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## MEETING NOTICE

### NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

There will be a meeting of the North Central Florida Regional Planning Council on **June 22, 2017**. The meeting will be held at the **Lake City Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida**. Dinner will start at 6:30 p.m. and the meeting at **7:00 p.m.**

### MEETING STARTS AT 7:00 P.M.

*Please call the Council at 352.955.2200, or 800.226.0690, or email [strong@ncfrpc.org](mailto:strong@ncfrpc.org) by June 19, 2017 to let us know if you will be attending the meeting. (You can call after hours and leave a message on voice mail too.) **THANK YOU.***

(Location Map on Back)

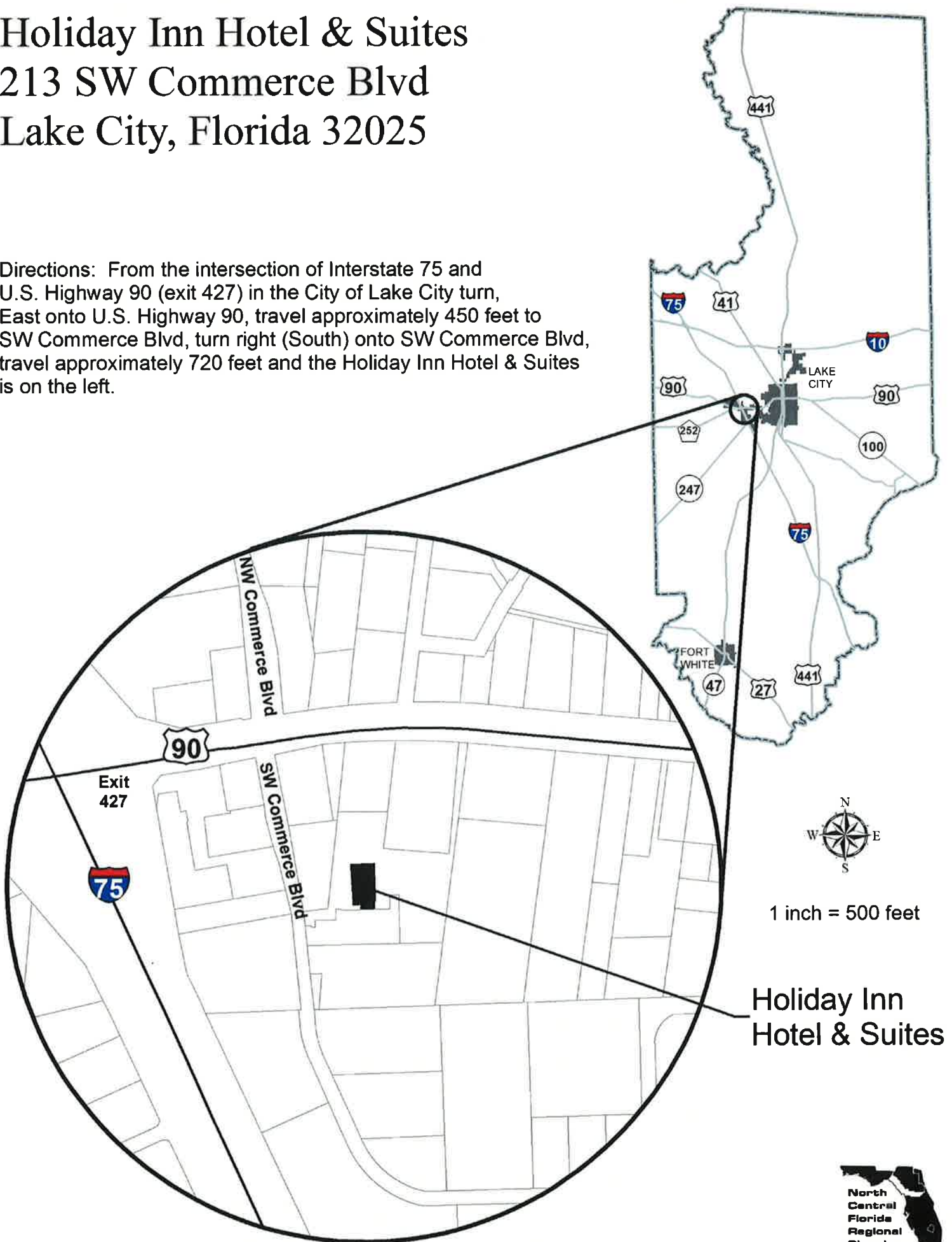
*Please be advised that the Council meeting packet is posted on the Council website at <http://ncfrpc.org> (click on Upcoming Meetings and Meeting Packets, then click on North Central Florida Regional Planning Council Full Packet.)*

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

# Holiday Inn Hotel & Suites

213 SW Commerce Blvd  
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.





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## **AGENDA**

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

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

June 22, 2017  
7:00 p.m.

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- III. APPROVAL OF AGENDA
- IV. FLORIDA REGIONAL COUNCILS ASSOCIATION PRESENTATION
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2. #86 - Alachua County Comprehensive Plan Draft Amendments (DEO No. 17-3ER)
3. #87 - Lafayette County Comprehensive Plan Adopted Amendment (DEO No. 17-1ESR)
4. #88 - Town of LaCrosse Comprehensive Plan Adopted Amendment (DEO No. 17-1ER)
5. #89 - Alachua County Comprehensive Plan Adopted Amendment (DEO No. 17-1ESR)
6. #90 - City of Hawthorne Comprehensive Plan Draft Amendment (DEO No. 17-1ER)
7. #91 - City of Newberry Comprehensive Plan Adopted Amendment (DEO No. 17-1ER)
8. #90 - Hamilton County Comprehensive Plan Adopted Amendment (DEO No. 17-1DRI)

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|   |    | 1. Fiscal Year 2015-16 Audit    |    |
|   |    | 2. Authorize Payment of Auditor |    |

IX. EX-OFFICIO MEMBER REPORTS

X. 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.

XI. EXECUTIVE DIRECTOR'S REPORT

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

May 25, 2017  
7:30 p.m.

MEMBERS PRESENT

Anthony Adams, Lafayette County  
David Arreola, City of Gainesville  
Patricia, Bouie, City of Hawthorne  
**LaBarfield Bryant, City of Jasper**  
Harvey Budd, City of Gainesville  
Beth Burnam, Hamilton County  
James Catron, City of Madison  
**Charles Chestnut IV, Alachua County**  
Ken Cornell, Alachua County  
**Louie Davis, City of Waldo**  
Mike Deming, City of Perry  
Thomas Demps, Taylor County  
John Meeks, Levy County  
Janice Mortimer, City of Starke  
**Garth Nobles, Jr., City of Live Oak**  
**Daniel Riddick, Bradford County**  
**Larry Sessions, Suwannee County**  
**Kenrick Thomas, Gilchrist County**  
*Lorene Thomas, Dixie County*  
Helen Warren, City of Gainesville  
**Robert Wilford, City of Alachua**

NON-VOTING DELEGATE PRESENT

None

EX-OFFICIO MEMBER REPRESENTATIVES  
PRESENT

Barney Bennett, Florida Department  
of Transportation  
Darrell Smith, Suwannee River  
Water Management District  
James Triano, St. Johns Water  
Management District

COUNCIL ATTORNEY PRESENT

Jonathan Wershow

MEMBERS ABSENT

Rick Coleman, City of Newberry  
**Rick Davis, Madison County**  
Jason Evans, City of High Springs  
Jason Holifield, Dixie County  
Fletcher Hope, City of Archer  
***William Hunter, Hamilton County***  
Robert Hutchinson, Alachua County  
***James Montgomery, Columbia County***  
James Tallman, Union County  
***Daniel Webb, Union County***  
***Mike Williams, Madison County***  
**Stephen Witt, City of Lake City**

OTHERS PRESENT

Sandra Buck-Camp  
Diana Davis  
Sean Greene  
LJ Johnson  
Stew Lilker  
Darryl Mortimer

STAFF PRESENT

Steven Dopp  
Carmelita Franco  
Sandra Joseph  
Scott Koons  
Jean Strong

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

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Vice-Chair Thomas called the meeting to order at 7:30 p.m. with an invocation given by Commissioner Wilford and the pledge of allegiance to the flag. Vice-Chair Thomas stated that there was a quorum of the Council.

II. INTRODUCTIONS

Vice-Chair Thomas welcomed and introduced Sandra Buck-Camp and LJ Johnson, members of the Columbia, Hamilton, Suwannee Transportation Disadvantaged Local Coordinating Board; Diana Davis, wife of Council member Louie Davis; Darryl Mortimer, husband of Council member Janice Mortimer and Stew Lilker from the Columbia County Observer.

III. APPROVAL OF AGENDA

Vice-Chair Thomas asked that the agenda be approved.

**ACTION: Commissioner Wilford made the motion, with a second by Commissioner Meeks, to approve the agenda. The motion carried unanimously.**

IV. NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL PRESENTATION  
YEAR 2016 REVIEW

Scott Koons, Executive Director, gave a presentation which reviewed Council activities during the past year in the Regional Planning, Public Safety and Regulatory Compliance, Economic Development, Local Government Assistance and Transportation Programs of the Council. In particular, he highlighted the services that the Council provides, which benefit its local governments, including community planning assistance, grant application and administration services, transportation planning assistance, hazardous waste monitoring, emergency response planning assistance, and economic development activities. Vice-Chair Thomas thanked Mr. Koons for his presentation.

