



# Central Florida Regional Planning Council

November 9, 2016

Sebring Civic Center

355 West Center Avenue

Sebring, FL

9:30 a.m.

## AGENDA

### CALL TO ORDER – Chairman Buddy Mansfield

- Invocation
- Pledge of Allegiance
- Roll Call
- Announcements

### AGENDA ITEM #1 PUBLIC COMMENTS

### AGENDA ITEM #2 COUNCIL ADMINISTRATION

September 14, 2016 Council Meeting Minutes

- Action Recommended: Approval
- Exhibit #2: Minutes of September 14, 2016 Meeting (page 5)

### AGENDA ITEM #3 FINANCE COMMITTEE RECOMMENDATIONS

The Finance Committee met on October 28, 2016, in Bartow and discussed the upcoming annual audit with the Council's auditor, CliftonLarsonAllen. The Committee reviewed the final amended budget for FY 2015-16 and voted to recommend approval to the Council. The Committee also reviewed a proposed budget amendment for FY 2016-17 and voted to recommend approval to the Council. The Finance Committee discussed the Executive Director's compensation package and also discussed the current and historic per capita assessment rates for the Council. Both items were recommended for further discussion with the Council at the December meeting at the time of the audit.

- Action Recommended: Approval
- Exhibit #3: A. Proposed Amended Budget for FY 2015-16 (page 11)  
B. Proposed Amended Budget for FY 2016-17 (page 13)

## DeSoto Hardee Highlands Okeechobee & Polk Counties

#### **AGENDA ITEM #4 RESOLUTION AUTHORIZING ACTING CHAIR AT SEPTEMBER 14, 2016 CFRPC MEETING TO SIGN HMEP CONTRACT**

Since neither the Chair nor the Vice-Chair of the Central Florida Regional Planning Council were present at the September 14, 2016 Council meeting, the immediate Past Chair, W. Patrick Huff served as Acting Chair of the meeting and executed the Hazardous Materials Emergency Preparedness (HMEP) Contract with the State of Florida. The State requests documentation of signing authority.

- Action Recommended: Adopt Resolution 2016-11A
- Exhibit #4: Resolution 2016-11A (page 15)

#### **AGENDA ITEM #5 NEW COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs) MEMBERS AND UPDATE ON CEDs PROCESS**

Every five years, the CFRPC, serving as the federally designated Economic Development District, updates the CEDs document under the guidance of a CEDs Committee. Several vacancies exist on the current 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 #5: Committee Recommendations (page 17)

#### **AGENDA ITEM #6 PUBLIC HEARING FOR FEDERAL TRANSIT ADMINISTRATION (FTA) GRANTS**

Staff has prepared the FY 2017 FTA Capital Grants for the programs listed below. This public hearing has been advertised and will only be held if requested.

- A. FTA Section 5311 Capital Grant for Mobility Management
- B. FTA Section 5310 Capital Grant for Vehicles
- C. FTA Section 5339 Capital Grant for Vehicles

- Action Recommended: Hold Public Hearing if Requested
- Exhibit: None

#### **AGENDA ITEM #7 TRANSPORTATION DISADVANTAGED AND RURAL TRANSIT PROGRAMS OVERVIEW AND GRANT RESOLUTIONS**

Staff will review the Transportation Disadvantaged and Rural Transit Programs in the Heartland Region and cover which roles the CFRPC serves. Each program and funding source will be described, and resolution associated with each program will be proposed for adoption by the Board.

- Action Recommended: Adopt Each Resolution
- Exhibit #7:
  - A. Resolution 2016-11B, FTA Section 5311 Capital Grant (page 19)
  - B. Resolution 2016-11C, FTA Section 5311 Operating Grant (page 21)
  - C. Resolution 2016-11D, FTA Section 5310 Operating Grant (page 23)
  - D. Resolution 2016-11E, FTA Section 5310 Capital Grant (page 25)
  - E. Resolution 2016-11F, FTA Section 5339 Capital Grant (page 27)

**AGENDA ITEM #8 COUNCIL CONSIDERATION OF ACCEPTING TRANSPORTATION DISADVANTAGED DESIGNATED OFFICIAL PLANNING AGENCY (DOPA) DESIGNATION FOR DESOTO COUNTY**

The DeSoto County Board of County Commissioners requested the Commission on Transportation Disadvantaged (CTD) to discontinue as the Transportation Disadvantaged Designated Official Planning Agency (DOPA) for DeSoto County. Resolution 2016-11G states that if asked by the CTD, whether directly or through the HRTPO, to accept DOPA responsibilities for DeSoto County, the Council will accept that responsibility.

