

# Apalachee Regional Planning Council

## BOARD OF DIRECTORS MEETING

Thursday – July 21, 2016

10:30 a.m. ET / 9:30 a.m. CT



*293<sup>rd</sup> Public Meeting*

ARPC OFFICE – Conservation Centre Conference Room

2507 Callaway Road, Suite 200

Tallahassee, Florida

[www.thearpc.com](http://www.thearpc.com)

*The Apalachee Regional Planning Council serves its citizens and local governments by providing technical assistance and a forum for communication and collaboration, to preserve and enhance the economic, natural, and social environments of the Apalachee Region.*

**APALACHEE REGIONAL PLANNING COUNCIL**

**EXECUTIVE COMMITTEE**

RANDY MERRITT, CHAIRMAN (WAKULLA) - JOHN JONES, PAST CHAIRMAN (JEFFERSON)  
STEVE CUTSHAW, VICE-CHAIRMAN (LIBERTY) - JANE SAULS, SECRETARY/TREASURER (LEON)  
FRCA POLICY BOARD MEMBERS: JANE SAULS, WOODY STEWART AND LISA MILLER

**FULL COUNCIL BOARD OF DIRECTORS**

**Calhoun County**

Darrell McDougald  
Wes Johnston  
Don Stephens

County Commissioner  
Mayor, Town of Altha  
Governor's Appointee

**Franklin County**

William Massey  
Brenda Ash  
*Vacant*

County Commissioner  
Commissioner, City of Apalachicola  
*Governor's Appointee*

**Gadsden County**

Brenda Holt  
Karen Bass  
Henry Grant

County Commissioner  
Councilwoman, Town of Havana  
Governor's Appointee

**Gulf County**

Ward McDaniel  
Tony Justice  
Michael Hammond

County Commissioner  
Commissioner, City of Wewahitchka  
Governor's Appointee

**Jackson County**

Eric Hill  
Gene Wright  
*Vacant*

County Commissioner  
Mayor, Town of Malone  
*Governor's Appointee*

**Jefferson County**

Stephen Walker  
John Jones  
*Vacant*

County Commissioner  
Commissioner, City of Monticello  
*Governor's Appointee*

**Leon County**

Jane G. Sauls  
Nancy Miller  
Lisa Miller

County Commissioner  
Commissioner, City of Tallahassee  
Governor's Appointee

**Liberty County**

Dexter Barber  
Woody Stewart  
Steve Cutshaw

County Commissioner  
Councilman, City of Bristol  
Governor's Appointee

**Wakulla County**

Randy Merritt  
Gail Gilman  
Ed Brimner

County Commissioner  
Commissioner, City of St. Marks  
Governor's Appointee

**Ex-Officio Members**

Charles Harp  
Christina Coger  
Virgie Bowen  
Diane Scholz

FL Dept. of Environmental Protection  
NW FL Water Management District  
FL Dept. of Transportation  
Enterprise Florida

**APALACHEE REGIONAL PLANNING COUNCIL  
BOARD MEETING**

**ARPC OFFICE – Conservation Centre Conference Room**  
2507 Callaway Road, Suite 200  
Tallahassee, Florida

**THURSDAY – JULY 21, 2016**  
10:30 AM Eastern Time / 9:30 AM Central Time

**AGENDA**

1. Call to Order, Pledge of Allegiance and Introductions
2. \*Approval of Agenda
3. \*Approval of Minutes – May 19, 2016 Regular Board Meeting
4. Zika Virus Florida Update - Gina Mendicino, Apalachee LEPC Coordinator
5. Executive Director's Report – Chris Rietow
  - A. Financial Report
  - B. Staff Program Reports
    1. Economic Development Planning
    2. Emergency Planning
    3. Revolving Loan Fund
    4. Transportation Planning
    5. Environmental Planning
    6. Correspondence / Items of Interest
  - C. FRCA Policy Board Meeting Summary
  - D. ARPC Regional RFP Discussion
  - E. Proposed 2017 Board Meeting Schedule
6. Council Attorney Report – Ed Blanton
7. Board Member Reports / Local & Regional Issues Discussion
8. Ex-Officio Member Updates
9. Public Comment
10. Adjournment – *Box Lunches will be served immediately following the meeting.*

**APALACHEE REGIONAL PLANNING COUNCIL**  
**Conservation Centre Conference Room**  
**2507 Callaway Road - Tallahassee, Florida**

**MINUTES – May 19, 2016**

**Item 1: Call to Order, Pledge of Allegiance and Roll Call**

Chairman Merritt called the meeting to order at 10:30 am, led the Board in the Pledge of Allegiance and asked all in attendance to introduce themselves for the Roll Call.

**ARPC Board Members in Attendance:**

Calhoun County	Wes Johnston	Mayor, Town of Altha
	Don Stephens	Governor's Appointee
Franklin County	Brenda Ash	Apalachicola City Commissioner
Gadsden County	Eric Hinson	Gadsden County Commissioner
	Karen Bass	Havana Town Councilwoman
	Henry Grant	Governor's Appointee
Gulf County	Ward McDaniel	Gulf County Commissioner
	Michael Hammond	Governor's Appointee
Jackson County	Gene Wright	Mayor, Town of Malone
Jefferson County	Stephen Walker	Jefferson County Commissioner
	John Jones	Monticello City Councilman
Leon County	Nancy Miller	Tallahassee City Commissioner
Liberty County	Dexter Barber	Liberty County Commissioner
	Woody Stewart	Bristol City Councilman
Wakulla County	Randy Merritt	Wakulla County Commissioner
	Gail Gilman	St. Marks City Commissioner

**Ex-Officio Members in Attendance**

Christina Coger	Northwest FL Water Management District
Virgie Bowen	FL Dept. of Transportation (FDOT)
Charles Harp	FL Dept. of Environmental Protection (FDEP)

**ARPC Staff in Attendance**

Chris Rietow	Executive Director
Ed Blanton	ARPC Attorney
Bruce Ballister	Senior Planner/ Economic Development
Denise Imbler	Director Emergency Planning
Janice Watson	Finance Director/ Loan Coordinator

**Others in Attendance**

Marianne Arbulu – FL Dept. of Economic Opportunity (FDEO)  
Sheri Coven – Marlin Engineering  
Mary Louise Hester – Sen. Bill Nelson's Office  
Linda Little – FL Dept. of Transportation (FDOT)  
Kent Watson – Rep. Gwen Graham's Office

Chairman Merritt welcomed ARPC guests and asked that the records show a quorum of the Apalachee Regional Planning Council (ARPC) was in attendance.

**Item 2: Approval of the Agenda**

A motion was made by Ward McDaniel to approve the agenda. The motion was seconded by Henry Grant. A vote was taken and the motion carried unanimously.

**Item 3: Approval of the Minutes**

A motion was made by Henry Grant to approve the Minutes of the March 31, 2016 ARPC Full Council Meeting as presented. The motion was seconded by Gene Wright. A vote was taken and the motion carried unanimously.

**Item 4: Regional Emergency Planning Program Presentation**

Denise Imbler, ARPC Director of Emergency Planning shared with the Board a presentation on recent and ongoing emergency planning programs of the ARPC with detailed reports on the following:

Small Business Disaster Planning Assistance Pilot Project for Franklin County: Marianne Arbulo of FDEO noted that the FDEO maintained a small business bridge loan program that would be a funding option to include in these types of plans. Chairman Merritt suggested that ARPC staff contact the other coastal counties about applying for similar projects.

Vulnerability Analysis addressing Sea Level Rise: Ms. Imbler reported on the Vulnerability Analysis addressing Sea Level Rise on the regional transportation network in the coastal counties of Franklin, Gulf and Wakulla. A brief review of the history of sea level rise and its long term effects was also given. She explained that as the coastline shifts due to changes in sea level rise, the Apalachee Region can expect to see significant changes in storm surge, noting that the Apalachee Region has the most susceptible coastline to storm surge in the nation.

Apalachee Regional Evacuation Study (RES): Ms. Imbler reported that in 2009-2010 Florida RPCs did a massive update to the FL Regional Evacuation Study, including specific components of demographics; critical facilities; and hazards such as hurricanes, storm surge, flooding, and wildfire. Chris Rietow added that in 2010 this was the first time any state had attempted to use a standardized methodology for each region, coordinated as a statewide effort. Ms. Imbler explained that in early 2016, Florida RPCs had contracted with the FL Division of Emergency Management to complete a 2016 update to each of the State's Regional Evacuation Studies. Michael Hammond asked when the Apalachee RES would be completed. Ms. Imbler stated that it was due by June 30, 2016. Mr. Hammond stressed that in Gulf County, the biggest problem faced by emergency management and law enforcement personnel was re-entry of residents after being evacuated. Ms. Imbler stated that she would continue to pursue FDOT funding for an Apalachee Regional Evacuation and Re-entry Plan, noting that re-entry is a serious concern affecting the entire Region. Nancy Miller and Randy Merritt suggested that ARPC staff also contact the Capital Regional Transportation Planning Agency (CRTPA) as a potential funding option for the development of an Apalachee Regional Evacuation/Re-entry Plan.

## **Item 5: Executive Director's Report**

**A. Financial Report:** Chris Rietow reviewed with the Board the Budget Reports and the Reconciled Check Registers as of March 31, 2016 and April 30, 2016, included in the Board package beginning on page 11. He also reviewed with the Board the ARPC's current list of accounts payable and accounts receivable.

**A motion was made by John Jones to approve the financial reports for March 2016 and April 2016 as presented. The motion was seconded by Henry Grant. A vote was taken and the motion carried unanimously.**

**B. Staff Reports:** Mr. Rietow highlighted the following ARPC Program Reports prepared by ARPC staff and included in the Board Package beginning on page 17. He asked the Board for any questions in reference to the Staff Program Reports listed below and requested ARPC staff to briefly update the Board on any additions to their reports included in the Board Package.

1. Economic Development Planning – Bruce Ballister
2. Emergency Planning – Denise Imbler, Gina Mendicino & Chris Rietow
3. Revolving Loan Fund – Janice Watson
4. Transportation Planning – Kwentin Eastberg
5. Environmental Planning – Joe Crozier
6. Misc. Correspondence & Items of Interest

**B-1 Economic Development:** Bruce Ballister reported that ARPC staff had completed a series of meetings with members of the ARPC Comprehensive Economic Development Strategy (CEDS) Committee, explaining that the 2016 interim update renewed data on some of the tables and incorporated the Committee's comments on the Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis.

**A motion was made by Nancy Miller to approve the ARPC CEDS and to authorize submission of the 2016 update to the Economic Development Administration (EDA). The motion was seconded by Henry Grant. A vote was taken and the motion carried unanimously.**

Mr. Rietow and Mr. Ballister invited the Board to the Brownfields Redevelopment Forum scheduled for June 16, 2016 in Milton, co-hosted by the ARPC and the West Florida RPC. Mr. Ballister also handed out a brochure on a Manufacturing Summit to be held in Tallahassee on June 10<sup>th</sup>. Mr. Rietow noted that the FL Chamber Foundation had asked the ARPC to assist them with logistics to set up Cornerstone 2030 town hall meetings throughout the Region in conjunction with regular Economic Development Organization (EDO) meetings. Ms. Arbulu stated that the meetings would assist the FDEO and the FL Chamber of Commerce in creating actionable economic development plans working through the EDOs of the State.

**B-2 Emergency Planning:** Mr. Rietow stated that ARPC staff had recently partnered with ER Assist – Disaster Grant Services to begin a pilot project with Calhoun County Emergency

Management to develop a FEMA-approved debris management plan for Calhoun County. He explained that if the pilot project proved successful ARPC staff would attempt to provide the service to other interested member local governments within the Region for a fixed fee. Charles Harp explained that the FDEP annually sends a letter to each county encouraging them pre-permit the debris management stockpile locations, as no FEMA funds will be available to the local governments that do not have a current FDEP permit in place. Mr. Harp stressed how much easier it is to obtain the permit ahead of time rather than after the disaster happens. He briefly outlined the relatively simple pre-permit process which begins with the local government informing the FDEP where the debris will be stockpiled, followed by the FDEP making a quick safety check, and concludes with a FDEP debris stockpile permit that is ready and waiting when and if the need arises. Mr. Rietow asked the Board to contact him with any further questions and he would forward the information to Mr. Harp at the FDEP.