V. APPROVAL OF MINUTES - April 27, 2017

Vice-Chair Thomas asked that the minutes of the April 27, 2017 meeting be approved as written.

**ACTION: Mayor Davis made the motion, with a second by Commissioner Catron, to approve the minutes of the April 27, 2017 meeting as written. The motion carried unanimously.**

VI. CONSENT AGENDA

- A. Monthly Financial Report - April 2017
- B. Agency Regulatory Plan - Fiscal Year 2017-18
- C. Agency Certification of Minor Rule Violation
- D. Meeting Schedule Program Year 2017-18

- E. Transportation Disadvantaged Coordinating Board Appointments
- F. Transportation Disadvantaged Local Coordinating Reappointments
- G. Transportation Disadvantaged Local Coordinating Board Chair Appointment  
Columbia, Hamilton and Suwannee Counties

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

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

## VII. CHAIR'S REPORT

- A. Introduction of New Member

Vice-Chair Thomas welcomed new Council member Commissioner David Arreola from City of Gainesville.

- B. Resolution of Appreciation - Adrian Hayes-Santos

**ACTION: Commissioner Arreola made the motion, with a second by Commissioner Chestnut to approve the Resolution of Appreciation for Adrian Hayes-Santos. The motion carried unanimously.**

- C. Transportation Disadvantaged Program Resolutions of Appreciation
  - 1. Ricky Lyons
  - 2. Cindy Morgan
  - 3. Donald Pettit
  - 4. Mike Pittman
  - 5. Linda Tatum

**ACTION: Commissioner Mortimer made the motion, with a second by Councilman Bryant to approve the Resolutions of Appreciation for Ricky Lyons, Cindy Morgan, Donald Pettit, Mike Pittman and Linda Tatum. The motion carried unanimously.**

- D. Certificates of Service for Council Employees
  - 1. Carmelita Franco - 10 Years
  - 2. Sandra Joseph - 10 Years

Scott Koons, Executive Director, introduced Carmelita Franco, who has been an employee of the Council for ten years and currently serves as Planning Administrative Assistant for Local Government Comprehensive Planning. He then introduced Sandra Joseph who has also been an employee of the Council for ten years and currently serves as Senior Planner for Local Government Comprehensive Planning. Vice-Chair Thomas presented ten-year Certificates of Service to Carmelita Franco and Sandra Joseph. Mr. Koons and Vice-Chair Thomas thanked them for their years of dedicated service to the Council.

## VIII. COMMITTEE REPORTS

### A. Executive Committee - Council Meeting Format/Meeting Time

Mr. Koons stated the Council referred the matter of Council meeting format to the Executive Committee for review and recommendation. The Executive Committee discussed the following three options.

- Option One: Decrease the number of or eliminate guest speakers and staff presentations at Council meetings;
- Option Two: Change the time of day for Council meetings from evening to daytime; or
- Option Three: Change the starting time of Council meetings to 7:00 p.m.

Mr. Koons stated the Committee recommends Option Three: Change the start time of Council meetings to 7:00 p.m.

**ACTION: Commissioner Arreola made the motion, with a second by Commissioner Chestnut to change the start time of the Council meetings to 7:00 p.m. The motion carried unanimously.**

### B. Clearinghouse Committee

Commissioner Sessions, Clearinghouse Committee Vice-Chair, gave the Clearinghouse Committee report. He stated that the Clearinghouse Committee met earlier in the evening and reviewed the following local government comprehensive plan amendments which were included on the Council agenda for consideration.

#83 - Dixie County Comprehensive Plan Draft Amendment  
#83 - Town of Bell Comprehensive Adopted Plan Amendment

Commissioner Sessions stated with regards to these items, the Committee finds that the local government comprehensive plans as amended, are not anticipated to result in significant adverse impacts to regional facilities, Natural Resources of Regional Significance, or adjacent local governments. He stated that the Committee recommends forwarding these findings to the respective local governments and the Florida Department of Economic Opportunity.

**ACTION: Commissioner Sessions made the motion, with a second by Commissioner Budd, to approve the Committee recommendations concerning Item #82 - Dixie County Comprehensive Plan Draft Amendment; and Item #83 - Town of Bell Comprehensive Plan Adopted Amendment. The motion carried unanimously.**



C. Program Committee - 2017-18 Overall Program Design

Ms. Thomas, Program Committee Chair, stated that the Program Committee met on April 27, 2017 to develop an Overall Program Design for the Council's consideration for Program Year 2017-18.

**ACTION: Commissioner Meeks made the motion, with a second by Commissioner Wilford, to approve the Overall Program Design for Program Year 2017-18 as recommended by the Program Committee. The motion carried unanimously.**

D. Finance Committee - Fiscal Year 2017-18

Mayor Davis, Finance Committee Chair, stated that the Finance Committee has agreed upon a budget to recommend for the coming fiscal year. He stated that this document was included in the meeting packet. Mayor Davis stated that anticipated expenditures for next year will be \$2,102,300 which is \$197,000 more than the budget for the current year.

Mayor Davis also pointed out that it is proposed that a \$.30 per capita dues assessment will be maintained, which is the 36th year it has been held at this level, based upon the University of Florida, Bureau of Economic and Business Research population estimates for 2016, member local government dues will produce approximately \$261,000. He stated that the most important policy decision made by the Council regarding the budget has to do with personnel. Mayor Davis stated that it is proposed that there will be 11 full-time staff positions, plus funds for part-time positions, which is the same number of full-time staff positions budgeted for the current year. He finally stated it is recommended that the budget include a recurring cost of living pay increase of two percent for all employees, including the Executive Director and one percent salary budget for merit increases for all employees, except the Executive Director.

**ACTION: Mayor Davis made the motion, with a second by Commissioner Chestnut, to approve the Fiscal Year 2017-18 budget as recommended by the Finance Committee. The motion carried unanimously.**

F. Nominating Committee - Program Year 2017-18  
Election of Officers and Board of Directors

Commissioner Riddick, Nominating Committee Chair, gave the Nominating Committee report. He stated that the Nominating Committee met on May 17, 2017 to make, for the Council's consideration, recommendations regarding all officer positions, including the Executive Committee member, and other members of the Board of Directors to a one-year term for Program Year 2017-18.

He stated that the Nominating Committee recommendations for the officer positions are, as follows.

Chair - Lorene Thomas  
Vice-Chair - Louie Davis

Secretary-Treasurer - Robert Wilford  
Member - Larry Sessions  
Immediate Past Chair - Rick Davis

He stated that the Nominating Committee recommendations for the Board of Directors are, as follows.

City Representatives

LaBarfield Bryant, City of Jasper  
Garth Nobles, Jr., City of Live Oak  
Stephen Witt, City of Lake City

County Representatives

Charles Chestnut, IV, Alachua County  
Daniel Riddick, Bradford County  
Kendrick Thomas, Gilchrist County

Gubernatorial Representatives

James Montgomery, Columbia County  
William Hunter, Hamilton County  
Daniel Webb, Union County  
Mike Williams, Madison County

**ACTION: Commissioner Riddick made the motion, with a second by Commissioner Cornell, to elect the slate of nominees to the Executive Committee and Board of Directors to a one-year term for Program Year 2017-18 as recommended by the Nominating Committee. The motion carried unanimously.**

IX. EX-OFFICIO MEMBER REPORTS

Barney Bennett, Florida Department of Transportation, District 2 stated that comments concerning the draft Complete Sheets Handbook should be submitted to the Department by May 26, 2017.

James Triano, St. Johns Water Management District, stated that is the new local government liaison for Alachua, Marion and Putnam Counties and looks forward to working with the Council.

Darrell Smith, Suwannee River Water Management District, stated that he is the Division Director for Agricultural and Environmental Projects and works with local governments thorough the north central Florida region. Mr. Smith also stated that Noah Valenstein, Executive Director, Suwannee River Water Management District, has been appointed as the new Florida Department of Environmental Protection Secretary.

X. CITIZEN COMMENTS

Stew Lilker, Columbia County Observer recognized Sandra Buck-Camp and LJ Johnson for their service on the Columbia, Hamilton Suwannee Transportation Disadvantaged Board. He also made comments concerning transit services in rural counties of the north central Florida region.

XI. 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 ten 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 Association strives to accomplish these goals by carrying out the activities listed in the April 2017 activities 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 related to each of the Six Pillars. 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 May 2017 Scorecard™ included in the Council meeting packet.

C. Legislative Report

Mr. Koons reported that the Legislative Session adjourned on May 8, 2017. He reported that of the 28 bills that the Council was tracking only one passed, that was House Bill 181 relating to natural hazards.

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.

Vice-Chair Thomas informed the Council that the next Council meeting will be held on June 22, 2017 starting at 7:00 p.m. at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 8:35 p.m.

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Lorene J. Thomas, Chair

6/22/17  
Date





**VI . A .**

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June 15, 2017

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Monthly Financial Report - May 2017

Please find attached a copy of the Monthly Financial Report for the Council's activities for May 2017. The following paragraphs discuss revenues and expenditures to the budget for the month and year to date.

