



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

2009 NW 87th Place, Gainesville, FL 32653 - 1803 • 352.955.2200

MEETING NOTICE

EXECUTIVE COMMITTEE

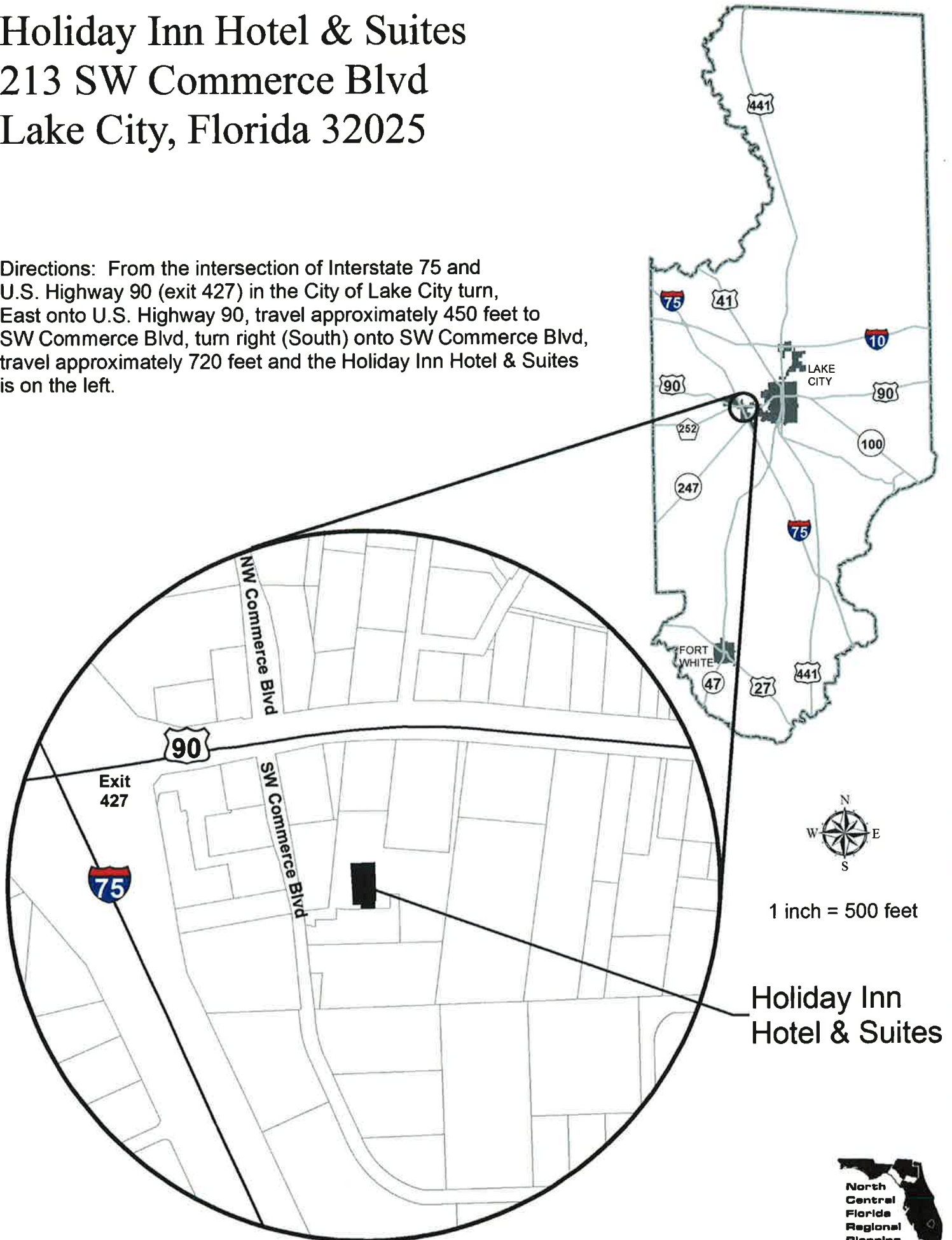
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on March 28, 2013. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