**B-3 Revolving Loan Fund:** Janice Watson briefly reviewed the Revolving Loan Fund (RLF) report beginning on page 25 of the Board Package and noted that the loan to Emily Jones of Pretty Girlz LLC had been closed on April 25<sup>th</sup>, the loan to Holli Revell of Swanky Baby LLC had been paid in full on May 2<sup>nd</sup>, and the loan to Leon Watson of Watson Baled Straw LLC had been paid in full on May 10<sup>th</sup>. Ms. Watson reported that in 2016 the ARPC was required to submit to the U.S. Economic Development Administration (EDA) its five-year update to the ARPC RLF Plan. She explained that EDA now required actual rule language from the federal register to be included in the plan instead of the previous numerical reference to the rule in the 2010 ARPC RLF Plan. Ms. Watson noted that there were numerous other changes required by EDA which resulted in a complete re-write of the ARPC RLF Plan. She briefly reviewed the draft ARPC RLF Plan included with the Board package as a separate document and noted that EDA RLF staff had been very involved in the development of the Plan as presented and had approved it for submission to the ARPC Board.

**A motion was made by Henry Grant to approve the 2016 Updated ARPC RLF Plan and to submit it to the U.S. Economic Development Administration. The motion was seconded by Woody Stewart. A vote was taken and the motion carried unanimously.**

**B-5 Environmental:** Mr. Rietow directed the Board to a series of articles included in the Board package reporting on the recent designation of the Apalachicola-Chattahoochee-Flint Basin as the most endangered river in the United States by the American Rivers Conservation Group. He noted that U.S. Rep. Gwen Graham and FL Senator Bill Montford spoke at the press conference convened in Tallahassee on April 12<sup>th</sup> to announce and discuss the designation. Mr. Rietow reported that ARPC staff through its continued work with the Riparian County Stakeholder Coalition (RCSC) would be assisting in the organization and development of a 2017 Apalachicola Most Endangered National Conference to be held in Tallahassee.

**B-6 Correspondence:** Mr. Rietow reviewed items of correspondence included in the Board package beginning on page 51. John Jones stated that he had attended all three days of the 5<sup>th</sup> Annual Rural Summit noted in the article on page 57 and encouraged the Board to make plans to attend this very important event in 2017 which provides a unique opportunity for local

decision makers to learn first hand from the successes and failures of leaders across the country who had recently faced unthinkable disasters in their communities. He thanked Gadsden County for hosting this type of event for the Apalachee Region.

C. New 2016 ARPC Contracts: Mr. Rietow reported on the following new contracts executed since the last Board meeting.

2016 Regional Domestic Security Task Force Exercise: Purchase Order from the FDEM for ARPC staff to plan and conduct a full-scale terrorism exercise for the North FL RDSTF which was held at the Capitol on May 16<sup>th</sup>. ARPC staff also required to prepare and develop the After Action Report/Improvement Plan before June 30, 2016.

2016 State Continuity of Operations Plan (COOP) Evaluation: Purchase Order from the FDEM to assemble a team to evaluate the State's COOP and to evaluate the State Emergency Response Team's implementation of the COOP to relocate the State Emergency Operations Center to its alternate location as well as prepare and develop the After Action Report/Improvement Plan.

Small Quantity Generator (SQG) Nassau and Baker Counties: Purchase Order from the NE FL Regional Council to perform the SQG Hazardous Waste inspections for Nassau and Baker Counties and prepare accompanying reports to be submitted to the FDEP.

Riparian County Stakeholder Coalition (RCSC) Coordinator: Amendment of the Administrative Services Agreement with the RCSC to add Coordination services to the existing RCSC Administrative Services contract.

Regional Evacuation Study (RES) Update: Purchase order from the NE FL Regional Council (NEFRC) as a sub-agreement to the NEFRC's contract with the FL Division of Emergency Management to update the RES for the Apalachee Region.

Mr. Rietow also reported on the following potential new contracts still under negotiation:

Surface Water Improvement and Management (SWIM) Plan for the Apalachicola River and Bay: ARPC staff continues to work with the staff of the Northwest FL Water Management District (NFWWMD) to develop a scope of work for the Apalachicola River and Bay SWIM Plan scheduled for review and final approval by the NFWWMD at its June Governing Board Meeting.

Chattahoochee to Bristol Trail: ARPC staff has submitted a Technical Assistance grant application to the FDEO for the preparation of a feasibility study for the Chattahoochee to Bristol Trail, which if funded would be the first phase of development for a regionally significant ecotourism opportunity.

Chairman Merritt asked about the status of the ARPC potentially contracting with the CRTPA for the Transportation Disadvantaged Planning Services in Jefferson and Gadsden Counties. Mr.

Rietow replied that the negotiations had been tabled until after the newly hired CRTPA Executive Director completed his relocation to Tallahassee and started his new position.

Chairman Merritt also asked about the progress on re-negotiating the rural county liaison contract with the FDOT. Mr. Rietow reported that he had been working with West FL RPC Executive Director, Austin Mount on the development of a new proposal to develop rural transportation planning organizations (RTPOs) for counties not otherwise included in established Metropolitan Planning Organization (MPO) regions. Mr. Rietow explained that Mr. Mount had been very successful in his previous tenure with a Missouri Regional Planning Organization in the development and establishment of RTPOs. Mr. Rietow stated that a meeting to discuss the matter was currently being coordinated with Tommy Barfield, FDOT District 3 Secretary. Chairman Merritt offered to attend the meeting on behalf of the ARPC Board and in support of the proposed project.

#### **Item 7: Council Attorney's Report**

Council Attorney Ed Blanton reported that there were no legal issues or litigation to report on at this time.

#### **Item 8: Board Member Reports / Local & Regional Issues Discussion**

Michael Hammond reported that Gulf County was interested in working with ARPC staff to assist Gulf County with administering the Gulf County RESTORE program and accompanying projects. Mr. Hammond stated that Gulf County staff was not able to do all of the work in-house and needed assistance most specifically with the program administration. Mr. Rietow replied that ARPC staff had numerous years experience with administering federal programs in both Gulf and Franklin Counties and would be very interested in meeting with the Gulf County RESTORE Committee. Chairman Merritt encouraged ARPC staff to report back to the Board on the meeting with Gulf County as the other coastal counties also anticipated local staff deficiencies in administering the complicated RESTORE programs in their respective counties.

Wes Johnston reported that long awaited construction of a sewer line between Blountstown and Altha was ahead of schedule. Mayor Johnston explained that the construction of the new school had been the tipping point for finally securing the funding for the line. Bruce Ballister noted that this would be a huge milestone for the Town of Altha, which for many years had suffered from septic tank failure during periods of heavy rainfall.

Ward McDaniel reported that work continued to progress on the re-establishment of the Port of Port St. Joe, noting that the County continued to invest in the port enabling the Port Authority to negotiate a settlement with Capital City Bank on a \$200,000 mortgage. Mr. McDaniel added that the Port Authority was also working with several companies that were interested in locating at the Port St. Joe Port Facility.

Chairman Merritt reported that Wakulla County had asked the FL Fish & Wildlife Conservation Commission (FWC) to temporarily waive the net restriction, noting that to date no decision had been issued by FWC on the request.

Chairman Merritt announced that the next CRTPA meeting would be held at the new Wakulla Environmental Institute on June 20<sup>th</sup> at 9:00 am.

**Item 9: Ex-Officio Member Reports / Public Comment**

Kent Watson briefed the Board on several federal funding opportunities currently available to local governments of the Apalachee Region.

Bruce Ballister announced that the ARPC would be hosting the next meeting of the Rural Economic Development Initiative in the ARPC Board Room on Friday May 20<sup>th</sup>.

Chairman Merritt asked for any further public comments and there were none. He announced that the next ARPC Board meeting would be held on July 21, 2016 at 10:30 am ET, in the same location. Chairman Merritt thanked the Board for their attendance and directed staff to follow up with the Board members absent from today's meeting to encourage their attendance at the next meeting.

There being no further business the meeting was adjourned at 12:30 pm.

APPROVED BY THE APALACHEE REGIONAL PLANNING COUNCIL, MEETING IN REGULAR SESSION ON JULY 21, 2016.

SIGNED:

ATTEST:

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Randy Merritt  
Chairman

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Chris Rietow  
Executive Director

## AGENDA ITEM 5

### EXECUTIVE DIRECTOR REPORT – Chris Rietow

The following items will be reported and discussed with the Board:

- A. **\*Financial Report:** On the following pages are the following financial reports.
- Check Register and Budget Report for the month ending May 31, 2016
  - Check Register and Budget Report for the month ending June 30, 2016
  - Accounts Payable & Receivable Registers as of June 30, 2016
  - FY 2015/16 Budget Amendment
- B. **\*Staff Reports:** Detailed staff reports are included in the Board Package. Council staff will be available for questions.
- C. **FRCA Policy Board Meeting Summary:** A summary of the July 8, 2016 FRCA Policy Board Meeting in St. Petersburg. A copy of the agenda is included in the following pages.
- D. **ARPC Regional RFP Discussion:** General concept overview of a regional RFP process that has been utilized by other regional development organizations.
- E. **Proposed 2017 Board Meeting Schedule:** A tentative schedule for the 2017 ARPC Board Meetings is included for feedback.

### ACTIONS NEEDED

\*Motion to accept Financial Reports for the periods ending May 31, 2016 and June 30, 2016 as well as the FY 2015/16 Budget amendment.

**Apalachee Regional Planning Council  
Budget Report as of 5/31/16**

Bal. 4/30/16  
5,185.34

Bal. 9/30/15  
1,814.96

LINE-ITEM	FY 15/16 Budget	May 2016	FY-To-Date as of 5/31/16	Budget Balance
<b>General Revenue</b>				
EDA Planning Grant 15/16	63,000	-	47,250.00	15,750.00
EDA Planning Grant 14/15	15,750	-	15,750.00	-
Revolving Loan Fund - Admin	25,000	4,500.00	16,500.00	8,500.00
EDA Regional Score Card	10,000	-	-	10,000.00
Jefferson County - CDBG	8,000	-	-	8,000.00
Misc. Small ED Contracts	1,000	-	750.00	250.00
FDACS - Rapid Response Team	45,000	-	-	45,000.00
FDACS - Animal Safety Planner	58,000	4,090.60	33,118.41	24,881.59
FDEM - Hazards Analyses	22,500	-	22,497.00	3.00
FDEM - HMEP Planning	24,000	-	-	24,000.00
FDEM - HMEP Training 15/16	38,400	3,000.00	29,969.24	8,430.76
FDEM - HMEP Training 14/15	12,000	-	12,286.43	(286.43)
FDEM - LEPC Support Staff	48,000	12,000.00	36,000.00	12,000.00
FDOH - N FL MRC Admin	26,000	5,350.00	19,350.00	6,650.00
GOMA - Franklin Resilience	17,000	-	17,000.00	-
Jackson County LMS	6,500	-	6,500.00	-
SQG Inspections	40,000	-	-	40,000.00
SFRPC - Climate Change Project	10,000	-	-	10,000.00
Misc. Small EM Contracts	2,500	-	2,866.50	(366.50)
ARPC County Dues	68,000	-	64,126.50	3,873.50
FRCA - Admin	40,000	3,434.94	17,103.51	22,896.49
City of Port St. Joe - CDBG	8,000	-	-	8,000.00
RCSC - Admin	10,000	-	4,000.00	6,000.00
TCC - Wakulla Enviro. Institute	15,000	5,000.00	15,000.00	-
Misc. Small TA Contracts	2,500	9,000.00	11,330.00	(8,830.00)
CTD - Transportation Disadvantaged	96,000	-	58,467.28	37,532.72
<b>TOTAL REVENUE</b>	<b>712,150</b>	<b>46,375.54</b>	<b>429,864.87</b>	<b>282,285.13</b>
<b>General Expenses</b>				
Accounting	1,000	14.00	701.98	298.02
Advertising	600	20.58	269.74	330.26
Audit	30,000	-	9,000.00	21,000.00
Board Meeting Expenses	2,000	-	1,479.13	520.87
Contingency	24,250	1,216.59	1,913.59	22,336.41
Consultants (HMEP Training)	41,500	-	12,329.52	29,170.48
Dues (FRCA, NADO, SERDI)	17,300	-	8,767.25	8,532.75
Equipment Lease - Copiers	12,500	-	7,750.00	4,750.00
Fringe Benefits	92,000	7,353.25	58,225.88	33,774.12
Insurance (Work Comp, Liability)	7,700	-	6,571.50	1,128.50
IT Tech Support	2,400	50.00	1,289.12	1,110.88
Legal	6,000	500.00	4,000.00	2,000.00
Licenses (REMI)	9,000	-	4,500.00	4,500.00
Miscellaneous	1,000	53.72	613.40	386.60
Office Supplies	2,400	105.33	1,404.90	995.10
Postage	2,900	261.00	2,174.87	725.13
Rent	36,500	3,039.75	24,318.00	12,182.00
Salaries	396,800	31,982.40	259,236.52	137,563.48
Subscriptions & Publications	300	-	237.80	62.20
Telephone & Internet	6,000	692.21	4,163.75	1,836.25
Travel	20,000	5,409.89	21,870.72	(1,870.72)
<b>TOTAL EXPENSES</b>	<b>712,150</b>	<b>50,698.72</b>	<b>430,817.67</b>	<b>281,332.33</b>
	<i>Bal. 5/31/16</i>	<b>862.16</b>	<b>862.16</b>	<i>Bal. 5/31/16</i>
	<b>Regions Bank Balance 5/31/16</b>		<b>862.16</b>	