- Action Recommended: Adopt Resolution 2016-11G
- Exhibit #8: Resolution 2016-11G (page 29)

**AGENDA ITEM # 9 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 #10 APPOINT COMMITTEE TO NOMINATE OFFICERS FOR 2017**

The Chairman of the Council will appoint a Nominating Committee for 2017 officers of the Council. The election will take place at the December Council Meeting.

- Action Recommended: Chairman to Appoint Nominating Committee
- Exhibit: None

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

The Executive Director will report on current work activities.

- Action Recommended: Information Only
- Exhibit #11: Florida Regional Councils Association (FRCA) Report (page 31)

**AGENDA ITEM #12 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).

*"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."*

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**Central Florida Regional Planning Council**  
**September 14, 2016**  
**Okeechobee County Courthouse**  
**County Commission Chambers**  
**304 NW 2<sup>nd</sup> Street**  
**Okeechobee, FL**  
**9:30 a.m.**

**Meeting Minutes**

Immediate Past Chairman Pat Huff stated that Chairman Buddy Mansfield and Vice Chair Edie Yates were unable to attend the meeting today. Therefore, he would be chairing the meeting.

Chairman Huff called the meeting to order at 9:30 a.m. Norman White offered the invocation followed by the Pledge of Allegiance.

**Roll was called with the following members present.**

City Commissioner Pat Huff, City of Bartow and Ridge League of Cities  
 Jackie Tucker, DeSoto County Gubernatorial Appointee  
 City Commissioner Neda Cobb, City of Wauchula  
 Commissioner Don Elwell, Highlands County  
 Mayor John Shoop, City of Sebring  
 Donna Howerton, Highlands County Gubernatorial Appointee; Highlands County School Board  
 Commissioner Bryant Culpepper, Okeechobee County  
 City Commissioner, Mike O'Connor, City of Okeechobee  
 Hazel Sellers, Polk County Gubernatorial Appointee; Polk County School Board  
 Elizabeth "Libby" Maxwell, South Florida Water Management District, Ex-officio

**Members absent:**

Chairman, Commissioner Buddy Mansfield, DeSoto County  
 Vice-Chair, Commissioner Edie Yates, City of Lakeland  
 Commissioner Mike Thompson, Hardee County  
 Elvie Posey, Okeechobee County Gubernatorial Appointee  
 City Councilmember Joe Fink, City of Arcadia  
 Chet Huddleston, Hardee County Gubernatorial Appointee  
 Commissioner Melony Bell, Polk County  
 City Commissioner, William Twyford, City of Winter Haven  
 Jeff Kincart, Polk County Gubernatorial Appointee  
 Earl Hahn, DeSoto County Planning Director, Ex-officio  
 Todd Miller, Hardee County Planning Director, Ex-officio  
 Ben Dunn, Highlands County Development Services Director, Ex-officio

Debbie Chesna, Florida Department of Transportation, Ex-officio  
Bill Royce, Okeechobee County Planning Director, Ex-officio  
Tom Deardorff, Polk County Director of Growth Management, Ex-officio  
Mary Yeargan, Department of Environmental Protection, Ex-officio  
Cindy Rodriguez, Southwest Florida Water Management District, Ex-officio

A quorum of members was present.

Announcements

Pat Steed thanked Okeechobee County for hosting the Council meeting and for providing the breakfast treats.

**AGENDA ITEM #1 PUBLIC COMMENTS**

There were no public comments.

**AGENDA ITEM #2 COUNCIL ADMINISTRATION**

A. August 10, 2016, Council Meeting Minutes

Chairman Huff asked if there were any changes to the August 10, 2016 Council Meeting Minutes.

**MOTION**

There being none, Jackie Tucker moved to approve the August 10, 2016 Council Meeting Minutes as submitted. John Shoop seconded.

