



## Central Florida Regional Planning Council

### Meeting Agenda

**August 12, 2015**

**Bartow Public Library  
2<sup>nd</sup> Floor Conference Room  
2150 South Broadway Avenue  
Bartow, FL 33830  
9:30 a.m.**

#### **CALL TO ORDER** – Chairman Buddy Mansfield

- Invocation
- Pledge of Allegiance
- Roll Call
- Announcements

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

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

- A. June 10, 2015, Council Meeting Minutes
- B. July, 2015 Finance Report

- Action Recommended: Approval
- Exhibit #2: A. Minutes – *pg 1*  
B. Finance Report – *will be distributed at the meeting*

#### **AGENDA ITEM #3 UPDATE ON EMERGENCY MANAGEMENT AND PREPAREDNESS AND HAZARDOUS MATERIALS PROGRAMS**

Chuck Carter, Program Manager, will update the Council on the Emergency Management and Preparedness, and the Hazardous Materials Programs for which CFRPC provides support.

- Action Recommended: Information Only
- Exhibit: None

**DeSoto Hardee Highlands Okeechobee & Polk Counties**

#### **AGENDA ITEM #4 APPROVAL OF HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) CONTRACT**

Staff is requesting authorization to execute the HMEP contract once it is received so work can get underway. This is a reoccurring contract.

- Action Recommended: Approve HMEP Pending Contract and Authorize Chairman's Signature
- Exhibit #4: Summary of Contract

#### **AGENDA ITEM #5 TRANSPORTATION DISADVANTAGED (TD) AND TRANSIT FUNDING UPDATE**

Staff will brief the Council on the current status of the Transportation Disadvantaged Coordinated Transportation Selection Process, and on transit funding and its expected impacts on service.

- Action Recommended: Information Only
- Exhibit #5: Process Schedule

#### **AGENDA ITEM #6 TRANSPORTATION DISADVANTAGED PLANNING GRANT**

Staff has prepared the FY 2015/2016 Transportation Disadvantaged Planning Grant application and accompanying Resolution #2015-8A authorizing the Executive Director to submit the grant and administer the grant program.

- Action Recommended: Adopt Resolution Number 2015-8A
- Exhibit #6: Resolution Number 2015-8A

#### **AGENDA ITEM #7 FEDERAL TRANSIT ADMINISTRATION 5307 GRANT APPLICATION**

Staff is seeking Council authorization to submit grant applications to the Federal Transit Administration as authorized by the Heartland Regional Transportation Planning Organization (HRTPO), as directed recipient of Urban Transit Funds for the Sebring-Avon Park Urbanized Area.

- Action Recommended: Adopt Resolution Number 2015-8B
- Exhibit #7: Resolution Number 2015-8B

#### **AGENDA ITEM #8 STATUS REPORT FOR THE HEARTLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (HRTPO)**

Staff will brief the Council on activities of the six-county Heartland Regional Transportation Planning Organization (HRTPO).

- Action Recommended: Information Only
- Exhibit: None

## **AGENDA ITEM #9 APPROVAL OF CONTRACT BETWEEN HIGHLANDS COUNTY AND CFRPC FOR COORDINATION OF STAFF SERVICES FOR HRTPO**

The newly formed Heartland Regional Transportation (HRTPO) approved a Staff Services Agreement with CFRPC. A Staff Coordination Agreement between Highlands County Board of County Commissioners and CFRPC is proposed to fulfill the required duties.

- Action Recommendation: Approve Contract
- Exhibit #9: Staff Services Coordination Agreement

## **AGENDA ITEM #10 AMENDMENT TO COUNCIL'S ATTORNEY'S CONTRACT**

The CFRPC has contracted legal services with Norman White since 1997. An amended contract and details of changes are attached.

- Action Recommended: Approve Contract
- Exhibit #10: Proposed Amended Contract

## **AGENDA ITEM #11 NEW COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) MEMBERS**

Several vacancies exist on the CEDS Committee. The membership must represent specific economic and community roles. Potential members will be proposed to serve on the committee.

- Action Recommended: Approve CEDS Members
- Exhibit #11: Committee Recommendations

## **AGENDA ITEM #12 CHANGES TO PERSONNEL POLICIES**

Staff will present an amendment to CFRPC Personnel Policies related to health insurance availability to new employees.

- Action Recommended: Approval
- Exhibit #12: Proposed Changes to Personnel Policies

## **AGENDA ITEM #13 REPORT ON FLORIDA REGIONAL COUNCILS ASSOCIATION (FRCA) POLICY BOARD MEETING**

Staff and FRCA Policy Board Members will report on the July meeting of the Florida Regional Councils Association (FRCA) Policy Board.

- Action Recommended: Information Only
- Exhibit: None

## **AGENDA ITEM #14 EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE EVALUATION**

The Council is charged with conducting a performance evaluation of the Executive Director each year. Evaluation forms were mailed to each Council Member on July 16, 2015. Council members were asked to fill out the evaluation forms and mail them back in the postage paid envelope. The results of those evaluation forms will be discussed at the meeting.

- Action Recommended: Decision of Council
- Exhibit: None

## **AGENDA ITEM #15 EXECUTIVE DIRECTOR'S REPORT**

The Executive Director will report on current work activities.

- Action Recommended: Information Only
- Exhibit: None

## **AGENDA ITEM #16 OTHER BUSINESS**

- A. Set date, time, and location for the next meeting – Okeechobee County Board of County Commission Chambers.
- 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). The Central Florida Regional Planning Council conducts business in accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, familial, or income status. In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact Patricia M. Steed, Executive Director, 555 E. Church Street, Bartow, FL 863-534-7130 x 130 within two working days of receipt of this notification." If hearing impaired call: (TDD) 1-800-955-8771 or voice impaired call: 1-800-955-8770 via Florida Relay Service.