
Susan Baird, Alachua County
Bob Barnas, City of High Springs
Ed Braddy, City of Gainesville
Mike Byerly, Alachua County
Charles Chestnut IV, Alachua County
Don Cook, City of Perry
Rusty DePratter, Columbia County
Sandra Haas, Suwannee County
Jason Holifield, Dixie County
Robert Hutchinson, Alachua County
Frank Ogborn, City of Archer
Lauren Poe, City of Gainesville
DeLoris Roberts, City of Hawthorne
Wesley Wainwright, Suwannee County
Randy Wells, City of Gainesville
Charles Williams, Hamilton County
Mike Williams, Madison County

OTHERS PRESENT

Tim Bennett
Mary Nell Bryant
Diana Davis
Ralph Kitchens
Stew Lilker, Columbia County Observer

COUNCIL ATTORNEY PRESENT

Jon Wershow

STAFF PRESENT

Steven Dopp
Scott Koons
Carol Laine

Board Members names are bolded
Gubernatorial Members names are italicized

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Spooner called the meeting to order at 7:30 p.m. with an invocation given by James Montgomery and a pledge of allegiance to the flag. Chair Spooner stated that there was a quorum of the Council.

Chair Spooner thanked everyone for the opportunity to serve as Chair, and thanked Mayor Nobles for serving as Chair for the past year. Chair Spooner welcomed and introduced Tim Bennett, City Manager from the City of Madison, Diana Davis, wife of Council member Mayor Louie Davis, Mary Bryant, wife of Council member Councilman LaBarfield Bryant, Stew Lilker from the Columbia County Observer, and Ralph Kitchens from the Columbia, Hamilton, and Suwannee Transportation Disadvantaged Coordinating Board.

II. APPROVAL OF MINUTES - May 22, 2014

Chair Spooner asked that the minutes of the May 22, 2014 meeting be approved as written.

ACTION: Commissioner Wilford made the motion, with a second by Councilman Byant to approve the minutes of the May 22, 2014 meeting as written. The motion carried unanimously.

III. CONSENT AGENDA

- A. Monthly Financial Report - May 2014
- B. Purchase Order with the Northeast Florida Regional Council to Assist with Updating the Statewide Hurricane Evacuation Study
- C. Transportation Disadvantaged Program Local Coordinating Board Appointments
- D. Transportation Disadvantaged Program Local Coordinating Board Reappointments
- E. Transportation Disadvantaged Program Local Coordinating Board Membership Certifications

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

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

IV. CHAIR'S REPORT

- A. Introduction of New Members

Chair Spooner introduced new Council members, Commissioner Craig Carter and Commissioner Helen Warren both from the City of Gainesville.

B. 2014-15 Committee Appointments

Chair Spooner asked that the appointments to the Comprehensive Economic Development Strategy Committee, Finance Committee, Clearinghouse Committee, Nominating Committee, Program Committee, Regional Planning Committee and Representatives to the Florida Regional Councils Association be approved as recommended by the Chair.

ACTION: Councilman Bryant made the motion, with a second by Commissioner Patterson, to approve the appointments to the Comprehensive Economic Development Strategy Committee, Finance Committee, Clearinghouse Committee, Nominating Committee, Program Committee, Regional Planning Committee and Representatives to the Florida Regional Councils Association as recommended by the Chair. The motion carried unanimously.

V. PRESENTATION ON ECONOMIC DEVELOPMENT STRATEGIES FOR NORTH CENTRAL FLORIDA

Steven Dopp, Senior Planner, gave a PowerPoint presentation on the Economic Development Strategies for North Central Florida. Mr. Dopp outlined the duties of the Council as an economic development district and gave an overview of the Economic Development Strategy for the North Central Florida Economic Development District which utilizes the Six Pillars of Florida's Future Economy as the organizing framework. He also discussed the marketing programs of The Original Florida Tourism Task Force to promote increased tourism as a means of economic development through "Visit Natural North Florida" and "Fish Natural North Florida." He stated that The Original Florida Tourism Task Force was founded by the Council in 1993 to market the region as a destination to enhance tourism while preserving the historical, cultural and natural assets of north Florida. Chair Spooner thanked Mr. Dopp for his presentation.

VI. COMMITTEE REPORTS

A. Executive Committee - None

B. Clearinghouse Committee

Due to the absence of Clearinghouse Committee Chair Sandra Haas, James Montgomery, Clearinghouse Committee member, gave the Clearinghouse Committee report. He stated that the Clearinghouse Committee met earlier in the evening and reviewed five local government comprehensive plan amendments.

#64, Columbia County Comprehensive Plan Adopted Amendment
#65, City of Perry Comprehensive Plan Adopted Amendment
#66, Taylor County Comprehensive Plan Draft Amendment
#67, Town of LaCrosse Comprehensive Plan Adopted Amendment
#68, Dixie County Comprehensive Plan Adopted Amendment

Mr. Montgomery stated that the Committee found that the local government comprehensive plans, as amended, were not anticipated to result in significant adverse impacts to regional facilities, Natural Resources of Regional Significance or adjoining local governments. Mr. Montgomery 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: Mr. Montgomery made the motion, with a second by Commissioner Patterson, to approve the Clearinghouse Committee recommendation concerning Item #64, Columbia County Comprehensive Plan Adopted Amendment, Item #65, City of Perry Comprehensive Plan Adopted Amendment, Item #66, Taylor County Comprehensive Plan Draft Amendment, Item #67, Town of LaCrosse Comprehensive Plan Adopted Amendment and Item #68, Dixie County Comprehensive Plan Adopted Amendment. The motion carried unanimously.

VII. EX-OFFICIO MEMBER REPORTS

Brian Delburn, Florida Department of Transportation, stated that Jordan Green was recently named as Acting Director of Operations for District 2.

Roni Jordan, Florida Department of Environmental Protection, stated that the Department has received a copy of the U.S. Forest Service Environment Assessment for a land exchange between the U.S. Forest Service and Plum Creek Timber Company. This will allow Plum Creek Timber Company to proceed with construction of a rail spur to a catalyst site east of the Lake City Airport in Columbia County.

VIII. CITIZEN COMMENTS - None

IX. EXECUTIVE DIRECTOR'S REPORT

A. Florida Regional Councils Association Monthly Activity 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 May 2014 monthly activity report included in the Council meeting packet.

B. Florida Chamber Foundation Scorecard™

Mr. Koons stated that the Florida Chamber Foundation has developed the Florida Scorecard™ to provide Florida leaders the metrics needed to secure Florida's future. The Florida Chamber Foundation's objective to develop a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan. He further stated that the Scorecard reports metrics for each of the Six Pillars benchmarked to the other 49 states. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of Life and Quality Places. He reviewed the June 2014 Scorecard™ included in the Council meeting packet.

C. Legislative Report

Mr. Koons reported that the 2014 regular Legislature session convened on March 4, 2014 and adjourned on May 2, 2014. The Florida Department of Economic Opportunity budget request for Fiscal Year 2014-15 submitted to Governor Scott did not include any appropriation request for all 11 regional planning councils. In addition, the budget for Fiscal Year 2014-15 submitted by the Governor to the Legislature did not include any appropriation request for all 11 regional planning councils. He also reported that the Legislature appropriated \$2.5 million for all 11 regional planning councils for Fiscal Year 2014-15. However, Governor Scott vetoed the appropriation for regional planning councils. The Council's share of this appropriation would have been approximately \$187,000.

