



**Central Florida Regional Planning Council
December 9, 2015
Bartow Public Library
2nd Floor Conference Room
2150 South Broadway Avenue
Bartow, FL 33830
9:30 a.m.**

Meeting Minutes

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

CFRPC Chairman Commissioner Buddy Mansfield, DeSoto County
CFRPC Vice-Chairman, Commissioner Edie Yates, City of Lakeland
City Councilman Joe Fink, City of Arcadia
Jackie Tucker, DeSoto County Gubernatorial Appointee
Commissioner Mike Thompson, Hardee County
City Councilwoman Neda Cobb, City of Wauchula
Commissioner Don Elwell, Highlands County
City Councilman John Shoop, Sebring Mayor
Donna Howerton, Highlands County Gubernatorial Appointee
City Commissioner, Mike O'Connor, City of Okeechobee
Elvie Posey, Okeechobee County Gubernatorial Appointee
Commissioner Melony Bell, Polk County
City Commissioner Pat Huff, City of Bartow and Ridge League of Cities
City Commissioner, J.P. Powell, Winter Haven
Hazel Sellers, Polk County Gubernatorial Appointee
Jeff Kincart, Polk County Gubernatorial Appointee
Earl Hahn, DeSoto County Planning Director, Ex-officio
Ben Dunn, Highlands County Development Services Director, Ex-officio
Jennifer Stults, Florida Department of Transportation, Ex-officio

Members absent:

Chet Huddleston, Hardee County Gubernatorial Appointee
Commissioner Bryant Culpepper, Okeechobee County
Todd Miller, Hardee County Planning Director, Ex-officio
Bill Royce, Okeechobee County Planning Director, Ex-officio
Tom Deardorff, Polk County Director of Growth Management, Ex-officio
Elizabeth "Libby" Maxwell, South Florida Water Management District, Ex-officio
Jim Golden, Southwest Florida Water Management District, Ex-officio
Mary Yeagan, Department of Environmental Protection



Announcements

Chairman Mansfield presented Winter Haven City Commissioner JP Powell with a framed Certificate of Appreciation for his years of service as a Central Florida Regional Planning Council member. This was Commissioner Powell's last meeting as a member.

Pat Steed, Council Executive Director, thanked Commissioner Powell for his service to the Council.

Ms. Steed welcomed Clayton Williams, former CFRPC Member from the City of Okeechobee, to the meeting. Mr. Williams served on the Council for over 12 years as a dedicated member, and she thanked him for his attendance. Ms. Steed also welcomed Marcos Montes De Oca, the new City Administrator for the City of Okeechobee.

Ms. Steed stated that staff prepared homemade treats for the Council, as they do each December, to thank the members for their service and dedication, and to wish them a Merry Christmas. She asked staff who were in attendance to introduce themselves to the Council.

Ms. Steed showed a picture of the many toys contributed by staff members to the Heartland for Children toy drive. She stated that this has become an annual Christmastime tradition for staff and represents their giving spirit. Also, for five consecutive years, staff is 100% contributors to United Way of Central Florida, with per capita contributions increasing each year.

Pat Steed explained that for the past several years, the Florida Department of Transportation (FDOT) has conducted their annual Five Year Tentative Work Program Public Hearing at the December Council Meeting. Because the legislature is meeting early this year, FDOT needed to conduct their public hearing earlier, so it was not included on the agenda.

AGENDA ITEM #1 PUBLIC COMMENTS

Chairman Mansfield opened the public comment period. The public comment period closed with no comments.

AGENDA ITEM #2 COUNCIL ADMINISTRATION

A. October 14, 2015 Council Meeting Minutes

Chairman Mansfield asked if there were any additions, deletions or corrections to the October 14, 2015 Council Meeting Minutes.

MOTION

There being none, Pat Huff moved to approve the Council Meeting Minutes as submitted. Edie Yates seconded.

Motion carried unanimously.

B. October Financial Report

Pat Steed presented and reviewed the Statement of Activities and Statement of Net Assets for the month ended October 31, 2015. Discussion followed.

MOTION

Don Elwell moved to approve the October 2015 Financial Report as presented. Jackie Tucker seconded.

Motion carried unanimously.

C. Final Budget for FY 2014-15

Ms. Steed presented and reviewed the final budget adjustment for the FY 2014-15 ended September 30, 2015.