**Apalachee Regional Planning Council**  
**Budget Report as of 6/30/16**

Bal. 5/31/16  
862.16

Bal. 9/30/15  
1,814.96

LINE-ITEM	FY 15/16 Budget	June 2016	FY-To-Date as of 6/30/16	Budget Balance
<b>General Revenue</b>				
EDA Planning Grant 15/16	63,000	-	47,250.00	15,750.00
EDA Planning Grant 14/15	15,750	-	15,750.00	-
Revolving Loan Fund - Admin	25,000	-	16,500.00	8,500.00
EDA Regional Score Card	10,000	-	-	10,000.00
Jefferson County - CDBG	8,000	-	-	8,000.00
Misc. Small ED Contracts	1,000	-	750.00	250.00
FDACS - Rapid Response Team	45,000	40,000.00	40,000.00	5,000.00
FDACS - Animal Safety Planner	58,000	4,958.86	38,077.27	19,922.73
FDEM - Hazards Analyses	22,500	-	22,497.00	3.00
FDEM - HMEP Planning	24,000	-	-	24,000.00
FDEM - HMEP Training 15/16	38,400	(4,125.72)	25,843.52	12,556.48
FDEM - HMEP Training 14/15	12,000	-	12,286.43	(286.43)
FDEM - LEPC Support Staff	48,000	-	36,000.00	12,000.00
FDEM - RDSTF Exercise 2016	-	21,300.00	21,300.00	(21,300.00)
FDEM - RDSTF COOP Evalutate	-	17,500.00	17,500.00	(17,500.00)
FDOH - N FL MRC Admin	26,000	-	19,350.00	6,650.00
GOMA - Franklin Resilience	17,000	-	17,000.00	-
Jackson County LMS	6,500	-	6,500.00	-
SQG Inspections	40,000	-	-	40,000.00
SFRPC - Climate Change Project	10,000	-	-	10,000.00
Misc. Small EM Contracts	2,500	9,213.00	12,079.50	(9,579.50)
ARPC County Dues	68,000	4,283.50	68,410.00	(410.00)
FRCA - Admin	40,000	1,672.85	18,776.36	21,223.64
City of Port St. Joe - CDBG	8,000	-	-	8,000.00
RCSC - Admin	10,000	2,500.00	6,500.00	3,500.00
TCC - Wakulla Enviro. Institute	15,000	-	15,000.00	-
Misc. Small TA Contracts	2,500	(8,155.00)	3,175.00	(675.00)
CTD - Transportation Disadvantaged	96,000	10,543.28	69,010.56	26,989.44
<b>TOTAL REVENUE</b>	<b>712,150</b>	<b>99,690.77</b>	<b>529,555.64</b>	<b>182,594.36</b>
<b>General Expenses</b>				
Accounting	1,000	14.00	715.98	284.02
Advertising	600	136.37	406.11	193.89
Audit	30,000	6,000.00	15,000.00	15,000.00
Board Meeting Expenses	2,000	-	1,479.13	520.87
Contingency	24,250	-	1,913.59	22,336.41
Consultants (HMEP Training)	41,500	17,270.60	29,600.12	11,899.88
Contract Expenses (New contracts)	-	10,754.36	10,754.36	(10,754.36)
Dues (FRCA, NADO, SERDI)	17,300	-	8,767.25	8,532.75
Equipment Lease - Copiers	12,500	2,190.25	9,940.25	2,559.75
Fringe Benefits	92,000	7,298.81	65,524.69	26,475.31
Insurance (Work Comp, Liability)	7,700	(378.00)	6,193.50	1,506.50
IT Tech Support	2,400	185.00	1,474.12	925.88
Legal	6,000	500.00	4,500.00	1,500.00
Licenses (REMI)	9,000	-	4,500.00	4,500.00
Miscellaneous	1,000	46.08	659.48	340.52
Office Supplies	2,400	79.82	1,484.72	915.28
Postage	2,900	217.55	2,392.42	507.58
Rent	36,500	3,039.75	27,357.75	9,142.25
Salaries	396,800	31,616.99	290,853.51	105,946.49
Subscriptions & Publications	300	45.00	282.80	17.20
Telephone & Internet	6,000	609.65	4,773.40	1,226.60
Travel	20,000	5,505.91	27,376.63	(7,376.63)
<b>TOTAL EXPENSES</b>	<b>712,150</b>	<b>85,132.14</b>	<b>515,949.81</b>	<b>196,200.19</b>
	<i>Bal. 6/30/16</i>	<b>15,420.79</b>	<b>15,420.79</b>	<i>Bal. 6/30/16</i>
	<b>Regions Bank Balance 6/30/16</b>		<b>15,420.79</b>	

**APALACHEE REGIONAL PLANNING COUNCIL**

**Accounts Payable Worksheet as of 6/30/16**

Inv. Date	Vendor	Description	Amount
3/31/16	FL Regional Councils Assoc.	FY 15/16 Dues Pmt #3	4,167.25
4/1/16	Tampa Bay RPC	REMI Software 2016	4,500.00
6/30/16	FL Regional Councils Assoc.	FY 15/16 Dues Pmt #4	4,167.25
6/30/16	North Central FL RPC	RDSTF COOP Evaluate Assist	8,000.00
		<b>Current AP / Sub-Total</b>	<b>20,834.50</b>
	Regions Bank Card	HMEP-Training & RDSTF Exercise	5,777.39
	Regions Bank Line of Credit	EDA RLF Re-payment	19,721.69
		<b>Long-Term AP / Sub-Total</b>	<b>25,499.08</b>
		<b>TOTAL ACCOUNTS PAYABLE</b>	<b>46,333.58</b>

**Accounts Receivable Worksheet as of 6/30/16**

ARPC	Agency	Description	Amount
Invoice Date			
6/9/16	South FL Regional Council	Coastal Resiliency Project	5,000.00
6/29/16	FL Div. Emergency Mgmt.	RDSTF Exercise Final Payment	11,641.86
6/30/16	FL Div. Emergency Mgmt.	RDSTF COOP Evaluate Final Pmt	5,000.00
6/30/16	FL Div. Emergency Mgmt.	LEPC 4th Quarter Pmt	12,000.00
6/30/16	FL Dept. Agriculture	Ag Planner June 2016	4,123.70
6/30/16	FL Commission TD	TD 4th Quarter Pmt	26,837.44
6/30/16	FL Dept. Env. Protection	FY 15/16 SQG Assessments	37,000.00
		<b>Current AR / Sub-Total</b>	<b>101,603.00</b>
	Rusty Crum Seafood	Pledged for Regions Bank LOC	10,746.84
	Hatcher Shaved Ice	Pledged for Regions Bank LOC	4,074.74
		<b>Long Term AR / Sub-Total</b>	<b>14,821.58</b>
		<b>TOTAL ACCOUNTS RECEIVABLE</b>	<b>116,424.58</b>

APALACHEE REGIONAL PLANNING COUNCIL FY 15/16 Amendment 2 (Summary) Page 1

INCOME/REVENUES:						EXPLANATION:
14%	<b>Economic Development Programs</b>		106,250			
	EDA Planning Grant 15/16	63,000				Annual Economic Development Planning Contract
	EDA Planning Grant 14/15	15,750				Annual Economic Development Planning Contract
	Revolving Loan Fund - Admin	26,500				Interest earned on RLF loans
	Misc. Small ED Contracts	1,000				REMI Models
56%	<b>Emergency Planning Programs</b>		424,513			
	FDACS - Rapid Response Exercise	40,000				FLIRRT Exercise
	FDACS - Animal Safety Planner	58,000				Housing and Admin for a FDACS Animal Safety Planner
	FDEM - Hazards Analyses	22,497				Annual HA summaries on Extremely Hazardous Substance facilities
	FDEM - HMEP Planning	24,000				Annual hazmat planning project
	FDEM - HMEP Training 15/16	34,400				Coordinate regional hazmat training courses
	FDEM - HMEP Training 14/15	12,286				Balance from 14/15 Contract
	FDEM - Local Emer. Planning	48,000				Coordinate activities of the Apalachee LEPC
	FDEM - RDSTF Exercise 2016	32,950				Coordinate Capitol Crisis Exercise
	FDEM - RDSTF COOP Evaluate	22,500				Coordinate COOP Exercise Evaluators
	FDEM - RES Update	20,000				Update the Regional Evacuation Study
	FDOH - N FL MRC Admin	25,500				Coordination of the N. FL Medical Reserve Corps
	GOMA - Franklin Resilience	17,000				Franklin County Business Disaster Plans
	Jackson County LMS	6,500				Update to the Jackson County LMS
	Small Quantity Generator Inspections	37,000				SQG Inspections and reporting to FDEP for FY 15/16
	SFRPC - Climate Change Project	10,000				Workshops on existing climate change planning tools
	Misc. Small EP Contracts	13,880				Leon SN Exercise, Jefferson Co. DOH
17%	<b>Technical Assistance Programs</b>		128,887			
	ARPC County Dues	68,410				Member Dues from 9 ARPC Counties
	FL Regional Councils Association	32,302				Admin Services for the FL Regional Councils Association
	RCSC - Admin	10,000				Admin for the Riparian County Stakeholder Coalition
	TCC - Wakulla Environmental Institute	15,000				Admin for the WEI Project
	Misc. Small TA Contracts	3,175				Jackson Planning, Havana Planning
13%	<b>Transportation Programs</b>		96,000			
	CTD - Transportation Disadvantaged	96,000				TD Planning Grant for: Calhoun, Franklin, Gulf, Jackson & Liberty
	<b>TOTAL INCOME/REVENUES</b>		<b>\$755,650</b>			

APALACHEE REGIONAL PLANNING COUNCIL FY 15/16 Amendment 2 (Summary) Page 2			7/21/2016
<b>OPERATING EXPENSES:</b>			
Accounting	1,000	Accounting software fees and Tech Assistance as needed	
Advertising	600	Advertising Public Meetings	
Audit	30,000	FY 13/14 Audit \$15,000 and 14/15 Audit \$15,000	
Board Meeting Expense	2,000	Expenses of holding EC and ARPC Full Council Meetings	
Contingency	18,850	Unforeseen Expenses. - unused portion will be reserve at 9/30/16	
Consultants (HMEP, FLIRRT)	41,500	HMEP Training \$40,400 MISC \$1,100	
Contract Required Expenses	20,000	Contract required services and expenses on FLIRRT & RDSTF	
Dues (FRCA, SERDI)	21,600	FRCA 15/16 \$16,500, SERDI \$800 NADO \$3,000 & Others	
Equipment Lease - Copiers	13,700	Xerox leases on Office Copier/Printer and Fax Machines	
Fringe Benefits	92,700	FICA Match, FL Retirement, Health, Dental & Life Insurance	
Insurance (Work Comp, Liability)	8,400	Workman's Comp Insurance and Liability Insurance	
IT Tech Support	2,400	IT Support on the Office Network	
Legal	6,000	Legal Services Retainer	
Licenses (REMI)	9,000	REMI Software: FY 14/15 \$4,500 FY 15/16 \$4,500	
Miscellaneous	1,000	Various Exp. not covered by programs & Bank Monthly Fees	
Office Supplies	2,400	Office Supplies and Paper	
Postage	2,900	Postage Meter Rental and postage for meter	
Rent	36,500	ARPC Annual Office Rent	
Salaries	402,800	8 - Full Time Salary Positions	
Subscriptions & Publications	300	Subscriptions to Newspapers of the Apalachee region	
Telephone & Internet	6,000	Office Telephone, Office Internet, and Staff Cell phone Stipends	
Travel	36,000	Staff and Board Member Travel Reimbursements	
<b>TOTAL OPERATING EXPENSES:</b>	<b>\$755,650</b>		



## AGENDA ITEM 5 - B - 1

### ECONOMIC AND COMMUNITY DEVELOPMENT UPDATE – Bruce Ballister

Port St. Joe – North Port St. Joe Water 2: Although ARPC staff received initial notice from the FL Dept. of Economic Opportunity (FDEO) that the project’s score was in the fundable range for the current Community Development Block Grant (CDBG) cycle, a glitch in the application may result in the loss of 100 points and a potential total loss of funding. ARPC staff is currently assisting the City of Port St. Joe in filing a protest on the severity of the penalty for a fairly minor error in the application package. The City Engineer’s letter of “Readiness to Proceed” was improperly addressed and ARPC staff along with the City believes that the imposition of a 100-point penalty is extreme and unwarranted. The project would replace corroded and encrusted waterlines in North Port St. Joe that deliver discolored, malodorous and unhealthy drinking water to a minority population.