D. Financial Disclosure Report Filing

Mr. Koons reported that all members of the Council are required to file a financial disclosure form by July 1st of each year. He stated the financial disclosure forms filed by county commissioners and city commissioners for their elected offices fulfill this requirement. Gubernatorial members must file a financial disclosure form with the Supervisor of Elections office in their respective counties to fulfill this requirement. Council members should have received a copy of the financial disclosure form in the mail within the past few weeks.

F. Check Fraud Status Report

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. 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 added that on June 3, 2013, attorneys for Wells Fargo responded via 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 at their meeting on July 25, 2013, the Council authorized the Council Attorney to file a lawsuit against Wells Fargo to recover the unauthorized \$49,523.00, to engage Stanley Cushman from the law firm of Scruggs and Carmichael to serve as co-counsel for the lawsuit and to designate Scott Koons, Executive Director, as the Council's representative concerning all matters related to such lawsuit. He stated that on August 6, 2013, a lawsuit was filed against Wells Fargo to recover the Council's funds.

Mr. Koons further reported that on September 9, 2013, Wells Fargo responded to the complaint by filing a Motion to Compel Arbitration. Council Attorney Wershow and Co-Counsel Cushman responded to the motion stating that arbitration does not apply to the dispute and have filed a motion for a hearing on the motion to compel arbitration. A

hearing originally scheduled for October 30, 2013 in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida on the Motion to Compel Arbitration filed by Wells Fargo to resolve the dispute between the Council and Wells Fargo was rescheduled for January 24, 2014. Mr. Koons reported that at the conclusion of the hearing, the Circuit Court granted the Motion to Compel Arbitration.

Council Attorney Jon Wershow reported that a letter was sent to Wells Fargo on May 13, 2014 requesting additional information concerning the disputed check. He further reported that Wells Fargo responded to that letter earlier in the week. Mr. Wershow stated a motion to initiate binding arbitration will be filed and then a hearing will be set for arbitration.

Chair Spooner informed the Council that the next Council meeting will be held on August 28, 2014 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 8:29 p.m.

Carolyn B. Spooner, Chair

8/28/14

Date




Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Monthly Financial Report - June 2014

Please find attached a copy of the Monthly Financial Report for the Council's activities for June 2014. 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 nine months was 63 percent of budget.

Expenditures

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of nine months are 65 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

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.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\monthlyfinancrptjune 2014.docx

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
June 30, 2014

BALANCE SHEET

ASSETS

Current Assets	
Checking / Savings	1,077,210
Accounts Receivable	413,456
Other Current Assets	40,587
Total Current Assets	<u>1,531,253</u>
TOTAL ASSETS	<u>1,531,253</u>

LIABILITIES & EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	22,936
Other Current Liabilities	141,034
Total Liabilities	<u>163,970</u>
Equity	<u>1,367,283</u>
TOTAL LIABILITIES & EQUITY	<u>1,531,253</u>

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
June 30, 2014

SUMMARY STATEMENT

	Adopted Budget FY 2013 - 14	June 2014	Year to Date	Percent of Budget
Revenue	1,969,300	367,101	1,242,120	63%
Expenses	1,969,300	132,856	1,274,000	65%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
June 30, 2014

REVENUE

Account	Adopted Budget FY 2013 - 14	June 2014	Year to Date	Percent of Budget
Program Development	23,900	1,500	17,486	73%
Regional Planning				
State Planning & Review	50,000	0	50,000	100%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	15,000	23,700	42%
Statewide Hurricane Evacuation Study	10,000	2,600	6,073	61%
Hazardous Waste Monitoring	42,400	0	0	0%
Local Emergency Planning Committee	93,500	32,692	70,576	75%
Hazards Analyses	9,700	9,119	9,119	94%
Transportation				
Gainesville Urbanized Area Transportation Planning	621,000	120,671	270,465	44%
Gainesville Urbanized Area Mass Transit	170,000	54,300	159,356	94%
Transportation Disadvantaged - Alachua County	24,200	2,667	18,310	76%
Transportation Disadvantaged - Region	173,600	19,114	129,129	74%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	15,750	92,250	85%
Original Florida Tourism Task Force Staffing	35,000	0	7,699	22%
Original Florida Tourism Task Force	43,000	3,788	57,788	134%
Vision North Central Florida		0	7,818	
Local Government Assistance				
General Technical Services	10,000	0	10,000	100%
FDEO Economic Profile		0	25,000	
City & County Planning Services	307,000	72,062	208,304	68%
Community Development Block Grant Administration	176,000	17,838	79,047	45%
Total Revenue	1,969,300	367,101	1,242,120	63%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
June 30, 2014

EXPENDITURES

Account	Adopted Budget FY 2013 - 14	June 2014	Year to Date	Percent of Budget
Audit	15,000	0	14,500	97%
Building Debt Service	11,200	0	10,563	94%
Building Occupancy & Grounds	40,000	2,112	21,778	54%
Contractual Services	72,000	9,916	77,872	108%
Dues, Publications & Subscriptions	47,000	295	35,436	75%
Furniture & Equipment	15,000	0	8,674	58%
Insurance and Bonding	17,000	0	9,766	57%
Legal Costs	12,000	8,025	26,945	225%
Machine Rental/Maintenance	5,000	1,086	4,648	93%
Meeting Expenses	20,000	1,285	13,386	67%
Moving Expense	2,000	0	0	0%
Office Supplies	30,000	475	14,653	49%
Personnel Costs	1,397,200	100,095	895,449	64%
Postage	8,000	858	5,673	71%
Printing	3,000	0	2,173	72%
Recruiting	2,000	0	0	0%
Reproduction	12,000	1,766	9,241	77%
Telephone	7,000	472	4,322	62%
Travel	97,000	4,468	54,113	56%
Original Florida Tourism Task Force	43,000	2,003	64,808	151%
Contingency	113,900	0	0	0%
Total Expenses	1,969,300	132,856	1,274,000	65%



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2008 NW 87th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

August 21, 2014

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director *SRK*
SUBJECT: Monthly Financial Report - July 2014

Please find attached a copy of the Monthly Financial Report for the Council's activities for July 2014. 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 63 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 68 percent of budget. It is anticipated that the year should end with revenues exceeding expenditures.

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.