Motion carried unanimously.

B. Financial Report

Pat Steed reviewed the Statement of Activities and Statement of Net Assets for the month ended August 31, 2016.

**MOTION**

Mike O'Connor moved to accept the August 31, 2016 Financial Report as presented. Hazel Sellers seconded.

Motion carried unanimously.

**AGENDA ITEM #3 CONFERENCES, AWARDS AND RECOGNITIONS**

Pat Steed showed a video that was prepared for and shown to the American Planning Association Florida Chapter at the Conference which was held in Tampa last week. Four awards were given in the State, and the Central Florida Regional Planning Council

received one of those four Awards for Excellence in the Best Practices Category for the East Lake Parker/West North Combee Brownfields Areawide Plan. All work conducted on that project was done by CFRPC staff, with no assistance from consultants. Ms. Steed stated that the Council also received an award for Best Places to Work, awarded by CareerSource Polk. Lastly, Ms. Steed reported that CFRPC staff received an award in recognition of being a Pace Setter in the United Way of Central Florida Champaign.

#### **AGENDA ITEM #4 WATER MANAGEMENT DISTRICT OVERVIEW OF THE WATERSHED AND BLUE-GREEN ALGAE BLOOM STATUS**

Elizabeth “Libby” Maxwell from the South Florida Water Management District (SFWMD) presented information on the Lake Okeechobee Watershed (LOW) Project. The SFWMD boundary covers 16 counties and over 8.1 million residents and is responsible for water quality, flood control, natural water systems and water supply. She showed slides of the Kissimmee River Restoration Project and explained why the Kissimmee River flow was altered and why it is now in the process of being restored. She presented information on the hydrology of Lake Okeechobee and the occurrence of algae blooms. She also explained the recent complex blue-green algae bloom issue on the southeast Florida coast, and the efforts being done by SFWMD to mitigate those issues. More information can be found at <http://evergladesrestoration.gov/>. Discussion followed.

#### **AGENDA ITEM #5 FREIGHT AND MOBILITY TRADE PLAN REPORT**

Keith Robbins, District Freight Coordinator, FDOT District One, presented an executive-level overview of the major components of the District One Freight Mobility & Trade Plan. In 2015, FDOT District One completed the Freight Mobility & Trade Study, which consisted of five technical memos that explained the study’s findings. FDOT organized the findings of the Study and other sources, and developed the Freight Mobility & Trade Plan, which is consistent with the State Freight Mobility & Trade Plan and other District plans. Showing slides, Mr. Robbins reviewed the contents of each chapter of the Plan, and stated that the Plan is a guiding document for overall freight and mobility planning. He presented a list of objectives, strategies, and action items and example projects. The Plan will be updated approximately every three years in order to keep it relevant. Discussion followed.

Pat Steed stated that the District One Freight Mobility & Trade Plan is available electronically at [www.heartlandregionaltpo.org](http://www.heartlandregionaltpo.org).

#### **AGENDA ITEM #6 EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW ACT (EPCRA)**

Chuck Carter, Program Manager for Hazardous Materials and Emergency Planning, reported on the Emergency Planning and Community Right-to-Know Act (EPCRA), which just celebrated its 30<sup>th</sup> anniversary. Due to the occurrence of international deadly chemical spills and disasters, the US established EPCRA and SARA Title III Rules and Regulations.

He explained that these regulations require companies and businesses that use and/or store chemicals on their premises to report them to a state database. This database of businesses and chemicals is extremely helpful in the event of an emergency situation. CFRPC has an integral role in supporting this database. Discussion followed.

**AGENDA ITEM #7 APPROVAL OF HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) CONTRACT**

Pat Steed stated that this is an annual contract for emergency planning and training of local emergency responders in the region. She requested authorization for the chairman to sign the HMEP contract and for the Executive Director to administer the contract.

**MOTION**

Hazel Sellers moved to authorize the chairman to sign the HMEP contract as presented and to authorize the Executive Director to administer the contract. Don Elwell seconded.

Motion carried unanimously.

**AGENDA ITEM #8 CONTRACT FOR TECHNOLOGY SERVICES**

Jennifer Codo-Salisbury, Planning and Administrative Director, stated that the Council utilizes an information technology company to provide support to the office computer system and network. She recommended continuing services with Cipher Integrations, Inc. for a twelve month contract period of October 1, 2016 through September 30, 2017.

