



Central Florida Regional Planning Council
April 13, 2016
DeSoto County Commission Chambers
201 East Oak Street
Arcadia, FL 34266
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.

Jackie Tucker, DeSoto County Gubernatorial Appointee
Commissioner Mike Thompson, Hardee County
City Councilmember Joe Fink, City of Arcadia
City Commissioner, Mike O'Connor, City of Okeechobee
City Councilmember Neda Cobb, City of Wauchula
Mayor John Shoop, City of Sebring
Commissioner Don Elwell, Highlands County
Commissioner Melony Bell, Polk County
City Commissioner Pat Huff, City of Bartow and Ridge League of Cities
Hazel Sellers, Polk County Gubernatorial Appointee; Polk County School Board
Jeff Kincart, Polk County Gubernatorial Appointee
City Commissioner, William Twyford, City of Winter Haven
Jennifer Stults, Florida Department of Transportation, Ex-officio
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
Donna Howerton, Highlands County Gubernatorial Appointee; Highlands County
School Board
Commissioner Bryant Culpepper, Okeechobee County
Elvie Posey, Okeechobee County Gubernatorial Appointee



Chet Huddleston, Hardee County Gubernatorial Appointee
Earl Hahn, DeSoto County Planning Director, Ex-officio
Ben Dunn, Highlands County Development Services Director, Ex-officio
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
Jim Golden, Southwest Florida Water Management District, Ex-officio
Mary Yeargan, Department of Environmental Protection, Ex-officio

Announcements

Immediate Past Chairman Huff announced that Chairman Buddy Mansfield was recovering from major surgery, and Vice-Chair Edie Yates had previous obligations and neither would be in attendance. Therefore, as Immediate Past Chairman, he would chair the meeting.

Jackie Tucker welcomed everyone to DeSoto County, and was happy to have the honor of celebrating Marcia Staszko's retirement in DeSoto County.

AGENDA ITEM #1 PUBLIC COMMENTS

There were no public comments.

AGENDA ITEM #2 COUNCIL ADMINISTRATION

A. March 9, 2016, Council Meeting Minutes

Immediate Past Chairman Huff asked if there were any changes to the March 9, 2016 Council Meeting Minutes.

MOTION

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

Motion carried unanimously.

B. March 2016 Financial Report

Pat Steed reviewed the Statement of Activities and Statement of Net Assets for the month ended March 2016.

Don Elwell asked if staff could include a column for the previous year's financial report for the month, for comparison purposes.

MOTION

Joe Fink moved to accepted the March 2016 Financial Report as presented. Melony Bell seconded.

Motion carried unanimously.

AGENDA ITEM #3 DESOTO COUNTY ACTIVITIES REPORT

County Administrator Mandy Hines updated the Council on current activities in DeSoto County. She discussed DeSoto County's Community Conversation Program, where officials venture out into the community and listen to what is important to its citizens in the community. She discussed new businesses that have located in DeSoto County, to include Worldwide Doors and Crown Roofing. DeSoto County has co-located their building department and other related departments into one area to make it easier for businesses to obtain permits. Ms. Hines discussed their on-line permitting and project tracking program. She added that DeSoto County has started an incentive program for new businesses. She highlighted road improvements that are scheduled to take place this year, and discussed DeSoto County's new community appearance program. Discussion followed.

AGENDA ITEM #4 STATE OF THE ECONOMY

Pat Steed briefed the Council on current economic indicators for the State. Her presentation included information on key economic variables and their major drivers, and how they work together. She discussed Florida's personal income growth rate and how it compares to the rest of the country. Ms. Steed also presented information on Florida's job market, wages, employment conditions, the number of people employed, and Florida's population growth.

Shannon Brett, Program Director, updated the Council on the Regional economy to include each county's average annual wages, graduation rates and math testing scores. She discussed the Region's gross domestic product (GDP), building permits and unemployment rates. Ms. Brett shared voter participation rates and tourist development tax revenues for the Region. Discussion and questions followed.

AGENDA ITEM #5 REBID CONTRACT FOR AVON PARK AIR FORCE RANGE JOINT LAND USE STUDY (JLUS) NOISE STUDY CONSULTANT

Shannon Brett stated that one response was received to the Council's Request for Sealed Bids for consultants to conduct Noise Study Data Interpretation. The one response was from Wyle Laboratories. That bid exceeded the amount of funding budgeted for this project. Ms. Brett stated that staff was requesting that the Council reject the bid and

authorize staff to reissue the Request for Proposals/Bids for Noise Study Data Interpretation with further clarification of the requested work product. Discussion followed.

MOTION

Jackie Tucker moved to authorize staff to reject the current bid and reissue the Request for Bids for the Noise Study Data Interpretation. Hazel Sellers seconded.

Under discussion, Don Elwell asked if staff felt that by reissuing the RFP with clarification as to the specifics of what is needed, that would lower the bid.

Shannon stated that she felt it would.

Motion carried unanimously.

AGENDA ITEM #6 RATIFICATION OF CONSULTANT SELECTION FOR CONTINUING SERVICES AND AUTHORIZATION TO NEGOTIATE CONTRACTS

Shannon Brett stated that every five years the Council issues a Request for Qualifications (RFQ) for qualified consultants in a variety of areas of expertise. The Council received 17 responses. A committee of staff ranked each complete qualifications package and eight firms are recommended for selection. Staff requested the Council approve the list of firms and authorize contract negotiations with each selected firm and authorize the Executive Director to execute contracts. Discussion followed.