#### **Revenue**

The total revenue for the Council for year to date is within budgeted figures. Revenue at the end of eight months is 50 percent of budget.

#### **Expenditures**

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of eight months is 65 percent of budget.

#### **Conclusion**

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

Overall, as is regularly reported, the financial condition of the Council is sound. Staff is not aware of anything in the current fiscal year that will change this situation.

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

Attachment

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# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## Summary Financial Statement (Unaudited)

May 31, 2017

### BALANCE SHEET

#### ASSETS

##### Current Assets

Checking / Savings	866,052
Accounts Receivable	573,366
Other Current Assets	27,307

Total Current Assets	<u>1,466,725</u>
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TOTAL ASSETS	<u>1,466,725</u>
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#### LIABILITIES & EQUITY

##### Liabilities

##### Current Liabilities

Accounts Payable	7,776
Other Current Liabilities	<u>277,248</u>

Total Liabilities	<u>285,024</u>
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Equity	<u>1,181,701</u>
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TOTAL LIABILITIES & EQUITY	<u>1,466,725</u>
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**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**May 31, 2017**

**SUMMARY STATEMENT**

	<b>Adopted Budget FY 2016-17</b>	<b>May 2017</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>	1,905,300	19,704	958,266	50%
<b>Expenses</b>	1,905,300	123,381	1,233,053	65%



# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## Summary Financial Statement (Unaudited)

May 31, 2017

### REVENUE

Account	Adopted Budget FY 2016-17	May 2017	Year to Date	Percent of Budget
Program Development	29,800	0	20,122	68%
Regional Planning		0		
State Planning & Review	110,000	0	67,258	61%
		0		
Public Safety & Regulatory Compliance		0		
Hazardous Waste Monitoring	58,900	0	0	0%
Local Emergency Planning Committee	129,200	0	51,412	40%
Hazards Analyses	18,500	16,754	16,754	91%
Local Mitigation Strategies	10,500	0	0	0%
Coastal Flooding		0	5,000	
Homeland Security Activities		0	1,500	
		0		
Transportation		0		
Gainesville Urbanized Area Transportation Planning	368,100	0	184,050	50%
Gainesville Urbanized Area Mass Transit	203,300	0	67,767	33%
Transportation Disadvantaged - Alachua County	24,100	0	10,606	44%
Transportation Disadvantaged - Region	192,700	0	86,861	45%
		0		
Economic Development		0		
Comp Econ Development Strategy & Tech Assistance	153,000	0	88,322	58%
Original Florida Tourism Task Force Staffing	59,400	1,950	13,200	22%
Original Florida Tourism Task Force	274,100	0	111,494	41%
Vision North Central Florida		0	2,500	
		0		
Local Government Assistance		0		
General Technical Services	30,000	0	18,357	61%
City & County Planning Services	243,700	1,000	213,063	87%
<b>Total Revenue</b>	<b>1,905,300</b>	<b>19,704</b>	<b>958,266</b>	<b>50%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**May 31, 2017**

**EXPENDITURES**

<b>Account</b>	<b>Adopted Budget FY 2016-17</b>	<b>May 2017</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
Audit	18,000	0	0	0%
Building Occupancy & Grounds	40,000	2,253	20,972	52%
Contractual Services	48,000	19,236	102,268	213%
Dues, Publications & Subscriptions	54,000	360	51,424	95%
Furniture & Equipment	15,000	0	0	0%
Insurance and Bonding	21,000	0	10,623	51%
Legal Costs	14,000	290	6,265	45%
Machine Rental/Maintenance	5,000	1,350	3,622	72%
Meeting Expenses	19,000	0	8,482	45%
Moving Expense	2,000	0	0	0%
Office Supplies	25,000	2,470	12,019	48%
Personnel Costs	1,153,700	88,192	762,614	66%
Postage	6,000	23	3,066	51%
Printing	2,000	0	2,087	104%
Recruiting	2,000	0	0	0%
Reproduction	15,000	1,502	9,238	62%
Telephone	7,000	251	3,233	46%
Travel	83,000	7,454	54,699	66%
Original Florida Tourism Task Force	274,100	0	182,441	67%
Contingency	101,500	0	0	0%
<b>Total Expenses</b>	<b>1,905,300</b>	<b>123,381</b>	<b>1,233,053</b>	<b>65%</b>



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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Amendment to Agreement with Florida Division of Emergency Management for  
Hazardous Materials Emergency Preparedness - Fiscal Year 2016-17

RECOMMENDATION:

**Authorize the Chair to execute an amendment to the agreement with the Florida Division of Emergency Management for Hazardous Materials Emergency Preparedness Fiscal Year 2016-17 to modify certain administrative terms of the agreement.**

BACKGROUND:

The Florida Division of Emergency Management passes through funds from the United States Department of Transportation for hazardous materials planning and emergency response training. The Council, on behalf of the North Central Florida Local Emergency Planning Committee, offers free hazardous materials response training to local government employees.

The amendment modifies certain administrative terms of the agreement. The term, amount and scope of services remain unchanged by the amendment.

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

Attachment

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## **VII.B.**

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June 15, 2017

TO: Council Members  
FROM: Lorene Thomas, Chair  
SUBJECT: 2017-18 Committee Appointments

**RECOMMENDATION:**

**Ratify 2017-18 Committee appointments as recommended by the Chair.**

**BACKGROUND:**

In accordance with the Organization Policies of the Council, each year the Chair makes appointments to the various committees of the Council. These appointments provide for a broad geographic representation throughout the region and representation by city, county, and gubernatorial representatives serving on the committees. Emphasis was also placed on the attendance record of each appointee. Therefore, I am recommending appointments to committees as per the attached list.

Attachment

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
COMMITTEE MEMBERS

2017-18  
June 22, 2017

EXECUTIVE COMMITTEE

Lorene Thomas, Chair  
Louie Davis, Vice-Chair  
Robert Wilford, Secretary/Treasurer  
Larry Sessions, Member  
Rick Davis, Immediate Past Chair

CLEARINGHOUSE COMMITTEE

James Montgomery, Chair  
Anthony Adams, Vice-Chair  
Beth Burnam  
Jim Catron  
Charles Chestnut, IV  
Thomas Demps  
William Hunter  
Janice Mortimer  
Helen Warren

FINANCE COMMITTEE

Robert Wilford, Chair  
Ken Cornell, Vice-Chair  
William Hunter

NOMINATING COMMITTEE

Rick Davis, Chair  
Garth Nobles, Jr., Vice-Chair  
Lorene Thomas

PROGRAM COMMITTEE

Louie Davis, Chair  
Patricia Bouie  
LaBarfield Bryant  
Jim Catron, Vice-Chair  
Ken Cornell  
William Hunter  
Daniel Riddick  
James Tallman  
Kendrick Thomas

REGIONAL PLANNING COMMITTEE

Beth Burnam, Chair  
Anthony Adams  
Charles Chestnut IV  
Mike Deming  
Fletcher Hope  
William Hunter  
James Montgomery  
Tim Murphy  
Helen Warren, Vice Chair

REPRESENTATIVES TO  
FLORIDA REGIONAL COUNCILS  
ASSOCIATION

Rick Davis  
Lorene Thomas  
Robert Wilford

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE

Susan Ramsey, Chair, Hamilton County Industrial Development Authority  
Susan Davenport, Vice-Chair, Gainesville Council for Economic Outreach  
Allen Cherry, Madison County Development Council  
Chris Coleman, East Gainesville Development Corporation  
Dennille Decker, Lake City/Columbia County Chamber of Commerce  
Anna Favre, CareerSource North Central Florida  
Scott Frederick, Taylor County Development Authority  
Jeff Hendry, North Florida Economic Development Partnership  
Glenn Hunter, Columbia County Economic Development  
Alvin Jackson, Suwannee County Economic Development  
Dug Jones, Santa Fe College  
Jane Muir, University of Florida  
Tim Murphy, North Central Florida Regional Planning Council  
John Pricher, Visit Gainesville  
Diane Head, CareerSource North Florida







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

June 15, 2017

TO: Council Members

FROM: James Montgomery, Chair  
Clearinghouse Committee

RE: Chair's Report

#### I. COMMITTEE-LEVEL REVIEW ITEMS

The next regularly-scheduled meeting of the Clearinghouse Committee is 6:00 p.m., June 22, 2017 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.

##### Local Government Comprehensive Plan Amendments

- #85 - City of Gainesville Comprehensive Plan Draft Amendments (DEO No. 17-2ESR)
- #86 - Alachua County Comprehensive Plan Draft Amendments (DEO No. 17-3ESR)
- #87 - Lafayette County Comprehensive Plan Adopted Amendment (DEO No. 17-1ER)
- #88 - Town of LaCrosse Comprehensive Plan Adopted Amendment (DEO No. 17-1ER)
- #89 - Alachua County Comprehensive Plan Adopted Amendment (DEO No. 17-1ESR)
- #90 - City of Hawthorne Comprehensive Plan Draft Amendment (DEO No. 17-1ESR)
- #91 - City of Newberry Comprehensive Plan Adopted Amendment (DEO No. 17-1ER)
- #92 - Hamilton Comprehensive Plan Adopted Amendment (DEO No. 17-1DRI)

*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\chair report.docx





**VIII.C.**

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

June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Review of Fiscal Year 2015-16 Audit

RECOMMENDATION:

**Accept the Fiscal Year 2015-16 audit and authorize payment of auditor.**

BACKGROUND:

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

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

More specific comments relating to the report are given in sequence as they appear in the document. On Page 5, you can see that the auditor's report indicates that the records audited "...present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Florida Regional Planning Council, as of September 30, 2016, and the changes in financial position and the respective budgetary comparisons for the year then ended in accordance with accounting principles generally accepted in the United States of America."