Wakulla Environmental Institute: The Phase I project is complete and the Tallahassee Community College’s Wakulla Environmental Institute (WEI) has moved in. ARPC staff is conducting preliminary discussions with the WEI manager about a Phase II project that would transform an existing property on the Wakulla County coastline into a spat growing operation to provide future oyster farmers with healthy, locally grown oyster spat (baby oysters). ARPC staff will be meeting with the Director of the WEI to further assess the potential of applying for another Economic Development Administration (EDA) grant to support the project’s next step.

Brownfields Assessment Grant: ARPC staff was notified in May that the ARPC Brownfield Regional Assessment Grant application ranked very high but still fell short of funding. ARPC staff attended an after-action debriefing with Cardno and Environmental Protection Agency (EPA) representatives. The application needs only very minor tweaking to re-apply next year. In preparation for the next application cycle, ARPC staff will likely attend the Florida Brownfields Association conference in October. The conference has varying presentations designed to benefit consultants, local government staff and elected officials. Conference

Registration is available at the following website:

<http://www.floridabrownfields.org/event/2ndAnnualSEConference>

Jefferson County CDBG: The Game Changer project’s efforts have been met with a wall of public resistance. Jefferson County has scheduled a non-binding referendum for late August to gather a public response. The applicants have since submitted a revised proposal that is being favorably received by a portion of the Jefferson County Commissioners. The project would bring a regional sports training/practice facility with complementary family outdoor sports and entertainment assets. The proposed “Project Game Changer” would bring a 104,000-square



foot indoor practice facility, for under roof soccer, softball, tennis, basketball, rock wall, track, fitness, sports training, and other possible uses. Adjacent to the facility would be tree-to-tree aerial trails, zip-lines and off-road dirt bike trails. Additional supporting developments would include a modern fuel and convenience store, a 100+ room major flag hotel, fast food and sit-down restaurants. The Game Changer project has moved north of I-10 to another property. The new site does not have central sewer and would require a force main for service by the City of Monticello Wastewater Treatment Plant. The issue of whether the City of Monticello is willing to serve the Lloyd community is currently being considered. It is anticipated that by July 28<sup>th</sup>, ARPC staff will have a better understanding of the development plans of the project.

Meanwhile, Arum Kundra's property south of I-10 is moving forward with its planning and platting efforts for a new fuel/convenience store, fast food and new Marriott hotel. In the absence of a clear direction from Jefferson County as to which site will get to apply for funding, staff is working with both developers in tandem to ensure that we are able to respond quickly when the County does have a consensus on the future of Game Changer.

Planning Services: Local governments are occasionally required to submit updated Comprehensive Plans based on an Evaluation and Appraisal Report. ARPC staff stands ready to assist in complying with the EAR-based review process as local government needs require.

Jackson County Planning Services: In addition to "on-call" services for the Town of Havana, ARPC has been requested to provide advice and technical support to the Jackson County Planning Department. ARPC staff had previously assisted the Jackson County Planner in excising the concurrency requirements from the Jackson County Comprehensive Plan that are no longer required by FL Statute. The removal of concurrency from the Jackson County Comp Plan has raised additional issues with the Jackson County School Board and the County-wide Interlocal Agreement. ARPC staff is in the process of scheduling a joint meeting with the Jackson County School Board and Jackson County Planning Department to resolve outstanding issues.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460

OFFICE OF  
SOLID WASTE AND  
EMERGENCY RESPONSE  
  
NOW THE  
OFFICE OF LAND AND  
EMERGENCY MANAGEMENT

May 20, 2016

Mr. Bruce Ballister  
Regional Planner Economic Development  
Apalachee Regional Planning Council  
2507 Callaway Road  
Suite 200  
Tallahassee, FL 32303

Dear Mr. Ballister:

Thank you for submitting a grant proposal to the Environmental Protection Agency's (EPA) National Brownfields Program Grant competition. I regret to inform you that your proposal was not selected because it did not score high enough on the ranking criteria established in the FY16 Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup Grants. EPA received nearly 500 proposals requesting over 690 grants for consideration and had funds to award approximately 217 grants from the highest ranking proposals.

Your proposal was evaluated along with other proposals received by the deadline as part of the FY16 National Brownfields Program Grant competition. All of the proposals were evaluated by panels consisting of EPA staff, as well as other federal representatives. These panels assessed how well the proposals met the criteria outlined in the proposal guidelines.

Although your proposal was unsuccessful this round, we encourage you to consider reapplying in the FY17 grant competition cycle should funding become available. In addition, if you have questions as to why you were not selected for funding, you may request a debriefing from your EPA Regional Brownfields Contact within fifteen calendar days of receiving this letter. For further information about the debriefing process and any dispute rights with respect to competition-related issues under this announcement, please refer to Section VI.F of the proposal guidelines.

If you have questions regarding the next Assessment, Revolving Loan Fund, and Cleanup Grant competition, please contact your EPA Regional Brownfields Contact, Barbara Alfano, at 404-562-8923 or [alfano.barbara@epa.gov](mailto:alfano.barbara@epa.gov).

I commend your efforts and appreciate the time and energy you put into preparing your grant proposal. Although your proposal was not selected, we thank you for your continued efforts to return brownfields to productive reuse.

Sincerely,

A handwritten signature in black ink that reads "David R. Lloyd".

David R. Lloyd, Director  
Office of Brownfields and Land Revitalization

cc: Barbara Alfano

**Janice Watson**

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**From:** Chris Rietow  
**Sent:** Thursday, June 23, 2016 8:59 AM  
**To:** Joe Crozier  
**Cc:** Janice Watson  
**Subject:** FW: Fourth Annual Northwest Florida Brownfields Redevelopment Forum

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**From:** Cooley, Sally [mailto:Sally.Cooey@dep.state.fl.us]  
**Sent:** Wednesday, June 22, 2016 6:41 PM  
**To:** Chris Rietow <CRietow@theapc.com>  
**Subject:** Fourth Annual Northwest Florida Brownfields Redevelopment Forum

Hi Chris,  
Please excuse my tardiness in expressing my appreciation for your Power Point presentation and participation at the Fourth Annual Northwest Florida Brownfields Redevelopment Forum. This event has continued to provide information and contacts to the stakeholders in the panhandle area. Great to meet Joe; he seems to be a good fit. Let us know if we can play a part in promoting redevelopment projects under you/staff. We appreciate the partnership of the Regional Planning Councils.  
I look forward to other outreach events with you/staff.  
Best regards,  
Sally



**Sally M. Cooley, P.G.**  
Brownfields Coordinator, Northwest District  
160 W. Government Street, Suite 308  
Pensacola, FL 32502-8393  
[sally.cooey@dep.state.fl.us](mailto:sally.cooey@dep.state.fl.us)  
Office: 850.595-0558  
Interoffice: 10558

## AGENDA ITEM 5 – B – 2

### EMERGENCY PLANNING PROGRAM

Denise Imbler and Gina Mendicino

#### Emergency Planning

ARPC staff worked with the Florida Division of Emergency Management and the North Florida Regional Domestic Security Task Force (RDSTF) response agencies to design and conduct a full-scale terrorism exercise for regional specialty teams. The exercise scenario was also designed to initiate the 2016 Statewide Continuity of Operations Plan (COOP) exercise that began on May 16, 2016. Six exercise planning meetings were held with participating agencies over a 10-week period to aid in the design process. The exercise took place at the Florida State Capitol Complex and involved multiple components to engage the Region's specialty teams, including SWAT, Bomb and Hazardous Materials. Over 200 participants and 16 agencies participated in the exercise. Staff recently finalized the After Action Report/Improvement Plan.

ARPC staff served as evaluators during the Statewide Hurricane COOP Exercise. Staff traveled with personnel from the State Emergency Operation Center (SEOC) to the backup facility at Camp Blanding in Starke, Florida and evaluated the capabilities of each Emergency Support Function (ESF) at the alternate facility.

ARPC staff has partnered with ER Assist – Disaster Grant Services on a pilot project to develop a FEMA-approved Debris Management Plan for one of the Region's local governments at no cost. If this project is successful, the ARPC will attempt to provide the service to other interested members for a fixed fee. Calhoun County has confirmed that they will participate as part of the pilot project. Staff has held two meetings with Calhoun County Emergency Management to date.



Franklin County SLR 2080

The ARPC has received funding from NOAA and is developing a vulnerability analysis addressing the impacts of Sea Level Rise (SLR) on the regional transportation network in the coastal communities of Franklin, Gulf and Wakulla counties. ARPC staff recently completed county specific hazards and demographic data components of the Regional Evacuation Study. The updated materials will be distributed and made available on the ARPC website.

### **Regional Hazardous Materials Program**

The ARPC staffs the Apalachee Local Emergency Planning Committee (LEPC) which is responsible for implementing the federal Emergency Planning and the Community Right-To-Know Act (EPCRA) for the Council's nine-county district. The four primary activities of the Apalachee LEPC are hazardous materials planning, training, emergency exercises and public outreach.



### Quarterly Meetings

The most recent quarterly meeting of the Apalachee LEPC was held on April 26, 2016 at the Capital Area Chapter of the American Red Cross. Staff is currently preparing for the next LEPC meeting which is scheduled for July 26, 2016 at the same location. ARPC staff attended the quarterly meetings of the State Emergency Response Commission (SERC) for Hazardous Materials that were held in St. Augustine, Florida on July 14-15, 2016. The next quarterly SERC meetings will be held in Destin, Florida on October 13-14, 2016.

### Hazardous Materials Training

ARPC staff sponsored the following training since the last ARPC Board Meeting:

Date	Course	Location	Hours	Participants
6/8/16	8-hr OSHA Technician Level Refresher	TFD Training Division	8	24

Staff held an 8-hour Technician Level Refresher course which was attended by responders from multiple agencies including FSU Environmental Health and Safety, FAMU Environmental Health and Safety, Florida Division of Emergency Management, and the Florida Department of Environmental Protection. Staff is also working to coordinate one more training course before the end of the fiscal year. All training opportunities are posted on the ARPC website at [www.thearpc.com](http://www.thearpc.com).

### Planning Project – Hazardous Materials Commodity Flow Study

ARPC staff continues work on the 2015-16 Hazardous Materials Emergency Preparedness Planning (HMEP) project. Over the span of six months, staff has been conducting a Hazardous Materials Commodity Flow Study that involves roadside surveys on US 90, US 19, US 319, US 231, and I-10. This highway placard survey is intended to provide information to first responders on which categories of hazardous materials are being transported throughout the Region. The survey is complimented with data from local railways and should be completed in August. The last Hazardous Materials Commodity Flow Study was completed in 2009.

### Biennial Exercise

Every other year, the LEPC is required to exercise the Apalachee LEPC Emergency Plan. This year's LEPC exercise was combined with the North Florida RDSTF Specialty Team exercise which was held on May 16, 2016 at the Florida State Capitol Complex. Staff worked to include a scenario that involves a hazardous materials release on the 6<sup>th</sup> floor of the Capitol Building.

### Public Outreach

ARPC Staff participated in the Leon County Preparedness Fair on June 8, 2016. Staff created updated handouts containing information on EPCRA and Shelter-in-Place instructions and conducted Shelter-in-Place demonstrations for attendees.



### **North Florida Medical Reserve Corps**

Staff continues to serve as the Coordinator for the North Florida Medical Reserve Corps (MRC) which includes an eight-county region in the Big Bend. The North Florida MRC participated with the Leon County Special Needs Shelter Exercise held on June 7<sup>th</sup>. The North Florida MRC membership includes more than 50 licensed medical volunteers from around the Region.