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

Attachment

o:\caro\council.mtg\cnc\mtgmemos\monthlyfinancrptjuly 2014.docx

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
July 31, 2014

BALANCE SHEET

ASSETS

Current Assets	
Checking / Savings	1,113,888
Accounts Receivable	285,022
Other Current Assets	<u>32,197</u>
Total Current Assets	<u>1,431,107</u>
TOTAL ASSETS	1,431,107

LIABILITIES & EQUITY

Liabilities	
Current Liabilities	
Accounts Payable	19,717
Other Current Liabilities	<u>107,431</u>
Total Liabilities	<u>127,148</u>
Equity	<u>1,303,959</u>
TOTAL LIABILITIES & EQUITY	1,431,107

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
July 31, 2014

SUMMARY STATEMENT

	Adopted Budget FY 2013 - 14	July 2014	Year to Date	Percent of Budget
Revenue	1,969,300	547	1,242,667	63%
Expenses	1,969,300	64,021	1,338,021	68%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
July 31, 2014

REVENUE

Account	Adopted Budget FY 2013 - 14	July 2014	Year to Date	Percent of Budget
Program Development	23,900	547	18,033	75%
Regional Planning				
State Planning & Review	50,000	0	50,000	100%
Developments of Regional Impact Review	15,000	0	0	0%
Public Safety & Regulatory Compliance				
Homeland Security Activities	57,000	0	23,700	42%
Statewide Hurricane Evacuation Study	10,000	0	6,073	61%
Hazardous Waste Monitoring	42,400	0	0	0%
Local Emergency Planning Committee	93,500	0	70,576	75%
Hazards Analyses	9,700	0	9,119	94%
Transportation				
Gainesville Urbanized Area Transportation Planning	621,000	0	270,465	44%
Gainesville Urbanized Area Mass Transit	170,000	0	159,356	94%
Transportation Disadvantaged - Alachua County	24,200	0	18,310	76%
Transportation Disadvantaged - Region	173,600	0	129,129	74%
Economic Development				
Comp Econ Development Strategy & Tech Assistance	108,000	0	92,250	85%
Original Florida Tourism Task Force Staffing	35,000	0	7,699	22%
Original Florida Tourism Task Force	43,000	0	57,788	134%
Vision North Central Florida		0	7,818	
Local Government Assistance				
General Technical Services	10,000	0	10,000	100%
FDEO Economic Profile		0	25,000	
City & County Planning Services	307,000	0	208,304	68%
Community Development Block Grant Administration	176,000	0	79,047	45%
Total Revenue	1,969,300	547	1,242,667	63%

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Summary Financial Statement (Unaudited)
July 31, 2014

EXPENDITURES

Account	Adopted Budget FY 2013 - 14	July 2014	Year to Date	Percent of Budget
Audit	15,000	0	14,500	97%
Building Debt Service	11,200	0	10,563	94%
Building Occupancy & Grounds	40,000	2,259	24,037	60%
Contractual Services	72,000	483	78,355	109%
Dues, Publications & Subscriptions	47,000	421	35,857	76%
Furniture & Equipment	15,000	0	8,674	58%
Insurance and Bonding	17,000	0	9,766	57%
Legal Costs	12,000	140	27,085	226%
Machine Rental/Maintenance	5,000	0	4,648	93%
Meeting Expenses	20,000	0	13,386	67%
Moving Expense	2,000	0	0	0%
Office Supplies	30,000	948	15,601	52%
Personnel Costs	1,397,200	53,249	948,698	68%
Postage	8,000	21	5,694	71%
Printing	3,000	0	2,173	72%
Recruiting	2,000	0	0	0%
Reproduction	12,000	1,045	10,286	86%
Telephone	7,000	479	4,801	69%
Travel	97,000	4,825	58,938	61%
Original Florida Tourism Task Force	43,000	151	64,959	151%
Contingency	113,900	0	0	0%
Total Expenses	1,969,300	64,021	1,338,021	68%



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director *SRK*
SUBJECT: Local Government Comprehensive Planning Assistance Services Agreements -
Fiscal Year 2014-15

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 2014-15.

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

o:\carol\council.mtg\cnc\mtgmemos\tasmem14-15.docx

FISCAL YEAR 2015

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



IV.C.

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

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

SUBJECT: Hazardous Waste Monitoring Verification and Notification Services Agreements - Fiscal Year 2014-15

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 2014-15.

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.

o:\carol\council.mtg\cnc\mtgmemos\sqg monitoing 14-15.docx



IV.D.

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1803 • 352.955.2200

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Agreement with Florida Division of Emergency Management
to Update Hazards Analyses - Fiscal Year 2014-15

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 approximately \$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.

o:\carol\council.mtg\cnc\mtgmemos\ha14-15 agreement.docx



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director *SRK*
SUBJECT: Community Development Block Grant Fiscal Year 2013
Administrative Services Agreement - Town of Mayo

RECOMMENDATION:

Authorize the Chair to sign an agreement with the Town of Mayo to provide Community Development Block Grant administrative technical assistance services for their Housing Rehabilitation Project for a fixed fee amount of \$92,500.

BACKGROUND:

The Council proposes to enter into a technical assistance agreement with the Town of Mayo to provide assistance with the administration of their Fiscal Year 2013 Community Development Block Grant Housing Rehabilitation Project. This agreement will be funded with Community Development Block Grant Program funds. The amount of the administrative technical assistance services agreement with the Town will be a fixed fee amount of \$92,500.

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

o:\carol\council.mtg\cnc\mtgmemos\cdbagreement townofmayo housing.docx



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

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

RECOMMENDATION:

- **Appoint Jeffrey Aboumrad to the Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board as the voting Florida Department of Education Representative. Appoint Mr. Aboumrad to the Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards as the alternate Florida Department of Education Representative.**
- **Appoint Amanda Bryant to the Bradford County Transportation Disadvantaged Coordinating Board as the voting Florida Department of Children and Families Representative.**
- **Appoint Jaime Sanchez-Bianchi to the Bradford County Transportation Disadvantaged Coordinating Board as the alternate Florida Department of Children and Families Representative.**
- **Appoint Jeannie Carr to the Gilchrist County Transportation Disadvantaged Coordinating Board as the voting Regional Workforce Board Representative.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the local Transportation Disadvantaged Coordinating Boards. It is recommended that Mr. Aboumrad be appointed to the Columbia, Hamilton and Suwannee, Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards, Ms. Bryant be appointed to the Bradford County Transportation Disadvantaged Coordinating Board, Mr. Sanchez-Bianchi be appointed to the Bradford County Transportation Disadvantaged Coordinating Board and Ms. Carr be appointed to the Gilchrist County Transportation Disadvantaged Coordinating Board.

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

t:\lynn\appt2014\rpcapptboard082814docx.docx



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 57th Place, Gainesville, FL 32653 • 1603 • 352.955.2200

August 28, 2014

Mr. Jeffrey Aboumrad
Florida Department of Education
2050 Art Museum Drive, Suite 101
Jacksonville, FL 32207

RE: Florida's Transportation Disadvantaged Program

Dear Mr. Aboumrad:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. As you know, the purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The North Central Florida Regional Planning Council serving as the Designated Official Planning Agency, is responsible for appointing members to the Transportation Disadvantaged Coordinating Boards in our region. The Council appointed you the voting Florida Department of Education Representative on the Columbia, Hamilton and Suwannee Transportation Disadvantaged Coordinating Board and the Alternate Florida Department of Education Representative on the Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards at its August 28, 2014 meeting.

We look forward to working with you to successfully plan and coordinate transportation disadvantaged services. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, Senior Planner, at extension 110.

Sincerely,

Carolyn B. Spooner
Chair

t:\lynn\appt2014\apptletja.doc



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 • 1 603 • 352.955.2200

August 28, 2014

Ms. Amanda Bryant
DCF/APS
1250 Andrews Circle
Starke, FL 32091

RE: Florida's Transportation Disadvantaged Program

Dear Ms. Bryant:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. The purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency under Florida's Transportation Disadvantaged Program, is responsible for appointing members to the Bradford County Transportation Disadvantaged Coordinating Board. The Council appointed you the voting Florida Department of Children and Families Representative on the Bradford County Transportation Disadvantaged Coordinating Board at its August 28, 2014 meeting.