(Location Map on Back)

Holiday Inn Hotel & Suites

213 SW Commerce Blvd
Lake City, Florida 32025

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





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

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

AGENDA

EXECUTIVE COMMITTEE

Holiday Inn Hotel & Suites
Lake City, Florida

March 28, 2013
6:00 p.m.

| | <u>Page</u> |
|--|-------------|
| * I. APPROVAL OF MINUTES - February 28, 2013 | 5 |
| * II. CONTRACTS AND APPLICATIONS - Florida Department of Transportation Joint Participation Agreement | 9 |
| III. PROGRAM REPORT - None | |
| IV. GENERAL ADMINISTRATION | |
| * A. Application to Florida Municipal Insurance Trust | 13 |
| * B. Health Savings Account Payroll Deduction | 15 |
| * V. OTHER BUSINESS - Proclamation Declaring April 2, 2013 as Viva Florida 500 Celebration Day in North Central Florida | 17 |

* See Attachments

EXECUTIVE COMMITTEE
MINUTES

Holiday Inn Hotel & Suites
Lake City, Florida

February 28, 2013
6:00 p.m.

MEMBERS PRESENT

Louie Davis, Immediate Past Chair
Garth Nobles, Jr., Vice-Chair
Carolyn Spooner, Executive Committee Member
Kenrick Thomas, Secretary-Treasurer
Lorene Thomas, Chair

MEMBERS ABSENT

None

STAFF PRESENT

Scott R. Koons

Chair Lorene Thomas called the meeting to order at 6:07 p.m.

I. APPROVAL OF MINUTES - January 24, 2013

Chair Thomas asked that the minutes for the January 24, 2013 Executive Committee meeting be approved as written.

ACTION: Commissioner Spooner made the motion, with a second by Commissioner Thomas, to approve the minutes of the Executive Committee meeting held on January 24, 2013 as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS

A. Community Development Block Grant Fiscal Year 2012
Administrative Services Agreement - Union County

ACTION: Commissioner Thomas made the motion, with a second by Commissioner Spooner, to recommend that the Council authorize the Chair to sign an agreement with Union County to provide Community Development Block Grant administrative technical assistance services for the Fiscal Year 2012 Housing Rehabilitation Project for a fixed fee amount of \$80,000. The motion carried unanimously.

B. State Housing Initiatives Partnership Fiscal Year 2013
Administrative Services Agreement - Union County

ACTION: Commissioner Spooner made the motion, with a second by Mayor Davis, to recommend that the Council authorize the Chair to sign an agreement with Union County to provide State Housing Initiatives Partnership administrative technical assistance services for the Fiscal Year 2013 project for a fixed fee amount of \$6,700. The motion carried unanimously.

- C. Transportation Disadvantaged Program Planning Grant Resolution, Fiscal Year 2013-14

ACTION: Mayor Davis made the motion, with a second by Commissioner Spooner, to recommend that the Council approve the attached resolution authorizing the Chair to enter into the Fiscal Year 2013-14 Transportation Disadvantaged Planning Grant agreement with the Florida Commission for the Transportation Disadvantaged for Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties, authorize the Chair to sign the grant assurances and agreements or contracts, and authorize the Executive Director to sign invoices, warranties and certifications for the program. The motion carried unanimously.

- D. Purchase Order with the Apalachee Regional Planning Council to Assist with Updating the Region 2 Florida Multiyear Training and Exercise Plan

- E. Purchase Order with the Northeast Florida Regional Council to Assist with Updating the Region 3 Florida Training and Exercise Plan

- F. Purchase Order with the Northeast Florida Regional Council to Assist with Exercise Planning, Evaluation and Documentation

ACTION: Mayor Davis made the motion, with a second by Commissioner Spooner, to recommend that the Council provide services pursuant to a purchase order with the Apalachee Regional Planning Council to assist with updating the Region 2 Florida Training and Exercise Plan for a fixed fee amount of \$4,238; to recommend that the Council provide services pursuant to a purchase order with the Northeast Florida Regional Council to assist with updating the Region 3 Florida Training and Exercise Plan for a fixed fee amount of \$4,000; and to recommend that the Council provide services pursuant to a purchase order with the Northeast Florida Planning Council to assist with exercise planning, evaluation and preparing documentation for a fixed fee amount of \$8,000. The motion carried unanimously.