## AGENDA ITEM 5 – B – 3

### REVOLVING LOAN FUND REPORT – Janice Watson

Attached are the following Revolving Loan Fund (RLF) updates for Board information and review.

#### FY 15/16 Loan Payments & Loan Fund Balances

The loan payment worksheet on the following page summarizes the RLF loan payments from October 1, 2015 – June 30, 2016. The bottom of the worksheet describes in detail the current balances in the RLF Loan Principal and Interest Bank Accounts as of 6/30/16 and cumulative activity in the bank accounts since 10/1/15. These amounts correspond exactly to the data which is semi-annually reported by ARPC staff to the US Economic Development Administration (EDA).

#### RLF Loan Portfolio Re-Cap

The portfolio worksheet gives specific details of all the outstanding loans of the RLF Program. It lists both the EDA-RLF loans and the Small Business RLF Loans.

#### RLF Plan Update

A copy of the letter from the EDA approving the ARPC RLF Plan is attached for information.

#### Update on loan to Emily Jones Owner of Pretty Girlz (Blountstown)

After loan closing in late April, Emily Jones has been busy remodeling the building purchased with ARPC RLF funds to accommodate her business that had outgrown its current location. Renovations are nearing completion and a private soft-opening at the new location is scheduled for July 22<sup>nd</sup> from 4-7 pm CT. Ms. Jones has cordially invited the Board to attend and see first hand the business expansion that would not have been possible without the investment of the ARPC RLF Program. Below are pictures of the inside of the new store. Inventory moves in next week.





**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economic Development Administration**  
**ATLANTA REGIONAL OFFICE**  
**401 W. Peachtree St., N.W., Suite 1820**

June 1, 2016

Sent via email

Mr. Chris Rietow  
Executive Director  
Apalachee Regional Planning Council

Dear Mr. Rietow:

Please be advised that the U.S. Economic Development Administration (EDA) has approved the Apalachee Regional Planning Council's RLF Fund Plan dated March 2016.

Per EDA regulations, approval of the RLF Plan is for a five (5) year period at which time the RLF Plan will need to be updated. Also, per EDA regulations, any change in the RLF Plan will need EDA approval prior to making the change. It is important that the RLF operate consistent with the RLF Plan and EDA regulations.

Please keep a copy of this letter in your RLF program files. If you have any questions about the RLF Plan or other RLF issues, please do not hesitate to call me. Thank you for your effort to make the RLF program a success in your region.

Sincerely,

*/s/ Tom Pellegrino*

Tom Pellegrino  
RLF Program Administrator

## AGENDA ITEM 5 – B – 4

### TRANSPORTATION PLANNING PROGRAM – Kwentin Eastberg

Introduction: The Transportation Planning Program at the ARPC continues to stay actively engaged within the Region. The Transportation Disadvantaged (TD) Program concluded its fiscal year on June 30<sup>th</sup> and all deliverables have been submitted to the Commission for Transportation Disadvantaged (CTD). ARPC staff also attended the National Association of Development Organizations (NADO) Regional Transportation Conference in Chattanooga, TN during early June. Outlined below is a brief description of the Transportation Program since the last ARPC Board Meeting.

#### **Transportation Disadvantaged (TD) Program**

Franklin County Community Transportation Coordinator Designation Status: ARPC staff has begun the selection process for the new Franklin County Community Transportation Coordinator (CTC). Gulf County ARC and Transportation was assigned the duties through an emergency designation by the CTD in December 2015, however their one-year special designation will conclude on November 30, 2016. As such, the Request for Interests and Qualifications process has begun. To date ARPC staff has received correspondence from two interested parties. Any other interested parties have until 4:00PM Thursday July 14, 2016 to submit a qualification package. After that date staff will review the letter of interests and their subsequent qualifications. If more than one party is deemed to be qualified than the Request for Proposals Process will begin.

**\*\*An update on the Franklin County CTC designation process will be provided at the Board Meeting\*\***

TD FY 2015-2016 – 4<sup>th</sup> Quarter Update: During the months of May and June the TD Local Coordinating Boards (LCBs) met with the Community Transportation Coordinators (CTCs) for the fourth quarterly meeting of the fiscal year. Jackson County had a special early LCB meeting in May to amend their Trip and Equipment grant funding usage, which was approved by the LCB to purchase a new vehicle. Calhoun, Franklin, Gulf, and Liberty counties LCBs held their meetings during June. Items of interest of these meetings were the updates to each County's Transportation Disadvantaged Service Plan (TDSP) and the 2016-2017 Fiscal Year meeting calendar for each county. All deliverables have been sent to the CTD for review and the updated calendar is included on the following page for any and all who are interested in attending the public LCB meetings.

**Transportation Disadvantaged Coordinating Boards  
2016-2017 Meeting Schedule**

Meeting locations, dates and times may change.  
Contact ARPC staff for current information regarding the meetings.

**Transportation Disadvantaged Coordinating Boards  
2016 - 2017 Meeting Calendar**

<b>COUNTY</b>	<b>SEPTEMBER 2016</b>	<b>NOVEMBER 2016</b>	<b>FEBRUARY 2017</b>	<b>JUNE 2017</b>
<b>Calhoun</b> 1:00 PM CT Senior Center, 16859 NE Cayson Street, Blountstown	<b>6 Tuesday</b>	<b>8 Tuesday</b>	<b>7 Tuesday</b>	<b>6 Tuesday</b>
<b>Franklin</b> 10 AM ET Courthouse Annex, 33 Market Street, Apalachicola	<b>7 Wednesday</b>	<b>9 Wednesday</b>	<b>8 Wednesday</b>	<b>7 Wednesday</b>
<b>Gulf</b> 1 PM ET Gulf Transp. Office, 122 Water Plant Road, Port St. Joe	<b>7 Wednesday</b>	<b>9 Wednesday</b>	<b>8 Wednesday</b>	<b>7 Wednesday</b>
<b>Jackson</b> 10:00 AM CT JTrans, 3988 Old Cottondale Road, Marianna	<b>6 Tuesday</b>	<b>8 Tuesday</b>	<b>7 Tuesday</b>	<b>6 Tuesday</b>
<b>Liberty</b> 3:30 PM ET Civic Center, 10405 NW Theo Jacobs Way, Bristol	<b>6 Tuesday</b>	<b>8 Tuesday</b>	<b>7 Tuesday</b>	<b>6 Tuesday</b>
<b>PROPOSED TOPICS</b>  Please notify Kwentin of additional agenda topics.  Topics may change pending the availability of the item.  Committee meetings will be scheduled as needed.	Public Hearing AER (due 9/15) AOR (due 9/15) Review Bylaws Review Griev/Complaint Proc Organizational Meeting New Members CTD Conference  **** CTC Quarterly Report ARPC Quarterly Report CTD Report Minutes	CTC Evaluation Review Op/Coord Contracts Regional APR  **** CTC Quarterly Report ARPC Quarterly Report CTD Report Minutes	Rate Worksheets FTA App (due Feb) Legislative Reports Member Nominations Evaluation Corrective Action TD Day information  **** CTC Quarterly Report ARPC Quarterly Report CTD Report Minutes	TDSP Meeting Calendar New Members Certification Member Nominations Training Registration  **** CTC Quarterly Report ARPC Quarterly Report CTD Report Minutes

## **2016 National Regional Transportation Conference: June 13th-15<sup>th</sup>, Chattanooga, TN**

ARPC staff traveled to Chattanooga, TN in mid-June for the National Association of Development Organizations, National Regional Transportation Conference. The three-day conference hosted a roster of industry professionals leading a variety of very interesting talks and concurrent breakout sessions. ARPC staff attended the sessions focused primarily on the GIS and transit.



There was also a very interesting session led by a member of the Southern Georgia Regional Commission, about cities investing in transit in rural or small metro places with

particular focus on meeting mobility needs for disadvantaged populations. This particular example was that of a fixed route system and their project showed a considerable return on investment of riders using the system to get to places of employment and thus having an economic development component as well. About half of the riders said that without this service they would not have the ability to work and would be back on some sort of welfare or government aid. ARPC staff had the ability to talk with the presenters after and intends to explore the option of trying something similar in one of the ARPC counties in the future.

### ***Photo of the Chattanooga, TN Bike Share Program:***

*In Chattanooga, individuals can rent a bike for a period of 1 hour and return it to any station in the City. The bike has to be returned for a period of 5 minutes then it can be checked out again. This allows for bikes to be available all over down town, and provide an easy means of multimodal transportation on their bicycle-friendly street system. Free electric bus rides were also offered along the main downtown corridor.*



### **Big Bend Scenic Byway: CME Meeting June 23<sup>rd</sup>, Crawfordville**

ARPC staff continues to partner with the Big Bend Scenic Byway (BBSB) to assist wherever possible on improving an already remarkable Byway. News that the Capital City to the Sea Trail did not receive the regional SunTrails funding designation was disappointing to the Committee. However, smaller trail segments are still in the works and could receive funding in the coming years to increase the trail from St. Marks and to increase connectivity across the Region. The Byway organization has some very promising and exciting things planned and ARPC staff will be available to help on any BBSB Task Force or Committee as the need arises.

### **Other Items of Interest**

ARPC Staff would like to welcome Greg Slay, new Executive Director for the Capital Region Transportation Planning Agency (CRTPA). Mr. Slay comes to the panhandle from the Ocala/Marion County TPO area. ARPC staff is very excited about continuing its strong partnership with the CRTPA and looks forward to growing that relationship even more now that Mr. Slay is on board.

## **AGENDA ITEM 5 – B – 5**

### **ENVIRONMENTAL PLANNING PROGRAM – Joe Crozier**

#### **Surface Water Improvement and Management (SWIM) Plan**

ARPC has finalized and executed a contract with the Northwest Florida Water Management District (NFWFMD) and has commenced work on the Apalachicola River and Bay Surface Water Improvement and Management (SWIM) Plan. ARPC staff has met or will be meeting with representatives from NFWFMD, FL Fish & Wildlife Conservation Commission (FWC), FL Dept. of Environmental Protection (FDEP), FL State University (FSU), National Oceanic and Atmospheric Administration (NOAA), The Nature Conservancy (TNC), and others during the coming weeks in order to accomplish the first set of contract deliverables by September 30, 2016.

#### **Riparian County Stakeholder Coalition (RCSC)**

ARPC staff continues to provide coordination and administrative support for the RCSC. ARPC staff will be attending budget hearings for several of the six Apalachicola River riparian counties included in the Coalition. Among other topics, the RCSC has discussed the implications of the U.S. Army Corps of Engineers announcement of the indefinite closure of the lock systems at Columbia Dam and the Walter F. George Dam (Lake Eufaula). Lock system damage resulting from flood waters this past winter will not be repaired due to lack of funding. These permanent lock closures will leave the Chattahoochee River unable to be navigated from Chattahoochee, FL to Columbus, Georgia, making Jim Woodruff Lock and Dam the only remaining functioning lock system on the Apalachicola-Chattahoochee-Flint river system. Some of the RCSC member counties are discussing creating a resolution to support the repair of the locks.

#### **Chattahoochee to Bristol Trail**

ARPC has been awarded a Technical Assistance grant from the FL Dept. of Economic Opportunity (FDEO) to fund a feasibility study of the proposed Chattahoochee to Bristol Trail (C2B). ARPC staff will be working closely with the FDEO and other agencies to complete the task. The project will involve identification of trail options along the eastern edge of the Apalachicola River working through a number of state and federal land holders, among others.

#### **Small Quantity Generator (SQG) Program**

The Small Quantity Generator Hazardous Waste Assessment Program for FY 15/16 has been completed. ARPC staff is waiting for the final approval of deliverables from the FDEP. ARPC also prepared and completed the SQG Assessments for Baker and Nassau Counties through a sub-contract agreement with the Northeast Florida Regional Council (NEFRC).

**Rick Scott**  
GOVERNOR



**Cissy Proctor**  
EXECUTIVE DIRECTOR

June 28, 2016

Randy Merritt, Chairman  
Apalachee Regional Planning Council  
2507 Callaway Road, Suite 200  
Tallahassee, FL 32303

Re: FY 2016-2017 Community Planning Technical Assistance Grants

Dear Chairman Merritt:

Thank you for your interest in the Department of Economic Opportunity's community planning technical assistance grant program. The level of interest in the program has been extremely high, with the Department receiving 110 requests totaling nearly \$4.6 million.

I am pleased to inform you that the project described in your grant request letter for the proposed Chattahoochee to Bristol Trail was selected for funding in the amount of **\$30,000**. We look forward to working with you to finalize the scope of work and execute the grant agreement. Department program staff will be in contact in the near future to get the process underway.

