



## Central Florida Regional Planning Council

### Agenda

**April 9, 2014**

**DeSoto County Commission Chambers**

**201 East Oak Street**

**Arcadia, FL 34266**

**9:30 a.m.**

#### **CALL TO ORDER** – Chairman W. Patrick Huff

- Invocation
- Pledge of Allegiance
- Roll Call
- Announcements

#### **AGENDA ITEM #1 PUBLIC COMMENTS**

#### **AGENDA ITEM #2 COUNCIL ADMINISTRATION**

- A. February 12, 2014, Council Meeting Minutes
- B. March Financial Report

- Action Recommended: Approval
- Exhibit #2: A. Minutes – Pg 1  
B. Financial Report – Pg 5

#### **AGENDA ITEM #3 DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) STATE FIVE YEAR STRATEGIC ECONOMIC PLAN**

Noel Munson, Strategic Planner, Bureau of Planning & Partnerships, Division of Strategic Business Development, Florida Department of Economic Opportunity, will present key information on the State's Five Year Strategic Economic Plan and how the State Plan works in mutual support of the Region's Comprehensive Economic Development Strategy.

- Action Recommended: Information Only
- Exhibit: None

**DeSoto Hardee Highlands Okeechobee & Polk Counties**

**AGENDA ITEM #4 DESOTO COUNTY'S COMPETITIVE FLORIDA PROJECT, ECONOMIC DEVELOPMENT UPDATE AND DART SERVICE**

Mandy Hines, DeSoto County Economic Development Coordinator, will brief the Council on the Competitive Florida project awarded to DeSoto County. She will also update the Council on economic development activities and the DART transit service.

- Action Recommended: Information Only
- Exhibit: None

**AGENDA ITEM #5 CERTIFICATION OF TRANSPORTATION DISADVANTAGED (TD) LOCAL COORDINATING BOARD (LCB) MEMBERSHIP**

As part of the annual update of the Transportation Disadvantaged Service Plan (TDSP), the Commission for the Transportation Disadvantaged (CTD) requires certification of the Transportation Disadvantaged Local Coordinating Board membership.

- Action Recommended: Certify Membership
- Exhibit #5: Membership List – Pg 7

**AGENDA ITEM #6 STATUS OF SEBRING-AVON PARK-HIGHLANDS URBANIZED AREA TRANSPORTATION PLANNING ORGANIZATION (TPO) FORMATION**

Staff will discuss status of CFRPC's transit grants related to the status of the Sebring-Avon Park-Highlands Urbanized Area Transportation Planning Organization (TPO) formation.

- Action Recommended: Information Only
- Exhibit: None

**AGENDA ITEM #7 RECOGNITION OF CENTRAL FLORIDA REGIONAL PLANNING COUNCIL'S (CFRPC) 40<sup>TH</sup> ANNIVERSARY**

In 2014 the CFRPC will mark its 40<sup>th</sup> Anniversary. The Board will discuss how this milestone may be acknowledged.

- Action Recommended: Pleasure of the Council
- Exhibit #7: List of Suggested Activities – Pg 8

**AGENDA ITEM #8 SCHEDULED UPDATE OF CFRPC'S STRATEGIC REGIONAL POLICY PLAN (SRPP)**

Regional Planning Councils in Florida have two rules which must be adopted under rule-making guidelines: the Strategic Regional Policy Plan and the Dispute Resolution guidelines. The Council must notify the State before July 1 if they plan to undertake rule-making in FY 2014-15. Staff will present a proposed schedule for rule-making.

- Action Recommended: Approval of Rule-making Schedule
- Exhibit #8: Proposed Schedule of Rule-Making *will be distributed at the meeting.*

**AGENDA ITEM #9 REQUEST FOR SUPPLEMENTAL FUNDS FROM THE ENVIRONMENTAL PROTECTION AGENCY FOR BROWNFIELDS REVOLVING LOAN FUND GRANT**

The Environmental Protection Agency (EPA) is soliciting applications for supplemental funds from Revolving Loan Fund grantees that have expended most of their previous awards. CFRPC is anticipating two new applications for which it does not have sufficient funds. If these applications are received staff would like to apply for supplemental funds.