**MOTION**

Bryant Culpepper moved to approve the Contract with Cipher Integration, Inc. as presented. Jackie Tucker seconded.

Motion carried unanimously.

**AGENDA ITEM #9 STATUS REPORT FOR THE HEARTLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (HRTPO)**

Pat Steed summarized activities of the six-county Heartland Regional Transportation Planning Organization (HRTPO) taking place since the last CFRPC meeting. The Long Range Transportation Plan is now in full compliance with the State. Staff is working to accomplish the tasks that are outlined in the Unified Planning Work Program (UPWP). Some of those tasks will require the use of professional transportation consultants, and staff is beginning the consultant selection process.

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

Pat Steed reported on the Florida Regional Councils Association (FRCA) meeting that was held in August. The FRCA Monthly Activity Report for July and August was included in the meeting information. Also, staff is working to finalize contracts for next year with local

governments for Planning Advisory Services (PAS). She stated that the auditors will be conducting the annual audit in the next few weeks and is expected to be finalized in time to be presented to the Council at its December 2016 meeting.

Pat Huff pointed out that the CFRPC was featured in a recent edition of the FRCA Activity Report.

**AGENDA ITEM #11 OTHER BUSINESS**

- A. Bryant Culpepper stated that at the last Council Meeting, the Executive Director's evaluation was presented and discussed. He asked if the Council should have considered compensating the Executive Director for her excellent performance. Discussion followed.

Chairman Huff stated that the Finance Committee will be directed to review the Executive Director's contract, and make a recommendation to the full Council for consideration and action at the next Council meeting.

- B. Pat Steed stated that an October Council meeting would not be required. The next meeting is scheduled for November 9, 2016 at 9:30 a.m. in Highlands County at the Sebring Civic Center.

There being no further business, the meeting adjourned.

Respectfully submitted,

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W. Patrick Huff, Immediate Pat Chairman  
September 14, 2016 Council Meeting Minutes

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**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**STATEMENT OF ACTIVITIES FY 2015-2016**  
**For the Month Ended September 30, 2016**

ORDINARY INCOME/EXPENSE		Amended Budget	Proposed Amended #2 Budget
<b>INCOME</b>			
1	Use of Prior Year Surplus	\$ -	\$ -
2	Member Assessments	206,240	206,241
3	Local Revenue	667,187	544,621
4	State Revenue	186,627	174,870
5	Federal Revenue	2,168,881	2,214,732
6	<b>TOTAL INCOME</b>	<b>3,228,935</b>	<b>3,140,464</b>
<b>EXPENSE</b>			
8	Salaries & Fringe Benefits	1,505,725	1,522,385
9	Consultants	199,960	251,893
10	Transportation for the Disadvantaged Trips	970,000	926,476
11	BrownfieldsRLF - Pass Through	211,000	85,387
12	Accounting/Payroll Services	2,500	1,531
13	Advertising	4,000	4,471
14	Audit	20,500	20,950
15	Auto Expense	15,000	16,709
16	Building Security	450	446
17	Dues & Fees	36,000	31,032
18	Equipment Expense	18,000	8,934
19	File Management	3,300	3,298
20	Insurance	31,200	29,689
21	Janitorial/Maintenance	12,000	9,446
22	Legal Fees	37,200	43,897
23	Meeting Expense	5,100	11,159
24	Miscellaneous	1,000	100
25	Office Supplies	15,000	11,946
26	Postage & Delivery	7,000	5,674
27	Printing	4,500	10,199
28	Repair & Maintenance	6,500	5,005
29	Technology Supplies	18,000	12,425
30	Telephone	9,000	9,812
31	Travel & Registration Fees	50,000	45,107
32	Utilities	11,000	8,950
33	Capital Outlay - Office & Technology	35,000	19,871
34	<b>TOTAL EXPENSE</b>	<b>\$ 3,228,935</b>	<b>\$ 3,096,790</b>
35			
36	<b>INCOME OVER (UNDER) EXPENSE</b>	<b>\$ -</b>	<b>\$ 43,675</b>