MOTION

Hazel Sellers moved to authorize staff to negotiate and enter into a continuing contract with each recommended firm. Joe Fink seconded.

Motion carried unanimously.

AGENDA ITEM #7 LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) CONTRACT FOR FY 2016-17

Pat Steed stated that the Council serves as staff to the Local Emergency Planning Committee (LEPC), which is made up of first responders from cities and counties in the five county region, as well as first responders from private businesses. This is a reoccurring contract to support the LEPC District 7 by coordinating activities. The contract amount is \$59,000 and work begins July 1, 2016.

MOTION

Jeff Kincart moved to approve the LEPC Contract, authorize the Chairman to sign and Executive Director to administer the contract. Don Elwell seconded.

Motion carried unanimously.

AGENDA ITEM #8 LOCAL PLANNING SERVICES UPDATE

Jennifer Codo-Salisbury updated the Council on Planning Advisory Services (PAS) projects for 2016. The Council is under contract with 17 local governments for Planning Advisory Services, which includes day to day planning activities, assisting with development applications and reviewing future land use amendments. Staff also maintains Shape Files for the official Future Land Use and Zoning Maps within the region. Ms. Codo-Salisbury listed the local governments that have received the DEO Community Planning Technical Assistance Grants for this fiscal year, which the Council is assisting with. Several local governments are under contract with the Council to assist with special projects. Staff also has been working with many jurisdictions to update their Transportation Element consistent with the 2040 Long Range Transportation Plan. Staff is working with the Town of Dundee to complete their Downtown Vision Plan and Land Development Regulations to implement that plan. She stated that the Department of Economic Opportunity (DEO) Competitive Florida Grant and their Community Planning Technical Assistance Grant applications are due on May 2, 2016. Discussion followed.

AGENDA ITEM #9 UPDATE ON THE HEARTLAND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (HRTPO)

Pat Steed updated the Council on current activities of the HRTPO. The Long Range Transportation Plan (LRTP) was adopted on March 16, 2016 by the HRTPO Board, along with the first Transportation Improvement Program (TIP). Staff is working with FDOT to add required amendments to the LRTP. The development of the Unified Planning Work Program (UPWP) is also in the process of being updated. Staff continues to conduct meetings of the HRTPO Technical Advisory Committee (TAC) and the Citizens Advisory Committee (CAC) as well as the HRTPO Board. She stated that there are a number of other HRTPO projects that will be underway in the next few months, and she urged members to visit www.heartlandregionaltpo.org for the latest information.

AGENDA ITEM #10 EXECUTIVE DIRECTOR'S REPORT

Pat Steed reported on her recent trip to Washington DC to attend the National Association of Development Organizations (NADO) Annual Policy Conference. At the conference, she heard from Federal agencies who presented information on upcoming programs and possible opportunities for the Council. She visited Senator Nelson where he discussed plans to obtain funding for Zika Virus research.

Ms. Steed stated that while she was in Washington, she also attended the Economic Development Administration national conference. At that conference they discussed the

changing workforce and how to adjust to it, as well as funding for rural areas that will be available next year.

Ms. Steed stated that staff is in the process of conducting a minor update to the Statewide Regional Evacuation Study. Staff will be presenting more information at a later meeting.

Jennifer Codo-Salisbury distributed a summary of major enrolled bills for the 2016 Legislative Session, and reviewed the seven adopted Bills that impact Florida's Growth Management.

Mike Thompson stated that Hardee County was recently updated by their health department regarding the Zika Virus, and indicated that it is expected to get worst. Hardee County is in the process of developing a response plan.

AGENDA ITEM #11 OTHER BUSINESS

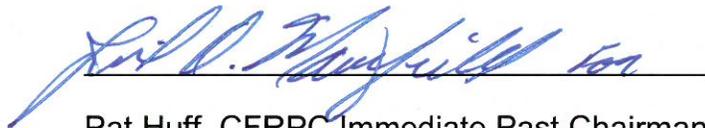
The next meeting was scheduled for June 8, 2016, at 9:30 a.m. in Sebring at the Highlands County Courthouse, Board of County Commissioners Chambers.

A Finance Committee will be scheduled for May.

John Idleheart, Department of Environmental Protection, Ft. Myers office, sitting in for Mary Yeorgan, the ex-officio member from DEP, stated that DEP together with the Southwest Florida Regional Planning Council are hosting a Brownfields workshop on June 8 and 9 in Sarasota. All Mayors in the SWFRPC and the CFRPC region are invited to attend a Mayor's Round Table to discuss obtaining visioning grants for both areas.

There being no further business, the meeting adjourned.

Respectfully submitted,



Pat Huff, CFRPC Immediate Past Chairman
April 13, 2016 Council Meeting Minutes

AGENDA ITEM #12 RECOGNITION OF MARCIA STASZKO

Pat Steed stated that Marcia Staszko, Transportation Disadvantaged Program Director, will be retiring on April 29, 2016. Ms. Steed presented Ms. Staszko with a Certificate of Appreciation recognizing her outstanding contributions made during her nearly 40 years of public service to the Central Florida Regional Planning Council. Immediate Past Chairman

Pat Huff presented Ms. Staszko with an engraved clock, and a card signed by Council members.

Marcia's colleagues and friends wished her well, to include Jim Duane, the first Executive Director of the Council, who shared the story of hiring Marcia in 1976, and how she got started in the TD Program.

Marcia Staszko thanked the Council members, staff and her colleagues and friends for many years of support in her program and her career with the Council.

A reception followed with refreshments.