- Action Recommended: Authorize Executive Director to apply for a supplemental allocation for the Brownfields Revolving Loan Fund and to execute an agreement with EPA if the funds are awarded.
- Exhibit: None

**AGENDA ITEM #10 EXECUTIVE DIRECTOR'S REPORT**

The Executive Director will report on current work activities including:

- A. NADO Policy Conference
- B. Legislative update
- C. FRCA Activities

- Action Recommended: Information Only
- Exhibit: None

**AGENDA ITEM #11 OTHER BUSINESS**

- A. Set date, time, and location for next meeting.
- B. Other Business

**ADJOURN**

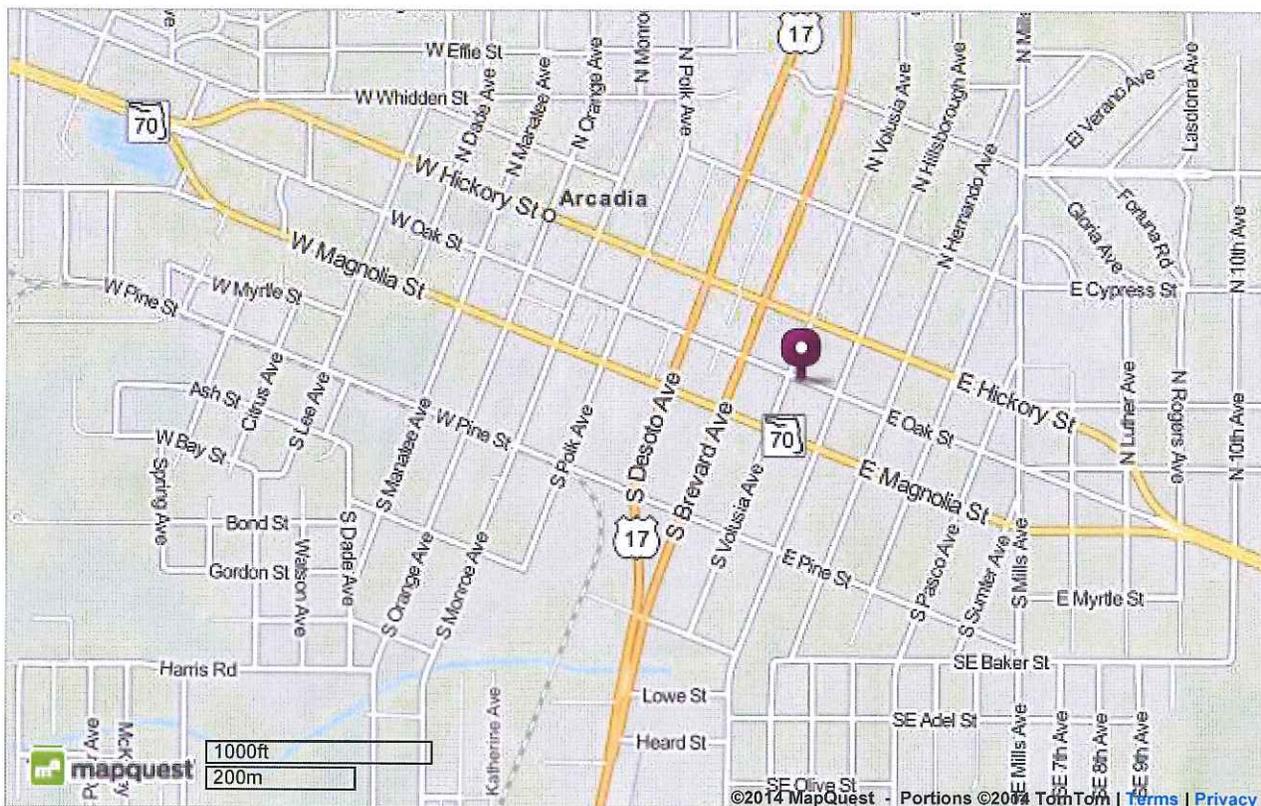
Please be advised that if you desire to appeal any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases a verbatim record is required. You must make your own arrangements to produce this record (Florida Statute 286.0105). If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled to the provision of certain assistance. Please contact Patricia M. Steed, Executive Director, 555 East Church Street, Bartow, FL 863-534-7130 x 130 within two working days of receipt of this notification. If you are hearing or vision impaired, call 1-800-955-8771.