- G. City of Madison Celebrating 175 Years Street Banner Sponsorship

ACTION: Commissioner Thomas made the motion, with a second by Mayor Davis, to recommend that the Council sponsor a City of Madison Street Banner Celebrating 175 Years to be displayed in the City during 2013 in the amount of \$100. The motion carried unanimously.

IV. GENERAL ADMINISTRATION - Assigned Fund Balance - Capital Reserve

ACTION: Commissioner Thomas made the motion, with a second by Mayor Davis, to recommend that the Council encumber \$30,000 of the Council's unassigned fund balance as part of the assigned fund balance to increase the Capital Reserve Fund balance for accumulated depreciation of building and equipment costs from \$470,000 to \$500,000. The motion carried unanimously.

V. OTHER BUSINESS -Proclamation Declaring April 17, 2013 as Florida Military and Community Covenant Day

ACTION: Commissioner Spooner made the motion, with a second by Commissioner Thomas, to recommend that the Council proclaim April 17, 2013 as Florida Military and Community Covenant Day by adopting a Florida Military and Community Covenant Day Proclamation. The motion carried unanimously.

The meeting was adjourned at 6:24 p.m.

Lorene J. Thomas, Chair

3/28/13
Date




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

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

March 21, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Department of Transportation
Joint Participation Agreement and Resolution

RECOMMENDATION:

Adopt the attached resolution authorizing the Chair to sign a Joint Participation Agreement with the Florida Department of Transportation to provide support for transportation planning and regional visioning for Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Marion, Suwannee, Taylor and Union Counties with all terms of the Agreement to be completed by June 30, 2014 for an amount not to exceed \$25,000.

BACKGROUND:

The Council proposes to enter into a Joint Participation Agreement with the Florida Department of Transportation for the Department to provide the Council support for transportation planning and regional visioning for Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Marion, Suwannee, Taylor and Union Counties with all terms of the Agreement to be completed by June 30, 2014 for an amount not to exceed \$25,000. The Agreement will also require coordination with neighboring regional planning councils and adjoining counties. In addition, the planning effort will also need to coordinate with the on-going Future Corridors studies of the Florida Department of Transportation.

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

Attachment

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

RESOLUTION NO. 2013-03

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AUTHORIZING THE EXECUTION OF THE JOINT PARTICIPATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Central Florida Regional Planning Council has the authority to enter into the Florida Department of Transportation Joint Participation Agreement, as authorized under Section 339.12, Florida Statutes; and

WHEREAS, the North Central Florida Regional Planning Council has the authority to receive support for transportation planning and regional visioning for Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Marion, Suwannee, Taylor and Union Counties for the period ending June 30, 2014; and

WHEREAS, the North Central Florida Regional Planning Council will coordinate with neighboring regional planning councils and adjoining counties in order to accomplish said transportation planning and regional visioning; and

WHEREAS, the North Central Florida Regional Planning Council will coordinate said transportation planning and regional visioning with the on-going Future Corridors studies of the Florida Department of Transportation; and

WHEREAS, the North Central Florida Regional Planning Council authorizes the Chair to execute the Joint Participation Agreement on behalf of the North Central Florida Regional Planning Council with the Florida Department of Transportation; and

WHEREAS, this resolution shall be effective upon adoption.

NOW, THEREFORE, BE IT RESOLVED, that the North Central Florida Regional Planning Council authorizes the Chair to execute a Joint Participation Agreement with the Florida Department of Transportation to accomplish transportation planning and regional visioning in a 13-county area.