Pages 7 through 12 contain the "Management's Discussion and Analysis" that is intended to present easily understood analyses of the Council's financial activities, but technically is not a part of the audit. This expanded information gives a more detailed look at the financial position of the Council from a business perspective.

Pages 13 through 19 present the statements that were audited. In general, you will find that the information in each of these statements are fairly routine and report no unusual circumstances. In particular, page 13 presents the "Governmental Funds Balance Sheet."

Page 16 is a "Statement of Revenues, Expenditures and Changes in General Fund Balance." Please note that with respect to revenues collected versus those budgeted, revenues received were (1.4) percent less than budgeted amounts. With respect to expenditures, funds expended were (1.6) percent less than budgeted amounts. The difference in the revenues received and the expenditures made are reflected in the increase in the Council's "General Fund Balance" of \$2,169.

The auditor's notes begin on page 20. Note 1, Summary of Significant Accounting Policies and Note 2, Reconciliation of Government-wide and General Fund Financial Statements, deal with the Governmental Accounting Standards Board Statement 34 requirements, Note 3, Deposits and Investments, describes the deposits of the Council and the funds invested in the State Board of Administration Local Government Surplus Funds Trust Fund Investment Pool and Note 6, Fund Balances - Governmental Funds, describes the categories of the fund balance in accordance with the Governmental Accounting Standards Board Statement 54 requirements.

The audit also contains various reports on compliance, internal control and management on Pages 37 through 43. In these reports, no material weaknesses or problems were cited. Consequently, there were no findings of non-compliance or reportable conditions (see Page 39).

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

Attachment

**NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL**

**ANNUAL FINANCIAL REPORT**

**For the Fiscal Year Ended September 30, 2016**



# **NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

## **ANNUAL FINANCIAL REPORT**

**For the Fiscal Year Ended September 30, 2016**

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## **FINANCIAL SECTION**



## **INDEPENDENT AUDITOR'S REPORT**

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Florida Regional Planning Council (the Council), as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the North Central Florida Regional Planning Council's basic financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the

effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the North Central Florida Regional Planning Council as of September 30, 2016, and the changes in financial position and the respective budgetary comparisons for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 7 – 10 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the North Central Florida Regional Planning Council's basic financial statements. The schedule of expenditures of federal awards and state financial assistance is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards and state financial assistance is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing

procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2017 on our consideration of the North Central Florida Regional Planning Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the North Central Florida Regional Planning Council's internal control over financial reporting and compliance.

**POWELL & JONES**

Certified Public Accountants

June 16, 2017



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

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

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

#### **Report Layout**

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

#### ***Basic Financial Statements***

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

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

## **Council as a Whole**

### *Government-wide Financial Statements*

A condensed version of the Statement of Net Position follows:

#### **Net Position at September 30, 2016 and 2015**

	Governmental Activities/ Total Government	
	2016	2015
<b>Assets</b>		
Cash and investments	\$1,353,563	\$ 570,001
Receivables	656,532	1,329,807
Capital assets	143,789	148,146
Other assets	52,233	87,431
Total assets	<u>2,206,117</u>	<u>2,135,385</u>
<b>Liabilities</b>		
Accounts payable	84,176	90,644
Other current liabilities	315,550	231,551
	<u>399,726</u>	<u>322,195</u>
<b>Net position</b>		
Net investment in capital assets	143,789	148,146
Restricted	692,527	711,764
Unrestricted	970,075	953,280
Total net position	<u>\$1,806,391</u>	<u>\$1,813,190</u>

During the year ended September 30, 2016, net position decreased by \$6,799 primarily due to normal operations and budget administration.



A condensed version of the Statement of Activities follows:

**Change in Net Position  
For the Fiscal Years Ended September 30, 2016 and 2015**

	Governmental Activities/ Total Government	
	2016	2015
<b>Revenues</b>		
Program revenues		
Charges for services	\$1,252,091	\$1,160,214
Operating grants	569,182	438,408
General revenues		
Member dues	166,624	156,851
Miscellaneous	14,500	11,625
<b>Total revenues</b>	<u>2,002,397</u>	<u>1,767,098</u>
<b>Expenses</b>		
Comprehensive planning services	1,704,740	1,618,188
Tourism development	304,456	210,723
<b>Total expenses</b>	<u>2,009,196</u>	<u>1,828,911</u>
<b>Change in net position</b>	(6,799)	(61,813)
<b>Beginning net position</b>	<u>1,813,190</u>	<u>1,875,003</u>
<b>Ending net position</b>	<u><u>\$1,806,391</u></u>	<u><u>\$1,813,190</u></u>

**Governmental activities**

Comprehensive planning program expenses increased by \$86,552, or 5%, and revenues increased by \$235,299, or 13%. Total General Fund expenditures were \$27,217 less than the final budget and revenues were \$25,048 less than the final budget.

**Capital Assets and Debt Administration**

**Capital Assets**

At September 30, 2016, the Council has \$143,789 invested in capital assets, consisting primarily of its administrative headquarters and associated furniture and equipment. Changes in capital assets during the year consisted of additions of office and computer equipment.

### Capital Assets at September 30, 2016 and 2015

	Totals	
	2016	2015
Land	\$ 119,985	\$ 119,985
Buildings	393,000	393,000
Equipment	185,347	174,631
Subtotal	698,332	687,616
Accumulated depreciation	(554,543)	(539,470)
Capital assets, net	\$ 143,789	\$ 148,146

The Council continued to have no long-term debt at September 30, 2016.

### Reporting the Council's Most Significant Funds

#### Fund Financial Statements

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

#### Financial Contact

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

# NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## STATEMENT OF NET POSITION

September 30, 2016

	Governmental Activities
<b>ASSETS</b>	
Current assets	
Cash and cash equivalents	\$ 897,162
Cash, invested	456,401
Accounts receivable	656,532
Prepaid expenses	52,233
Total current assets	<u>2,062,328</u>
Noncurrent assets	
Capital assets, net of accumulated depreciation	143,789
Total assets	<u><u>\$ 2,206,117</u></u>
<b>LIABILITIES</b>	
Current liabilities	
Accounts payable	\$ 84,176
Accrued expenses	36,147
Accrued payroll liabilities	25,088
Accrued compensated absences	189,527
Unearned revenues	64,788
Total current liabilities	<u>399,726</u>
Total liabilities	<u>399,726</u>
<b>NET POSITION</b>	
Net investment in capital assets	143,789
Restricted for:	
Unemployment compensation	30,000
Capital improvements	525,000
Legal costs	100,000
Original Florida Tourism Fund	37,527
Unrestricted	970,075
Total net position	<u><u>\$ 1,806,391</u></u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**STATEMENT OF ACTIVITIES**

**For the Fiscal Year Ended September 30, 2016**

		<b>Program Revenues</b>		<b>Net (Expense) Revenue and Change in Net Position</b>
	<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants</b>	<b>Governmental Activities Total</b>
<b>Governmental activities:</b>				
General government				
Comprehensive planning services	\$ 1,704,740	\$ 1,158,307	\$ 411,121	\$ (135,312)
Economic environment				
Tourism development	304,456	93,784	158,061	(52,611)
<b>Total governmental activities</b>	<b>\$ 2,009,196</b>	<b>\$ 1,252,091</b>	<b>\$ 569,182</b>	<b>(187,923)</b>
 <b>General revenues:</b>				
Member dues				166,624
Miscellaneous				14,500
				<b>181,124</b>
 Decrease in net position				(6,799)
Net position - October 1, 2015				1,813,190
Net position - September 30, 2016				<b>\$ 1,806,391</b>

See notes to financial statements.