Map of:  
**201 E Oak St**  
Arcadia, FL 34266-4451

Notes

April 9, 2014 CFRPC Meeting.



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**Central Florida Regional Planning Council**  
**February 12, 2014**  
**Hardee County Commission Chambers**  
**412 West Orange Street**  
**Wauchula, FL 33873**  
**9:30 a.m.**

**Meeting Minutes**

Chairman Pat Huff called the meeting to order at 9:30 a.m. Norman White led the Council in prayer. The Council Pledged Allegiance to the Flag. Roll was called and the following members were present.

CFRPC Chairman, City Commissioner Pat Huff, Ridge League of Cities, City of Bartow  
 CFRPC Vice-Chairman, Councilman Clayton Williams, City of Okeechobee  
 Jackie Tucker, DeSoto County Gubernatorial Appointee  
 Commissioner Sue Birge, Hardee County  
 City Councilwoman Neda Cobb, Wauchula  
 Chet Huddleston, Hardee County Gubernatorial Appointee  
 Commissioner Ron Handley, Highlands County  
 Andy Tuck, Highlands County Gubernatorial Appointee  
 Commissioner Ray Domer, Okeechobee County  
 Elvie Posey, Okeechobee County Gubernatorial Appointee  
 Commissioner Melony Bell, Polk County  
 City Commissioner Edie Yates, Lakeland  
 Kevin Denny, Hardee County Planning Director, Ex-officio  
 Gary Ritter, South Florida Water Management District, Ex-officio

Members absent:

Commissioner Buddy Mansfield, DeSoto County  
 City Councilman Robert Heine, Arcadia  
 City Councilman Bud Whitlock, Sebring  
 Dr. Marshall Goodman, Polk County Gubernatorial Appointee  
 City Commissioner J.P. Powell, Winter Haven  
 Tom Cookingham, DeSoto County Planning Director, Ex-officio  
 Mark Hill, Highlands County Development Services Director, Ex-officio  
 Bill Royce, Okeechobee County Planning Director, Ex-officio  
 Tom Dearnorff, Polk County Director of Growth Management, Ex-officio  
 Gina Reynolds, Florida's Heartland Regional Economic Development Initiative, Ex-officio  
 Jennifer Stults, Florida Department of Transportation, Ex-officio  
 Jim Golden, Southwest Florida Water Management District, Ex-officio

Under announcements, Pat Steed congratulated Andy Tuck for his recent appointment to the Florida State Board of Education. Prior to this appointment, Mr. Tuck was a member of the Highlands County School Board for a number of years. Also, Ms. Steed presented two Awards of Merit which the Council recently received from the Heart of Florida Section of the American Planning Association. The awards were in recognition of the Affordable Housing Tool Kit for the Heartland and the Council's work on the Broadband Polk Plan.

#### **AGENDA ITEM #1 PUBLIC COMMENTS**

Chairman Huff opened and closed the public comment period with no comments.

#### **AGENDA ITEM #2 COUNCIL ADMINISTRATION**

##### **December 11, 2013 Council Meeting Minutes**

Chairman Huff asked if there were any additions, deletions or corrections to the December 11, 2013 Council Meeting Minutes.

#### **MOTION**

There being none, Chet Huddleston moved to approve the Council Meeting Minutes as submitted. Jackie Tucker seconded.

Motion carried unanimously.

#### **AGENDA ITEM #3 GOVERNMENT IN THE SUNSHINE PRESENTATION BY NORMAN WHITE, COUNCIL ATTORNEY**

Norman White referred to a paper he had written, which was mailed to each Council Member, providing information on Government in the Sunshine Laws, Rules and Regulations that govern Council Members and their communications. Discussion followed.

