



# Central Florida Regional Planning Council

## Preliminary Meeting Agenda

**Wednesday, June 14, 2023 | 9:30 a.m.**

**How to Attend:**

In Person: CareerSource Heartland  
5901 US Highway 27 South, Suite 1  
Sebring, FL 33870

**Call To Order –**

- Invocation
- Pledge of Allegiance
- New Member Oath of Office
- Roll Call
- Announcements

**1) Opportunity for Public Comments**

**2) Council Administration**

- A) Approval of Minutes
- B) May 2023 Financial Report

Actions Requested:	Approval by Council
Exhibits:	#2A: April 12, 2023 Council Meeting Minutes - page 5 #2B: May 2023 Financial Report - page 9

**3) Finance Committee Recommendations**

The Finance Committee met on May 10, 2023, to review the annual budget items and is recommending approval of the following.

Actions Requested:	Approval by Council
Exhibits:	#3A: Budget Amendment for FY 2022-23* - page 11 #3B: Member Assessments for FY 2023-24* - page 13 #3C: Proposed FY 2023-24 Annual Budget* - page 14 #3D: FY 2022-23 Audit Engagement Letter* - page 17 #3E: Staff Organizational Chart (information only) - page 43
Items with Asterisk*	Require separate Council action

**4) Status of Regional Work Force**

Ms. Donna Doubleday, President/Chief Executive Officer of CareerSource Heartland will share information related to the regional work force.

Actions Requested:	Information only
Exhibits:	None

**5) Public Transportation Grant Agreements (PTGA) with the Florida Department of Transportation (FDOT) for 5311 Funds**

FDOT has provided an amendment for extension to the PTGA for Federal 5311 Operating Grant which funds the DeSoto fixed route system. Staff will provide an overview of these grants. The Resolution is to authorize the execution and/or amendment of the grant agreement.

Actions Requested:	Approve each Resolution
Exhibits:	#5: Resolution 2023-6A - page 47

**6) Heartland Regional Transportation Planning Organization (HRTPO) Activities**

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

Actions Requested:	Information only
Exhibits:	None

**7) Local Emergency Planning Committee (LEPC) Grant Agreement for FY 2023-24**

This is a recurring contract to support the LEPC District 7 program. The LEPC is comprised of first responders and safety specialists from cities, counties, and private businesses in the five-county region. The Grant begins July 1, 2023.

Actions Requested:	Authorize Executive Director to Sign and Administer the Grant Agreement
Exhibits:	#7: Draft Scope of Work - page 51

**8) Hazards Analysis (HA) Grant Agreement for FY 2023-24**

This is a recurring contract funded by the U.S. Department of Transportation and passed to the Council through the Florida Division of Emergency Management for Hazardous Analysis (HA) services. The Grant begins July 1, 2023.

Actions Requested:	Authorize Executive Director to Sign and Administer the Grant Agreement
Exhibits:	#8: Draft Scope of Work - page 61

**9) Hazards Materials Emergency Preparedness (HMEP) Grant Agreement for FY 2023-24**

This is a recurring contract funded by the U.S. Department of Transportation and passed to the Council through the Florida Division of Emergency Management for Hazardous Materials Emergency Preparedness (HMEP) services. The Grant begins October 1, 2023.

Actions Requested:	Authorize Executive Director to Sign and Administer the Grant Agreement
Exhibits:	#9: Draft Scope of Work - page 67

#### 10) Contract for Technology Services

The Council utilizes an information technology (IT) company to provide support for the staff's computer system and network. Responses to the Council's Request for Proposals to provide IT services were received in May. Staff recommends Thrive to provide IT services.

Actions Requested:	Authorize Executive Director to Sign and Administer IT Services Agreement
Exhibits:	#10: Summary of Services - page 75

#### 11) Update on Local Government Planning Services and DEO Technical Assistance (TA) Grants and Competitive Florida Grants

Staff will present an overview of Planning Advisory Services (PAS) that the CFRPC provides to local governments and communities, highlighting current projects. Staff will also provide an update regarding the State of Florida Department of Economic Opportunity (DEO) FY 2023/24 Community Planning Technical Assistance Grants and Competitive Florida Grants.

Actions Requested:	Information Only
Exhibits:	None

#### 12) Executive Director's Report

The Executive Director will report on outcomes of the legislative session, Florida Regional Councils Association (FRCA) activities, and Council programs.

Actions Requested:	Information Only
Exhibits:	#12: FRCA Monthly Activities Report - page 77

#### 13) Next Meeting and Other Business

A) Next Meeting: August 9, 2023 at 9:30 a.m. at Jack Stroup Civic Center, 355 W. Center Avenue, Sebring, FL.

B) Other Business

#### 14) Adjourn

*If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.*

*Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, income, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the CFRPC Title VI/Nondiscrimination Coordinator, Brenda Torres, 863-534-7130, or via Florida Relay Service 711, or by email: [btorres@cfrpc.org](mailto:btorres@cfrpc.org)*

*La participación pública es solicitada sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión o situación familiar. Las personas que requieren alojamiento bajo el Americans with Disabilities Act (ADA) o la traducción de idiomas, de forma gratuita deben ponerse en contacto Brenda Torres, CFRPC Título VI de Enlace, 863-534-7130 (voz), oa través de la Florida Relay Servicio 711, o por correo electrónico [btorres@cfrpc.org](mailto:btorres@cfrpc.org) al menos tres días antes del evento.*

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

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