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**BALANCE SHEET  
GOVERNMENTAL FUNDS**

September 30, 2016

	General Fund	Original Florida Tourism Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 869,422	\$ 27,740	\$ 897,162
Cash, invested	456,401	-	456,401
Accounts receivable	591,854	64,678	656,532
Prepaid expenses	25,143	27,090	52,233
<b>Total assets</b>	<b>\$ 1,942,820</b>	<b>\$ 119,508</b>	<b>\$ 2,062,328</b>
<b>LIABILITIES AND FUND BALANCE</b>			
<b>Liabilities</b>			
Accounts payable	\$ 65,285	\$ 18,891	\$ 84,176
Accrued expenses	36,147	-	36,147
Accrued payroll liabilities	25,088	-	25,088
Accrued compensated absences	189,527	-	189,527
Unearned revenues	28,788	36,000	64,788
<b>Total liabilities</b>	<b>344,835</b>	<b>54,891</b>	<b>399,726</b>
<b>Fund Balances</b>			
Nonspendable:			
Prepays	25,143	27,090	52,233
Restricted:			
Paddling guide publication	-	42	42
Tourism promotion	-	37,485	37,485
	-	37,527	37,527
Assigned to:			
Unemployment compensation benefits	30,000	-	30,000
Capital improvements	525,000	-	525,000
Legal expenses	100,000	-	100,000
	655,000	-	655,000
Unassigned	917,842	-	917,842
<b>Total fund balances</b>	<b>1,597,985</b>	<b>64,617</b>	<b>1,662,602</b>
<b>Total liabilities and fund balance</b>	<b>\$ 1,942,820</b>	<b>\$ 119,508</b>	<b>\$ 2,062,328</b>
<b>Total fund balances reported above</b>			<b>\$ 1,662,602</b>
Amounts reported for governmental activities in the statement of net position are different because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.			143,789
<b>Net position of governmental activities</b>			<b>\$ 1,806,391</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**GOVERNMENTAL FUNDS**

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

**For the Fiscal Year Ended September 30, 2016**

	<u>General Fund</u>	<u>Original Florida Tourism Fund</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Member dues	\$ 118,624	\$ 48,000	\$ 166,624
State and federal grants	411,121	158,061	569,182
Contracts earned	1,158,307	93,784	1,252,091
Miscellaneous revenues	14,500	-	14,500
Total revenues	<u>1,702,552</u>	<u>299,845</u>	<u>2,002,397</u>
<b>EXPENDITURES</b>			
Current expenditures			
General government	1,689,667	-	1,689,667
Economic environment	-	304,456	304,456
Capital outlay			
General government	10,716	-	10,716
Total expenditures	<u>1,700,383</u>	<u>304,456</u>	<u>2,004,839</u>
Net change in fund balance	2,169	(4,611)	(2,442)
Fund balances, October 1, 2015	<u>1,595,816</u>	<u>69,228</u>	<u>1,665,044</u>
Fund balances, September 30, 2016	<u><u>\$ 1,597,985</u></u>	<u><u>\$ 64,617</u></u>	<u><u>\$ 1,662,602</u></u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

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

**For the Fiscal Year Ended September 30, 2016**

Net change in fund balances - Total Governmental Funds		\$	(2,442)
Amounts reported for governmental activities in the statement of activities are different because:			
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.			
Expenditures for capital assets	10,716		
Less current year depreciation	<u>(15,073)</u>		<u>(4,357)</u>
Change in net assets of governmental activities		\$	<u><u>(6,799)</u></u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

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

For the Fiscal Year Ended September 30, 2016

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>REVENUES</b>				
Member dues	\$ 217,300	\$ 118,600	\$ 118,624	\$ 24
State and federal grants	386,100	406,200	411,121	4,921
Other grants and contracts earned	1,047,900	1,193,100	1,158,307	(34,793)
Miscellaneous revenues	1,000	9,700	14,500	4,800
Total revenues	<u>1,652,300</u>	<u>1,727,600</u>	<u>1,702,552</u>	<u>(25,048)</u>
<b>EXPENDITURES</b>				
General government services				
Personnel services				
Salaries and benefits	<u>1,265,100</u>	<u>1,173,400</u>	<u>1,198,992</u>	<u>(25,592)</u>
Operating expenses				
Building occupancy	55,000	37,000	41,131	(4,131)
Contractual services	63,000	152,700	160,124	(7,424)
Legal costs	14,000	14,000	22,419	(8,419)
Insurance	18,000	20,000	21,777	(1,777)
Meeting expenses	19,000	21,000	22,086	(1,086)
Postage	8,000	6,000	5,903	97
Subscriptions, dues, and training	50,000	66,000	73,327	(7,327)
Supplies	23,000	34,300	22,508	11,792
Travel	80,000	66,000	86,717	(20,717)
Other	42,200	126,200	34,683	91,517
	<u>372,200</u>	<u>543,200</u>	<u>490,675</u>	<u>52,525</u>
Capital outlay				
Machinery and equipment	<u>15,000</u>	<u>11,000</u>	<u>10,716</u>	<u>284</u>
Total expenditures	<u>1,652,300</u>	<u>1,727,600</u>	<u>1,700,383</u>	<u>27,217</u>
Excess revenues over expenditures				
Net change in fund balance	<u>-</u>	<u>-</u>	<u>2,169</u>	<u>2,169</u>
Fund balance, October 1, 2015	<u>1,595,816</u>	<u>1,595,816</u>	<u>1,595,816</u>	<u>-</u>
Fund balance, September 30, 2016	<u>\$ 1,595,816</u>	<u>\$ 1,595,816</u>	<u>\$ 1,597,985</u>	<u>\$ 2,169</u>

See notes to financial statements.



**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

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

For the Fiscal Year Ended September 30, 2016

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
<b>REVENUES</b>				
Member dues	\$ 44,000	\$ 48,000	\$ 48,000	\$ -
State and federal grants	259,100	180,300	158,061	(22,239)
Contracts earned	131,600	93,600	93,784	184
Total revenues	<u>434,700</u>	<u>321,900</u>	<u>299,845</u>	<u>(22,055)</u>
<b>EXPENDITURES</b>				
Economic environment				
Operating expenses				
Contractual services	76,950	43,300	44,766	(1,466)
Marketing	354,127	243,800	251,664	(7,864)
Postage	300	500	5,033	(4,533)
Subscriptions, dues, and training	1,000	1,100	1,095	5
Other	2,323	33,200	1,898	31,302
Total expenditures	<u>434,700</u>	<u>321,900</u>	<u>304,456</u>	<u>17,444</u>
Net change in fund balance	-	-	(4,611)	(4,611)
Fund balance, October 1, 2015	<u>69,228</u>	<u>69,228</u>	<u>69,228</u>	<u>-</u>
Fund balance, September 30, 2016	<u>\$ 69,228</u>	<u>\$ 69,228</u>	<u>\$ 64,617</u>	<u>\$ (4,611)</u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**EMPLOYEE PENSION PLAN TRUST FUND**

**STATEMENT OF FIDUCIARY NET POSITION**

**September 30, 2016**

	<b>Pension Trust Fund</b>
<b>Assets</b>	
Cash	\$ 2,085
Investments at fair value	3,506,752
Accounts receivable	12,842
<b>Total assets</b>	<b>3,521,679</b>
<b>Liabilities</b>	
Accounts payable	10,172
<b>Net position</b>	
Reserved for pension benefits	<b>\$ 3,511,507</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**EMPLOYEE PENSION PLAN TRUST FUND**

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**

**For the Fiscal Year Ended September 30, 2016**

	<u>Pension Trust Fund</u>
<b>Additions:</b>	
Contributions:	
Employer	<u>\$ 128,590</u>
Total contributions	<u>128,590</u>
 Investment income:	
Interest and dividends	144,514
Net appreciation in fair value of investments	<u>31,667</u>
Net investment gain	<u>176,181</u>
Total additions	<u>304,771</u>
 Deductions:	
Pension benefit payments	893,140
Bank charges	410
Other expenses	<u>10,295</u>
Total deductions from net position	<u>903,845</u>
 Decrease in fiduciary net position	(599,074)
 Net position reserved for pension benefits	
October 1, 2015	<u>4,110,581</u>
 September 30, 2016	<u>\$ 3,511,507</u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO FINANCIAL STATEMENTS**  
September 30, 2016

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

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

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

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

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

**The Original Florida Tourism Task Force**

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

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

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

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

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

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

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

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

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

The Council reports the following governmental funds:

***General Fund***

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

***Original Florida Tourism Fund***

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

***Fiduciary Fund***

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

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

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

Investments in the General Fund consist of amounts placed with the State Board of Administration for participation in the Local Government Surplus Funds Trust Fund investment pool created by Sections

218.405 and 218.417, *Florida Statutes*. The Council's investments in the Pool, which the State Board of Administration indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, as of September 30, 2016, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. These investments are reported at fair value, which is amortized cost.

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

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

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

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

Buildings and improvements	15 years
Equipment	50 months

**G. Deferred outflows/inflows of resources** – In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Council had no items that qualified for reporting in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statements element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. The Council had no items that qualified for reporting in this category.

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

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

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

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

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

“Total fund balances” of the Council’s Governmental Funds \$1,662,602 differs from “net position” of governmental activities \$1,806,391 reported in the statement of net position. This difference primarily results from the long-term economical focus of the statement of net position versus the current financial resources focus of the governmental fund balance sheet.