#### **AGENDA ITEM #4 REPORT ON FLORIDA REGIONAL COUNCILS ASSOCIATION (FRCA) RETREAT AND SURVEY RESULTS**

Pat Steed, Executive Director, presented an overview of the history of Florida's regional planning councils and the many mandates they have had over the years as well as currently. She also included the history of the Florida Regional Councils Association (FRCA) and how the association has benefited the RPCs over the years. Ms. Steed stated that FRCA conducted a Strategic Assessment Survey in November 2013, prior to the FRCA retreat which was held on January 9 and 10, 2014, in Tallahassee. Council members attending the retreat were Vice Chairman Clayton Williams and Mrs. Jackie Tucker. Out of 236 responses to the online survey, 28 had comments specific to the CFRPC. Those retreat survey results were discussed.

#### **AGENDA ITEM #5 RECOGNITION OF CENTRAL FLORIDA REGIONAL PLANNING COUNCIL'S (CFRPC) 40<sup>TH</sup> ANNIVERSARY**

Pat Steed stated that in 2014 the CFRPC will mark its 40<sup>th</sup> Anniversary. The Council discussed how this milestone may be acknowledged.

Chairman Huff suggested that perhaps former members of the Council could be invited.

Jackie Tucker said that she thought it would be a good idea to put the anniversary in local newspapers.

Melony Bell suggested proclamations could be presented to the County Commissions in each of the five counties.

#### **AGENDA ITEM #6 APPOINT EXECUTIVE COMMITTEE FOR 2014**

Chairman Pat Huff appointed the following members to serve on the Council's Executive Committee: Ray Domer, Melony Bell, Buddy Mansfield, Sue Birge, Clayton Williams, Jackie Tucker, Andy Tuck and Pat Huff.

#### **MOTION**

Chet Huddleston moved to approve the Executive Committee for 2014 as appointed. Edie Yates seconded.

Motion carried unanimously.

#### **AGENDA ITEM #7 CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING PROGRAM SUBMISSION**

Pat Steed stated that the Government Finance Officers Associations Certificate Program promotes the preparation of high quality financial reports to promote better transparency to citizens and other stakeholders. This award is a positive factor in decision making for grantors, credit rating agencies, and other interested parties.

#### **MOTION**

Edie Yates moved to approve the request to apply for a Certificate of Achievement in Financial Reporting. Chet Huddleston seconded.

Motion carried unanimously.

#### **AGENDA ITEM #8 HEARTLAND 2060 STATUS REPORT**

Pat Steed presented a PowerPoint summary of the Heartland 2060 Building a Resilient Region report. The report was recently completed by staff and provides a plan of action for how to become a resilient region. The Heartland is comprised of seven inland counties sharing a similar geography and economy. Heartland 2060 is a grassroots effort that began in late 2007 by business, education, agriculture, environmental, government and interested citizens to plan the Heartland's future. Ms. Steed reviewed each section of the plan with the Council. The report in its entirety can be accessed at [www.heartland.org](http://www.heartland.org).

## **AGENDA ITEM #9 DEVELOPMENTS OF REGIONAL IMPACT (DRI) UPDATE**

Jennifer Codo-Salisbury, Planning and Administrative Director, updated the Council on the status of current Developments of Regional Impact (DRI) and activities anticipated for 2014. She distributed a summary of DRI activity, including a location map.

## **AGENDA ITEM #10 STATUS OF SEBRING-AVON PARK-HIGHLANDS URBANIZED AREA TRANSPORTATION PLANNING ORGANIZATION (TPO) FORMATION**

Pat Steed discussed the status of the CFRPC's transit grants that are related to the status of the Sebring-Avon Park-Highlands Urbanized Area Transportation Planning Organization (TPO) formation. She distributed a chart that showed each transportation program the Council administers and discussed how its funding would be affected by the new urbanized area.

## **AGENDA ITEM #11 EXECUTIVE DIRECTOR'S REPORT**

Pat Steed reported on the following current work activities.