If you have any questions, please do not hesitate to contact Sherry Spiers, Regional Planning Administrator, by telephone at 850-717-8499 or by email at [Sherry.Spiers2@deo.myflorida.com](mailto:Sherry.Spiers2@deo.myflorida.com).

Sincerely,



Taylor Teepell, Director  
Division of Community Development

TT/ss

cc: Stella Lewis, DEO Agreement Manager

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
850.245.7105 | [www.floridajobs.org](http://www.floridajobs.org)  
[www.twitter.com/FLDEO](http://www.twitter.com/FLDEO) | [www.facebook.com/FLDEO](http://www.facebook.com/FLDEO)

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## **AGENDA ITEM 5 – B – 6**

### **CORRESPONDENCE / ITEMS OF INTEREST**

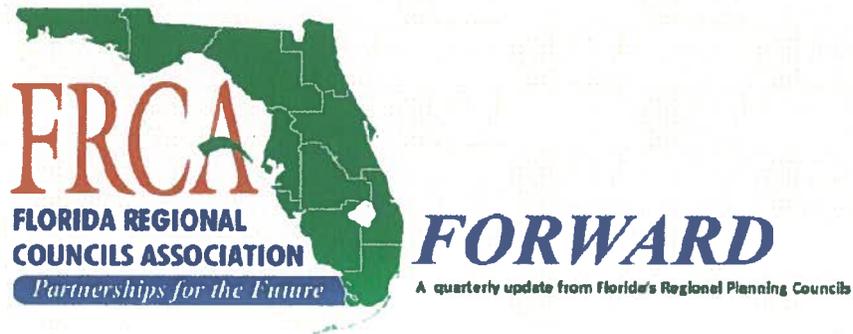
1. Florida Regional Councils Association Newsletters
  - May 2016
  - June 2016
2. Recent Articles relating to legislative issues concerning the Apalachicola River and Bay
3. Article in reference to Homeland Security for Businesses
4. Information in reference to Utility Relocation Costs legislation

**Chris Rietow**

---

**From:** Florida Regional Councils Association <dimbler@thearpc.com>  
**Sent:** Wednesday, June 01, 2016 9:55 AM  
**To:** Chris Rietow  
**Subject:** Florida Regional Councils Association - May Newsletter

Having trouble viewing this email? [www.flregionalcouncils.org](http://www.flregionalcouncils.org)



***May 2016 - RPC News from Around the State***

**Central Florida RPC Co-Hosts Complete Streets Charrette and Master Plan**

.....

**West Florida RPC Teams Up for Santa Rosa County Bike/Ped Plan**

.....

**East Central Florida RPC Pilots Expansion of School Safe Routes Program**

.....

**Northeast Florida Healthcare Coalition Hosts Ebola Summit**

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**About FRCA**

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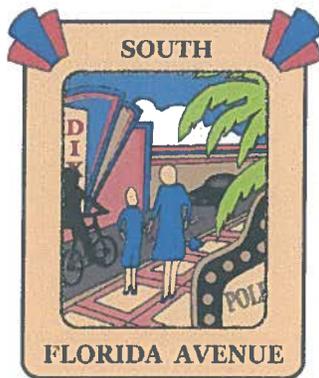
**RPC Awards**

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**FRCA Calendar**

.....

**Public Design Workshop for South Florida Avenue**



FDOT District 1, in collaboration with the Central Florida Regional Planning Council and the City of Lakeland, sponsored its first-ever public design workshop on May 14 for South Florida Avenue (SR 37). A day-long workshop was immediately followed by a week-long, open-to-the-public urban design studio for the redesign of a 1.5-mile segment of the South Florida Avenue corridor. Additional support from the Treasure Coast Regional Planning Council urban staff was also provided. This effort will explore roadway, economic development, infill development, and public policy improvements. Key elements of the South Florida Avenue Complete Streets Charrette and Master Plan include:

- The creation of a master plan for the South Florida Avenue corridor which considers roadway reconfigurations and infill and redevelopment opportunities which support FDOT's Complete Street policies.
- A review of the land use and development regulations in order to recommend improvements and ways to incentivize redevelopment and job creation.
- The development of a Market Overview which reviews existing market conditions, demographics, and analyzes key market trends within the study area, the City of Lakeland and relevant areas within the region.
- A detailed assessment of the current and future vehicular volumes on South Florida Avenue and application for FDOT's Lane Elimination Process.
- A community-based vision for desirable economic and redevelopment growth for the South Florida Avenue corridor.

Throughout this process there will be coordination with the private sector and all relevant agencies, including, but not limited to, the City of Lakeland, Polk Transportation Planning Organization, Lakeland Downtown Development Authority, and the Dixieland Community Redevelopment Agency. FDOT hopes to use the results from this public-driven process as a model for promoting and implementing its Complete Streets program around the state. For more information about FDOT's Complete Streets program and this historic effort in Lakeland, please contact Laura Lockwood, Urban Manager, FDOT at [laura.lockwood@dot.state.fl.us](mailto:laura.lockwood@dot.state.fl.us) (863) 519-2379 or visit the project website at <http://southfloridaaveplan.org/>

## **Santa Rosa County Bicycle - Pedestrian Plan**

Santa Rosa County sought technical assistance from the West Florida Regional Planning Council to develop a bicycle and pedestrian plan for south Santa Rosa County. Through a social media/public involvement campaign, residents were encouraged to participate and help create a plan for safe transportation alternatives. The goal is to make south Santa Rosa County more bicycle and pedestrian

friendly and to provide alternatives to vehicular travel on U.S. Highway 98. The plan identifies two recreational loops and numerous citizen-generated projects, recommended strategies to advance bicycle and pedestrian infrastructure objectives; and public/private funding strategies including: creation of a payment in lieu of sidewalk fund, the SUNTrail fund, and the Federal Highway Administration Transportation Investment Generating Economic Recovery (TIGER) Grant Program. The plan will help guide future projects, with emphasis on increasing the overall quality of life for residents and improving safety, recreational and tourism opportunities. For more information, please contact Austin Mount at [Austin.Mount@wfrpc.org](mailto:Austin.Mount@wfrpc.org).



*Community engagement was an important component of the south Santa Rosa County Bicycle-Pedestrian Plan developed with assistance of the WFRPC.*

## East Central Florida Safe Routes to School Program Expands

The East Central Florida Regional Planning Council expanded the Safe Routes to School online portal to



*The Safe Routes to School online portal, expanded by the ECFRPC, measures roadways for pedestrian safety.*

include the Route Condition Tool, a Geographic Information System-based tool that provides planners and engineers a complete view of various roadway features such as mobility, pedestrian exposure and safety. This tool assists to guide project priorities and appropriate countermeasures to create more walkable and safe transportation corridors. Lake and Volusia Counties have piloted the use of the tool. The ECFRPC is currently using the tool to analyze roadways within a two-mile walking distance of 19 Lake County public schools to update the County's Hazardous Conditions Report. For more information please contact Tara McCue at [tara@ecfrpc.org](mailto:tara@ecfrpc.org).

## Ebola Preparedness Summit



On April 12, the Northeast Florida Healthcare Coalition (staffed by the Northeast Florida Regional Council) sponsored an Ebola Preparedness Summit at the Lexington Hotel on the Southbank. The agenda for the day included training on Personal Protective Equipment (PPE) for Infectious Diseases and Infectious Disease Scenario training, as well as a discussion-based table-top exercise focused on an Ebola outbreak in the Region. The Summit also included two facilitated discussion sessions on the Region's ability to manage an infectious disease outbreak, as well as the critical roles and responsibilities of partner agencies in an event. The



Summit was well attended and included representation from hospitals, healthcare facilities, County Departments of Health, and Emergency Management and Emergency Medical Services. For more information on the Northeast Florida Healthcare Coalition, please contact Beth Payne, [epayne@nefrc.org](mailto:epayne@nefrc.org)



## About the Florida Regional Councils Association

Created by the Regional Planning Councils in 1976, FRCA is the only association in the state that represents all 10 RPCs in Florida. FRCA is a results-oriented organization dedicated to furthering the interests of regional planning councils and their member local governments, especially with respect to economic development, transportation, emergency preparedness, and local technical assistance initiatives. During the past 10 years FRCA, through its RPCs, have:

- originated \$74.9 million in federal investments in 39 different economic development projects in Florida, creating 5,623 jobs, retaining 10,310 jobs and leveraging more than \$606 million in capital investment.
- loaned \$41.9 million through their small business revolving loan funds which resulted in the creation and retention of 3,760 jobs.
- completed 560 RPC economic impact analyses in support of private business entrepreneurs and local economic development organizations, to help them compete nationally and globally for investment and skilled jobs.
- trained 38,573 first responders/emergency management personnel.
- validated 12,673 projects under the Federal Consistency Review Program ensuring access to billions of dollars of federal infrastructure and economic investment dollars.



## Recent RPC Awards

**2016 Driehaus Form-Based Institute International  
Form-Based Code Award**

Treasure Coast RPC

*City of Delray Beach Central Business District Form-Based Code  
and Architectural Design Guidelines*

**2015 National Association of Development Organization  
Excellence in Transportation Award**

Central Florida RPC

*Heartland Regional Transportation  
Planning Organization-Public Participation Plan*

**2015 National Association of Regional Councils Major Metro Award**

Tampa Bay RPC, Central Florida RPC & Southwest Florida RPC

*Florida/Local/Regional Broadband Planning Project*

**2015 FPZA Outstanding Redevelopment Plan Award**

Central Florida RPC

*Bartow Community Redevelopment Plan*

**2015 Congress for the New Urbanism Charter Award**

Treasure Coast RPC

*Seven50: Southeast Florida Regional Partnership Plan*

## Calendars

<u><i>Date</i></u>	<u><i>Time</i></u>	<u><i>Place</i></u>
<b>July 1st</b>	<b>9:00 am- 12:00 pm</b>	<b>Hyatt Regency, Orlando</b>
<b>August 16th</b>	<b>9:00 am- 12:00 pm</b>	<b>Diplomat, Hollywood</b>

**2016 FRCA Partners  
Meetings Schedule**

FRCA hosts seven Partners Meetings each year, listed in the table are the upcoming Partners Meetings. To view the complete meeting schedule click on the link [Calendar 2016](#).

**Sept 30th**

**9:00 am-  
12:00 pm**

**Hyatt Regency,  
Orlando**

**Annual Meetings and Events Calendar**

FRCA is pleased to share a calendar of national and state meetings and conferences of interest to our members, partners and affiliates. Click on the [link](#) to view the 2016 Calendar.

**FLORIDA REGIONAL COUNCILS ASSOCIATION**

*Partnerships for the Future*

Contact: Denise Imbler  
850-487-1426

Florida Regional Councils Association,  
104 West Jefferson Street, Tallahassee, FL 32301

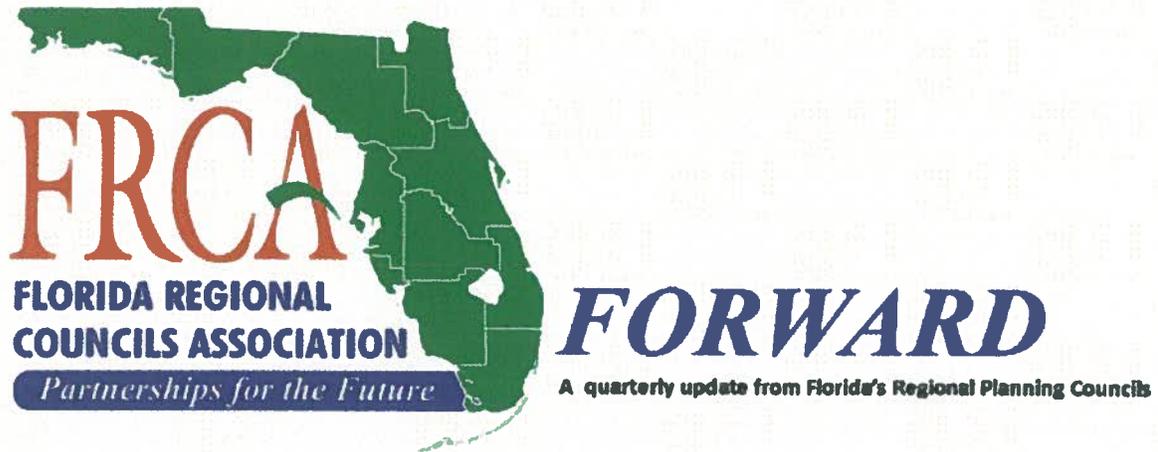
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**June 2016 - RPC News from Around the State**

**Apalachee RPC Partners on Full-Scale Terrorism Exercise**

**Treasure Coast RPC Closes on Brownfields Loan for Fort Pierce Redevelopment Agency**

**RPCs Update Regional Evacuation Studies Statewide**

**Recent RPC Awards**

**About FRCA**

**FRCA Calendar**

**Capitol Terror Drill Sets Up Worst Case Scenario**

The Apalachee Regional Planning Council (ARPC) worked with the Florida Division of Emergency Management and the North Florida Regional Domestic Security Task Force (RDSTF) response agencies to design and conduct a full-scale terrorism exercise for regional specialty teams. The exercise took place at the Florida State Capitol and involved multiple components to engage the Region's specialty teams, including radiological, hazardous materials, bomb and SWAT. The exercise was designed to test first responders in the confusion created by several shooters on multiple floors with wounded bystanders, who were played by cadets from the Pat Thomas Law Enforcement Academy. Human and communication resources were tested in a scenario where the individual is unfamiliar with their surroundings or teammates. More than 200 officers, firefighters and EMTs who participated in the drill. ARPC staff will be developing the After Action Report and Improvement Plan in the coming weeks. For more information please contact ARPC Executive Director Chris Rietow, [crietow@thearpc.com](mailto:crietow@thearpc.com).