We look forward to working with you to successfully plan and coordinate transportation disadvantaged services. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, Senior Planner, at extension 110.

Sincerely,

Carolyn B. Spooner
Chair

Enclosure

t:\lynn\appt2014\bradford\apptletab.doc

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.



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 28, 2014

Mr. Jaime Sanchez-Bianchi
DCF/APS 1389 W. US Hwy 90, Suite 110
Lake City, FL 32055

RE: Florida's Transportation Disadvantaged Program

Dear Mr. Sanchez-Bianchi:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. As you know, the purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency under Florida's Transportation Disadvantaged Program, is responsible for appointing members to the Bradford County Transportation Disadvantaged Coordinating Board. The Council appointed you the alternate Florida Department of Children and Families Representative on the Bradford County Transportation Disadvantaged Coordinating Board at its August 28, 2014 meeting.

We look forward to working with you to successfully plan and coordinate transportation disadvantaged services. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, Senior Planner, at extension 110.

Sincerely,

Carolyn B. Spooner
Chair

t:\lynn\appt2014\bradford\apptletjsbalt.doc



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 28, 2014

Ms. Jeannie Carr
Florida Crown Workforce Board Career Center
1389 U.S. Hwy 90
Lake City, FL 32055

RE: Florida's Transportation Disadvantaged Program

Dear Ms. Carr:

This letter is in regard to Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. As you know, the purpose of this program is to assist individuals who are unable to transport themselves because of age, disability or income status.

The North Central Florida Regional Planning Council serving as the Designated Official Planning Agency, is responsible for appointing members to the Transportation Disadvantaged Coordinating Boards in our region. The Council appointed you the voting Regional Workforce Board Representative on the Gilchrist County Transportation Disadvantaged Coordinating Board at its August 28, 2014 meeting.

We look forward to working with you to successfully plan and coordinate transportation disadvantaged services. If you have any questions concerning this matter, please do not hesitate to contact Lynn Godfrey, Senior Planner, at extension 110.

Sincerely,

Carolyn B. Spooner
Chair

t:\lynn\appt2014\gilchrist\apptletjc.doc



**North
Central
Florida
Regional
Planning
Council**

V.

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Resolutions of Appreciation

RECOMMENDATION:

Approve the attached resolutions of appreciation for Jaqueline Loubet and Rayford Riels.

BACKGROUND:

The attached resolutions of appreciation are regarding Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. Ms. Loubet served as the Regional Workforce Board Representative on the Gilchrist County Transportation Disadvantaged Coordinating Board from January 2013 to July 2014.

Mr. Riels served as the Florida Department of Education Representative on the Dixie and Gilchrist County Transportation Disadvantaged Coordinating Boards since August 1990 to July 2014 and the on the Columbia, Hamilton and Suwannee, and Union County Transportation Disadvantaged Coordinating Boards from January 2010 to July 2014.

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

Attachments

t:\lynn\appt2014\rpcresmemo082814.docx



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 28, 2014

Ms. Jaqueline Loubet
Florida Crown Workforce Board Career Center
211-B SE 11th Street
Trenton, FL 32693

RE: Florida's Transportation Disadvantaged Program

Dear Ms. Loubet:

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

As a token of our appreciation for your service, the Planning Council, at its regular meeting on August 28, 2014 unanimously approved the enclosed resolution. Thank you for taking the time to serve on the Board.

Sincerely,

Carolyn B. Spooner
Chair

Enclosure

t:\lynn\lappf2014\gilchrist\resletjl.doc

-46-

RESOLUTION

WHEREAS, Jaqueline Loubet has served as the Regional Workforce Board Representative on the Gilchrist County Transportation Disadvantaged Coordinating Board since January 2013; and

WHEREAS, Jaqueline Loubet ably discharged her duties as the Regional Workforce Board Representative on the Gilchrist County Transportation Disadvantaged Coordinating Board;

NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Jaqueline Loubet for the dedicated service she rendered to the Gilchrist County Transportation Disadvantaged Coordinating Board, and for her concern for the transportation disadvantaged needs of Gilchrist County and the State of Florida; and

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

Carolyn B. Spooner Chair

ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

August 28 ,2014

Date



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 28, 2014

Mr. Rayford Riels
Florida Department of Education
1389 W. U.S. Hwy 90, Suite 105
Lake City, FL 32055-6130

RE: Florida's Transportation Disadvantaged Program

Dear Mr. Riels:

On behalf of the North Central Florida Regional Planning Council, I want to express our regret that you will no longer serve as the Florida Department of Education Representative on the Columbia, Hamilton, and Suwannee, Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards. Your knowledge and your concern for transportation disadvantaged individuals have made you a valuable asset to the Boards.

As a token of our appreciation for your service, the Planning Council, at its regular meeting on August 28, 2014 unanimously approved the enclosed resolution. Thank you for taking the time to serve on the Board.

Sincerely,

Carolyn B. Spooner
Chair

Enclosure

t:\lynn\lapp2014\resletr.doc

-48-

RESOLUTION

WHEREAS, Rayford Riels served as the Florida Department of Education Representative on the Dixie and Gilchrist County Transportation Disadvantaged Coordinating Boards since August 1990 and the Columbia, Hamilton and Suwannee, and Union County Transportation Disadvantaged Coordinating Boards since January 2010; and

WHEREAS, Rayford Riels ably discharged his duties as the Florida Department of Education Representative on the Columbia, Hamilton and Suwannee, Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards;

NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Rayford Riels for the dedicated service he rendered to the Columbia, Hamilton and Suwannee, Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards, and for his concern for the transportation disadvantaged needs of Columbia, Hamilton and Suwannee, Dixie, Gilchrist and Union Counties and the State of Florida; and

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

Carolyn B. Spooner, Chair

ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

August 28, 2014
Date



August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Restatement and Amendment to the Council's Employee Pension Plan

RECOMMENDATION:

Approve the restatement of the Council's employee pension plan in accordance with the requirements of the "second-six-year period" set forth in Internal Revenue Service Announcement 2014-18 and adoption of the "PPA Restatement", to the Council's employee pension plan, authorize Pension Plan Professionals, Inc. to submit the restated pension plan and amendment to the Internal Revenue Service on behalf of the Council, and pay Pension Plan Professionals, Inc., for these services in the fixed fee amount of \$1,125.

BACKGROUND:

The Council has been advised by its pension plan consultant, Pension Plan Professionals, Inc., that a restatement of the Council's employee pension plan and the adoption of a "PPA Restatement" Amendment, as required by the Internal Revenue Service Announcement 2014-18 to maintain the employee pension plan in a qualified status with the Internal Revenue Service.

Please find attached a letter from Pension Plan Professionals, Inc., concerning the work that is required concerning this matter. Please note that the amendment must be made by April 30, 2016. The total cost for this work is \$1,125.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\pension plan restatement 2014.docx

Pension Plan Professionals, Inc.