### **A. Brownfields Grant Activities**

Ms. Steed stated that the Council authorized staff to apply for a Brownfields Assessment Grant, which was a follow-up to the Areawide Planning Brownfields Grant in Polk County, covering the Combee-East Lake Parker neighborhoods. Staff received notice that the application was sufficient to be forwarded for review and ranking. Ms. Steed will keep the Council posted on the application's status.

### **B. Legislative Activities**

Ms. Steed distributed the Florida Regional Councils Association 2014 Legislative Agenda and stated that FRCA supported realigning their legislative platform with the Six Pillars concept. She described the other items on the agenda. The Legislative Highlights for January 2014 were also distributed. These items relate to transportation, tourism, economic development and housing finance. Ms. Steed pointed out the Governor's Budget Highlights and stated that the Regional Planning Councils were not in the Governor's budget again this year.

## **AGENDA ITEM #12 OTHER BUSINESS**

The next meeting was scheduled for April 9, 2014, in Arcadia at the DeSoto County Commission Chambers at 9:30 a.m.

There being no further business, the meeting adjourned.

Respectfully submitted,

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W. Patrick Huff, Chairman  
February 12, 2014, Council Meeting Minutes

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**STATEMENT OF NET ASSETS**  
**March 31, 2014**

	<u>UNAUDITED</u>	<u>ACCRUAL</u>
	<b>ASSETS</b>	
1	Cash	\$ 530,510
2	Petty Cash	104
3	Accounts Receivable	239,193
4	Unbilled Costs	118,296
5	Prepaid Expenses	17,488
6	Fixed Assets	634,324
7	Funds Held in Reserve	270,178
8		
9	<b>TOTAL ASSETS</b>	<b><u>\$ 1,810,093</u></b>
10		
11	<b>LIABILITIES &amp; EQUITY</b>	
12		
13	Liabilities	
14	Accounts Payable	\$ 108,804
15	Compensated Absences Liability	85,580
16	Deferred Revenue	80,983
17	<b>Total Liabilities</b>	<b><u>275,367</u></b>
18		
19	Fund Balance	1,534,725
20		
21	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>\$ 1,810,093</u></b>

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**STATEMENT OF ACTIVITIES FY 2013-2014**  
**For the Month Ended March 31, 2014**

**UNAUDITED**

March = 50%

	ACCRUAL	ACTUAL	ADOPTED	ACCRUAL	
	Oct 13 - Mar 14	Oct 13 - Mar 14	Budget	% of Budget	
<b>ORDINARY INCOME/EXPENSE</b>					
<b>INCOME</b>					
1	Use of Prior Year Surplus	\$ -	\$ -	\$ 199,774	0%
2	Member Assessments	151,470	138,911	201,955	75%
3	Local Revenue	336,425	292,764	627,931	54%
4	State Revenue	79,821	59,776	128,334	62%
5	Federal Revenue	802,993	1,178,997	2,204,896	36%
6	<b>TOTAL INCOME</b>	<b>1,370,708</b>	<b>1,670,447</b>	<b>3,362,890</b>	<b>41%</b>
<b>7 EXPENSE</b>					
8	Salaries & Fringe Benefits	694,311	696,406	1,491,953	47%
9	Consultants	45,030	58,872	145,000	31%
10	Transportation for the Disadvantaged Trips	335,931	482,866	942,464	36%
11	BrownfieldsRLF - Pass Through	131,876	213,726	400,000	33%
12	HUD Sustainable Communities Subgrantee	54,539	32,206	-	0%
13	Accounting/Payroll Services	1,478	1,478	2,000	74%
14	Advertising	1,736	1,762	3,000	58%
15	Audit	13,900	13,900	20,350	68%
16	Auto Expense	6,437	6,729	14,000	46%
17	Building Security	145	217	450	32%
18	Dues & Fees	19,494	23,460	30,000	65%
19	Equipment Expense	11,286	11,596	24,000	47%
20	File Management	1,579	1,579	5,000	32%
21	Insurance	15,293	25,779	31,500	49%
22	Janitorial/Maintenance	5,288	4,632	11,000	48%
23	Legal Fees	13,860	16,170	27,720	50%
24	Meeting Expense	2,649	2,686	5,000	53%
25	Miscellaneous	697	697	1,000	70%
26	Office Supplies	5,161	5,205	15,000	34%
27	Postage & Delivery	727	727	5,000	15%
28	Printing	279	834	5,000	6%
29	Repair & Maintenance	3,174	3,525	5,000	63%
30	Technology Supplies	5,069	5,069	10,000	51%
31	Telephone	3,691	3,681	12,000	31%
32	Travel & Registration Fees	17,001	17,365	55,000	31%
33	Utilities	4,097	4,938	12,500	33%
34	Capital Outlay - Office & Technology	-	3,999	5,000	0%
35	Capital Outlay - TD Vehicles	-	-	83,953	0%
36	Capital Outlay - Building	-	-	-	0%
37	<b>TOTAL EXPENSE</b>	<b>\$ 1,394,728</b>	<b>\$ 1,640,105</b>	<b>\$ 3,362,890</b>	<b>41%</b>
38					
39	<b>INCOME OVER (UNDER) EXPENSE</b>	<b>\$ (24,020)</b>	<b>\$ 30,342</b>	<b>\$ -</b>	