## Brownfields Cleanup Loan Provided to Fort Pierce RA

In June, the Treasure Coast Regional Planning Council (TCRPC) closed on a loan for \$300,000 to the Fort Pierce Redevelopment Agency (FPRA) through its Brownfields revolving loan fund (RLF). The TCRPC Brownfields Program is designed to serve as a catalyst for cleanup of petroleum and hazardous material contaminated sites in Palm Beach, Martin, St. Lucie and Indian River counties. The program supports economic development and job creation by helping local governments conduct environmental site assessment and/or cleanup activities for the redevelopment of high priority brownfield sites.

Since 2009, TCRPC has been actively involved with FPRA providing financial and technical support to conduct environmental assessment and cleanup activities at the former H.D. King power plant site located in downtown Fort Pierce. With this loan, FPRA has secured a total of \$1.7 million through Council's RLF program. This current loan will be used for final remediation to obtain a "No Further Action" letter from the Florida Department of Environmental Protection. This will assure potential developers a clean, developable site with numerous Brownfields incentives. For more information contact TCRPC Brownfields Coordinator, Stephanie Heidt at [sheidt@tcrpc.org](mailto:sheidt@tcrpc.org).



## RPCs Tackle Evacuation Study Updates to Prepare for Hurricane Season

The Statewide Regional Evacuation Study Program was born from a partnership between the RPCs and the Florida Division of Emergency Management. Regional Evacuation Studies for each region were first released in the 1980's and then again in 2010. They were the first consistent statewide studies to analyze regional evacuation routes, storm surge heights, vulnerable population, public shelter capacities, and local and regional evacuation times. Since 2010, the RPCs have produced several updates as well as new maps and supporting data to ensure that county emergency managers have the most consistent and up-to-date information to plan for hurricanes and other natural hazard events.



In 2016, updates will be provided to the demographics, regional hazards analysis, and regional vulnerability and population analysis sections of the study. The majority of the updates will consist of maps and data tables that analyze vulnerabilities of each county's population and critical facilities and housing units, based on storm surge area and FEMA flood zones. In addition, wildfire urban interface risks will also be mapped. Maps will be created for each county and region in Florida to summarize local and areawide vulnerability.

As hurricane season gets underway, the Regional Evacuation Studies become vital planning tools for emergency managers in assessing shelter usage, evacuations, and other potential risks. The Federal Emergency Management Agency (FEMA), in anticipation of the this year's hurricane season, has released a new mobile app that contains a variety of features such as weather alerts, disaster preparedness tips, maps of storm shelters, recovery centers and a "Disaster Reporter" page that allows for the user to submit and share disaster related information and photos. To download the app, please visit FEMA's website at [www.fema.org](http://www.fema.org). For more information contact NEFRC Emergency Preparedness Director, Beth Payne, [epayne@nefrc.org](mailto:epayne@nefrc.org).

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August 16th	9:00 am- 12:00 pm	Diplomat, Hollywood
Sept 30th	9:00 am- 12:00 pm	Hyatt Regency, Orlando
October 25th	9:00 am- 12:00 pm	Marriott, Hutchinson Island

**FLORIDA REGIONAL COUNCILS ASSOCIATION**

*Partnerships for the Future*

Contact: Denise Imbler



U.S. REPRESENTATIVE  
**GWEN GRAHAM**  
FLORIDA'S 2<sup>ND</sup> DISTRICT

**FOR IMMEDIATE RELEASE**

May, 24, 2016

Contact: Matt Harringer, Communications Director

[matt.harringer@mail.house.gov](mailto:matt.harringer@mail.house.gov) | 202-225-5235

**Graham Passes Apalachicola Amendment to Water Bill**

WASHINGTON, D.C. – Tonight, Representative Gwen Graham successfully amended the House Energy and Water Appropriations Bill to help address water flow issues hurting the Apalachicola Bay.

Rep. Graham's amendment allocates \$3 million to perform a study requested by the Apalachicola-Chattahoochee-Flint (ACF) Stakeholders, a diverse group of citizens who live and work in the ACF Basin. They've requested the study to research fundamental scientific and technical information that is still unknown about the ACF Basin, in order to more effectively.

The link below is the video of Rep. Graham's presentation of the amendment.

<https://www.youtube.com/watch?v=C7LYBMqIC8c&feature=youtu.be>

"Despite their different interests and diverging opinions on some issues, the ACF Stakeholders have been able to agree on a number of substantial recommendations to restore the ACF Basin," Rep. Graham said. "This study is one of those recommendations. And I'm proud, like the ACF Stakeholders, we were able to come together in Congress to pass this amendment."

In addition to successfully passing this amendment, Rep. Graham has also introduced the Apalachicola Bay Restoration Act, which would require the Army Corps of Engineers to consider fresh water flow to the Apalachicola Bay in their management plans. Rep. Graham rallied 21 members of the Florida delegation to support the bill, an unprecedented sign of unity and statewide support to save the bay.

"The Apalachicola Bay is a critically important asset to Florida's ecology, economy and heritage. I believe this amendment and the resulting study will move us a step closer toward working with the Army Corps of Engineers to recognize the needs of downstream users and restore the bay," Rep. Graham said.

# NEWS SERVICE FLORIDA



## AS DROUGHT THREATENS, BAY'S FATE COULD REST WITH U.S. SUPREME COURT

By MARGIE MENZEL  
THE NEWS SERVICE OF FLORIDA

THE CAPITAL, TALLAHASSEE, June 4, 2016.....A special master of the U.S. Supreme Court has scheduled a trial for Oct. 31 in Florida's lawsuit against Georgia over the river system they share --- and with the latest in a series of droughts threatening, downstream users say the fate of the Apalachicola Bay could well be at stake.

"That last drought we had --- if we get just half of that, this bay may never be able to rebuild itself," said Shannon Hartsfield, president of the Franklin County Seafood Workers' Association.

Florida sued Georgia in 2013, contending that Georgia's overconsumption of water had reduced freshwater flows from the top of the Apalachicola-Chattahoochee-Flint River Basin, near metro Atlanta, to the Florida Panhandle, home of the Apalachicola Bay.

Georgia denies it, arguing that Florida's mismanagement of the bay is to blame for its woes.

The Apalachicola Bay's seafood industry was once a formidable economic driver for the region, producing 90 percent of Florida's oysters and 10 percent of the nation's supply. Its commercial and recreational fishing industries generated \$200 million a year and supported 85 percent of the local population. But no more.

"We're only a quarter of what we used to have," Hartsfield said.

The quality of the bay's seafood relies on a mix of freshwater and saltwater --- and now the salinity is too high due to lower freshwater flows from upstream. The industry has struggled to rebuild since 2012, when a series of droughts and low flows caused the bay to collapse. It was declared a federal fisheries disaster in 2013, and oystermen whose families had made a living on the bay for generations began leaving the area.

That's when Gov. Rick Scott sued Georgia over the ACF system, and Georgia Gov. Nathan Deal responded that he'd been negotiating in good faith for two years to no avail. Neither can comment now, given a gag order in the lawsuit.

And while special master Ralph Lancaster has pushed the warring states to collaborate, there's been little sign of it.

"When this matter is concluded, one and probably both of the parties will be unhappy with the court's order," Lancaster said in a conference call with attorneys last year.

Litigation between the states isn't new. Florida filed its first lawsuit over the river system in 1990, with Alabama --- which also shares the ACF --- backing Florida's position that explosive growth in the Atlanta area had left downstream users with less than their fair share of the water. Alabama has sat out the newest lawsuit.

What's new is that time could be running out.

The men who protect the Chattahoochee, Flint and Apalachicola rivers --- known as "riverkeepers" --- say they expect another drought very soon.

"Looking at recent trends, we had a severe drought in 2007, again in 2012, and these recent trends are indicating that we're due," Chattahoochee Riverkeeper Jason Ulseth said.

"We tend to see the Flint go low quicker than we did back in the '70s and early '80s," said Flint Riverkeeper Gordon Rogers. "The only question is how deep and how long this drought will be."

"The flow in the river has dropped precipitously," Apalachicola Riverkeeper Dan Tonsmeire warned.

But the riverkeepers also say there is enough water in the ACF to meet everyone's basic needs -- if it is equitably shared.

"It's a matter of being more efficient with what we have," Rogers said. "Atlanta is doing better, big (agriculture) is doing better --- but there's a lot of room for improvement."

Tonsmeire and Ulseth point to the work of a group called the ACF Stakeholders, formed in 2009 to find a solution to the water dispute. Its 56 members represented fishing, navigation, hydroelectric-power and community interests from the three states. Operating by consensus, they proposed a plan last year for Florida, Georgia and Alabama to establish a data clearinghouse and promote conflict resolution among the states.

They also recommended that the U.S. Army Corps of Engineers, which manages the ACF system, adopt changes aimed at using the system's reservoirs more efficiently during normal conditions in order to mitigate the impact of droughts.

Tonsmeire says a confluence of events puts the Apalachicola River and Bay at greater risk than ever. The drought and lawsuit are two. A third is that the Corps of Engineers will soon issue its new operations manual for the ACF --- which environmentalists say will allocate even lower flows to Florida.

U.S. Sen. Marco Rubio, R-Florida, has tried to address the Corps' management of the ACF through legislation --- but Georgia's congressional delegation has blocked his efforts.

"Unfortunately, the compromise everyone sought has not been reached and one state continues to benefit from the status quo," Rubio wrote in an email Thursday. "I, along with my colleagues from Florida and Alabama, continue to press for the Army Corps of Engineers to execute a partnering agreement between the states, assuring they will be neutral in the dispute, but Georgia prefers spending time and money fighting this in court."

## **Florida, Georgia water war continues**

A vital piece of Florida's economy and livelihoods are hinging on historic actions this year by the U.S. Army Corps of Engineers and the Supreme Court of the United States. It's a continuation of the Florida-Georgia water war — the one that's been going on for decades.

But this year matters more than any other; the Supreme Court and the Corps will set precedent over national policy that could provide clear guidance regarding how historically long-standing and costly decisions between states (e.g., Delaware and Colorado River Basins) over water can be resolved on an equitable basis. These decisions affect people, communities and governments across this country battling for fairness in water use, allocation and management across state borders. The opportunity to guide how to share water equitably between competing interests like big agriculture, big development, independent fishermen, and ecotourism on a socially just and equitable basis exists.

Here's the deal: In 2012 the Apalachicola Bay collapsed, a well-documented event that the Corps hasn't recognized and for which Georgia denies any responsibility. Periods of natural drought were exacerbated by limited water flow used up by upstream Georgia aided by the Corps' policies that hold water back. These policies restricted downstream flow so that Georgia could benefit from freshwater in reservoirs while sending Apalachicola the very minimum flows for four endangered mussels and a sturgeon.

Now, four years later the river and bay are just beginning a meager recovery. But unfortunately, the Corps has proposed revising its policies in its latest Water Control Manual and Environmental Impact Statement in a way that will create even more, prolonged drought periods in the Apalachicola River and Bay. This time, though, the river and bay are unlikely to recover and Florida — and the whole country — stands to lose a lot more than just Apalachicola's world-famous oysters.