Consultants • Actuaries • Administrators

Dale F. Smith, QPA, ERPA
Kimberly B. Martin, CPC, QPA, APA
Gail B. Hansard, QKA, QPA

Ronda M. Trepagnier, QKA
Angela M. Hansard
Jessica M. English



July 23, 2014

North Central Florida Regional Planning Council
2009 NW 67th Place, Suite A
Gainesville, FL 32653

Re: North Central Florida Regional Planning Council Employee Pension Plan
Required Restatement in Accordance With IRS Announcement 2014-18

Dear Sir or Madame,

Early this month we published a *Newsletter* which notified client Sponsors of a Profit Sharing Plan, or a Profit Sharing Plan with a 401(k) Feature (a "401(k) Plan"), that they **must amend and restate their Plan Document** in order to comply with the requirements of the "second-six-year period" set forth in IRS Announcement 2014-18. Pension practitioners have named this the "**PPA Restatement**." The period for restatement is now in effect; and while it will not expire until April 30, 2016, we intend to complete a majority of clients' plan restatements in 2014, rather than contend with a huge backlog as when the EGTRRA restatements were not completed in 2008.

As a qualified retirement plan Sponsor, it is your fiduciary responsibility to ensure that your organization's retirement plan remains in compliance with all applicable federal regulations. Failure to timely amend and restate your Plan to comply with federal regulations may cause the Plan to lose its IRS-qualified status, such that (i) Employer contributions are no longer a deductible expense of doing business, (ii) Trust investment return will be immediately taxable to the Plan's participants, and (iii) the Plan Participants' 401(k) Pre-Tax Salary Deferral contributions will lose their tax shelter, becoming subject to immediate Federal taxation. Having to correct document and operational failures later can become very costly, requiring expenses for preparing requisite paperwork in proper order for the IRS. In a worst case scenario, your Plan could become disqualified, lose its tax-favored status, and incur thousands of dollars in IRS fees and penalties, consulting costs, and potential legal fees to resolve non-compliance issues.

Pension Plan Professionals, Inc. ("P³") is the Pension Consultant and Third Party Administrator for your Plan. Our fundamental service to you is to assist in operating your Plan so that it stays in compliance with all federal regulations. Accordingly, we are herein proposing to provide expert professional services which will completely address all of the required PPA Restatement requirements for your Plan. You may choose from the two payment options described on the following page. Please review this information, then complete and sign the form indicating your choice of payment method (or to notify us if another service provider will perform this work for your Plan). After completing the form, fax, e-mail or mail a copy to our attention as soon as possible. We will not begin to draft the PPA Restatement until we receive your signed engagement and retainer for this major project. *If we receive no response from you, Pension Plan Professionals, Inc. will not incur an obligation for the Plan's failure to timely adopt the required restatement.* If you have any questions regarding these amendment/restatement matters, please feel free to contact me.

NORTH CENTRAL FLORIDA
RECEIVED

JUL 25 2014

Respectfully,

Dale F. Smith, QPA
President and Consulting Principal
Enrolled Retirement Plan Agent
Enclosure Page Two

REGIONAL PLANNING COUNCIL

If you have any questions on this matter, please call Dale at 904-727-7539. Otherwise, select a billing option, engagement decision and document delivery method that best fits your needs. At the bottom of the form, sign, date, and enter the name of your Retirement Plan and your organization. At your earliest convenience, please send this completed Page Two to us as either (i) a fax (904-725-1054), (ii) an e-mail attachment [PPARestatement@pensionplanonline.com], or (iii) by mail.

BILLING OPTIONS:

1. Separate Engagement. We will draft the **PPA Restatement** at a fee which is based upon your document delivery choice (below). This engagement does not anticipate any interim or "snap-on" amendment requirements released by the IRS and DOL after the date of IRS Announcement 2014-18 restatement commencement. At the current time, we have not received any guidance or indications from the Federal agencies as to any possible interim releases or snap-on amendments. If such are later released, we will correspond with you on these requirements.
2. Two-Year Option. We will draft the **PPA Restatement** and provide it to you using the document delivery method you elect below at no additional charge. The Sponsor will make two \$600 annual installment payments, with prime rate interest on the balance and a termination contingency contract. The intent herein is to minimize the annual outlay for maintaining the Plan Document in compliance with pension law, while yielding a four-year hiatus before the next six-year remedial amendment period begins in 2020.

PLAN SPONSOR-INITIATED CHANGES. Unless otherwise directed, we will utilize your Plan Document's current provisions when drafting this restatement. However, if requested in advance, we will incorporate the Plan Sponsor's desired changes in the Plan's specifications at a discount, or at no charge, depending upon the change(s) desired [for example, eligibility, vesting, method of allocating the Employer's contributions, Roth 401(k), etc.]

ENGAGEMENT DECISION:

_____ Our decision as to the payment option for our Plan is checked above. Please proceed with the required amendments after we have paid the engagement invoice.

DOCUMENT DELIVERY METHOD – select one:

1. _____ \$975 – via e-mailed attachment in PDF format or;
2. _____ \$1,025 – CD in PDF format and via e-mailed attachment in PDF format or;
3. _____ \$1,075 – Printed and via e-mailed attachment in PDF format, or
4. _____ \$1,125 – Printed, CD and via e-mailed attachment in PDF format.

OR:

_____ We have decided to use another service provider to handle our Plan amendments, and will provide P³ with copies of the amendments when completed.

Signed: _____ Date: _____

Retirement Plan Name: _____


Plan Sponsor Name: _____



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Employee Health Insurance Proposal

RECOMMENDATION:

Approve the proposal received from UnitedHealthcare to renew existing Plan LGN for employee health insurance, Plan F5430 for dental insurance and life insurance for the year beginning September 1, 2014.

BACKGROUND:

United Healthcare has offered to continue health insurance coverage for the Council with an increase in premiums for the coming year beginning September 1, 2014. The total increase in cost to the Council for the coming year would be \$1,338 per month, or an increase of 15.0 percent. The resulting total monthly cost to the Council would be \$10,258.

United Healthcare is proposing no change in life insurance premiums for the coming year. United Healthcare is proposing to decrease the cost for dental insurance to employees for the coming year by (\$15) per month or a decrease of (3.6) percent. The resulting total monthly cost to employees would be \$405.

Staff has secured alternative proposals for health insurance from United Healthcare for your consideration. Attached is a summary of the existing plan and two alternative plans with coverage and costs. The alternative proposals include changes to benefits for employees.

Also, please find attached for your information a graph showing the total cost to the Council and employees for health, life and dental insurance costs from Fiscal Year 2005-06 through Fiscal Year 2014-15.

The Executive Committee recommends that the Council approve the 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, 2014.