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**Central Florida Regional Planning Council  
Revenue Budget Fiscal Year 2016-17**

	<b>Adopted Budget FY 16-17</b>	<b>Proposed Amended Budget FY 16-17</b>
<b>LOCAL REVENUE:</b>		
<b>County (Member) Assessments</b>	<b>\$ 209,069</b>	<b>\$ 209,069</b>
Hazardous Waste Assessments (SQG)	36,537	36,537
Emergency Management Exercises	10,000	10,000
PAS Contracts	350,000	450,650
TD Local Planning Assessments	38,000	38,000
Interest	1,000	1,000
Other Local Revenue	12,000	12,000
Local Match for TD - Highlands	116,000	116,000
Local Match for TD - Vehicles	14,007	14,007
DIG - Encroachment (14-06) Polk	5,000	2,500
<b>Total Local Revenue</b>	<b>\$ 582,544</b>	<b>\$ 680,694</b>
<b>STATE REVENUE:</b>		
<b>Florida Department of Economic Opportunity</b>		
Heartland 2060	\$ 3,000	\$ 3,000
<b>Florida Department of Emergency Management</b>		
LEPC	59,000	59,000
Hazards Materials Planning & Prevention	4,149	4,149
<b>Florida Department of Transportation</b>		
Commission for TD - Planning	59,686	59,686
State Match for TD Vehicles	14,007	14,007
State Transit Discretionary Funds	105,000	105,000
<b>Total State Revenue</b>	<b>\$ 244,842</b>	<b>\$ 244,842</b>
<b>FEDERAL REVENUE:</b>		
<b>Department of Commerce</b>		
EDA - District Planning	\$ 63,000	\$ 63,000
<b>Department of Defense</b>		
JLUS Update	36,000	43,000
<b>Department of Transportation</b>		
HMEP Planning & Training	68,653	54,031
Mobility Management	152,000	152,000
TPO Planning - FHWA PL	539,428	539,428
Section 5310 TD Vehicles	112,054	112,054
Section 5305(d) TPO	127,117	147,117
Section 5311		
Admin	49,500	49,500
Operating Trips	504,000	504,000
Section 5310 Operating		
Admin	32,500	-
Operating Trips	420,000	452,500
Section 5307		
Admin	10,000	10,000
Operating Trips	90,000	90,000
<b>Environmental Protection Agency</b>		
Brownfields Revolving Loan Fund	255,000	255,000
Brownfields Assessment Grant	180,000	180,000
<b>Total Federal Revenue</b>	<b>\$ 2,639,252</b>	<b>\$ 2,651,630</b>
<b>TOTAL REVENUE</b>	<b>\$ 3,675,707</b>	<b>\$ 3,786,235</b>

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
Expense Budget Fiscal Year 2016-17