**CASH ON HAND 3/31/2014**

Checking Account + Petty Cash	\$ 530,614
Cash Held in Reserve:	
Money Market Account	\$ 261,453
Local Govt Investment Pool	\$ 8,625
<b>Total Cash</b>	<b>\$ 800,693</b>

7. Hardee, Highlands, Okeechobee Multi County Local Coordinating Board  
Membership Certification

Central Florida Regional Planning Council  
P.O. Box 2089 – 555 E. Church Street  
Bartow, FL 33830

The Designated Official Planning Agency named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross section of the local community.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

AREA/ENTITY REPRESENTED	MEMBER NAME	ALTERNATE'S NAME	TERM
Elected Official – Hardee County,	Commissioner Grady Johnson		Until Replaced
Elected Official – Highlands County Vice Chair	Commissioner Don Elwell		Until Replaced
Elected Official – Okeechobee County - Chair	Commissioner Bryant Culpepper		Until Replaced
Senior Citizen	Marilyn Hadley		Reappointed 2012
Disabled	Robert Long		Appointed 4/13
Citizen Advocate	Vacant		
Citizen Advocate	Vacant		Appointed 12/09
Veteran Services	Elizabeth Grinslade	Larry Pelton 1 <sup>st</sup> ,	On-going
Community Action	Vacant		
Public Education	Vacant		Appointed 12/09
FL. Dept. of Transportation	Jan Parham	Michelle Peronto	On-going
Dept. of Children & Families	Laura Antoine	Bob McPartlan	On-going
Vocational Rehabilitation (Dept. of Education)	Pat Napper	Cathy Viggiano	On-going
FL. Department of Elder Affairs	Christy Wright	Dalia Dillon	On-going
Medicaid (Agency for Health Care Administration)	Kelly Martes	Donnette Waul	On-going
Early Childhood	Vacant		
Workforce Board	Ann Martin		On-going
Medical Community	Vacant		
Public Transit/Private Provider	Dwain Hayes	Marcelle Wilkerson 1 <sup>st</sup> Ruth Krieg 2 <sup>nd</sup>	2012

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

Potential 40<sup>th</sup> Anniversary Activities

June

Council Board adopts Proclamation

Press Release to all print and radio outlets

Prepare Public Service Announcement

Record PGTV session on CFRPC activities

Design a 40<sup>th</sup> Anniversary overlay to use with the existing logo.

Launch of bi-monthly or quarterly newsletter – first issue commemorating anniversary.

Anniversary “page” on the website with highlights of the first 40 years (photos, awards, etc.)

June/July

Presentation and Request for Proclamation to each County Commission

August/September

Recognition of Former Council Board Members at Council Meeting with Lunch to follow at CFRPC office in Bartow.

October/December

As many presentations as possible before City Commissions, Economic Development Councils, Chambers of Commerce, Civic Groups, etc.