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

Attachments

o:\carol\council.mtg\cnc\mtgmemos\health insurance 2014.docx

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

**SUMMARY OF HEALTH INSURANCE BENEFIT PLANS
UNITED HEALTHCARE**

August 21, 2014

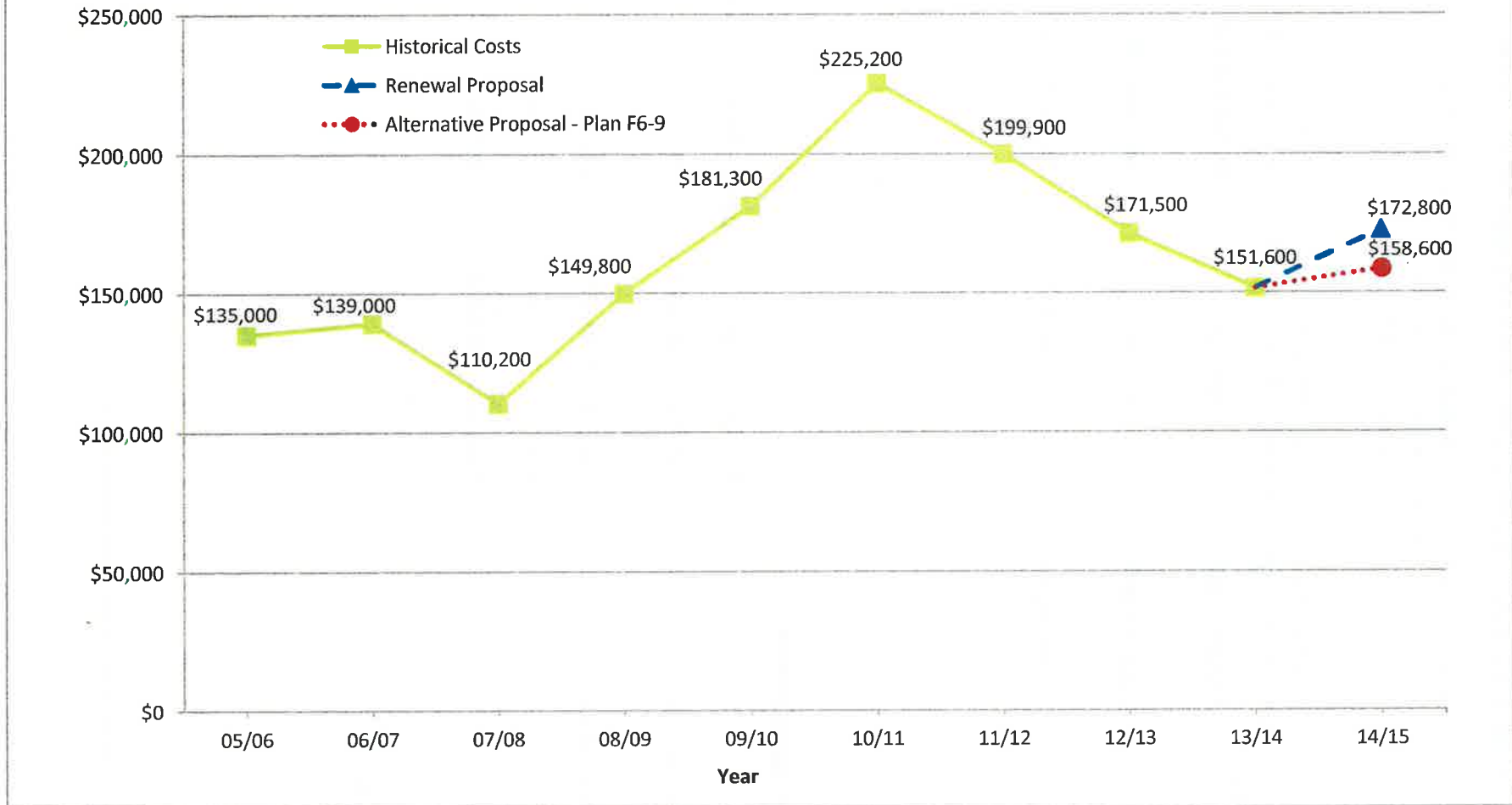
	<u>DEDUCTIBLE</u> (Individual/Family)	<u>CO-INSURANCE</u> (In Network/Out Network)	<u>OUT-OF-POCKET MAXIMUM</u> (Individual/Family)	<u>PRESCRIPTIONS</u> (Generic/Brand/ Non-Preferred)
<u>CURRENT PLAN</u> LG-N/RXPX	\$2,000/\$4,000	100%/70%	\$5,000/\$10,000	\$15/\$45/\$85
<u>OPTION #1</u> F6-9/RXAX	\$5,000/\$10,000	70%/50%	\$6,250/12,500	30% All Tiers
<u>OPTION #2</u> F6-8/RXAX	\$3,500/ \$7,000	70%/50%	\$6,250/12,500	30% All Tiers

Council Cost per Month/Annum

	<u>Month / Annum</u>	<u>Annual Change</u>	<u>Percent Change</u>
Current Plan - Existing Cost	\$ 8,920 / \$107,040	N/A	N/A
Current Plan - Proposed Cost	\$10,258 / \$123,096	\$16,056	15.0%
Option #1 - F6-9	\$ 9,373 / \$112,476	\$ 5,436	5.1%
Option #2 - F6-8	\$10,002 / \$120,024	\$12,984	12.1%

N/A - Not Applicable

North Central Florida Regional Planning Council Total Health, Life and Dental Insurance Costs 2005-06 to 2014-15



Note: Number of Council employees decreased from 16 employees to 13 employees during Fiscal Year 2013-14.



VI.B.

Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

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 28, 2014 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 require 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

- #70 - Suwannee County Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)
- #71 - City of Gainesville Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)
- #72 - Lafayette County Comprehensive Plan Adopted Amendments (DEO No. 14-1ER)
- #73 - Taylor County Comprehensive Plan Adopted Amendment (DEO No. 14-1ESR)

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).

v:\chouse\meeting\chairreport.docx

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.



VI.C.

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist

Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Engagement Letter for Fiscal Year 2013-14 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 2013-14 audit of the Council's accounts for a lump sum fee for this service of \$14,783, with the understanding that this engagement includes an audit of the Council's Employee Pension Plan for the same fiscal year.

BACKGROUND:

As you know, the Council selects an auditor for a three-year period, with the condition that an engagement letter be approved each year to ensure that the auditor is conducting the audits in an acceptable manner. The current auditor was selected in 2013 and has conducted one audit under this series. Therefore, it is recommended that a second engagement letter be entered into for the audit of Fiscal Year 2013-14.

The proposed letter of engagement is attached for your information. The lump sum fee has been set at \$14,783 in accordance with the proposal made by the auditor to adjust the fee each year in an amount equal to the percent increase/decrease of the Consumer Price Index for All Urban Consumers, not to exceed five percent each year. This fee is \$283 more than the fee charged for the Fiscal Year 2012-13 audit.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\engagementletter auditor 2013-14.docx



Powell & Jones
Certified Public Accountants

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

1358 S.W. Main Blvd.
Lake City, Florida 32025
386 / 755-4200
Fax: 386 / 719-5504
admin@powellandjonescpa.com

August 5, 2014

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, 2014, 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' basic financial statements. As part of our engagement, we will apply certain limited procedures to the North Central Florida Regional Planning Council' 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' 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's 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.

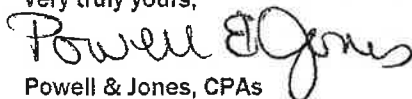
The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the District. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the 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 \$14,783.

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, CPAs

RESPONSE:

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

Signature: _____

Title: _____

Date: _____




V.I.D.
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Comprehensive Economic Development Strategy Committee Report

The Council has been designated by the U. S. Economic Development Administration as an Economic Development District since 1978. As such, 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.

The Comprehensive Economic Development Strategy is designed to bring together the public and private sectors in the creation of an economic roadmap to diversify and strengthen regional economies by attracting private investment that creates jobs. The strategy must be the result of a continuing economic development planning process developed by a Comprehensive Economic Development Strategy Committee representing both the public and private sector, and must set forth the goals and objectives necessary to solve the economic development problems of the region.