	Adopted Budget FY 16-17	Proposed Amended Budget FY 16-17
<b>Personnel</b>	\$ 1,198,111	\$ 1,200,133
<b>Employee Fringe &amp; Benefits</b>		
Payroll Taxes	104,293	103,485
Insurance Premiums	123,333	131,517
Retirement Contributions (457 Plan)	84,552	99,574
<b>Total Payroll</b>	<b>1,510,289</b>	<b>1,534,709</b>
<b>Consultants/EPA Brownfields</b>	30,000	30,000
<b>Consultants/Emer Mgt</b>	42,000	35,000
<b>Consultants/CFRPC - Technology</b>	25,200	25,200
<b>Consultants/DIG - Polk</b>	4,000	2,500
<b>Consultants/TPO</b>	180,000	205,700
<b>Consultants - JLUS</b>	13,500	38,608
<b>Total Consultants</b>	<b>294,700</b>	<b>337,008</b>
<b>Brownfields - Pass through</b>	275,000	275,000
<b>TD Trip Expense 5311</b>	504,000	504,000
<b>TD Trip Expense 5310 Operating</b>	420,000	452,500
<b>TD Trip Expense 5307</b>	90,000	90,000
<b>TD State Transit Discretionary Funds</b>	105,000	105,000
<b>Total TD</b>	<b>1,394,000</b>	<b>1,426,500</b>
<b>Accounting/Payroll Services</b>	2,500	2,500
<b>Advertising</b>	4,000	4,000
<b>Audit</b>	21,000	22,500
<b>Auto Expense</b>	15,000	15,000
<b>Building Security</b>	450	450
<b>Dues &amp; Fees</b>	37,000	37,000
<b>Equipment Lease &amp; Maintenance</b>	18,000	9,000
<b>File Management</b>	3,500	3,500
<b>Insurance - Auto, Property, Liability</b>	25,000	25,000
<b>Insurance - Workers Compensation</b>	6,500	6,500
<b>Total Insurance</b>	<b>31,500</b>	<b>31,500</b>
<b>Janitorial</b>	12,000	12,000
<b>Legal Fees</b>	28,200	30,000
<b>Meeting Expense</b>	5,500	5,500
<b>Miscellaneous</b>	1,000	1,000
<b>Office Supplies</b>	15,000	15,000
<b>Postage &amp; Delivery</b>	7,500	7,500
<b>Printing</b>	5,000	12,000
<b>Repair &amp; Maintenance</b>	6,500	6,500
<b>Technology Supplies &amp; Equipment</b>	18,000	18,000
<b>Telephone</b>	9,000	10,000
<b>Travel &amp; Registration Fees</b>	50,000	50,000
<b>Utilities</b>	11,000	10,000
<b>Capital Outlay - TD Vehicles</b>	140,068	140,068
<b>Capital Outlay - Office &amp; Technology</b>	35,000	45,000
<b>Total Capital Outlay</b>	<b>35,000</b>	<b>45,000</b>
<b>TOTAL EXPENSE</b>	<b>\$ 3,675,707</b>	<b>\$ 3,786,235</b>
<b>TOTAL REVENUE</b>	<b>\$ 3,675,707</b>	<b>\$ 3,786,235</b>
<b>REVENUE OVER (UNDER) EXPENSE</b>	<b>-</b>	<b>0</b>



## RESOLUTION 2016-11A

**A RESOLUTION OF THE  
CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (CFRPC)  
AUTHORING IMMEDIATE PAST CHAIRMAN OF THE CFRPC,  
W. PATRICK HUFF,  
TO SIGN THE HMEP CONTRACT WITH THE STATE OF FLORIDA  
ON SEPTEMBER 14, 2016**

**WHEREAS**, the Central Florida Regional Planning Council met on September 14, 2016 in Okeechobee, Florida in the County Commission Chambers at 304 NW 2<sup>nd</sup> Street;

**WHEREAS**, neither the Chair of the Central Florida Regional Planning Council, Juril O. Mansfield, nor the Vice-Chair of the Central Florida Regional Planning Council, Edith Yates, were present;

**WHEREAS**, according to the Bylaws of the Central Florida Regional Planning Council, the Immediate Past Chair is designated to act as chair of the CFRPC meeting in that event;

**WHEREAS**, the Central Florida Regional Planning Council Attorney Norman White advised the Immediate Past Chair, W. Patrick Huff, to execute the HMEP Contract;

**NOW, THEREFORE BE IT RESOLVED THAT** the Council designates and authorizes W. Patrick Huff, immediate Past Chairman of the Central Florida Regional Planning Council, to execute the Hazardous Materials Emergency Preparedness (HMEP) Contract with the State of Florida on September 14, 2016.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016.**

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

\_\_\_\_\_  
Juril O. Mansfield, Chairman

ATTEST:

\_\_\_\_\_  
Kathryn Hall

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## MEMORANDUM

**Date:** November 1, 2016

**To:** Central Florida Regional Planning Council

**From:** Shannon McPherson, Program Director

**RE:** Comprehensive Economic Development Strategy (CEDS) Committee

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The Central Florida Regional Planning Council serves as an Economic Development District as designated by the US Economic Development Administration (EDA). As a function of this duty, the CEDS must be revised every five (5) years and may be updated annually. Staff is currently working on revisions for the update based on EDA requirements. As part of the update process, the CEDS Committee will make recommendations which will be brought before the Council for adoption. Vacancies exist on the CEDS Committee and Staff would like to fill those vacancies.

The CEDS committee must meet the composition requirements as directed by EDA, including a mixture of public and private sector members, to fulfill the need to concentrate on public/private partnership as a cornerstone to successful economic development. Additional recommendations for the CEDS Committee may come before the Council for approval in the future.