MOTION

JP Powell moved to approve the final budget for FY 2014-15 as presented. Hazel Sellers seconded.

Motion carried unanimously.

D. Disposal of 2000 Dodge Van

Ms. Steed stated that the 2000 Dodge Van is in disrepair with 144,217 miles on the odometer. She asked for authorization to put the van up for bid on the CFRPC website for 30 days to local governments in the five county region. If no bid is received, the vehicle would be sold for salvage value. Discussion followed.

MOTION

Mike Thompson moved to authorize staff to dispose of the 2000 Dodge Van as described. Edie Yates seconded.

Motion carried unanimously.

AGENDA ITEM #3 PUBLIC HEARING FOR FEDERAL TRANSIT ADMINISTRATION (FTA) GRANTS

Marcia Staszko stated that staff had prepared the FY 2016 Federal Transit Administration (FTA) Capital Grants for 5311 Mobility Management, 5310 Vehicles, and 5336 Vehicles. This public hearing has been advertised to be held if requested, and no requests had been received.

AGENDA ITEM #4 TRANSPORTATION PROGRAM OVERVIEW AND GRANT RESOLUTIONS

Sherry Carver, Mobility Manager, presented a PowerPoint presentation showing the efforts being made to enhance mobility in the Heartland through the Heartland Rural Mobility Plan. She presented specific Mobility Management Program information for each of the individual counties in the region.

A. Resolution 2015-12A

Ms. Carver stated that staff had prepared an FTA Section 5311 Capital Funds grant application for FY 2016-17, which will continue funding the Mobility Management Program. She requested the Council adopt Resolution 2015-12A, which gives the Executive Director the authority to submit the application and administer the grant.

MOTION

Pat Huff moved to adopt Resolution 2015-12A as presented. Jackie Tucker seconded.

Motion carried unanimously.

Showing a PowerPoint presentation, Marcia Staszko, Transportation Disadvantaged Program Director, explained the Council's role in the statewide Transportation Disadvantaged Program. She showed current TD Program statistics and the role the Council has in the three county area of Hardee, Highlands and Okeechobee. Ms. Staszko presented Federal Transit Administration Grant Applications and asked the Council to adopt resolutions associated with each grant application.

B. Resolution 2015-12B, 5311 Operating Grant

MOTION

Jackie Tucker moved to adopt Resolution 2015-12B as presented. JP Powell seconded.

Motion carried unanimously.

C. Resolution 2015-12C, 5310 Operating Grant

MOTION

JP Powell moved to adopt Resolution 2015-12C as presented. Pat Huff seconded.

Motion carried unanimously.

D. Resolution 2015-12D, 5310 Capital Grant

MOTION

JP Powell moved to adopt Resolution 2015-12D as presented. Hazel Sellers seconded.

Motion carried unanimously.

E. Resolution 2015-12E 5339 Capital Grant

MOTION

JP Powell moved to adopt Resolution 2015-12E as presented. John Shoop seconded.

Motion carried unanimously.

AGENDA ITEM #5 FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PRESENTATION ON FREIGHT TRANSPORTATION

Keith Robins, Florida Department of Transportation (FDOT) District One Freight Coordinator, came on staff in 2014 as the first District One Freight Mobility Coordinator, to interact with freight and logistics on behalf of FDOT. Each FDOT district now has a Freight Mobility Coordinator.

Showing a PowerPoint presentation, Mr. Robbins reviewed the results of FDOT's recently completed District One Freight, Mobility and Trade Study. He reviewed the findings and showed an example of each of the deliverable products and what they mean for future planning purposes.

AGENDA ITEM #6 FLORIDA TRANSPORTATION PLAN (FTP) AND STRATEGIC INTERMODAL SYSTEM (SIS) PLAN UPDATE

Sarah Catala, District 1, FDOT Southwest Area Office, Strategic Intermodal Systems (SIS) Coordinator, provided information regarding Florida's long range plans for the future of transportation. She stated that the Florida Transportation Plan (FTP) and Strategic Intermodal Systems (SIS) Plans are currently under revision by the FDOT. Ms. Catala discussed the anticipated content of the updated FTP SIS Plans, including the Vision, Policy, and Implementation Elements, as well as the areas being targeted by FDOT. She presented the FTP update process and schedule and information regarding the public outreach portion of the process.