Georgia and the Corps must change their course to prevent devastating economic loss in Florida. More than 54,000 jobs and \$5.6 billion in sales revenues are realized in west Florida alone from the recreational fishing and seafood industry in the Eastern Gulf of Mexico. These depend on flows and nutrients from Apalachicola River and Bay. Because of this, numerous national and statewide conservation organizations, the state of Florida, and federal agencies have requested that the Corps reconsider its methods and rewrite its proposed policies to place equal importance on the conservation of the fish and wildlife that support these jobs and livelihoods. I am hoping these pleas haven't fallen on deaf ears.

In DC, Congress has been unable to break the logjam with a powerful Georgia delegation blocking legislation that would equitably manage the water. Sen. Marco Rubio, (R-FL) and Sen. Bill Nelson (D-FL) have expressed the gravitas of the Corps' proposed policies. "The bottom line is that the status quo is only working for one state," Rubio said on the Senate floor in April. These two pending decisions are the last chance to reverse 60 years of water depletion and put the Apalachicola on a track toward recovery. Continuing Georgia's unfettered water use and Corps management that ignores impacts to the river will result in lost livelihoods and the demise of this last great bay in the Northern Hemisphere. Its loss will be felt all across the nation.

*Dan Tonsmeire has served as the Apalachicola Riverkeeper since February 2004. He is passionately committed to saving not only the Apalachicola River but to protecting and restoring the Apalachicola Bay, one of the last great estuaries left in America.*



# Homeland Security

## Tools and Resources to Help Businesses Plan, Prepare, and Protect from an Attack

### Homeland Security Starts with Hometown Security

The U.S. Department of Homeland Security (DHS) closely monitors attacks on public gatherings and public places to constantly enhance the Nation's security. During both steady state and times of heightened awareness, DHS engages closely with our private sector and community partners to provide expert counsel and recommendations about protective measures they can implement to protect facilities and venues. DHS provides free tools and resources to communities because the Department recognizes that communities are the first line of defense in keeping the public safe and secure.

The Department encourages businesses to Connect, Plan, Train, and Report. Applying these four steps in advance of an incident or attack can help better prepare businesses and their employees to proactively think about the role they play in the safety and security of their businesses and communities.

**CONNECT:** Reach out and develop relationships in your community, including local law enforcement. Having these relationships established before an incident occurs can help speed up the response when something happens.

- Develop relationships with local law enforcement and businesses in your area. Invite local law enforcement to tour your business.
- Connect with community security and preparedness organizations such as the Federal Bureau of Investigation's public-private partnership program "InfraGard."
- Contact the local DHS Protective Security Advisor who is available to support your efforts.
- Communicate with your customers and let them know about the security measures you are taking to ensure a positive experience and to maintain public safety.
- If your business is located at or near a Federal facility, connect with DHS's Federal Protective Service at 1-877-4FPS-411.

**PLAN:** Take the time now to plan on how you will handle a security event should one occur. Learn from other events to inform your plans.

- Be aware of current threats related to your geographic region or impacting your business sector.
- Develop plans, including security, emergency response, emergency communications, and business continuity plans, while considering the protection of your employees and customers, access control, closed-circuit television, signage, suspicious activity reporting, and parking security.
- Evaluate your security requirements and design a monitoring, surveillance, and inspection program that is consistent with your business operations.
- Develop evacuation and shelter-in-place plans, and ensure that multiple evacuation routes are clearly marked with appropriate signage and that rallying points are available.
- Develop and implement a security plan for computer and information systems hardware and software.

- Engage local first responders (police, fire, medical) in all of the above efforts to ensure your efforts are in synergy with theirs.

**TRAIN:** Provide your employees with training resources and exercise your plans often. The best laid plans must be exercised in order to be effective.

- Train employees on identifying and reporting suspicious activities, active shooter scenarios, and what to do if they suspect an improvised explosive device (IED). Ensure they understand security basics, emergency response, business continuity plans, and increased awareness of potential threats.
- Exercise your emergency communications plan.

**REPORT:** “If You See Something, Say Something™” is more than just a slogan. Call local law enforcement.

- Post details on reporting suspicious activity and encourage employees, tenants, and visitors to report suspicious behavior to property management security or local law enforcement. Things to consider include unattended vehicles; repeat visitors or outsiders who have no apparent business in non-public area; abandoned parcels, suitcases, backpacks, and packages; and other unusual activity.
- Get involved with the Department’s “If You See Something, Say Something™” campaign.

## DHS Programs, Resources, and Tools You Can Use

**Protective Security Advisors** proactively engage with government partners and the private sector to protect critical infrastructure. For more information or to contact your local PSA, e-mail [NICCC@hq.dhs.gov](mailto:NICCC@hq.dhs.gov).

**The Ready Campaign** provides help with planning for businesses at <http://www.ready.gov/business>.

**DHS Active Shooter resources** are available at <http://www.dhs.gov/active-shooter-preparedness>.

**“If You See Something, Say Something™”** <http://www.dhs.gov/see-something-say-something>.

**Nationwide Suspicious Activity Reporting (SAR) Initiative (NSI)** information is available at <https://nsi.ncirc.gov/>. SAR training for private sector partners is located at [https://nsi.ncirc.gov/hsptregistration/private\\_sector/](https://nsi.ncirc.gov/hsptregistration/private_sector/).

**Counter-Improvised Explosive Device** information and resources are available at [www.dhs.gov/tripwire](http://www.dhs.gov/tripwire).

Information on **DHS cybersecurity programs** is available at [www.dhs.gov/cyber](http://www.dhs.gov/cyber). To find out more about the Cybersecurity Awareness Campaign, go to <http://www.dhs.gov/stopthinkconnect>. For tips from the U.S. Computer Emergency Response Team, go to <https://www.us-cert.gov/ncas/tips>.

**InfraGard** is a public-private partnership between the FBI and the private sector that represents individuals from businesses, academic institutions, State and local law enforcement, and fire and EMS agencies, as well as other participants dedicated to sharing information, education, and intelligence. Please go to [www.infragardmembers.org](http://www.infragardmembers.org) and <https://www.infragard.org>.

## **UTILITY RELOCATION COSTS**

**Florida Association of Counties, Eric Poole**

### ***Issue***

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Current law requires a utility provider to relocate its equipment from the county right-of-way, at no cost to the county.

### ***Background***

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- Florida counties own and maintain hundreds of miles of rights-of-way throughout the state.
- While local roads provide multiple functions, their primary purpose is to provide its residents a safe and convenient mode of travel.
- Under current law, a county is authorized to grant a license to a private corporation to construct, maintain, repair, operate, and remove utility lines under, on, over, across and along any county road.
- Current law also requires a utility provider to relocate its equipment from the county right-of-way, at no cost to the county, if the equipment is found to be interfering in any way with the convenient, safe, or continuous use, or the maintenance, improvement, extension, or expansion, of such public road.

### ***2016 Legislation Passed***

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**SB 416 / HB 461 - Relating to Location of Utilities;** The legislation addresses the responsibility for the cost of relocating utility facilities in a public easement

### ***Impact Analysis***

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The utility relocation issue is one of FAC's top legislative priorities for the 2016 session. However, HB 461 and its Senate companion (SB 416) are limited in that they only apply to the relocation of private utilities that are located in public utility easements that run along local government right-of-ways. In those instances, when a local government must encroach into a public easement along a county road, and the private utility must be relocated, the bill requires the local government to pay for those costs. However, the bill does not include language similar to last year's legislation which sought to require locals to pay for relocation costs within county rights-of-way whenever the relocation was related to a non-transportation project. FAC does not oppose the bill in its current form.

Source: <http://www.fl-counties.com/advocacy/2016-fac-policy-action-center/utility-relocation-costs>

AGENDA ITEM 5 – C



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

104 West Jefferson Street, Tallahassee, FL 32301-1713 • 850.224.3427

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**Florida Regional Councils Association  
Policy Board Business Meeting**

**July 8, 2016  
8:30 AM – 3:00 PM**

**Hilton St. Petersburg Carillon Park Hotel - Salon A  
950 Lake Carillon Drive  
Saint Petersburg, FL 33716**

**Dial-in Number: (888) 670-3525/Access Code: 9063278677#**

**POLICY BOARD BUSINESS MEETING AGENDA**

- 8:30 – 9:00 am**    **Breakfast and Networking**
- 9:00 – 9:20 am**    **Call to Order, Introductions and Welcome**  
Honorable Lee Constantine, Seminole County, ECFRPC  
Chair, FRCA President
- 9:20 – 9:30 am**    **Approval of the July 8, 2016 Policy Board Agenda**  
**Approval of the January 27, 2016 FRCA Policy Board**  
**and Partners Meeting Summaries \***  
Honorable Lee Constantine, Seminole County, ECFRPC  
Chair, FRCA President
- 9:30 – 9:40 am**    **Recognitions for Senator Jack Latvala and**  
**Representative Jose Felix Diaz \***  
Honorable Lee Constantine, Seminole County, ECFRPC  
Chair, FRCA President
- 9:40 – 10:40 am**    **FRCA Rebranding and Website Relaunch \***  
Michael J. Busha, TCRPC, FRCA Executive Directors Advisory  
Committee Chair/Ideabar
- 10:40 – 11:00 am**    **Executive Director's Report**  
Ronald L. Book, FRCA Executive Director

**\*Denotes Action Item**

Florida Regional Councils Association  
Policy Board Business Meeting  
July 8, 2016

- 11:00 – 11:30 am**    **FRCA 2017 State Appropriations Request for RPCs \***  
Lee Constantine, President, FRCA
- 11:30 – 12:15 pm**    **FRCA's 2017 Legislative Agenda \***  
Lee Constantine, President, FRCA
- 12:15 – 1:00 pm**    **Working Buffet Lunch**
- 1:00 – 1:30 pm**    **FRCA's 2017 Legislative Agenda (continued)**  
Lee Constantine, President, FRCA
- 1:30 – 1:45 pm**    **FRCA's 2014-2015 Fiscal Year Assembled Financial Statements \***  
Chris Rietow (ARPC), FRCA Executive Directors Advisory Committee, Treasurer
- 1:45 – 2:00 pm**    **FRCA Financial Report and Budget Amendment Fiscal Year 2015-16 \***  
Chris Rietow (ARPC), FRCA Executive Directors Advisory Committee, Treasurer
- 2:00 – 2:15 pm**    **Florida Association of Counties Proposal to Assist FRCA \***  
Honorable Lee Constantine, Seminole County, ECFRPC Chair, FRCA President
- 2:15 – 2:30 pm**    **FRCA 2016-2017 Fiscal Year Budget \***  
Michael J. Busha, TCRPC, FRCA Executive Directors Advisory Committee Chair
- 2:30 – 2:45 pm**    **Nominating Committee Report and 2016-2017 Election of Officers \***
- 2:45 – 3:00 pm**    **Other Business**  
Honorable Lee Constantine, Seminole County, ECFRPC Chair, FRCA President
- 3:00 pm**    **Adjourn**

**\*Denotes Action Item**

# 2017 Proposed ARPC Board Meeting Schedule

<b>January</b>	<b>February</b>	<b>March</b>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5:● 12:○ 19:● 27:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 3:● 10:○ 18:● 26:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5:● 12:○ 20:● 27:●
<b>April</b>	<b>May</b>	<b>June</b>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 3:● 11:○ 19:● 26:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2:● 10:○ 18:● 25:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1:● 9:○ 17:● 23:● 30:●
<b>July</b>	<b>August</b>	<b>September</b>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 9:○ 16:● 23:● 30:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 7:○ 14:● 21:● 29:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 6:○ 13:● 20:● 27:●
<b>October</b>	<b>November</b>	<b>December</b>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5:○ 12:● 19:● 27:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 4:○ 10:● 18:● 26:●	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 3:○ 10:● 18:● 26:●

<b>Holidays and Observances:</b>		
Jan 1 New Year's Day	May 14 Mother's Day	Nov 11 Veterans Day
Jan 2 'New Year's Day' observed	May 29 Memorial Day	Nov 23 Thanksgiving Day
Jan 16 Martin Luther King Day	Jun 18 Father's Day	Dec 24 Christmas Eve
Feb 14 Valentine's Day	Jul 4 Independence Day	Dec 25 Christmas Day
Feb 20 Presidents' Day	Sep 4 Labor Day	Dec 31 New Year's Eve
Apr 13 Thomas Jefferson's Birthday	Oct 9 Columbus Day (Most regions)	
Apr 16 Easter Sunday	Oct 31 Halloween	

- 1) January 19th
- 2) March 16th
- 3) May 18th
- 4) July 20th
- 5) Sept. 21st
- 6) Nov. 16th

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