Capital related items

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

Cost of capital assets	\$ 698,332
Accumulated depreciation	(554,543)
Total	<u>\$ 143,789</u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

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

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

	Total Governmental Funds	Capital Related Items	Statement of Net Position
<b>ASSETS</b>			
Cash and cash equivalents	\$ 897,162	\$ -	\$ 897,162
Cash, invested	456,401	-	456,401
Accounts receivable	656,532	-	656,532
Prepaid expenses	52,233	-	52,233
Capital assets - net	-	143,789	143,789
<b>Total assets</b>	<b>\$ 2,062,328</b>	<b>\$ 143,789</b>	<b>\$ 2,206,117</b>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 84,176	\$ -	\$ 84,176
Accrued expenses	36,147	-	36,147
Accrued payroll liabilities	25,088	-	25,088
Accrued compensated absences	189,527	-	189,527
Unearned revenue	64,788	-	64,788
<b>Total liabilities</b>	<b>399,726</b>	<b>-</b>	<b>399,726</b>
 Fund balance/net position	 <b>1,662,602</b>	 <b>143,789</b>	 <b>1,806,391</b>
 <b>Total liabilities and fund balance/net position</b>	 <b>\$ 2,062,328</b>	 <b>\$ 143,789</b>	 <b>\$ 2,206,117</b>



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

The “net change in fund balances” for the governmental funds of \$(2,442) differs from the “change in net position” for governmental activities of \$(6,799) reported in the statement of activities. The differences arise primarily from the long-term economic focus of the statement of activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

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

Capital outlay	\$ 10,716
Depreciation expense	(15,073)
Difference	<u>\$ (4,357)</u>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

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

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

	Total Governmental Funds	Capital Related Items	Statement of Activities
<b>REVENUES</b>			
Member dues	\$ 166,624	\$ -	\$ 166,624
State and federal grants	569,182	-	569,182
Other grants and contracts earned	1,252,091	-	1,252,091
Miscellaneous revenues	14,500	-	14,500
Total revenues	<u>2,002,397</u>	<u>-</u>	<u>2,002,397</u>
<b>EXPENDITURES</b>			
Current expenditures			
General government	1,689,667	15,073	1,704,740
Economic environment	304,456	-	304,456
Capital outlay			
General government	10,716	(10,716)	-
Total expenditures	<u>2,004,839</u>	<u>4,357</u>	<u>2,009,196</u>
Net change in fund balance	(2,442)	(4,357)	(6,799)
Fund balance, October 1, 2015	<u>1,665,044</u>	<u>148,146</u>	<u>1,813,190</u>
Fund balance, September 30, 2016	<u>\$ 1,662,602</u>	<u>\$ 143,789</u>	<u>\$ 1,806,391</u>

### NOTE 3. DEPOSITS AND INVESTMENTS

#### 1. Deposits

At September 30, 2016, the carrying amount of the Council's bank deposits was \$869,322. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral provided by qualified public depositories to the State Treasurer pursuant to the Public Depository Security Act of the State of Florida. The Act established a Trust Fund, maintained by the State Treasurer, which is a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a member fails.

#### 2. Investments

##### General Fund

As of September 30, 2016, the Council's general fund had the following investments and maturities:

Investment	Maturities	Fair Value
State Board of Administration Local Government		
Surplus Funds Trust Fund Investment Pool	50 Day Average	\$ 456,401
Total Investments		<u>\$ 456,401</u>

As of September 30, 2016, the Council's investment in the Local Government Surplus Funds Trust Fund investment pool is rated AAAM by Standard & Poors.

##### Pension Trust Fund

The investments held by the Council's Employee Pension Plan Trust at September 30, 2016 consist of the following:

Types of Investments	Fair Value	Cost
Money market accounts	\$ 1,861,251	\$ 1,861,251
Equity mutual funds	691,269	535,984
Bond mutual funds	5,770	4,559
Stocks and corporate bonds	948,462	836,782
	<u>\$ 3,506,752</u>	<u>\$ 3,238,576</u>

As of September 30, 2016, the Council's Employee Pension Plan Trust had the following investments that represent 5% or more of its net assets:

Name of Investments	Number of Shares	Fair Value
Greater than 5%		
Schwab Money Market Funds		
1,814,000 shares	1,814,000	\$ 1,861,250
Other investments		1,645,502
Total investments		<u>\$ 3,506,752</u>

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

During 2016, the Trust's investments (including gains and losses on investments bought and sold, as well as held during the year) appreciated in value by \$31,667.

#### **Interest Rate Risk**

- Section 218.415(17), *Florida Statutes*, limits investment maturities to provide sufficient liquidity to pay obligations as they come due.
- The maturity of the State Board of Administration Local Government Investment Pool is based on the weighted average of days to maturity (WAM). A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of the portfolio to interest rate changes.

#### **Custodial Credit Risk**

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

#### **NOTE 4. ACCOUNTS RECEIVABLE**

All accounts receivable in the governmental funds totaling \$656,532 represent amounts due the Council from other governmental units for services and grant contracts, and are considered by management to be fully collectible.

#### **NOTE 5. EMPLOYEE RETIREMENT SYSTEM**

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

There are no mandatory employee contributions. However, plan members may voluntarily make contributions during the fiscal year. Voluntary contributions were not made in the current year. Current Council contributions for, and interest forfeited by, employees who terminate their employment before becoming fully vested are used to reduce the amount of the Council's future monthly contributions. The Council's total payroll for the fiscal year ended September 30, 2016, was \$847,831. The Council's contributions were made using a base eligible salary amount of \$781,702. Total required contributions of 16.45% on base pay of \$781,702, amounted to \$128,590. The Council made the required contributions during the fiscal year. Other than payment of contributions, there were no transactions between the Council and the Trust during the year.

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

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

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

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

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

#### **NOTE 6. FUND BALANCES – GOVERNMENTAL FUNDS**

As of September 30, 2016, fund balances of the governmental funds are classified as follows:

**Nonspendable** – amounts that cannot be spent either because they are in nonspendable form

or because they are legally or contractually required to be maintained intact.

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

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

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

**Unassigned** – all other spendable amounts.

As of September 30, 2016, fund balances are composed of the following:

	General Fund	Original Florida Tourism Fund	Total Governmental Funds
Nonspendable:			
Prepays	\$ 25,143	\$ 27,090	\$ 52,233
Restricted for:			
Paddling guide publication	-	42	42
Tourism marketing	-	37,485	37,485
Assigned to:			
Unemployment compensation benefits	30,000	-	30,000
Capital improvements	525,000	-	525,000
Legal expenses	100,000	-	100,000
Unassigned	917,842	-	917,842
Total fund balances	<u>\$ 1,597,985</u>	<u>\$ 64,617</u>	<u>\$ 1,662,602</u>

A description of the restricted fund balances follows:

**Paddling Guide Publication** - The Original Florida Tourism Task Force has established a reserve of \$42 in the Original Florida Tourism Fund to provide funding for the eventual reprinting of the Suwannee River Paddling Guide. During the current year, \$0 was used for reprinting.

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

A description of the assigned fund balances follows:

**Unemployment Compensation Benefits** – As provided by State law, the Council is a reimbursable

type of employer for unemployment compensation benefits. A \$30,000 reserve has been maintained for future unemployment claims.

**Capital Improvements** – The Council maintains a reserve of \$525,000 to provide funding for future building and equipment replacements.

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

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

## NOTE 7. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2016, follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Land	\$ 119,985	\$ -	\$ -	\$ 119,985
Depreciable capital assets:				
Buildings	393,000	-	-	393,000
Furniture, fixtures and equipment	174,631	10,716	-	185,347
Total depreciable	567,631	10,716	-	578,347
Accumulated depreciation:				
Buildings	(393,000)	-	-	(393,000)
Furniture, fixtures and equipment	(146,470)	(15,073)	-	(161,543)
Total accumulated depreciation	(539,470)	(15,073)	-	(554,543)
Capital assets, net	\$ 148,146	\$ (4,357)	\$ -	\$ 143,789

Total depreciation of \$15,073 was charged to the General Government function of the Council's General Fund.

## NOTE 8. BUDGETARY PROCESS

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

1. In March, the Finance Committee begins preparing a budget for the fiscal year commencing the following October 1, based on work desired in the Overall Planning Design (OPD) prepared by the Program Committee.
2. In May, the Council adopts and approves the budget. The budget is adopted on a basis that

does not materially differ from the modified accrual basis of accounting.

3. Actual contracts entered into by the Council throughout the year necessarily have an impact on approved budgetary operating levels. Should any major changes be needed due to unforeseen contracts or the need to appropriate additional Council funds, the budget is amended during the year and subsequently approved by the Council.
4. The legal level of budgetary control is the fund total level.
5. The Council approved one budget amendment for the year ended September 30, 2016. The amendment is reflected in budget amounts disclosed in the financial statements.
6. There were no material violations of legal and contractual provisions requiring disclosure.

#### **NOTE 9. RISK MANAGEMENT**

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

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

#### **NOTE 10. CONCENTRATIONS OF CREDIT RISK**

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

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

#### **NOTE 11. INVENTORIES**

It has consistently been the policy of the Council to record the acquisition of goods and supplies as



expenditures at the time of purchase. The amount of such inventory on hand at any one time would be a nominal amount and considered to be immaterial.

#### **NOTE 12. CONTINGENCIES**

There is a contingent liability due to the fact that all possible regulatory audits of the Council's operations have not been completed for the fiscal year ended September 30, 2016. Any eventual expenditures determined to not be in compliance with grant regulations could be subject to repayment by the Council. The Council's management believes that all expenditures were significantly in compliance with appropriate grant regulations.

#### **NOTE 13. SUBSEQUENT EVENTS**

In preparing these financial statements, the Council has evaluated events and transactions for potential recognition or disclosure through June 16, 2017, the date the financial statements were available to be issued.