A majority of the Comprehensive Economic Development Strategy Committee appointed by the Council are private sector representatives and also includes representatives of public officials, community leaders, workforce development boards, higher education, and minority and labor groups. The Committee is responsible for the development of the strategy and recommendation of the strategy to the Council for adoption.

Based upon the recommendation of the Comprehensive Economic Development Strategy Committee, the Council adopted the current Comprehensive Economic Development Strategy in September 2012. The Comprehensive Economic Development Strategy Committee met on August 19, 2014 to review activities conducted during the past six months to support the goals and objectives of the Comprehensive Economic Development Strategy.

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

o:\carol\council.mtg\cnc\mtgmemos\ceds review august14.docx



IX.A.
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

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 June 2014 and July 2014 Monthly Activity Reports highlighting the activities of the Association's Director of Intergovernmental Affairs, Sheri Coven. These reports address outreach, resource development/capacity building, legislative and administrative activities.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\frcamonthlyreportaugust2014.docx



MONTHLY ACTIVITY REPORT: June 2014

OUTREACH

- Staffed a booth in the exhibit hall at the Florida Association of Counties Annual Conference, which took place June 17-20, 2014.
- Provided FRCA Policy Board members with the new FRCA Membership Benefits document and FRCA fact sheet that will be given to all new Policy Board members as well as new regional planning council board members going forward.
- Sent a note to Jesse Panuccio, Director of the Florida Department of Economic Opportunity, stating that in spite of the Governor's veto, the regional planning councils looked forward to an ongoing, productive partnership with the Department and continued implementation of the *State Strategic Plan for Economic Development*.
- Completed FRCA's first electronic quarterly newsletter; awaiting an email distribution list from the Florida Association of Counties before it can be released.
- Responded to a request from the Florida Energy Office to issue a letter from FRCA, which was provided by Brian Teeple, Chair of the FRCA Executive Directors Advisory Committee, supporting its application to the U.S. Department of Energy for a State Energy Planning Grant.
- Reached out to staff from the Florida Division of Emergency Management in person and by email to help resolve issues associated with a variety of contracts between the Division and the regional planning councils.

RESOURCE DEVELOPMENT/CAPACITY BUILDING

- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, participated in Enterprise Florida's monthly conference call for its economic development partners, as well as teleconferences hosted by the Florida Transportation Commission, Florida Seaport Transportation and Economic Development Council, and Florida Local Government Coalition.
- Attended the 2014 National Association of Regional Councils Annual Conference.
- Attended the Small County Coalition Annual Meeting.
- Accepted an invitation from the Florida Chamber Foundation for FRCA to serve as a partner for its September 29-October 1, 2014 Future of Florida Forum and participated in the first planning committee conference call to begin setting the Forum's program.
- Distributed funding announcements from Florida Sea Grant, National Endowment for the Humanities, U.S. Department of Agriculture, U.S. Department of Housing and Urban Development, and U.S. Department of the Interior.

LEGISLATIVE SUPPORT

- Helped FRCA President Patty Asseff prepare and distribute a message from her to the FRCA Policy Board members regarding the veto of regional planning council funding.
- Met with the new Legislative Director of the Florida Association of Counties, Lisa Hurley.

ADMINISTRATIVE

- Addressed website maintenance issues.
- Prepared the April meeting summaries; participated in the June FRCA meetings; worked with the Florida League of Cities on logistics for the August FRCA meetings, which will be held on August 14-15, 2014, in conjunction with its annual conference in Hollywood; and, worked with the Florida Chamber Foundation on logistics for the October FRCA Meetings, which will both be held on October 1, 2014, in conjunction with the Future of Florida Forum in Lake Buena Vista.



MONTHLY ACTIVITY REPORT: July 2014

OUTREACH

- Issued FRCA's first electronic quarterly newsletter to all regional planning council members, all other city and county elected officials, and over 130 FRCA stakeholders.
- Along with Brian Teeple (NEFRC), Chair of the FRCA Executive Directors Advisory Committee, met with the following individuals to help develop guidance and feedback for Senate staff on changes to the Development of Regional Impact Program that are anticipated during the 2015 Legislative Session:
 - Gary Hunter, Attorney, Hopping Green & Sams
 - Nancy Linnan, Attorney, Carlton Fields Jordan Burt
 - Charles Pattison, President, 1000 Friends of Florida
 - David Powell, Attorney, Hopping Green & Sams
 - Linda Loomis Shelley, Attorney, Buchanan Ingersoll Rooney
 - Tom Yeatman, Director, Senate Committee on Community Affairs
- Along with Chairman Teeple (NEFRC), met with Gail Stafford to explore partnership opportunities with the Florida Energy Office.
- Along with Chairman Teeple (NEFRC), met with Ana Richmond, Chief, Bureau of Community Planning, to discuss matters of mutual interest.
- Along with Chairman Teeple (NEFRC) and Chris Rietow (ARPC), met with Bryan Koon, Director of the Florida Division of Emergency Management, to thank Mr. Koon for his ongoing support and see how the regional planning councils might provide further assistance to the Division.
- Along with Chris Rietow (ARPC) met with Paul Johnson, an environmental consultant, regarding potential opportunities for regional planning councils to help implement the RESTORE Act.
- Met with Bob Jones, Director of the Florida Consensus Center, regarding FRCA's role in the Center's newest initiative – Florida Civic Advance.
- Reached out to Paul Wotherspoon from the Florida Division of Emergency Management multiple times during the month to continue pursuing resolution to issues associated with a variety of contracts between the Division and the regional planning councils.
- Continued to work with Julie Dennis in the Division of Community Development at the Florida Department of Economic Opportunity on a potential National Oceanic and Atmospheric Administration Project of Special merit grant application on behalf of the regional planning councils.

RESOURCE DEVELOPMENT/CAPACITY BUILDING

- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, participated in Enterprise Florida's monthly conference call for its economic development partners; teleconferences hosted –71–

by the Florida Transportation Commission and Florida Defense Support Task Force; and, meetings of the Safe Mobility for Life Coalition and Rural Economic Development Initiative.

- Participated in a community resiliency webinar hosted by the Florida Department of Economic Opportunity.
- Participated in a federal transportation webinar hosted by the National Association of Regional Councils regarding the status of transportation reauthorization.
- Participated in a Florida Chamber Foundation's Future of Florida Forum Partners' Planning Meeting to continue development an agenda for the Forum, which is scheduled for September 29-October 1, 2014 in Lake Buena Vista.
- Distributed funding announcements from the Centers for Disease Control and Prevention; Climate Solutions University; Florida Department of Economic Opportunity; U.S. Department of Commerce; and, U.S. Department of the Interior.

LEGISLATIVE SUPPORT

- Finalized and distributed summaries of the bills tracked by FRCA during the 2014 Legislative Session.