DULY ADOPTED by the North Central Florida Regional Planning Council this 28th day of March 2013.

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Attest:

Scott R. Koons, Executive Director

Lorene J. Thomas, Chair



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

2008 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

March 21, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Application to Florida Municipal Insurance Trust

RECOMMENDATION:

Authorize the Chair to execute and the Secretary-Treasurer to attest the Application to the Florida Municipal Insurance Trust specifying that Scott R. Koons, Executive Director, is authorized to execute risk management agreements for Council property, allied lines and crime; general/professional liability; workers compensation and employers liability; automobile liability and physical damage; and employee theft insurance coverage.

BACKGROUND:

The Council maintains property, allied lines and crime; general/professional liability; workers compensation and employers liability; automobile liability and physical damage; and employee theft insurance coverage with the Florida League of Cities Florida Municipal Insurance Trust.

As a member of the Florida Municipal Insurance Trust, the Council is required to complete a Participation Agreement (Application to the Florida Municipal Insurance Trust). This document forms an important part of the Council's contractual relationship to the Florida Municipal Insurance Trust and specifies the name of the individual authorized to execute risk management agreements. Due to recent revisions to the Participation Agreement, the Council is required to execute an updated Application to Florida Municipal Insurance Trust.

It is recommended that the Council authorize the Chair to execute and the Secretary-Treasurer to attest the Application to the Florida Municipal Insurance Trust specifying that Scott R. Koons, Executive Director, is authorized to execute risk management agreements for Council property, allied lines and crime; general/professional liability; workers compensation and employers liability; automobile liability and physical damage; and employee theft insurance coverage.

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

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



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

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

March 21, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Health Savings Account Payroll Deduction

RECOMMENDATION:

Approve offering employees the option to establish individual health savings accounts on a voluntary basis through a health savings account trustee with employees paying 100 percent of the amount to be deposited in the health savings account through payroll deduction.

BACKGROUND:

A health savings account is a tax-exempt trust or custodial account set up with a qualified health savings account trustee to pay or reimburse certain medical expenses for individuals. No permission or authorization from the Internal Revenue Service is necessary to establish a health savings account. Health savings accounts must be set up by a qualified health savings account trustee, such as a bank, an insurance company, or anyone already approved by the Internal Revenue Service to be a trustee of individual retirement arrangements. The health savings account can be established through a trustee that is different than an individual's health plan provider.

The contributions to a health savings account are tax deductible even if an individual does not itemize deductions on Internal Revenue Service Form 1040. The contributions remain in the health savings account from year to year until they are used by the individual. The interest or other earnings on the assets in the account are tax free.

For an individual to qualify for a health savings account, they must be covered under a high deductible health plan. A high deductible health plan has a higher annual deductible than typical health plans and a maximum limit on the sum of the annual deductible and out-of-pocket medical expenses that individuals must pay for covered expenses. Out-of-pocket expenses include copayments and other amounts, but do not include premiums.

To qualify as a high deductible health plan, the minimum annual deductible must be \$1,200 for individual coverage and \$2,400 for family coverage. In addition, annual deductible and other out-of-pocket expenses may not exceed a maximum of \$6,050 for individual coverage and \$12,100 for family coverage. Since the Council's current health insurance plan has a \$2,500 deductible for individual coverage and \$4,500 for family coverage and maximum out-of-pocket expenses of \$4,500 for individual coverage and \$8,500 for family coverage, employees of the Council are eligible to establish individual health savings accounts. Employees may contribute up to \$3,100 for individual coverage and up to \$6,250 for family coverage to a health savings account on an annual basis.

It is recommended that the Council approve offering employees the option to establish individual health savings accounts on a voluntary basis through a health savings account trustee with employees paying 100 percent of the amount to be deposited in the health savings account through payroll deduction.

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




V.