#### **NOTE 14. OPERATING LEASES**

The Council has an operating lease agreement for equipment with Pitney Bowes. The future minimum lease payments under this agreement at September 30, 2016 are as follows:

<u>September 30,</u>	<u>Minimum Lease Payment</u>
2017	\$ 3,936
2018	3,936
2019	3,936
	<u>\$ 11,808</u>



## **COMPLIANCE SECTION**



**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE**  
For the Fiscal Year Ended September 30, 2016

Grantor/Pass-Through Grantor	CFDA/CSFA Number	Contract Number	Award Amount	Received FY 2016	Expended FY 2016
<b>FEDERAL AWARDS</b>					
<u>U.S. Department of Commerce</u>					
Economic Development Support for Planning Organizations Planning Grant, Section 203 1/1/14 - 12/31/16	11.302	04-83-06901	\$ 189,000	\$ 63,000	\$ 63,000
			<u>189,000</u>	<u>63,000</u>	<u>63,000</u>
<u>U.S. Department of Transportation</u>					
Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research	20.505	AQY17	25,000	1,487	1,487
Interagency Hazardous Materials Public Sector Training and Planning	20.703	15-DT-75-13-00-21-351	63,194	6,687	6,687
Hazardous Materials Emergency Preparedness 14/15	20.703	16-DT-T4-13-00-21-221	76,827	76,827	76,827
Hazardous Materials Emergency Preparedness 15/16			<u>165,021</u>	<u>85,001</u>	<u>85,001</u>
Total federal awards			<u>354,021</u>	<u>148,001</u>	<u>148,001</u>
<b>STATE FINANCIAL ASSISTANCE</b>					
<u>Division of Emergency Management</u>					
Florida Hazardous Materials Planning and Prevention 15/16	31.067	16-CP-11-13-00-21-208	48,000	36,000	36,000
Florida Hazardous Materials Planning and Prevention 16/17	31.067	17-CP-11-13-00-21-201	59,000	14,750	14,750
Florida Hazardous Materials Planning and Prevention - Haz Analysis 15/16	31.067	16-CP-11-13-00-21-205	16,434	16,434	16,434
Florida Hazardous Materials Planning and Prevention - Haz Analysis 15/17	31.067	17-CP-11-13-00-21-200	16,754	2,756	2,756
			<u>140,188</u>	<u>69,940</u>	<u>69,940</u>
<u>Department of Transportation</u>					
Transportation Disadvantaged 15/16 - Bradford	55.002	G0209	19,325	14,880	14,880
Transportation Disadvantaged 15/16 - Columbia, Hamilton, Suwannee	55.002	G0217	58,955	45,395	45,395
Transportation Disadvantaged 15/16 - Dixie	55.002	G0219	19,089	14,699	14,699
Transportation Disadvantaged 15/16 - Gilchrist	55.002	G0225	19,103	14,709	14,709
Transportation Disadvantaged 15/16 - Lafayette	55.002	G0234	18,930	14,576	14,576
Transportation Disadvantaged 15/16 - Levy	55.002	G0238	19,606	15,097	15,097
Transportation Disadvantaged 15/16 - Madison	55.002	G0240	19,149	14,745	14,745
Transportation Disadvantaged 15/16 - Union	55.002	G0265	19,069	14,683	14,683
Transportation Disadvantaged 16/17 - Bradford	55.002	G0C29	19,301	4,439	4,439
Transportation Disadvantaged 16/17 - Columbia, Hamilton, Suwannee	55.002	G0C37	58,867	13,539	13,539
Transportation Disadvantaged 16/17 - Dixie	55.002	G0C39	19,074	4,387	4,387
Transportation Disadvantaged 16/17 - Gilchrist	55.002	G0C45	19,097	4,392	4,392
Transportation Disadvantaged 16/17 - Lafayette	55.002	G0C56	18,925	4,353	4,353
Transportation Disadvantaged 16/17 - Levy	55.002	G0C63	19,572	4,502	4,502
Transportation Disadvantaged 16/17 - Madison	55.002	G0C65	19,129	4,400	4,400
Transportation Disadvantaged 16/17 - Union	55.002	G0C85	19,059	4,384	4,384
			<u>386,250</u>	<u>193,180</u>	<u>193,180</u>
<u>Executive Office of the Governor</u>					
Governor's Office on Tourism, Trade, and Economic Development					
Rural Development Grant 14/15	40.007	D0075	150,000	76,739	76,739
Rural Development Grant 15/16	40.007	D0088	150,000	81,322	81,322
			<u>300,000</u>	<u>158,061</u>	<u>158,061</u>
Total state financial assistance			<u>826,438</u>	<u>421,181</u>	<u>421,181</u>
Total federal and state financial assistance			<u>\$ 1,180,459</u>	<u>\$ 569,182</u>	<u>\$ 569,182</u>

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

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

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

**For the Fiscal Year Ended September 30, 2016**

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

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

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

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

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

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

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

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

To North Central Florida Regional Planning Council  
Gainesville, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the North Central Florida Regional Planning Council, as of and for the year ended September 30, 2016, and the related notes to the financial statements, which collectively comprise North Central Florida Regional Planning Council's basic financial statements, and have issued our report thereon dated June 16, 2017.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the North Central Florida Regional Planning Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the North Central Florida Regional Planning Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the North Central Florida Regional Planning Council's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the North Central Florida Regional Planning Council's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements,

noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

#### **POWELL & JONES**

Certified Public Accountants

June 16, 2017



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

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the basic financial statements of the North Central Florida Regional Planning Council (the Council) as of and for the year ended September 30, 2016, and have issued our report thereon dated June 16, 2017.

We have issued our Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards dated June 16, 2017. Disclosures in that report should be considered in conjunction with this management letter.

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

**PRIOR YEAR FINDINGS**

The prior year findings were fully corrected during the current year.

**CURRENT YEAR FINDINGS**

There are no reportable findings in the current year.

**FINANCIAL COMPLIANCE MATTERS**

Annual Local Government Financial Report - The Financial Report filed with the Department of Financial Services pursuant to Section 218.32(1)(a), *Florida Statutes*, is in agreement with the accompanying financial statements of the Council, for the fiscal year ended September 30, 2016.

Financial Emergency Status - We determined that the Council had not met any of the conditions described in Section 218.503(1), *Florida Statutes*, that might result in a financial emergency.

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

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

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

## **CONCLUSION**

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

**POWELL & JONES**  
**Certified Public Accountants**  
June 16, 2017

## **INDEPENDENT ACCOUNTANT'S REPORT**

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have examined North Central Florida Regional Planning Council's (the Council's) compliance with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the year ended September 30, 2016. Management is responsible for the Council's compliance with those requirements. Our responsibility is to express an opinion on the Council's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Council's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Council's compliance with specified requirements.

In our opinion, the North Central Florida Regional Planning Council complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2016.

This report is intended solely for the information and use of the Council and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.

**POWELL & JONES**  
Certified Public Accountants  
June 16, 2017



## **COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE**

To North Central Florida  
Regional Planning Council  
Gainesville, Florida

We have audited the financial statements of North Central Florida Regional Planning Council for the year ended September 30, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by North Central Florida Regional Planning Council are described Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2016. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no sensitive estimates affecting North Central Florida Regional Planning Council's financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There are no sensitive disclosures affecting the financial statements.

#### ***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements identified during our audit.

#### ***Disagreements with Management***

For purposes of this letter, professional standards define a disagreement with management as a financial

accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated June 16, 2017.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Other Information in Documents Containing Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Governing Board and management of North Central Florida Regional Planning Council, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

**POWELL & JONES**  
Certified Public Accountants  
June 16, 2017



## XI.A.


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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Regional Councils Association Monthly Activity Report

The Florida Regional Councils Association is the statewide organization of the ten 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 May 2017 Monthly Activity Report highlighting the activities of the Association.

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

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Tampa Bay • Treasure Coast • West Florida

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## **MONTHLY ACTIVITY REPORT: May 2017**

### **RESOURCE DEVELOPMENT/CAPACITY BUILDING and OUTREACH**

- Began collecting articles and formatting the May 2017 Newsletter.
- Continue to work with the Florida Association of Counties (FAC) to maintain and enhance the FRCA website and further develop the email listserv for the more than 2,500 individuals who receive the FRCA Newsletter.
- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, participated in or attended the following meetings and shared information:
  - Florida Planners for Health Round Table Discussion
  - Florida Coastal Management Program Meeting via Webinar
- Supported the RPC Comprehensive Economic Development Strategy Update Committee with webinar and conference call held May 2<sup>nd</sup>.
- Attended the SouthEast Regional Directors Institute Annual Conference
- Presented the collaborative work of the regional planning councils on Sea Level Rise to the Department of Economic Opportunity planning staff.
- Assisted the Economic Development Administration with coordinating a technical workshop to be held in Orlando on August 16, 2017.

### **ASSOCIATION MANAGEMENT**

- Prepared for the June 2017 FRCA EDAC and Policy Board meetings including coordinating logistics with FAC staff, securing speakers, developing agendas and drafting meeting materials.
- Coordinated logistics with the Florida League of Cities staff for August FRCA EDAC and Partners meetings
- Coordinated with Florida Chamber Foundation staff for September EDAC and Partners meetings.
- Registered for the Florida American Planning Association Annual Conference
- Distributed legislative updates weekly.
- Shared information regarding funding opportunities when available.