ADMINISTRATIVE

- Created an outline for the 2013-14 FRCA annual report based on the Six Pillars for Florida's Future Economy and sent instructions for updating their respective portions of the report to each of the Executive Directors.
- Sent FRCA Policy Board orientation packages to Councilman Forrest Banks, City of Ft. Myers (SWFRPC); Mr. Steve Cutshaw, Gubernatorial Appointee (ARPC); and, Mr. Darryl Register, Gubernatorial Appointee (NEFRC).
- Held a conference call with Commissioner Patty Asseff (City of Hollywood), FRCA President, Chairman Teeple (NEFRC), and Jim Murley (SFRPC) to set the agenda and structure for the August 15, 2014 FRCA Policy Board Meeting, which will be held in conjunction with the Florida League of Cities Annual Conference at the Westin Diplomat in Hollywood.
- Revised the FRCA Bylaws to reflect current FRCA practices and address concerns raised by the SWFRPC and sent them out for review in preparation for the August 15, 2014 FRCA Policy Board meeting.
- Negotiated hotel contracts, handled all meeting logistics, and prepared the board packages for the August 14, 2014 FRCA Executive Directors Advisory Committee meeting and August 15, 2014 FRCA Policy Board meeting.



IX.B.
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Regional Councils Association Policy Board Meeting Report

Chair Carolyn Spooner, Immediate Past Chair Garth Nobles, Jr., and I attended the semi-annual meeting of the Florida Regional Councils Association Policy Board held in Hollywood on August 15, 2014.

The Policy Board elected officers for Fiscal Year 2014-15.

The Policy Board reviewed a financial report, approved a budget amendment and adopted bylaws amendments.

The Policy Board also adopted the 2014-15 Fiscal Year Florida Regional Councils Association Budget.

In addition the Florida Regional Council Association held Part 2 of the Strategic Retreat and developed an action plan to implement recommendations from the Part 1 Strategic Retreat Report.

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

o:\carol\council.mtg\cnc\mtgmemos\frca policy board updateaug 2014.docx

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.



IX.C.
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

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 2014 Scorecard.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\flchamberscorecardaugust14.docx

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.

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

BLOG



Current News

2030 Metrics

County Data

Interactive Chart

My Metrics

Tourism Indicators

Floridians Pay a Hidden Tax of \$1.4 Billion due to Uncompensated Care

Did you know? Floridians pay a "hidden tax" of **\$1.4 billion** due to uncompensated care. When this cost trickles down from hospitals and insurance companies to insured Floridians, it equates to between **\$1,700 to \$2,200** for every insured admission.

As Florida's business community is well aware, healthcare costs continue to have a significant impact on the bottom line. As costs continue to increase, Florida businesses struggle to prosper and the overall competitiveness of the business community diminishes. This week's Scorecard Did You Know highlights the real cost of rising healthcare expenses to Florida businesses, more commonly known as the healthcare cost shift.

Florida's demand for healthcare services is typically much higher than other states due to a significantly higher population of retirees. Between now and 2030, Florida's population is expected to increase by **six million** residents. Of these, the Florida Office of Economic and Data Research estimates as many as **two-thirds** will be aged 60 and older.

Calculating this cost shift is complex, but a range can be estimated. The first step is comparing total costs of service to the total charges, which then is allocated among the **2.4 million yearly hospital admissions** in the state. The analysis leads to a range of cost-shift of \$1,700 to \$2,200 for each uninsured to insured admission and this estimate does not include the additional cost shifts present in the Medicare and Medicaid programs.

The cost shift occurs when the costs for medical care for the uninsured are "passed" onto insured patients. When a doctor or hospital provides care to an uninsured party, the costs of those services have to come from somewhere. Insurance companies are ultimately forced to incorporate them into higher premiums, which are paid (the majority of the time) by companies providing benefits for their employees. To make Florida more attractive for business startups and relocations, healthcare costs must be slowed and show real decline, especially with respect to the cost shift.



Florida Net 12-Month Job Creation



SCORECARD NEWSLETTER

Provide your email address to receive monthly Scorecard updates

SUBSCRIBE

Ranking Florida

Key Indicators



Home Foreclosures

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



Consumer Confidence

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



Population

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

Unemployment Rate

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




IX.D.
Serving

Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: 2013-14 Member Certificates of Outstanding Attendance

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 Council meetings.

A Certificate of Outstanding Attendance will be awarded to the following members at the August 28, 2014 Council meeting in recognition of their attendance at every scheduled Council meeting during Program Year 2013-14.

City

Garth Nobles, Jr., City of Live Oak

Gubernatorial

Charles Williams, gubernatorial appointee from Hamilton County

Please join me in recognizing the service and commitment of these Council members as exhibited by their perfect attendance record.

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

o:\carol\council.mtg\cnc\mtgmemos\2013_14 member recognition.docx



IX.E.

Serving

Alachua • Bradford

Columbia • Dixie • Gilchrist


Hamilton • Lafayette • Madison

Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Executive Director's Cup

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 2013-14, the Executive Director's Cup will be jointly awarded at the August 28, 2014 Council meeting to city member Garth Nobles, Jr., City of Live Oak and gubernatorial member Charles Williams from Hamilton County in recognition of their perfect attendance. The Executive Director's Cup is prominently displayed at the Council office.

Congratulations to Mayor Nobles and Mr. Williams for jointly winning the Program Year 2013-14 Executive Director's Cup for the city and gubernatorial members.

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

o:\carol\council.mtg\cnc\mtgmemos\executive directors cup 2014.docx



Serving
Alachua • Bradford
Columbia • Dixie • Gilchrist
Hamilton • Lafayette • Madison
Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Regional Directory

Pursuant to Council authorization, staff prepared a regional directory of local governments in the region and state and federal agencies. The 2014 Regional Directory was mailed to local, regional, state and federal officials, and planning and related agencies the week of August 4, 2014. Council staff would like to thank everyone who assisted in compiling this information.

A downloadable version of the 2014 Regional Directory in pdf format is also available on the Council website at www.ncfrpc.org.

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

o:\carol\council.mtg\cnc\mtgmemos\regional directory 2014.docx



Serving
 Alachua • Bradford
 Columbia • Dixie • Gilchrist
 Hamilton • Lafayette • Madison
 Suwannee • Taylor • Union Counties

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

August 21, 2014

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Check Fraud Status Report

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

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

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

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

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

Council Members

August 21, 2014

Page 2

On September 9, 2013, Wells Fargo responded to the complaint by filing a Motion to Compel Arbitration. Wells Fargo alleges that disputes related to the Council's checking account are to be resolved by an arbitrator. Council Attorney Wershow and Co-Counsel Stanley Cushman responded to the motion stating arbitration does not apply to the dispute.

A hearing was scheduled for October 30, 2013 in the Circuit Court of the Eighth Judicial Circuit in and for Alachua County, Florida on the Motion to Compel Arbitration filed by Wells Fargo to resolve the dispute between the Council and Wells Fargo. However, the hearing was rescheduled for January 24, 2014. At the conclusion of the hearing, the Circuit Court granted the Motion to Compel Arbitration.

Council Attorney Wershow and Co-Council Stanley Cushman are continuing to coordinate with the attorney of Wells Fargo on the selection of an arbitrator and scheduling of the arbitration hearing.

Please find attached a summary of legal fees incurred to date concerning the lawsuit.

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\wellsfargo lawsuitaugust2014.docx

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
Wells Fargo Lawsuit
Legal Fees

August 21, 2014

<u>Month</u>	<u>Amount</u>
August 2013	\$1,383
September 2013	\$2,253
October 2013	\$3,445
November 2013	\$180
December 2013	\$0
January 2014	\$2,760
February 2014	\$1,410
March 2014	\$2,502
April 2014	\$2,669
May 2014	\$2,970
June 2014	<u>\$6,515</u>
Total	\$26,087