## Comprehensive Economic Development Strategy (CEDS) Committee Recommendations

The following is the list of recommendations for the CEDS Committee. These recommendations comply with the Economic Development Administration's requirements for committee composition.

Name	Agency/Company Represented	EDA Criteria	Public Sector	Private Sector
Todd Parker	Arr Maz Custom Chemicals, Inc.	Private Sector		X
Spiros Balntas	Central Florida Development Council	Business Industry Economic Development Private Sector		X
Douglas Conner	Clear Springs Land Co.	Private Sector		X
Donna Doubleday	Executive Director, CareerSource Heartland	Workforce Development	X	X
Terry Burroughs	FHERO (Florida's Heartland Economic Region of Opportunity)	Business/Industry Economic Development	X	X
Tim Texley	Century Link	Private Sector		X
Taylor Benson	Highlands County Economic Development (IDA/EDC)	Economic Development	X	X
Mike Willingham	Sebring Airport Authority	Business Industry	X	X
Tara Jeffries	South Florida State College (Farmworker Career Development)	Educational Institution	X	
Mandy Hines	DeSoto County Economic Development Office	Economic Development	X	
Bruce Lyon	Winter Haven Economic Development Council	Economic Development		X
Raymond Royce	Heartland Agricultural Coalition Town of Lake Placid Council	Business Industry Local Government	X	X
Rae Dowling	Florida Power & Light	Business Industry Private Sector		X
John Gurney	Okeechobee Chamber of Commerce Board	Economic Development	X	X
Bill Lambert	Hardee County Economic Development	Public Sector	X	
Jerry Miller	Duke Energy	Private Sector		X



## RESOLUTION 2016 – 11B

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE EXPENDITURE OF GRANT FUNDS PURSUANT TO A GRANT AWARD.**

WHEREAS, THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, FLORIDA;

1. This resolution applies to Federal Programs under U.S.C. Section 5311 Capital funds.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Patricia M. Steed, Executive Director is authorized to sign the application, accept a grant award, and expend grant funds pursuant to a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016

By: \_\_\_\_\_  
Juril O. Mansfield, Chairman

ATTEST:

\_\_\_\_\_ (seal)

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## RESOLUTION 2016 – 11C

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL AUTHORIZING THE SIGING AND SUBMISSION OF A GRANT APPLICATION AND SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND /OR EXPENDITURE OF GRANT FUNDS PURSUANT TO A GRANT AWARD.**

**WHEREAS**, THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, FLORIDA;**

1. This Resolution applies to Federal Programs under U.S.C. Section 5311 Operating Funds.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Patricia M. Steed, Executive Director or her designee is authorized to sign the application, accept a grant award, purchase vehicles/equipment/ and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016**

By: \_\_\_\_\_  
Juril O. Mansfield, Chairman

ATTEST:

\_\_\_\_\_ (seal)

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**RESOLUTION 2016 – 11D**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND  
SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT  
OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE  
FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE EXPENDITURE OF  
GRANT FUNDS PURSUANT TO A GRANT AWARD.**

**WHEREAS**, THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, FLORIDA;**

1. This Resolution applies to Federal Programs under U.S.C. Section 5310 Operating.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Patricia M. Steed, Executive Director is authorized to sign the application, accept a grant award, and expend grant funds pursuant to a grant award, unless specifically rescinded.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016**

By: \_\_\_\_\_  
Juril O. Mansfield, Chairman

**ATTEST:**

\_\_\_\_\_ (seal)

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**RESOLUTION 2016 – 11E**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
AUTHORIZING THE SIGING AND SUBMISSION OF A GRANT APPLICATION AND  
SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT  
OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE  
FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE PURCHASE OF  
VEHICLES AND/OR EQUIPMENT AND/OR THE EXPENDITURE OF  
GRANT FUNDS PURSUANT TO A GRANT AWARD.**

**WHEREAS**, THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, FLORIDA;**

1. This resolution applies to Federal Programs under U.S.C. Section 5310 Capital Funds
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Patricia M. Steed, Executive Director is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016**