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June 15, 2017

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 following Six Pillars.

- Talent and Supply 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 June 2017 Scorecard.

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

Attachment

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# THE FLORIDA SCORECARD

METRICS TO HELP SECURE FLORIDA'S FUTURE

## State of Florida Metrics





THE FLORIDA SCORECARD: [THEFLORIDASCORECARD.ORG](http://thefloridascorecard.org)

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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Legislative Report

The 2017A special Legislative session convened on June 7, 2017 and adjourned on June 9, 2017.

The following paragraphs provide a summary of bills of interest passed during the special session.

### **ECONOMIC DEVELOPMENT PROGRAMS**

**House Bill 1** relates to economic development programs. Terminates Displaced Homemaker Trust Fund within Florida Department of Economic Opportunity; repeals provisions relating to displaced homemaker programs; creates Florida Job Growth Grant Fund within Florida Department of Economic Opportunity; requires Florida Tourism Industry Marketing Corporation (VISIT FLORIDA) and Enterprise Florida, Inc., to comply with provisions relating to expenses, transparency, contracts, and public funds; creates Targeted Marketing Assistance Program; and provides appropriations. **PASSED BY LEGISLATURE.**

- **Economic Development and Infrastructure Funding** - The legislation provides \$16 million in operational funding for Enterprise Florida, Inc. and an additional \$85 million for the Florida Job Growth Grant Fund, a new infrastructure fund within the Florida Department of Economic Opportunity. The Florida Job Growth Grant Fund can be used to provide grants for:
  - State or local public infrastructure projects to promote economic recovery in specific regions of the state, economic diversification, or economic enhancement in a targeted industry; and
  - Workforce training grants to support programs at state colleges and state technical centers that provide participants with sustainable and transferable workforce skills.
- **Visit Florida and Tourism Marketing** - The legislation reorganizes VISIT FLORIDA as a contracting agency of the Florida Department of Economic Opportunity and provides for \$76 million in funding for its operations. VISIT FLORIDA is required to provide a one to one private match for all public monies appropriated. Local tourist development council funding can be used as a part of this matching requirement. The legislation also institutes comprehensive transparency and accountability measures for VISIT FLORIDA.
- **Herbert Hoover Dike** - \$50 million in non-recurring appropriation from general revenue (as a part of the Florida Job Growth Grant Fund) is dedicated for accelerated repairs to the Lake Okeechobee Herbert Hoover Dike in partnership with the U.S. Army Corp of Engineers.
- **Higher Education Funding** - The legislation appropriates approximately \$60 million in non-recurring funding for higher education.

### **MEDICAL MARIJUANA**

**Senate Bill 8** relates to medical marijuana. Provides an exemption from the state tax on sales, use, and other transactions for marijuana and marijuana delivery devices used for medical purposes; provides qualifying medical conditions for a patient to be eligible to receive marijuana or a marijuana delivery device; provides for the establishment of medical marijuana testing laboratories; establishes the Coalition for Medical Marijuana Research and Education within the H. Lee Moffitt Cancer Center and Research Institute, Inc. **PASSED BY LEGISLATURE.**

**Senate Bill 8A** implements the 2016 constitutional amendment authorizing the use of marijuana for certain medical purposes. **PASSED BY LEGISLATURE.**

- Among the provisions of the legislation, the implementation plan: Exempts the sale of marijuana and marijuana delivery devices from sales tax;
- Preempts the regulation of cultivations and processing of marijuana to the state; and
- Allows local governments to ban medical marijuana treatment center dispensing facilities. If the local government does not ban dispensing facilities, it may not place any restrictions on the number of dispensing facilities allowed and may not adopt any regulations for dispensing facilities that are more restrictive than its ordinances regulating pharmacies.

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





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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Program – Mobility Enhancement Grant Projects

RECOMMENDATION

**No action required. This agenda item is for information only.**

BACKGROUND

For the second year, the Florida Legislature authorized \$1,750,000 of non-recurring funds to be competitively awarded by the Florida Commission for the Transportation Disadvantaged through a Mobility Enhancement Grant Program. The following Community Transportation Coordinators in the region were awarded funding through this grant program from the Florida Commission for the Transportation Disadvantaged:

- Alachua County - MV Transportation, Inc. received \$55,350 to provide reduced fare bus passes to the homeless clients of GRACE Marketplace.
- Bradford County - Suwannee River Economic Council, Inc. received \$53,866 to continue providing on-demand same day transportation service to designated stops in Starke for medical, pharmacy and shopping purposes. In addition, Suwannee River Economic Council, Inc. will expand this service to include areas outside of the City.
- Columbia County - Suwannee Valley Transit Authority received \$54,416 to continue providing on-demand same day transportation service to designated stops within Lake City for medical, pharmacy and shopping purposes.
- Dixie/Gilchrist Counties - Suwannee River Economic Council, Inc. received \$38,313 to provide on-demand same day transportation service to Walmart in Chiefland. Suwannee River Economic Council, Inc. will provide this service to Dixie County residents on Mondays and Gilchrist County residents on Tuesdays.

These projects received funding for a one-year period through June 30, 2018.

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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Reassignment of Marion County to East Central Florida Regional Planning Council

In 2005, the Legislature dissolved the Withlacoochee Regional Planning Council and assigned Levy County and Marion County to the North Central Florida Regional Planning Council. In August 2016, the Board of County Commissioners of Marion County sent a letter to the Governor requesting reassignment to the East Central Florida Regional Planning Council.

The Governor recently issued Executive Order No. 17-128 reassigning Marion County to the East Central Florida Regional Planning Council (see attached). In the executive order, the Governor noted that Marion County is located in Florida Department of Transportation District 5, The Villages development is located in three counties including southern Marion County, environmental linkages to the East Central Florida region of the Harris Chain of Lakes, St. Johns River and Ocala National Forest and tourism connections to the to the East Central Florida region.

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

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# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NUMBER 17-128

(Reassignment of Marion County to East Central Florida Regional Planning Council)

**WHEREAS**, on August 16, 2016, the Marion County Board of County Commissioner requested the reassignment of Marion County from the North Central Florida Regional Planning Council to the East Central Florida Regional Planning Council, consistent with Section 186.506(4) Florida Statutes; and

**WHEREAS**, in 2015, passage and Governor Scott's approval of Senate Bill 1216 revised Florida's regional planning councils, placing Marion County in the North Central Florida Regional Planning Council; and

**WHEREAS**, Marion County is included and participates in Florida Department of Transportation's District 5, which is essentially made up of the current East Central Florida Regional Planning Council member counties; and

**WHEREAS**, Marion County is one of the three county governments which include "The Villages" development project and its surroundings; and

**WHEREAS**, Marion County is environmentally linked with the East Central Florida Regional Planning Council counties through the shared connections with the Harris Chain of Lakes, St. Johns River, and Ocala National Forest; and

**WHEREAS**, Marion County also shares a significant connection as a tourism source and destination with the ECFRPC member counties;

**WHEREAS**, Sections 186.506(4) and 186.512(2) vest the Governor with the authority to review and update the district boundaries of the regional planning councils and

WHEREAS, given these factors, Marion County should be placed within the East Central Florida Regional Planning Council.

NOW, THEREFORE, I, RICK SCOTT, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section 1 of the Florida Constitution and by Chapter 186, Florida Statutes, as amended, and all other applicable laws, promulgate the following Executive Order, to take immediate effect:

Section 1. Marion County is reassigned from the North Central Florida Regional Planning Council to the East Central Florida Regional Planning Council. The updated North Central Florida Regional Planning Council now includes Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Suwannee, Taylor, and Union Counties. The updated East Central Florida Regional Planning Council now includes Brevard, Lake, Marion, Orange, Osceola, Seminole, Sumter, and Volusia Counties.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 25th day of April, 2017.

A handwritten signature in black ink, appearing to read "Rick Scott", written over a horizontal line.

GOVERNOR

ATTEST:

A handwritten signature in black ink, appearing to read "Ken Ritzman", written over a horizontal line.  
SECRETARY OF STATE

FILED  
2017 APR 25 PM 2:43  
TALLAHASSEE, FLORIDA



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June 15, 2017

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: 2020 Census Local Update Addresses Information Sessions

The U.S. Census Bureau held a promotional information session concerning the Local Update Census Addresses Program for the 2020 Census at the office of the North Central Florida Regional Planning Council on June 14, 2017. The session was attended by local government officials from throughout the north central Florida region.

The Local Update of Census Addresses Program of the Census Bureau allows local governments an opportunity to update the Master Address File of the Census Bureau. Local governments can contribute to a more complete and accurate census for their communities by reviewing and commenting on the list of housing unit and group quarter addresses that the Census Bureau will use to deliver questionnaires within their communities. The data collected in the 2020 Census will be used by federal, state and local governments for funding, resource planning and services throughout the next decade.

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

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**XI.H.**

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June 15, 2017

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Financial Disclosure Report Filing

All members of the Council are required to file a financial disclosure form by July 1st of each year.

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 next past few weeks.

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

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