AGENDA ITEM #7 HEARTLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (HRTPO) ACTIVITIES

Showing a PowerPoint presentation, Pat Steed provided an update on activities staff has been involved with in providing the HRTPO with staff services. She pointed out that two CFRPC members are also members of the HRTPO Board. They are Highlands County Commissioner Don Elwell and Sebring Mayor John Shoop. Since the HRTPO Board has been formed they have held four meetings. A Technical Advisory Committee and a Citizens Advisory Committee have been established and meetings are being conducting. A public workshop and several focus groups have been held, and a website and Facebook page have been developed. Also, a Title VI policy has been adopted. Ms. Steed added that the local media has been covering the HRTPO progress.

AGENDA ITEM #8 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY REPORT (CEDS)

Ms. Steed stated that the CFRPC serves as the Central Florida Economic Development District as designated by the U.S. Economic Development Administration (EDA). The CEDS plan, which is a requirement of EDA, has been updated and the Council approved it for posting on the CFRPC website for public comments. The public comment period is closed and no comments were received. She requested the Council approve the updated CEDS plan.

MOTION

Jackie Tucker moved to adopt the updated CEDS plan as presented. Pat Huff seconded.

Motion carried unanimously.

AGENDA ITEM #9 EAST LAKE PARKER/WEST NORTH COMBEE AREAWIDE PLAN PRESENTATION

Showing a PowerPoint presentation, Jennifer Codo-Salisbury, Planning and Administrative Director, stated that a Brownfields Areawide Planning Grant was awarded to the CFRPC by the U.S. Environmental Protection Agency (EPA) for East Lake Parker/West North Combee area, to develop an Areawide Plan and implementation strategies. The catalyst site is in the City of Lakeland, surrounded by unincorporated Polk County. The completed East Lake Parker/West North Combee Areawide Plan provides a foundation for future assessment, cleanup, and reuse of brownfields properties to promote areawide revitalization and economic development. Ms. Codo-Salisbury stated that the plan was developed through extensive community-based involvement and is the recipient of the 2015 Innovation Award from the National Association of Development Organizations (NADO). Discussion followed.

AGENDA ITEM #10 ELECTION OF COUNCIL OFFICERS FOR 2016

A. Elect Officers for 2016

Jackie Tucker, Chair of the Nominating Committee, stated that the Nominating Committee met at 9:00 a.m. just prior to this Council meeting, to consider candidates for offices of the Council for 2016. She stated that the Committee nominated Buddy Mansfield to serve as Chairman for 2016, and Edie Yates to serve as Vice-Chairman.

MOTION

There being no other nominations, Jackie Tucker moved to elect the slate of officers for 2016 as nominated. Pat Huff seconded.

Motion carried unanimously.

B. Authorization for Banking Signatories of Officers and Executive Director

MOTION

Mike Thompson moved to authorize the Chairman, Vice Chairman, and Executive Director be added as signatories on Council banking accounts. Don Elwell seconded.

Motion carried unanimously.

AGENDA ITEM #11 APPOINT MEMBERS TO THE FLORIDA REGIONAL COUNCILS ASSOCIATION (FRCA) POLICY BOARD

Chairman Buddy Mansfield appointed Commissioner Pat Huff and Jackie Tucker to serve, along with himself, on the FRCA Policy Board for 2016. He also appointed Chet Huddleston to serve as the alternate member of the FRCA Policy Board.

AGENDA ITEM #12 APPOINT MEMBERS TO FINANCE COMMITTEE

Chairman Buddy Mansfield asked Edie Yates, Neda Cobb and Mike Thompson to serve on the Council's Finance Committee, along with himself, for 2016.

AGENDA ITEM #13 EXECUTIVE DIRECTOR'S REPORT

Pat Steed stated that the FRCA Policy Board Committee Meeting is scheduled to be held in Tallahassee on January 27, 2016. A reception will be held on the evening of January 26, 2016.

The Legislature will be in session soon, and Ms. Steed will monitor those issues affecting Regional Planning Councils and will report them back to the members.

AGENDA ITEM #14 OTHER BUSINESS

No Council meeting will be held in January, 2016. The next meeting was scheduled for February 10, 2016, at 9:30 a.m. The location will be announced once it is confirmed.

There being no further business, the meeting adjourned.

Respectfully submitted,



Commissioner Buddy Mansfield, Chairman
December 9, 2015 Council Meeting Minutes