By: \_\_\_\_\_  
Juril O. Mansfield, Chairman

**ATTEST:**

\_\_\_\_\_ (seal)

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**RESOLUTION 2016 – 11F**

**A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND  
SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT  
OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE  
FLORIDA DEPARTMENT OF TRANSPORTATION, AND THE EXPENDITURE OF  
GRANT FUNDS PURSUANT TO A GRANT AWARD.**

**WHEREAS**, THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

**NOW, THEREFORE, BE IT RESOLVED BY THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL, FLORIDA;**

1. This Resolution applies to Federal Programs under U.S.C. Section 5339 Capital funds.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. Patricia M. Steed, Executive Director is authorized to sign the application, accept a grant award, and expend grant funds pursuant to a grant award, unless specifically rescinded.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016**

By: \_\_\_\_\_  
Juril O. Mansfield, Chairman

**ATTEST:**

\_\_\_\_\_ (seal)

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## RESOLUTION 2016-11G

### A RESOLUTION OF THE CENTRAL FLORIDA REGIONAL PLANNING COUNCIL (CFRPC) REGARDING THE CFRPC'S POTENTIAL ACCEPTANCE OF DESIGNATION AS THE TRANSPORTATION DISADVANTAGED DESIGNATED OFFICIAL PLANNING AGENCY (DOPA) FOR DESOTO COUNTY

**WHEREAS**, DeSoto County Board of County Commissioners notified the Florida Commission for the Transportation Disadvantaged (CTD) on October 11, 2016 that DeSoto County desires to decline to serve as the Transportation Disadvantaged Designated Planning Agency (DOPA) beyond June 30, 2017, and;

**WHEREAS**, the CFRPC is currently the Transportation Disadvantaged Designated Official Planning Agency (DOPA) for the multi-county service area of Hardee, Highlands, and Okeechobee, and;

**WHEREAS**, DeSoto County is a member county of the CFRPC.

#### NOW THEREFORE BE IT RESOLVED THAT:

- The CFRPC, if requested by the CTD, will accept responsibility to fulfill the role of Designated Official Planning Agency (DOPA) for Transportation Disadvantaged planning activities in DeSoto County.
- That CFRPC Executive Director, Patricia M. Steed, is authorized to enter into any grant or other agreements to facilitate the assumption of this responsibility by the CFRPC.

**DULY PASSED AND ADOPTED THIS 9<sup>TH</sup> DAY OF NOVEMBER, 2016**

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

\_\_\_\_\_  
Juril O. Mansfield, Chairman

ATTEST: \_\_\_\_\_

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**Apalachee • Central Florida**  
**East Central Florida • North Central Florida**  
**Northeast Florida • South Florida • Southwest Florida**  
**Tampa Bay • Treasure Coast • West Florida**

**MONTHLY ACTIVITY REPORT: September 2016**

**RESOURCE DEVELOPMENT/CAPACITY BUILDING and OUTREACH**

- Formatted and distributed the September Newsletter; began collecting articles for the October 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:
  - Rural Economic Development Initiative (REDI) – September 16
  - Future of Florida Forum Partners monthly conference call – September 16
- Distributed funding announcement from the Gulf of Mexico Alliance for Community Small Grants

**ASSOCIATION MANAGEMENT**

- Updated the FRCA Website to address regular maintenance issues and post meeting agendas, summaries and monthly newsletters.
- Prepared for and participated in the August 18 – 19, 2016 EDAC and Policy Board meetings.
- Finalized the logistics, secured speakers, developed agendas, and drafted meeting materials for the September 29 - 30, 2016 FRCA EDAC and Partners meetings.
- Worked with FRCA Policy Board President to arrange and organize a meeting by conference call of the FRCA Legislative Committee.
- Finalized logistics, prepared hand-out materials and attended the Florida American Planning Association Conference in Tampa.
- Secured a hotel room block and meeting location for the December 2016 and January 2017 FRCA EDAC, Partners and Policy Board meetings.
- Began development of the 2016 FRCA Annual Report.
- Continued reviewing of the FRCA Operations and Procedures Manual and the new membership orientation packet.
- Continues to work with Ideabar on rebranding materials for FRCA.
- Participated with a meeting by conference call with Ideabar on the development of the new FRCA website.