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

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

March 21, 2013

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Proclamation Declaring April 2, 2013 as
Viva Florida 500 Celebration Day in North Central Florida

RECOMMENDATION:

Proclaim April 2, 2013 as Viva Florida 500 Celebration Day in North Central Florida by adopting the attached proclamation.

BACKGROUND:

On April 2, 1513, Juan Ponce de León landed on the east coast of Florida and became the first recorded European to set foot on the continental United States of America, predating European settlement in Jamestown, VA and Plymouth Rock, MA by 94 years and 107 years, respectively. Florida has the longest recorded history of any state in the nation. Drawing inspiration from 500 years of Florida being a state of exploration, discovery and innovation and with the recognition of our past, Florida's future may be strengthened through continued education and promotion of our strong tourism, technology and agricultural industries. Viva Florida 500 in 2013 marks the 500 year anniversary of the arrival of Ponce de Leon in 1513 and it is the centerpiece in a series of important anniversaries that include:

- 2009 was the 450 year anniversary of the first attempt at Spanish colonization of Florida in Pensacola;
- 2012 was the 450 year anniversary of the first French colony in the continental US in Jacksonville; and
- 2015, is the 450 year anniversary of the founding of St. Augustine as the oldest continually occupied European city in the nation.

Viva Florida 500 is a statewide initiative led by the Florida Department of State to highlight the 500 years of historic people, places and events in present-day Florida since the arrival of Juan Ponce de León to the land he named La Florida in 1513. Viva Florida 500 success relies on strong partnerships. The Florida Department of State enjoys very productive working relationships with many state agencies, the Florida Humanities Council, VISIT FLORIDA, the cities of St. Augustine and Pensacola, España-Florida Foundation 500 Years, the Spanish, British and French Consulates, as well as the Seminole Tribe of Florida.

Council Members

March 21, 2013

Page 2

Viva Florida 500 will take place year-round in 2013, and its many partners are planning more than 150 events statewide. The goal is to promote 500 years of Florida history, its people, places and cultural achievements, and this important milestone in American and Florida history.

With the goal to stimulate cultural heritage tourism and spur economic development to create jobs, the Florida Department of State provides leadership, communication and coordination to create and/or expand partnerships statewide to enhance Viva Florida 500 outreach and education to make history come alive with Viva Florida 500 events in all 67 counties in 2013.

The 500th anniversary of the landing of Ponce de Leon is a fitting time to reflect on the dynamic culture, rich diversity and economic prosperity of Florida and with recognition that five flags have flown over Florida in as many centuries, while also being the home to Native Americans for at least 12,000 years. It is recommended that the Council join in this effort by designating April 2, 2013 as *Viva Florida 500 Celebration Day in north central Florida* (see attached proclamation).

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

Attachment

o:\carol\council.mtg\cnc\mtgmemos\vivaflorida500day.docx



PROCLAMATION

RECOGNIZING APRIL 2, 2013 AS VIVA FLORIDA 500 CELEBRATION DAY IN NORTH CENTRAL FLORIDA

WHEREAS, on April 2, 1513, Juan Ponce de León landed on the east coast of Florida and became the first recorded European to set foot on the continental United States of America; and

WHEREAS, Viva Florida 500 in 2013 marks the 500 year anniversary of the arrival of Ponce de Leon in 1513; and

WHEREAS, the 500th anniversary of landing of Ponce de Leon is a fitting time to reflect on the dynamic culture, rich diversity and economic prosperity of Florida and with recognition that five flags have flown over Florida in as many centuries, while also being the home to Native Americans for at least 12,000 years.

WHEREAS, Viva Florida 500 will take place year-round in 2013, with its goal to promote 500 years of Florida history, its people, places and cultural achievements, and this important milestone in American and Florida history.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims April 2, 2013 as Viva Florida 500 Celebration Day throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 28th day of March 2013.

ATTEST:

Kenrick D. Thomas, Secretary-Treasurer

Lorene J. Thomas, Chair

SEAL:

