

Apalachee Regional Planning Council

BOARD OF DIRECTORS MEETING

Thursday – September 25, 2014

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



282nd Public Meeting

ARPC OFFICE – Conservation Center Conference Room

2507 Callaway Road, Suite 200

Tallahassee, Florida

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
BOARD OF DIRECTORS**

JOHN JONES, CHAIRMAN (JEFFERSON)
RANDY MERRITT, VICE-CHAIRMAN (WAKULLA)
JANE SAULS, SECRETARY/TREASURER (LEON)

FRCA POLICY BOARD MEMBERS: JANE SAULS, DELORES MADISON AND STEVE CUTSHAW

Calhoun County

Darrell McDougald
Wes Johnston
Don Stephens

County Commissioner
Mayor, Town of Altha
Governor's Appointee

Franklin County

Cheryl Sanders
Brenda LaPaz
Dawn Radford

County Commissioner
Commissioner, City of Carrabelle
Governor's Appointee

Gadsden County

Brenda Holt
Delores Madison
Henry Grant

County Commissioner
Commissioner, City of Midway
Governor's Appointee

Gulf County

Ward McDaniel
Tony Justice
Michael Hammond

County Commissioner
Commissioner, City of Wewahitchka
Governor's Appointee

Jackson County

Kenneth Stephens
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

Davis Stoutamire
Woody Stewart
Steve Cutshaw

County Commissioner
Commissioner, 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

Benjamin Blicht
Paul Thorpe
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 Center Conference Room
2507 Callaway Road, Suite 200
Tallahassee, Florida

THURSDAY – SEPTEMBER 25, 2014
10:30 AM Eastern Time / 9:30 AM Central Time

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APALACHEE REGIONAL PLANNING COUNCIL
Conservation Center Conference Room - Tallahassee, Florida

July 31, 2014

MINUTES

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

Chairman Jones called the meeting to order at 10:30 am and led the Board in the Pledge of Allegiance.

ARPC Board Members in Attendance:

Calhoun County	Darryl McDougald	County Commissioner
	Wes Johnston	Altha, Mayor
	Don Stephens	Governor's Appointee
Franklin County	Brenda LaPaz	Carrabelle City Commissioner
	Dawn Radford	Governor's Appointee
Gadsden County	Delores Madison	Midway City Commissioner
	Henry Grant	Governor's Appointee
Gulf County	Ward McDaniel	Gulf County Commissioner
Jefferson County	Stephen Walker	County Commissioner
	John Jones	Monticello City Councilman
Liberty County	Davis Stoutamire	Liberty County Commissioner
	Woody Stewart	Bristol City Councilman
	Steve Cutshaw	Governor's Appointee
Wakulla County	Randy Merritt	Wakulla County Commissioner
	Gail Gilman	St. Marks City Commissioner
	Ed Brimmer	Governor's Appointee

Ex-Officio Members in Attendance

Paul Thorpe	Northwest FL Water Management District
Virgie Bowen	FL Dept. of Transportation
Diane Scholz	Enterprise Florida

ARPC Staff in Attendance

Chris Rietow	Executive Director
Bruce Ballister	Senior Planner: Economic Development
Keith McCarron	Senior Planner: Community Development
Janice Watson	Finance Officer/Revolving Loan Coordinator

Others in Attendance

Sheri Coven	Florida Regional Councils Association
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Chairman Jones asked that the records show a quorum of the Apalachee Regional Planning Council in attendance.

Item 2: Approval of the Agenda and Minutes

A motion was made by Randy Merritt to approve the agenda and the minutes of the May 29, 2014, ARPC meeting as presented. The motion was seconded by Henry Grant. A vote was taken and the motion carried unanimously.

Item 3: FL Economic Development Districts – Regional Score Card

Bruce Ballister shared a PowerPoint presentation with the Board outlining the Regional Score Card Website recently released by the Florida Chamber Foundation prepared in conjunction with the FL Regional Councils Association. Mr. Ballister reviewed the capabilities of the regional score card and gave a brief overview of the data and instructions on how to maneuver around the website. He discussed several of the employment and industry sectors that were major job and revenue producers for the Region. Delores Madison asked whether or not the website included data specific for cities or only counties. Mr. Ballister replied that the data did not break out any lower than the county level. He explained that because so many people work outside of the cities where they live, it was hard to collect accurate employment data. Ms. Madison stated that data of this type at the city level would be very valuable to the City of Midway as they move forward in establishing an Economic Development Council. Mr. Ballister stated that he had recently received a data request from Liberty County for data that are readily available from the scorecard website, noting that this data was provided to assist Liberty County in responding to a potential large employer expressing interest in locating within the County. Chris Rietow added that the developers of the website had made a very informative presentation at a recent meeting of the FL Regional Councils Association and noted he would be working on inviting them to make a similar presentation at a future ARPC Board Meeting. Bruce Ballister encouraged the Board or their staff to call him if they needed assistance in maneuvering around or obtaining data from the website.

Item 4: Chairman's Report

Chairman Jones reported that the Executive Committee met on Tuesday, July 29th at the ARPC office and had accomplished the following: reviewed a draft procurement policy for the ARPC, met with Pat Hardman of Simmons Bayou Executive Offices, LLC in regards to her loan application to the ARPC Revolving Loan Fund, reviewed a draft amended budget for fiscal year 13/14, and reviewed a draft budget for fiscal year 14/15.

Chairman Jones reported that the Executive Committee had unanimously approved the loan application for Simmons Bayou Executive Offices, LLC, and noted that Ms. Watson would be explaining the terms and conditions of the loan as approved during her report later in the meeting.

Chairman Jones reported that the Executive Committee had reviewed in detail the current financial position of the Council and the draft amended budget for fiscal year 13/14 would be presented as part of the Executive Director's report. He noted that the fiscal year 14/15 budget would be finalized and ready to present at the September ARPC meeting.

Item 5: Executive Director's Report

Outreach Efforts: Chris Rietow reported that on July 21st he had met with the Jackson County Commission during a budget hearing to discuss the services available through the ARPC and the new dues structure passed by the Board on May 29th. He also reported that he had met with the Leon County Administrator's staff as directed on May 10th by the Leon County Commission also in reference to the new dues structure. Henry Grant asked if ARPC staff had been in contact with Gadsden County about the new dues structure. Mr. Rietow and Ms. Watson answered that they had been in contact with Gadsden County Budget Director Jeff Price and had been assured that the new dues structure had been approved by Gadsden County. Mr. Rietow stated that he planned to schedule a routine visit with the Gadsden County Commission in the near future.

Florida Regional Councils Association (FRCA) Update: Mr. Rietow reviewed the FRCA monthly activity report included on page 29 of the Board package, explaining that the report outlines the initiatives being done behind the scenes, the mission and programs of Florida RPCs by FRCA, the RPCs' statewide association. He noted that the ARPC had been encouraged by FRCA's Policy Board to send out press releases on the activities and success stories of the ARPC, noting that in response to the request he had sent out recent press releases on the 2014 Rural Summit and the Florida Energy Resiliency Report since the last meeting.

Mr. Rietow reported that he had attended a meeting initiated by FRCA with Brian Koon, Director of the FL Division of Emergency Management (FDEM) to reach out to the agency about the capabilities of the RPCs of Florida to provide additional assistance to FDEM, as well as to thank them for their continued partnership with the RPCs.

APRC RESTORE Act Application Update: Mr. Rietow gave the Board a brief summary on the application process to date. He noted the copy of the original application as submitted by the WFRPC included in the board package on page 31. He stated that the funds if awarded would be used for the development of Post Disaster Redevelopment Plans (PDRP) for all the counties in the West FL and Apalachee regions. He explained in detail what a PDRP included and the many extended benefits it would provide to the local governments in both regions. He noted that in recent years all coastal counties had been required to adopt a PDRP, but the requirement had been removed due to the lack of funding for the projects. Mr. Rietow reported that upon review of the original application included in the packet, the FL Dept. of Environmental Protection had expressed a genuine interest in the project and requested that it be re-submitted to include a larger geographic area in order to make it more competitive for the federal funds, which ultimately led to the inclusion of the ARPC. He noted that the updated application which included the ARPC would be submitted within the next week. Mr. Rietow emphasized that the application was for a specific pool of competitive federal funding dollars outside of and not conflicting with the funds already set aside for the Gulf Consortium. Mr. Rietow suggested that a motion be made for the ARPC to withdraw from the application process if the project was not awarded with federal funds in order to avoid having the ARPC compete with local projects in the running for Gulf Consortium monies.

A motion was made by Randy Merritt to formally confirm that if the application were to be unfunded with competitive federal RESTORE dollars, the ARPC would not reapply for funding under Gulf Consortium or local monies. The motion was seconded by Delores Madison. A vote was taken and the motion carried unanimously.

Financial Report: Mr. Rietow reviewed with the Board the Reconciled Check Registers and Budget Revenue/Expenditure Reports for May and June 2014, included in the agenda package beginning on page 43. He also reviewed with the Board the ARPC list of accounts payable as of 7/22/14 and the draft check register through July 22nd.

Mr. Rietow presented a draft FY 13/14 Amended Budget. Randy Merritt reported that the amended budget as presented had been reviewed in detail by the Executive Committee.

A motion was made by Randy Merritt to approve the financial reports for May 2014 and June 2014, and the FY 13/14 Amended Budget as presented. The motion was seconded by Henry Grant. A vote was taken and the motion carried unanimously.

A copy of the Amended Budget is included with these minutes as "Attachment A".

Item 7: Council Attorney's Report

Council Attorney Ed Blanton stated that there was no litigation or other legal issues to report since the last meeting.

Item 8: Staff Reports

Comprehensive Plan Reviews Keith McCarron reviewed with the Board the ARPC staff report on the Jackson County Proposed Amendment Series 14-1ESR, included in the board package beginning on page 53. He reported that staff had the following regional comment on the proposed amendment series:

Policy 2.5: Jackson County shall coordinate its economic development efforts with Enterprise Florida, Opportunity Florida, the Florida Department of Economic Opportunity and the Strategic Regional Policy Plan of the Apalachee Regional Planning Council such that its economy grows based on its foundational clusters like agriculture together with new industries in targeted sectors like agribusiness, logistics and distribution, renewable energy and sustainable building products.

Mr. McCarron explained that deleting the specific reference to the SRPP would encourage the broadest possible coordination on economic development issues.

A motion was made by Randy Merritt to approve and submit to the FL Dept. of Economic Opportunity the ARPC staff report on the Jackson County Proposed Amendment Series, 14-1ESR. The motion was seconded by Wes Johnston. A vote was taken and the motion carried unanimously.

Mr. McCarron reviewed with the Board his work on the Small Quantity Generator (SQG) Program, his work with Calhoun, Franklin, Gulf, Jackson and Liberty Counties through the FDOT

Liaison Program, and the FDEO Technical Assistance Grant applications submitted by ARPC staff. He encouraged the Board to attend the free Brownfields Workshop being co-sponsored by the ARPC on August 13th in Chipley. Mr. McCarron reviewed in detail the agenda topics to be discussed at the workshop. Mr. McCarron added that a Brownfield was not necessarily only those parcels that have been formally determined to be Brownfields, but also any parcel that was suspected by its public neighbors to be an environmentally contaminated area. He noted that the Brownfield rehabilitation process was complex, but ARPC staff would continue to pursue and monitor available programs as the potential funding could bring many direct and indirect economic development benefits to the local governments of the Apalachee region.

Economic Development: Bruce Ballister reported on his work with the two CDBG grants for North Port St. Joe and the City of Apalachicola Scipio Creek Boat Basin CDBG and EDA grants, which were approximately 60% complete. Mr. Ballister announced that the next CDBG application cycle would open in January or February, explaining that local governments with active grants should make every effort to send a representative to the workshop as several rules for the next cycle would be changed.

Mr. Ballister updated the Board on the status of the Wakulla Environmental Institute (WEI) project and reviewed in detail the mission of the Institute explaining that it would be to environmental sciences career training what the Pat Thomas Law Enforcement Academy is to law enforcement career training. He explained that the WEI would be able to provide students with the specific skill sets necessary for environmental jobs in the fields of tourism, ecology and park services. Many of these fields don't necessarily require a biology degree. Steve Cutshaw added that the Wakulla Springs State Park was participating in the development of the programs, noting that the WEI would be a valuable asset to the entire Florida Park Service. Randy Merritt suggested that ARPC staff attend a future Wakulla County Commission meeting to discuss the ARPC's role in securing the funding award for the project through the Economic Development Administration. Mr. Rietow acknowledged that he'd be presenting to the Wakulla County Commission in the near future. Mr. Rietow also reported that the National Association of Development Organizations (NADO) had awarded the WEI project an innovation award for 2014 and noted the press release on page 63 of the board package. He stated that the NADO had also awarded him a travel scholarship to the NADO conference in August to officially accept the award on behalf of the Tallahassee Community College and the ARPC. Mr. Ballister explained that the project was applauded by NADO for its potential not only to train the existing workforce but for its ability to continue training a workforce for generations to come.

Davis Stoutamire asked if ARPC staff or Board Members could update the Board on the status of the development of the Port of Port St. Joe, explaining that Liberty County Commission was working with a company that required port accessibility before committing to locate in Liberty County. Ward McDaniel gave the Board an extended explanation on the recent activities of the Gulf County Commission through the Port St. Joe Port Authority and the newly restructured Gulf County Economic Development Council. The Board discussed the many economic benefits that an operational port would bring to the entire region. Keith McCarron reported that the \$20 million in funding allocated in the State Budget for dredging the port had not been vetoed

and was now in the FDOT Workplan. Diane Scholz stated that by as early as the summer of 2015, the dredging could be underway. Mr. McDaniel also stressed the importance of having four-lane highway access to the port from Interstate-10. Mr. McCarron reported that the Gulf Coast Parkway was still undergoing public review, and at this time the exact corridor was still undetermined. He also noted that currently there were no construction funds attached to the Parkway project.

Revolving Loan Fund Janice Watson reviewed the report on the ARPC's Revolving Loan Fund Program included in the board package beginning on page 65. Ms. Watson reviewed the fund balances and reported briefly on the status of the accounts.

As directed by the Chairman earlier in the meeting, Ms. Watson reviewed the following terms and conditions for the loan to Simmons Bayou LLC approved by the ARPC Executive Committee. She noted that the loan had been closed on July 30, 2014 and explained how this loan was unique in that the ARPC RLF was able to partner with a private sector lender in funding the project, a practice highly encouraged by EDA. Ms. Watson stated that Prime Meridian Bank had shown genuine interest in continuing to partner with the ARPC on future RLF loans.

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|----------------------|---|
| <u>Loan Purpose:</u> | To purchase a building for Simmons Bayou LLC that will also house the operations of Gulf2Bay Construction in Port St. Joe, Florida. |
| <u>Loan Terms:</u> | \$50,000 for 10 years @ 6% with monthly interest payments of \$551.10 beginning on September 1, 2014. |
| <u>Collateral</u> | a) Second mortgage on the business property located at 1934 SR 30-A, Port St. Joe, FL
b) Patricia Hardman and Robyn Rennick will personally guarantee the loan. |
| <u>Job Creation:</u> | The business will retain the three existing full-time jobs in addition to providing continuous employment without lapse that would be caused by the forced company relocation for the 20-plus indirect jobs provided through the subcontractors of Gulf2Bay Construction. |

Ms. Watson stated that she had been also been working with Leon Watson of Watson Baled Straw LLC on another line of credit through the ARPC RLF to fund the off-season operations of the company. She stated that the application should be ready to present to the Executive Committee at the September meeting.

Emergency Management Chris Rietow reported on his work with the FL Division of Emergency Management (FDEM) on several projects including the Local Emergency Planning Committee (LEPC) and the Hazards Analysis Update, noting that the most recent meeting of the District 2 LEPC had been held on July 30th at the Tallahassee/Leon Public Safety Complex. Mr. Rietow explained that FDEM was currently working with the Florida Division of Emergency Management in an effort to transfer the entire administration of the Hazards Analyses (HA) program from the

State to the RPCs. Randy Merritt asked if the Hazard Analysis program was the same as Tier 2. Mr. Rietow replied that the HA program covered the process of verifying that the Tier 2 information reported was accurate, by visiting each one of the facilities housing extremely hazardous chemicals every 2 years. He gave the Board a short summary on the 2013-14 HMEP Planning Project and how the information once compiled would be formatted into easy-to-read notebooks. The notebooks will be provided to the local dispatchers throughout the Region. Mr. Rietow explained how important this data was to the dispatchers as well as the first responders when responding to an emergency.

Mr. Rietow reported that ARPC staff had been actively involved in the preparation and administration of the 3rd Annual Rural County Summit held in early July in Gadsden County. He stated that the event had been another huge success, even with attendance being slightly less than anticipated. Mr. Rietow referred the Board to an article summarizing the event included in the Board Package on page 75.

Mr. Rietow reviewed briefly the activities of Denise Imbler in her role as the Regional Domestic Security Task Force Planner as reported in the Board package. He reported that ARPC staff had received a contract to update the Apalachee Regional Evacuation Study inundation maps for the impacted coastal counties in the Region, including Leon County. Staff will be working with emergency management directors of the Region on the project. Mr. Rietow also reported that ARPC staff had received a contract from the FL Dept. of Agriculture for updating the Standard Operating Guideline for the State Animal Response Team and also a contract from the Gulf of Mexico Alliance to conduct outreach and assist the business community in Franklin County in developing or enhancing disaster preparedness plans.

Mr. Rietow reported that the After Action Report for the Full Scale Exercise "Operation Deep Freeze" held in April had been completed and submitted to the State. Mr. Rietow noted that the exercise involved over 200 participants and that the video documentary would be shown at a future Board meeting.

Item 9: Correspondence / Items of Interest

Mr. Rietow briefly reviewed several items of interest in the Board package beginning on page 77, including a press release on the Florida Energy Resiliency Report, an article on ARPC Board Member Brenda Holt's presentation to a U.S. Senate Committee in Washington DC regarding the closing of the Social Security Office in Quincy, and an article depicting the ARPC Board Member Woody Stewart as he carried the U.S. Flag which led the Independence Day walk across the Apalachicola River Bridge from Blountstown to Bristol.

Item 10: Council / Public Comment

Davis Stoutamire reported that Leon County Commissioner Bryan Desloge had been elected as Second Vice President of the National Association of Counties. Mr. Stoutamire emphasized that this appointment signified unprecedented representation at the National level for North Florida Counties.

A motion was made by Davis Stoutamire for the ARPC to send a letter to Commissioner Desloge congratulating him on his election to NACo. The motion was seconded by Randy Merritt. A vote was taken and the motion carried unanimously.

Chairman Jones asked Chris Rietow to draft the letter for his signature.

Randy Merritt suggested that ARPC staff reach out to State Agencies which the ARPC had contracted for service with in recent years in solicitation of new or renewed contracts as possible new revenue sources for the ARPC.

Diane Scholz announced that the FL Rural Economic Development Summit would be held in St. Augustine on November 5th – 7th. She explained that registration information was available on the FEDC website and noted that a limited number of scholarships for the conference were being made available through Opportunity Florida.

Paul Thorpe announced that the applications would be opening very soon for Water Supply Development Grants through the Northwest FL Water Management District (NFWWMD). Mr. Rietow agreed to forward the grant information to the Board once the official notification had been received from the NFWWMD.

Chairman Jones announced that the next ARPC Board meeting would be held on September 25, 2014 at 10:30 am ET, in the same location.

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 SEPTEMBER 25, 2014.

SIGNED:

ATTEST:

John Jones, Jr.
Chairman

Chris Rietow
Executive Director

"Attachment A"

APALACHEE REGIONAL PLANNING COUNCIL FY 2013 / 2014 BUDGET - As Amended 7/31/14

INCOME/REVENUES:	Current	Proposed Changes	Amended as 7/31/2014	Description
County Dues	45,000	(5,000)	40,000	Calhoun County
EDA Planning Grant	63,000		63,000	
EDA - Regional Score Card	10,000	(10,000)	0	Funds not avail until 14/15
Revolving Loan Fund - Admin	20,000		20,000	
Apalachicola Scipio: CDBG/EDA	30,000	(11,000)	19,000	Funds not avail until 14/15
FDEM - ComTraning Course	4,000		4,000	
FDEM - Hazards Analyses	21,000		21,000	
FDEM - Annual Haz Mat Planning	20,000		20,000	
FDEM - HMEP Training	32,000		32,000	
FDEM - Local Emer. Planning	41,000		41,000	
FDEM - RDSTF Planner	60,000	11,000	71,000	Adding 12/13 funds received
FDEM - Reg. Evacuation Update	15,000	5,000	20,000	Adding new contract
FDEM - RDSTF Exercise	46,000	(1,500)	44,500	Adjusting to actual
FDOH - N F. MRC Admin	28,000		28,000	
Jackson County - SHSGP / COOP	10,000		10,000	
Leon County POD Exercise	1,000	700	1,700	Adjusting to actual
Small Quantity Generator Insp.	30,000	(8,400)	21,600	Funds not avail until 14/15
Port St. Joe Water - CDBG	38,000	(7,000)	31,000	Funds not avail until 14/15
CTD - Transportation Disadvantage	96,000		96,000	
Energy Resilience Study	9,000	600	9,600	Adjusting to actual
FDACS - Animal Safety Planner	10,000	(500)	9,500	Adjusting to actual
FDOT - Liasion	25,000		25,000	
RCSC - Admin	5,000		5,000	
Collected FY 12/13 Receivables	30,000		30,000	
FDACS - Pass Thru	50,000	(5,000)	45,000	Adjusting to actual
FRCA - Pass Thru	104,000		104,000	
TOTAL INCOME/REVENUES	843,000	(31,100)	811,900	
OPERATING EXPENSES:				
Accounts Payable (Old)	36,000	(4,500)	31,500	Adjusting to actual
Accounting	1,050	(100)	950	Adjusting to actual
Advertising	350	50	400	Adjusting to actual
Audit	15,000		15,000	
Board Meetings	2,000	(600)	1,400	Adjusting to actual
Consultant (HA & HMEP)	28,500	10,500	39,000	HA, HMEP and FSU Intern
Contingency	38,900	(38,900)	0	Funds not avail until 14/15
Dues (FRCA, NADO, SERDI)	17,500	800	18,300	Adjusting to actual
Equipment Lease - Copiers	9,900	(3,600)	6,300	Adjusting to actual
Fringe Benefits	109,500	(4,000)	105,500	Adjusting to actual
Insurance (Work Comp, Liability)	13,600	(3,100)	10,500	Adjusting to actual
IT Tech Support	1,800	(600)	1,200	Adjusting to actual
Legal	6,000		6,000	
Licenses (REMI)	6,300	(6,300)	0	Purchase moved to 14/15
Misc. Expenses	1,000	(350)	650	Adjusting to actual
Office Supplies	2,500	(800)	1,700	Additional office supplies
Postage	2,200	100	2,300	Increased postage fees
Rent	27,000	3,000	30,000	Adjusting to actual
Salaries	353,200	14,800	368,000	1 employee back to full time
Telephone	4,700	(500)	4,200	Adjusting to actual
Travel	12,000	7,000	19,000	Adjusting to actual
FDACS - Pass Thru	50,000	(4,000)	46,000	Adjusting to actual
FRCA - Pass Thru	104,000		104,000	
TOTAL OPERATING EXPENSES:	843,000	(31,100)	811,900	

AGENDA ITEM 4

CHAIRMAN'S REPORT – John Jones

The following items will be reported and presented to the Board for discussion, review and action:

A. Executive Committee Meeting Report

B. West Florida Regional Planning Council - Resolution

Attached is a copy of a proposed Resolution recognizing the 50th Anniversary of the West Florida Regional Planning Council.

C. Gadsden County – Resolution

Attached is a copy of a proposed Resolution recognizing Gadsden County for hosting the 3rd Annual Rural Summit.

D. Letter to Bryan Desloge

Copy of the letter from the Board congratulating Leon County Commissioner Bryan Desloge on his election to the Executive Committee of the National Association of Counties

ACTION NEEDED

Motion needed to adopt the Resolution recognizing the West Florida Regional Planning Council's 50th Anniversary.

Motion needed to adopt the Resolution recognizing Gadsden County for hosting the Rural Summit.

RESOLUTION NO. 2014 - 1

**A RESOLUTION OF THE APALACHEE REGIONAL
PLANNING COUNCIL RECOGNIZING
THE 50TH ANNIVERSARY OF THE
WEST FLORIDA REGIONAL PLANNING COUNCIL**

WHEREAS, the West Florida Regional Planning Council was formed as the second regional planning council in the State of Florida in 1964; and

WHEREAS, the mission of the West Florida Regional Planning Council is to provide professional planning, coordinating and advisory services to local governments, state and federal agencies and the public in order to preserve and enhance quality of life in Northwest Florida; and

WHEREAS, local governments throughout the Region recognize the need for regional coordination to address community issues that extend beyond the county and municipal boundaries; and

WHEREAS, the West Florida Regional Planning Council has engaged in strategic regional planning, comprehensive economic develop strategic planning, emergency preparedness planning, transportation planning, environmental planning and education, and intergovernmental review activities to coordinate planning for the future of the Region; and

WHEREAS, for the past 50 years, the West Florida Regional Planning Council has brought together local governments and gubernatorial appointees to provide a venue for analyzing issues, resolving problems, and sharing solutions among the seven jurisdictions of Bay, Escambia, Holmes, Okaloosa, Santa Rosa, Walton, and Washington Counties;

NOW, THEREFORE, BE IT RESOLVED, that the ARPC congratulates the West Florida Regional Planning Council on its 50th Anniversary and recognizes its contributions in advancing the regional agenda.

***Duly adopted by the Apalachee Regional Planning Council
Board of Directors on this 25th day of September 2014.***

SIGNED:

ATTEST:

John Jones, Jr.
Chairman

Chris Rietow
Executive Director

RESOLUTION NO. 2014 - 2

**A RESOLUTION OF THE APALACHEE REGIONAL
PLANNING COUNCIL RECOGNIZING GADSDEN
COUNTY FOR THE EFFORTS PUT FORTH FOR THE
3RD ANNUAL RURAL SUMMIT**

WHEREAS, the Apalachee Regional Planning Council is a member of the Florida Regional Councils Association, an association of regional planning councils of the State of Florida dedicated to improving the quality of life of the citizens of the State of Florida by coordinating regional growth management, protecting regional resources, promoting regional economic development, and providing technical assistance to local governments; and

WHEREAS, the mission of the Apalachee Regional Planning Council is to serve 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; and

WHEREAS, local governments throughout the Region recognize the need for regional coordination to address community issues that extend beyond the county and municipal boundaries; and

WHEREAS, Gadsden County has recognized the need for regional emergency preparedness planning for rural counties and developed an outstanding program of training held annually for the past three years with the Apalachee Region; and

WHEREAS, the most recent Rural Summit was successfully held on July 9 - 12, 2014 at the Florida Public Safety Institute where over 300 local responders received invaluable training sessions on lessons learned from recent disaster across the Nation;

NOW, THEREFORE, BE IT RESOLVED, that the Apalachee Regional Planning Council congratulates Gadsden County on its third successful Rural Summit and recognizes its contributions in advancing the regional agenda.

Duly adopted by the ARPC Board of Directors on this 25th day of September 2014.

SIGNED:

ATTEST:

John Jones, Jr.
Chairman

Chris Rietow
Executive Director



Apalachee Regional Planning Council
Serving Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Liberty,
Leon, and Wakulla Counties and their municipalities

August 8, 2014

The Honorable Bryan Desloge
Leon County Board of Commissioners
Leon County Courthouse
301 South Monroe Street
Tallahassee, FL 32301

Re: National Association of Counties

Dear Commissioner Desloge:

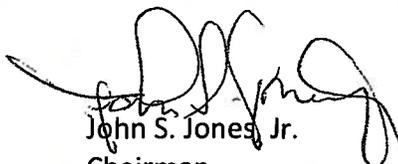
The Apalachee Regional Planning Council held its regular bi-monthly Board of Directors meeting on July 31, 2014 in Tallahassee. During our meetings, elected officials from the nine-county Apalachee Region meet to discuss greater-than-local issues as well as hear pertinent speakers and reports from Council staff.

During the Board Member Reports agenda item, the Council discussed your recent election to an Officer of the National Association of Counties (NACo). Several members of the Board spoke very highly of your leadership and a motion passed unanimously for the Council to send you a letter of accommodation for your well-deserved accomplishment.

Therefore, on behalf of the Apalachee Regional Planning Council, let this letter serve as official congratulations on your recent appointment as Second Vice President of NACo.

The Council is honored to have you serve on the Executive Committee of NACo and to represent the Apalachee Region as well as the entire State of Florida. The Apalachee Regional Planning Council Board and staff look forward to your leadership and to partnering with you in the days to come.

Sincerely,



John S. Jones, Jr.
Chairman

cc: ARPC Board Members

AGENDA ITEM 5

EXECUTIVE DIRECTOR REPORT – Chris Rietow

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

- A. **Outreach Efforts:** Report on recent activities by staff to promote the Council as a technical assistance resource and educate member local governments on the value of the Council.
- B. **FL Regional Councils Association:** Summary on staff efforts to implement the recommendations of the FRCA Strategic Assessment report, including the FRCA annual review report.
- C. **ARPC RESTORE Act Application Update:** A brief update on the current status of the application progress.
- D. ***Financial Report:** On the following pages are the financial reports for July and August 2014 and a FY 2014/15 Budget.

ACTION NEEDED

Motion to accept Financial Reports for the periods ending July 31, 2014 and August 31, 2014 and to approve the FY 2014/15 Budget.



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

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Year in Review

July 2013 – June 2014

OUTREACH

- Completed and distributed the 2012-13 FRCA Annual Report [Note: The 2013-14 FRCA Annual Report is being drafted using the Florida Chamber Foundation's Six Pillars for Florida's Future Economy as its organizing framework, similar to each regional planning council's Comprehensive Economic Development Strategy and in keeping with their designation as Six Pillar Communities.]
- Issued FRCA's first quarterly electronic newsletter in accordance with the direction given by the Policy Board at the FRCA Strategic Assessment Retreat in January 2014.
- Staffed an exhibit booth at the Florida League of Cities' Grants and Technical Assistance Resource Center held in conjunction with its 2013 Annual Conference as well as at the Florida Association of Counties' 2014 Annual Conference.
- Provided quarterly reports to the Florida Department of Economic Opportunity demonstrating regional planning council implementation of the *Florida Strategic Plan for Economic Development* based on metrics and tactics developed by the councils.
- Met with the following individuals at least once over the past 12 months to re-enforce existing relationships, build new ones, create opportunities for future collaboration, and address issues of mutual interest or concern:
 - Tony Carvajal, Executive Vice-President, Florida Chamber Foundation
 - Julie Dennis, Community Program Manager, Division of Community Development, Florida Department of Economic Opportunity
 - Bob Jones, Director, Florida Consensus Center
 - Bill Killingsworth, Director, Division of Community Development, Florida Department of Economic Opportunity
 - Bryan Koon, Director, Florida Division of Emergency Management
 - Sally Mann, Director of Intergovernmental Programs, Florida Department of Economic Opportunity
 - Sherri Martin, Rural Coordinator Supervisor, Division of Community Development, Florida Department of Economic Opportunity
 - Linda McWhorter, Chief of Preparedness, Florida Division of Emergency Management
 - Cissy Proctor, Director, Division of Strategic Business Development, Florida Department of Economic Opportunity
 - Sal Nuzzo, Research and Public Policy Manager, Florida Chamber Foundation
 - Mark Reichert, Assistant Executive Director, Florida Transportation Commission
 - Ana Richmond, Chief, Bureau of Community Planning, Division of Community Development, Florida Department of Economic Opportunity

Florida Regional Councils Association
Major Accomplishments
July 2013 – June 2014

- Patrick Sheehan, Director, Florida Energy Office, Florida Department of Agriculture and Consumer Services
- Gail Stafford, Compliance Administrator, Florida Energy Office, Florida Department of Agriculture and Consumer Services
- Nick Wiley, Executive Director, Florida Fish and Wildlife Conservation Commission
- Jim Wood, Director of Policy Planning, Florida Department of Transportation

RESOURCE DEVELOPMENT / CAPACITY BUILDING

- Provided support to the Florida Chamber Foundation regarding its development of the regional planning councils' on-line scorecard, which is a web-based tool that includes data, interactive graphics, and user customization features for each council (see <http://floridarpcscorecard.com>).
- Met with representatives from the Florida Division of Emergency Management on multiple occasions to preserve current contracts, increase funding levels, and resolve a variety of issues associated with contract start dates and reimbursements.
- Met with representatives of the Florida Department of Transportation (FDOT) to recommend strengthening the state's rural transportation planning process in advance of the Department's five year assessment. When the five year assessment failed to adequately recognize the role of regional planning councils in the rural transportation planning process, prepared a letter to Secretary Ananth Prasad, critiquing the assessment and recommending changes, which were made by the Department and could open the door to more robust contracts between regional planning councils and their FDOT District Offices.
- Continued to work with staff from the Florida Department of Economic Opportunity and Florida Department of Environmental Protection on a potential National Oceanic and Atmospheric Administration Project of Special Merit grant application on behalf of the regional planning councils.
- Met with staff from the Florida Department of Economic Opportunity to determine the eligibility of regional planning councils under Section 288.018, F.S. (Regional Rural Development Grants), which may be possible, provided grant proposals increase local economic capacity and are not regional planning council project specific.
- Met with staff from the Florida Energy Office on multiple occasions to explore future funding opportunities and options for leveraging the Florida Energy Resiliency Study.
- Served as a panelist at a national Executive Directors Training Workshop, which was hosted by the National Association of Development Organizations and SouthEast Regional Directors Institute (SERDI), and was also a panelist at SERDI's Annual Training Conference, which was held in conjunction with the first event.
- Accepted an invitation from the Florida Chamber Foundation on behalf of FRCA to serve as a partner for its September 29-October 1, 2014 Future of Florida Forum, which includes participating in planning committee meetings to set the Forum's program and further strengthens the relationship between FRCA and the Foundation.

Florida Regional Councils Association
Major Accomplishments
July 2013 – June 2014

- Attended or participated in the following:
 - 2014 State Hurricane Exercise
 - American Planning Association, Florida Chapter's Annual Conference (2013)
 - Clean Energy Congress 2.0 (2013)
 - Enterprise Florida, Inc.'s monthly teleconferences
 - Enterprise Florida, Inc.'s Stakeholder Council, Community Competitiveness Task Force, and Legislative Committee quarterly meetings
 - Florida Chamber Foundation's Future of Florida Forum (2013)
 - Florida Chamber of Commerce's Capitol Days (2014)
 - Florida Defense Support Task Force bimonthly meetings
 - Florida Department of Agriculture and Consumer Services Silviculture Best Management Practices Advisory Committee annual meeting (2014)
 - Florida Department of Economic Opportunity's Economic Development Liaisons meetings
 - Florida Division of Emergency Management Emergency Support Function (ESF) 18 coordination meetings (ESF 18 addresses business, industry, and economic stabilization)
 - Florida Local Government Coalition teleconferences
 - Florida Seaport Transportation and Economic Development teleconferences
 - Florida Transportation Commission quarterly meetings and biweekly teleconferences
 - Floridians for Better Transportation's Annual Summit (2013)
 - Local Emergency Planning Committee meetings (Tallahassee only)
 - Metropolitan Planning Organization Advisory Council meetings (Tallahassee only)
 - National Association of Development Organizations Annual Training Conference (2013)
 - National Association of Regional Councils Annual Conference (2014)
 - Rural Economic Development Initiative monthly meetings
 - Sadowski Coalition meetings
 - Safe Mobility for Life Coalition quarterly meetings
 - Small County Coalition meetings
 - State Emergency Response Commission meetings (Tallahassee only)

- Distributed notice of funding and grant opportunities associated with the following organizations to the regional planning council Executive Directors:
 - Centers for Disease Control and Prevention
 - Climate Solutions University
 - Florida Department of Economic Opportunity
 - Florida Department of Environmental Protection
 - Florida Sea Grant
 - National Endowment for the Humanities
 - National Fish and Wildlife Foundation
 - National Oceanic and Atmospheric Administration, Climate Change Office
 - Pew Charitable Trusts
 - Robert Wood Johnson Foundation
 - U.S. Center for Disease Control and Prevention
 - U.S. Department of Agriculture
 - U.S. Department of Commerce, Economic Development Administration
 - U.S. Department of Energy
 - U.S. Department of Environmental Protection
 - U.S. Department of Homeland Security

Florida Regional Councils Association
Major Accomplishments
July 2013 – June 2014

- U.S. Department of Housing and Urban Development
- U.S. Department of Labor
- U.S. Department of the Interior
- U.S. Department of Transportation
- U.S. Small Business Administration
- Wells Fargo Foundation

LEGISLATIVE SUPPORT

- Contacted all of Florida's Congressional members to oppose an amendment that would have eliminated funding for the U.S. Department of Commerce, Economic Development Administration.
- Worked with staff at the Florida Association of Counties to remove from its draft 2014 Legislative Priorities and Policies, obsolete language pertaining to regional planning councils, while ensuring language supporting regional planning council funding and technical assistance activities remained; and, worked with staff at the Florida League of Cities to elevate regional planning council funding among its legislative priorities.
- Drafted FRCA's 2014 Legislative Agenda and talking points.
- Issued Legislative Highlights and Bill Tracking Reports from September 2013 through May 2014, and issued a 22 page summary of enrolled bills that were tracked by FRCA during the 2014 Legislative Session.
- Provided any requested support to Ron Book, FRCA Executive Director, and the FRCA Executive Directors related to preserving funding for regional planning councils.

ADMINISTRATIVE DUTIES

- Developed a FRCA Policy Board new member orientation package including two new documents; one focused on FRCA membership benefits and services and the other providing an overview of the association including its structure and governance.
- Updated the FRCA Website as needed.
- Provided staff support to the FRCA Policy Board President and the Chair of the FRCA Executive Directors Advisory Committee.
- Handled all aspects associated with two meetings of the Policy Board, FRCA's Strategic Assessment Retreat, and eight meetings of the FRCA Executive Directors Advisory Committee, including agenda development, support for guest speakers, drafting meeting summaries, hotel contract negotiations, and supporting logistics.
- Arranged for staff at the SouthEast Regional Directors Institute to meet with 33 key stakeholders in Tallahassee in preparation for the FRCA Strategic Assessment Retreat; distributed a related on-line survey to over 600 regional planning council board members and stakeholders; and, prepared a Short Term Action Plan based on two of the eight strategies developed by the retreat participants.

APALACHEE REGIONAL PLANNING COUNCIL FY 2013 / 2014			Budget Balance
Income Statement 8/31/14		Oct 13 - Aug 14	8/31/2014
INCOME/REVENUES:	BUDGET		
County Dues	40,000	40,000.00	0.00
EDA Planning Grant	63,000	78,750.00	(15,750.00)
Revolving Loan Fund - Admin	20,000	18,795.64	1,204.36
Apalachicola Scipio: CDBG/EDA	19,000	19,000.00	0.00
FDEM - Com T Traning Course	4,000	4,000.00	0.00
FDEM - Hazards Analyses	21,000	21,128.00	(128.00)
FDEM - HMEP Planning	20,000	6,062.26	13,937.74
FDEM - HMEP Training	32,000	16,618.58	15,381.42
FDEM - LEPC Support Staff	41,000	40,909.00	91.00
FDEM - RDSTF Planner	71,000	71,062.41	(62.41)
FDEM - Reg. Evacuation Update	20,000	15,000.00	5,000.00
FDEM - RDSTF Exercise	44,500	43,886.05	613.95
FDOH - N F. MRC Admin	28,000	28,425.00	(425.00)
Jackson - SHSGP / COOP	10,000	10,000.00	0.00
Leon County POD Exercise	1,700	1,695.50	4.50
Small Quantity Generator Inspections	21,600	21,600.00	0.00
Port St. Joe Water - CDBG	31,000	36,000.00	(5,000.00)
CTD - Transportation Disadvantaged	96,000	95,926.00	74.00
Energy Resilience Study	9,600	9,604.54	(4.54)
FDACS - Animal Safety Planner	9,500	8,020.37	1,479.63
FDOT - Rural Liasion	25,000	25,000.00	0.00
RCSC - Admin	5,000	3,500.00	1,500.00
Collected FY 12/13 Receivables	30,000	29,671.59	328.41
FDACS - Pass Thru	45,000	38,934.61	6,065.39
FRCA - Pass Thru	104,000	96,000.00	8,000.00
TOTAL INCOME/REVENUES	811,900	779,589.55	32,310.45
OPERATING EXPENSES:			
Accounts Payable (Old)	31,500	39,195.62	(7,695.62)
Accounting	950	939.91	10.09
Advertising	400	387.17	12.83
Audit	15,000	7,500.00	7,500.00
Board Meetings	1,400	982.54	417.46
Consultant (HA & HMEP)	39,000	24,788.35	14,211.65
Contingency	0	3,172.62	(3,172.62)
Dues (FRCA, NADO, SERDI)	18,300	14,727.79	3,572.21
Equipment Lease - Copiers	6,300	6,417.89	(117.89)
Fringe Benefits	105,500	103,123.48	2,376.52
Insurance (Work Comp, Liability)	10,500	10,582.00	(82.00)
IT Tech Support	1,200	1,505.00	(305.00)
Legal	6,000	5,000.00	1,000.00
Licenses (REMI)	0		0.00
Miscellaneous	650	786.28	(136.28)
Office Supplies	1,700	1,899.21	(199.21)
Postage	2,300	3,133.51	(833.51)
Rent	30,000	27,182.62	2,817.38
Salaries	368,000	342,275.35	25,724.65
Telephone	4,200	3,846.16	353.84
Travel	19,000	20,211.65	(1,211.65)
FDACS - Pass Thru	46,000	42,163.00	3,837.00
FRCA - Pass Thru	104,000	95,276.00	8,724.00
TOTAL OPERATING EXPENSES:	811,900	755,096.15	56,803.85
		10/1/13 Starting Cash	4,092.75
		Plus Revenues Oct 13 - Aug 14	777,789.69
		Minus Expenses Oct 13 - Aug 14	753,296.29
		Cash Balance as of 8/31/14	28,586.15

APALACHEE REGIONAL PLANNING COUNCIL FY 2014 / 2015 DRAFT BUDGET

INCOME/REVENUES:

INCOME/REVENUES:	EXPLANATION:
Economic Development Programs	105,000
EDA Planning Grant	Annual Economic Development Planning Contract
Revolving Loan Fund - Admin	50% of Interest earned on RLF loans
EDA Regional Score Card	ARPC portion of Statewide grant for development of RPC Scorecards
Apalachicola Scipio: CDBG/EDA	Admin Fees for Scipio Creek Marina Improvement Project
Emergency Management Programs	386,500
FDACS - Rapid Response Team	Exercise Assistance
FDACS - State Animal Response Team	Planning Assistance
FDACS - Animal Safety Planner	Housing and Admin for a FDACS Animal Safety Planner
FDEM - Hazards Analyses	Annual HA summaries on Extremely Hazardous Substance facilities
FDEM - HMEP Planning	Annual hazmat planning project
FDEM - HIMEP Training	Coordinate regional hazmat training courses
FDEM - LEPC Support Staff	Coordinate activities of the District 2 LEPC
FDEM - RDSTF Planner	Serve as the ARPC Region's RDSTF Planner
FDEM - Reg. Evacuation Update	Update Apalachee Regional Evacuation Study
FDOH - N FL MRC Admin	Coordination of the N. FL Medical Reserve Corps
GOMA - Disaster Preparedness	Disaster preparedness assistance for Apalachicola businesses
Small Quantity Generator Inspections	SQG inspections and reporting to FDEP for FY 13/14 and 14/15
Technical Assistance Programs	229,500
ARPC County Dues	Member Dues from 9 ARPC Counties
City of Midway - FDEO	Planning Assistance to prepare EAR update to Comp Plan
FL Regional Councils Association	Pass thru costs for FRCA Intergovernmental Affairs Director
City of Port St. Joe - CDBG	Admin fee for N. Port St. Joe Water Improvement Project
RCSC - Administrator	Admin for the Riparian County Stakeholders Coalition
TCC - Wakulla Environmental Institute	Admin for the WEL public works grant from EDA
Transportation Programs	121,000
CTD - Transportation Disadvantaged	TD Planning Grant for: Calhoun, Franklin, Gulf, Jackson, Liberty
FDOT - Rural Liasion	Prepare BCC requests for inclusion in the 5-yr FDOT Workplan
TOTAL INCOME/REVENUES	\$842,000

APALACHEE REGIONAL PLANNING COUNCIL FY 2014 / 2015 DRAFT BUDGET

OPERATING EXPENSES:

Accounting	700	Accting software fees and Accting Assistance as needed
Advertising	500	Advertising Public Meetings
Audit	22,500	Balance FY 12/13 - \$7,500 and FY 13/14 - \$15,000
Board Meeting Expense	3,000	Expenses of holding Executive Committee and ARPC Full Council meetings
Consultants (HA, HMEP, GOMA, FSU)	43,500	HA \$2,000; HMEP Training \$30,000; GOMA \$3,500; FSU Intern \$8,000
Dues (FRCA, NADO, SERDI, MISC)	28,700	FRCA 12/13 \$8,266; 13/14 \$16,532; NADO \$3,000; SERDI \$400; MISC \$1,802
Equipment Lease - Copiers	10,000	Xerox leases on Office Copier/Printer and Fax Machines
Fringe Benefits	135,100	FICA Match, FL Retirement, Health, Dental & Life Insurance
Insurance (Work Comp, Liability)	10,500	Workman's Comp Insurance and Liability Insurance
IT Tech Support	3,600	IT Support on the Office Network
Legal	6,000	Legal Services Retainer
Licenses (REMI)	9,600	REMI Software: Balance FY 13/14 \$3,300 - FY 14/15 \$6,300
Miscellaneous	0	Various meeting expenses not covered by program contracts
Office Supplies	2,400	Office Supplies and Paper
Postage	3,600	Postage Meter Rental and postage for meter
Rent	36,500	ARPC Annual Office Rent
Salaries	505,500	8 - Full Time Salary Positions
Subscriptions & Publications	300	Subscription to Newspapers of the Apalachee region
Telephone	6,000	Office Telephone, Office Internet, and Staff Cell phone Stipends
Travel	14,000	Staff and Board Member Travel Reimbursements
TOTAL OPERATING EXPENSES:	\$842,000	

AGENDA ITEM 7 - A

Staff Report – Community Development

Informational Summary – Keith McCarron

Small Quantity Generator (SQG) Program: The Apalachee Regional Planning Council (ARPC) contracts annually with seven member counties (Calhoun, Franklin, Gulf, Jackson, Jefferson, Liberty and Wakulla) to implement their Small Quantity Generator Assessment, Notification and Verification (SQG) Program duties required by Florida Statutes. ARPC received updated contracts from all seven counties and the required on-site verification visits are expected to be completed by the end of the month.

FDOT Work Program Liaison: ARPC staff work annually with Calhoun, Franklin, Gulf, Jackson, and Liberty counties to gather input for the FDOT Five-Year Work Program update under a contract with FDOT District 3. Staff conducted meetings with local government officials and made county commission appearances to provide information about the FDOT's Work Program and gather input for the annual update. Staff will meet with FDOT District 3 officials on October 13, 2014, to provide a briefing and annual report on the input received at these meetings.

Department of Economic Opportunity (DEO) Community Planning Technical Assistance Grant Awards FY 2014-2015: The DEO recently announced 48 Community Planning Technical Assistance Grant awards for FY 2014-2015 totaling \$ 1,160,900. The grants are intended to assist counties and municipalities in meeting the requirements of the Comprehensive Planning Act, addressing critical local planning issues, and promoting innovative planning solutions. The following ten ARPC local governments received FY 2014-2015 awards: City of Apalachicola, Town of Bascom, Calhoun County, City of Chattahoochee, Town of Greensboro, Town of Greenwood, Jackson County, Tallahassee/Leon County, and the City of Midway.

ACTION NEEDED

None

AGENDA ITEM 7 - B

ECONOMIC AND COMMUNITY DEVELOPMENT UPDATE

Informational Summary

Port St. Joe – North Port St. Joe Water I: GAC Construction has completed a majority of the work on the project short of some final paving and patching. The project is on schedule for closeout in September. Some payroll irregularities for one of the sub-contractors may result in a finding for the City on the CDBG audit. The causes are being rectified.

Port St. Joe – North Port St. Joe Water II: The City has approved a contract for the ARPC to represent them in the next annual application for funding to create an application package for the next funding cycle. A first public hearing was held on May 20th and the initial steps of grant preparation will be duplicated due to the loss of a funding cycle. The survey work for all anticipated service areas has been completed. ARPC staff has verified that the survey work can be used in the next grant cycle opening in the fall of 2014.

City of Apalachicola – Scipio Creek Boat Basin: The project is underway with significant process already accomplished on new dock construction and rehabilitation of the electrical system. The project is over 70% complete. EDA funding has finally started to flow easing the cash flow problems experienced by the City.

Midway EAR Based Amendments: The ARPC has been requested to assist the City of Midway in preparing an Evaluation and Appraisal Report (EAR) based Amendment to its Comprehensive Plan. There are also issues with the absence of a zoning map at City Hall. The City has received notice of funding from the FL Dept. of Economic Opportunity (FDEO) that will cover the majority of the project. ARPC staff and the City Manager met with DEO's case manager earlier this month to redefine the deliverables and accomplish as much as possible of the City's needs within the re-scoped project, deliverables and available funding.

Wakulla Environmental Institute: The TCC team has prepared the initial package of deliverables which have been submitted to EDA for review and approval.

2014 Florida Rural Economic Development Summit: The Summit will be held November 5th – 7th at the World Golf Village near St. Augustine. The proposed agenda is included on the following page. Included in this year's value packed program, ARPC staff will be making a presentation on EDA funding opportunities and the Revolving Loan Fund program. ARPC staff encourages each of our member counties and communities to send a representative.

2014 Gulf Power Economic Symposium: The Symposium will be held at the Sandestin Resort in Destin, FL, October 12th – 14th. Online registration is available www.gulfpowersymposium.com. A copy of the Symposium agenda is included on the following pages for reference.

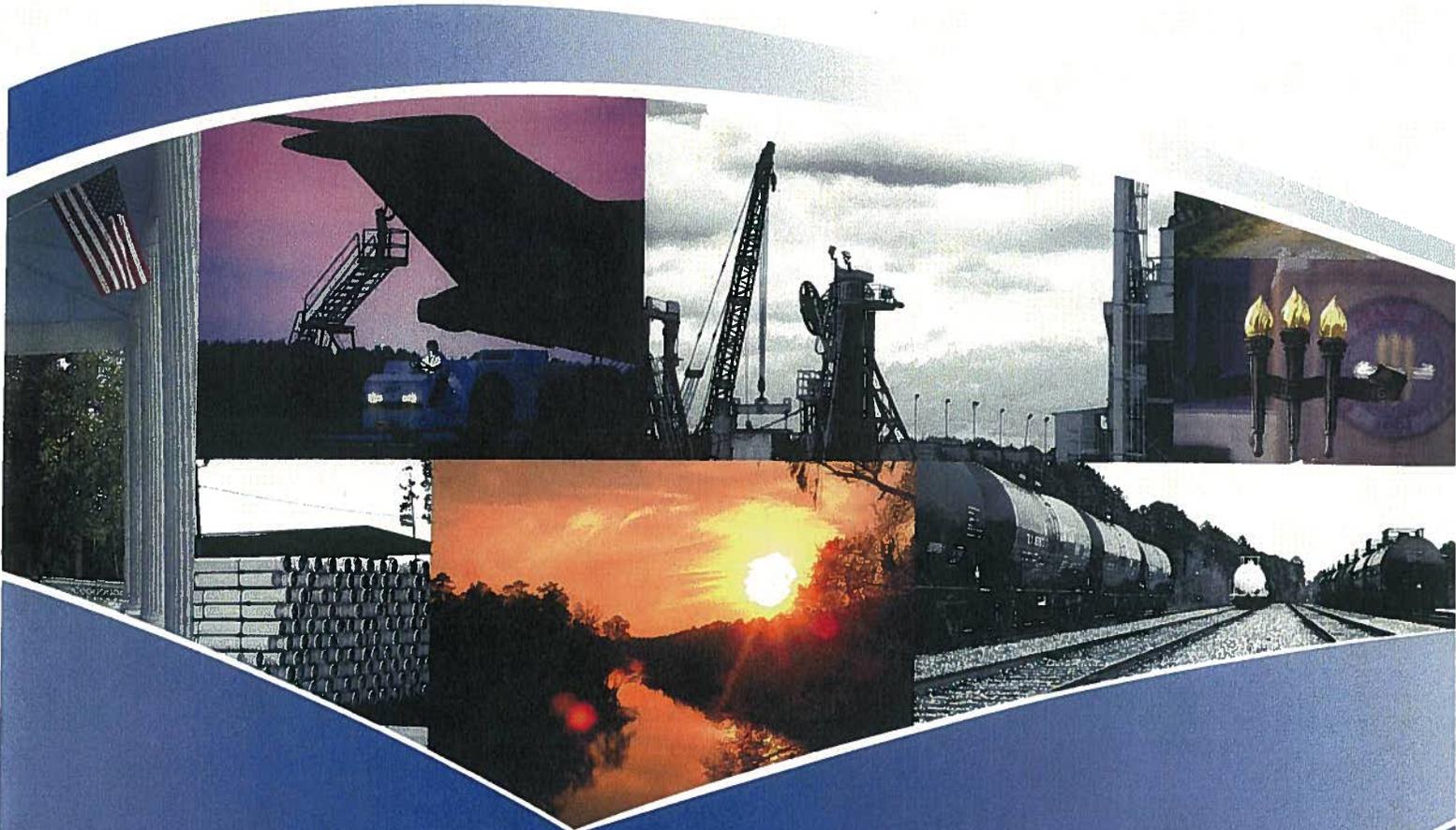
ACTION NEEDED

None

2014 Florida

RURAL ECONOMIC DEVELOPMENT SUMMIT

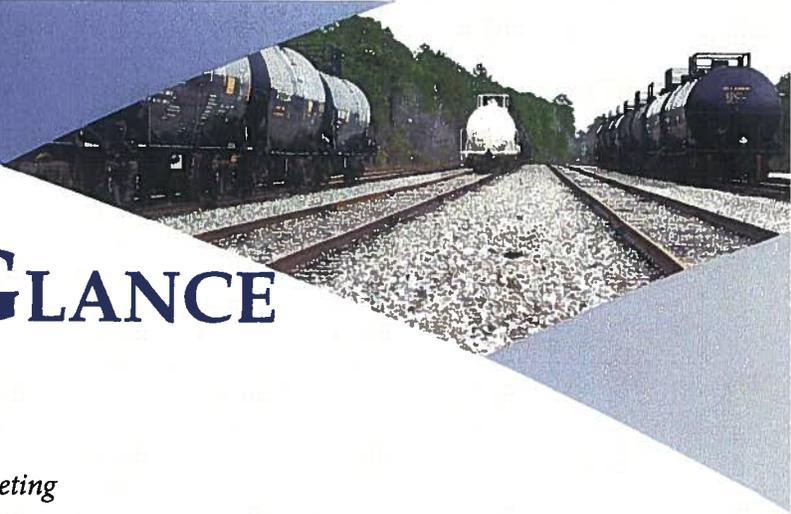
Sponsorship Opportunities



NOVEMBER 5-7

The Renaissance Resort
at World Golf Village
St. Augustine, Florida





AGENDA AT A GLANCE

Wednesday, November 5, 2014

3:00-5:00 pm: *Rural Issues Working Group Meeting*

5:30-7:00 pm: *Summit Welcome Reception (Diamond Sponsors Welcome)*

Early Registration from 3:00-7:00 p.m.

Thursday, November 6, 2014

7:30-8:30 a.m. *Registration/Continental Breakfast*

8:30-10:00 a.m. *Opening General Session:*

Welcome/Company Overview: Titanium Sponsor

Keynote Address: The State Economic Development Report Card: Key Insights on Present and Future Economic Development in Rural Florida

Gray Swoope, President/CEO, Enterprise Florida and Florida Secretary of Commerce (CONFIRMED)

10:00-10:20 a.m. *Break*

10:20-12:00p.m. *Concurrent Session (1): Economic Development 101: The Basics*

Concurrent Session (2): Project and Site Readiness, Evaluation and Certification Programs: What Makes a Site Prime for Development?

Concurrent Session (3): The Value of Regional and Local Partnerships in Rural Florida: Models and Leveraging Limited Resources

12:00-1:15 p.m. *Legislative Awards Luncheon: Rural Economic Development Champions*

Welcome/Overview of Company: Titanium Sponsor

Legislative Awards Presented

1:15-2:45 p.m. *Concurrent Session (1): Site Consultants: Who are they? Why are they important? What is important to them? What do they think about Florida?*

Concurrent Session (2): Rural Economic Development Project Financing: Traditional and Non-Traditional Tools in the Toolkit

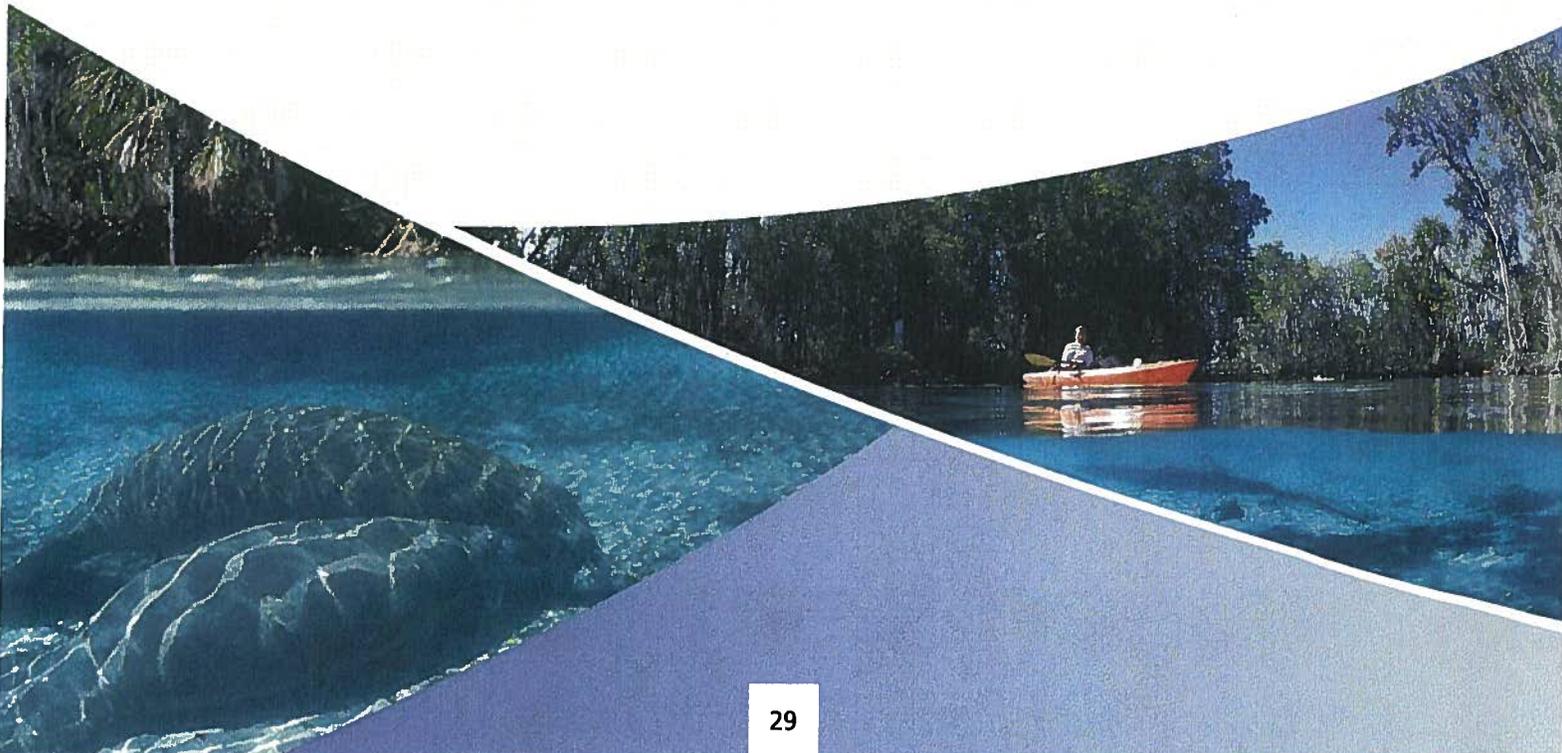
Concurrent Session (3): Key Issues and Considerations in Preparing and Responding to Project RFPs and Referrals

AGENDA AT A GLANCE

- 2:45-3:00 p.m. *Break*
- 3:00-4:45 p.m. *Concurrent Session (1): Understanding the Site Selection/Elimination Process: What are the Key Decision-Drivers and What is Shovel Ready?*
- Concurrent Session (2): State and Local Incentives: What are they? When should you use them? How can they be used as an important part of a deal?*
- Concurrent Session (3): The Economic Development Process in Florida: How State, Regional and Local Partners Make It Work*
- 5:30-7:00 p.m. *Networking Reception (Diamond Sponsors Welcome)*

Friday, November 7, 2014

- 7:30-8:30 a.m. *Continental Breakfast*
- 8:30-10:00 a.m. *Plenary Session: Rural Economic Development Legislative Update, Outlook, and Call to Arms:*
- 10:00-10:30 a.m. *Break*
- 10:30-11:30 a.m. *Closing General Session:*
- Introduction/Company Overview: Titanium Sponsor*
- Keynote Address: The Key Issues and Best Practices in Rural Economic Development.*



SPONSORSHIP OPPORTUNITIES

Multiple sponsorship opportunities are available for companies, associations and agencies committed to supporting the *2014 Florida Rural Economic Development Summit* scheduled for November 5-7, 2014, at the Renaissance World Golf Village, in St. Augustine. All sponsor levels will receive name recognition in the conference program and on signage, along with recognition at conference receptions and the luncheon. Company logos will also be displayed for Titanium, Diamond, and Platinum Sponsors.

The categories below highlight the benefits of each Summit Sponsorship level:

Titanium Sponsor: \$7,500

- 5 Complimentary Registrations
- 15 minute presentation about Company at Opening or Closing Plenary Session, or Legislative Awards Luncheon
- Introduction of Keynote Speaker for selected Opening or Closing Plenary Session, or Legislative Awards Luncheon
- Full page program advertisement
- Complimentary Display/Exhibit Space
- Signage with company name and logo at all Summit functions
- Titanium Sponsorship Recognition on NFEDP, Opportunity Florida, and Summit Websites (name and logo)
- Titanium Sponsorship Recognition in All Confirmation Letters and Other Communications Issued to Summit Attendees

Platinum Sponsor: \$3,000

- 3 Complimentary Registrations
- 1/3 page program advertisement
- Complimentary Display/Exhibit Space
- Platinum Sponsorship Recognition on NFEDP, Opportunity Florida, and Summit Websites (name and logo)
- Signage with company name and logo at all Summit functions
- Platinum Sponsorship Recognition in All Confirmation Letters and Other Communications Issued to Summit Attendees

Diamond Sponsor: \$5,000

- 4 Complimentary Registrations
- 5 Minute Welcome/Overview of Company at Welcome or Networking Reception (Wednesday or Thursday night)
- Complimentary Display/Exhibit Space
- Half page program advertisement
- Signage with company name and logo at all Summit functions
- Diamond Sponsorship Recognition on NFEDP, Opportunity Florida, and Summit Websites (name and logo)
- Diamond Sponsorship Recognition in All Confirmation Letters and Other Communications Issued to Summit Attendees

Gold Sponsor: \$1,500

- 2 Complimentary Registrations
- 1/4 page program advertisement
- Recognition on Summit Sponsor signage and in Summit program

Silver Sponsor: \$500

- 1 Complimentary Registration
- Recognition on Summit Sponsor signage and in Summit program

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GULF POWER ECONOMIC SYMPOSIUM
October 12 – 14, 2014
Sandestin Resort – Destin, FL www.gulfpowersymposium.com

Sunday, October 12

10:00 AM to 04:00 PM

Golf - Shotgun Start - 11 a.m.

02:00 PM to 06:00 PM

Early Check-In

Monday, October 13

07:30 AM to
05:00 PM

Check In

07:30 AM to
08:30 AM

Buffet Breakfast

08:30 AM to
09:00 AM

What's YOUR Next Move?

Stan Connally

09:00 AM to
10:00 AM

Making the Next Move

Peter Sheahan

10:00 AM to
10:45 AM

**Game Plan for Growing a Highly Skilled
Workforce**

Nick Pinchuk

10:45 AM to
11:15 AM

BREAK

11:15 AM to
12:00 PM

Economic Optimism for 2015

Mark Vitner

12:00 PM to
01:00 PM

LUNCH

01:00 PM to
02:00 PM

How Money Walks

Travis Brown

02:00 PM to
03:00 PM

Regional Economic Update

Rick Harper

03:00 PM to
03:30 PM

BREAK

	<p>Florida's Next Move - Preparing Workers for our Changing Economy Moderator: John Hutchinson, Director, Community and Economic Development, Gulf Power Company</p>	
<p>03:30 PM to 04:30 PM</p>	<p>Panel: Marshall Criser III, Chancellor, State University System of Florida Randy Hanna, Chancellor, Florida College System Chris Hart IV, President & CEO, CareerSource Florida Pam Stewart, Commissioner of Education, Florida Department of Education Gray Swoope, Florida Secretary of Commerce and President & CEO of Enterprise Florida, Inc.</p>	<p>John Hutchinson , Marshall Criser III , Randy Hanna , Gray Swoope , Pam Stewart , Chris Hart IV</p>
<p>04:30 PM to 05:30 PM</p>	<p>Flawless Execution</p>	<p>Jim Murphy</p>
<p>05:30 PM</p>	<p>Closing Remarks (Reception Immediately Following)</p>	<p>Stan Connally</p>
<p>Tuesday, October 14</p>		
<p>07:30 AM to 08:30 AM</p>	<p>Buffet Breakfast</p>	
<p>08:30 AM to 08:45 AM</p>	<p>Morning Remarks</p>	<p>Bentina Terry</p>
<p>08:45 AM to 09:45 AM</p>	<p>Innovation and Growth</p>	<p>Doug Tatum</p>
<p>09:45 AM to 10:15 AM</p>	<p>BREAK</p>	
<p>10:15 AM to 11:45 AM</p>	<p>Companies ... Making a Move in Northwest Florida Moderator: Dr. Steve Dunnivant, Dean, Gulf Coast State College Advance Technology Center</p>	<p>Stephen Dunnivant , Jason Crawford , Dale Eade , Louis Erickson , Simona Faroni , Michael Hicks , Rick Linton , Will Owen</p>

Panel:

Jason Crawford, CEO, Intelligent Retinal Imaging Systems (IRIS)

Dale Eade, Owner, Cindale Farms, LLC

Louis Erickson, COO and Co-Founder, Bit-Wizards

Simona Faroni, Co-founder, GS Gelato

Michael Hicks, President & CEO, Hixardt Technologies

Rick Linton, President, Absolute Consulting, Inc.

Will Owen, President and CEO, Jet Boat Pilot

11:45 AM to
12:00 PM

Closing Remarks

Stan Connally

AGENDA ITEM 7 - C

TRANSPORTATION DISADVANTAGED PROGRAM
Board Member Appointments

Chris Rietow appointed the following members to the local Transportation Disadvantaged Coordinating Boards effective July 1, 2014. All terms will end June 30 on the year listed.

COUNTY	MEMBER	POSITION	TERM ENDING
Calhoun	Betty Bailey	Elderly	2015
	Kristy Terry*	Citizen Advocate	2017
	Loretha Jones	User	2017
	Peggy Sue Hall*	Community Action	2017
	Raymond Russell	Workforce Development Board	2017
	Jean Newsome	Dept. of Elder Affairs	NA
	Mike Jones	Agency for Health Care Administration	NA
Franklin	Richard Lamy*	Elderly	2017
	Pamela Brownell	Citizen Advocate	2017
	Melba Page	Community Action	2017
	Sharon Owens*	Children at Risk	2017
	Mary Clayton	Dept. of Elder Affairs	NA
	Mike Jones	Agency for Health Care Administration	NA
Gulf	Cleo Bess	User	2017
	Melba Page	Community Action	2017
	Martha Weimorts	Public Education	2017
	Sharon Owens*	Children at Risk	2017
	Mary Clayton	Dept. of Elder Affairs	NA
	Mike Jones	Agency for Health Care Administration	NA
Jackson	Carrie Crawford	Elderly	2017
	Gwen Pittman	Disabled	2017
	Tanya Lein	Citizen Advocate	2017
	Lisa Lamar	Community Action	2017
	Mike Jones	Agency for Health Care Administration	NA
Liberty	Monica Brinkley*	Citizen Advocate	2017
	Sheila Mullins	User	2017
	Peggy Sue Hall*	Community Action	2017
	Janice Sumner	Workforce Development Board	2017
	Mike Jones	Agency for Health Care Administration	NA

* indicates re-appointment to serve another term

ACTION NEEDED

Motion to approve the Executive Director's appointments to the designated local Transportation Disadvantaged Coordinating Boards.

TRANSPORTATION DISADVANTAGED PROGRAM

2014 Annual Performance Report

	Calhoun	Franklin	Gulf	Jackson	Liberty
TRIP PURPOSES					
Medical	4,960	5,179	7,696	16,815	18,120
Employment	946	141	11	11,185	184
Education	764	1,293	10,549	3,661	8,029
Nutrition	1,551	13	3,773	5,320	2,186
Life Sustaining	463	1,438	582	4,824	4,307
TOTAL TRIPS	8,684	8,064	22,611	41,805	32,826
Unmet Trips	0	4	35	249	12
Passengers	442	314	441	1,027	1,480
Driver Hours	9,360	16,271	12,186	31,200	21,005
Employees	10	14	12	26	18
No Shows	29	4	73	279	25
Complaints	0	0	1	2	1
Commendations	1	0	1	0	4
Vehicles	13	15	12	27	19
Vehicle Miles	150,848	269,480	262,658	572,677	383,063
Revenue Miles	124,031	269,381	261,272	443,006	363,855
Road Calls	4	1	0	3	1
Accidents	0	0	0	0	0
Total Revenue	\$539,732	\$553,881	\$524,557	\$1,377,768	\$440,399
Total Expenses	\$511,142	\$532,427	\$479,696	\$1,373,861	\$435,113
Cost/Trip	\$58.86	\$66.03	\$21.22	\$32.86	\$13.26
Cost/Veh. Mile	\$3.39	\$1.98	\$1.83	\$2.40	\$1.14

Information was taken from the Community Transportation Coordinator Annual Operating Reports. The Commission for the Transportation Disadvantaged is in the process of reviewing the data. A final report will be provided to the Florida Legislature.

TRANSPORTATION DISADVANTAGED PROGRAM

2014-2015 TD Local Coordinating Board Meeting Schedule

<i>COUNTY</i>	<i>TIME & PLACE</i>	<i>Dates</i>
Calhoun	2 PM CT Sr. Center Blountstown	September 16, 2014, November 10, 2014, February 9, 2015, June 8, 2015
Franklin	10 AM ET Courthouse Apalachicola	September 10, 2014, November 12, 2014, February 11, 2015, June 10, 2015
Gulf	2 PM ET Gulf Transp. Office Port St. Joe	September 10, 2014, November 12, 2014, February 11, 2015, June 10, 2015
Jackson	10 AM CT JTrans Marianna	September 8, 2014, November 10, 2014, February 9, 2015, June 8, 2015
Liberty	2 PM ET Civic Center Bristol	September 9, 2014, November 13, 2014, February 10, 2015, June 9, 2015

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

Florida Commission for the Transportation Disadvantaged Sheila Winitzer Shining Star Award Winner

The Sheila Winitzer Shining Star Award was created by the Florida Commission for the Transportation Disadvantaged in honor of Ms. Sheila Winitzer. Ms. Winitzer unselfishly worked to support the Transportation Disadvantaged Program.

Award Criteria: A nominee for this award should have demonstrated a long-term role in working within the coordinated system, have been successful in implementing programs to assist users of the coordinated system and have coordinated grassroots support for the Transportation Disadvantaged Program.

Sharon Peeler, Executive Director for the Jackson County Transportation Disadvantaged Program JTrans, was selected as the 2014 Sheila Winitzer Shining Star Award winner. The 9/7/14 Jackson Floridan article below further describes the award. This is a great honor for JTrans, Ms. Peeler and the ARPC.

Sheila Winitzer Shining Star award winner announced

On July 30, Sharon Peeler, executive director of JTrans, was awarded the "Sheila Winitzer Shining Star Award" while attending the 2014 Annual CTD State Conference in Orlando.

This award was created in honor of Sheila Winitzer who unselfishly worked to support the Transportation Disadvantaged Program. Peeler, a Florida native, has been working within the coordinated system since 1988 when she started as a driver with the Jackson County ARC and the Jackson County Senior Program. Peeler progressed from driver to scheduling and dispatching and then became fiscal manager. In 2003, she assumed her current duties as the executive director of JTrans. She has maintained her



SUBMITTED BY CTD

Sharon Peeler, executive director of JTrans

community transportation manager certification since 2005 from the Community Transportation Association of America and has been a passenger service & safety instructor since 2009. In 2014, Peeler received her certification as a Certified Community Transit Supervisor at the CTAA Conference and Workshop in St. Paul,

Minnesota.

Under her leadership, JTrans was designated as the Community Transportation Coordinator in 2008 and again in 2013. While working within Florida's coordinated transportation system, she has assumed numerous leadership positions including: member of the Florida Rural Transportation Assistance Program Advisory Board, treasurer of the Florida Association of Coordinated Transportation Systems, and member of the Florida Public Transportation Association Board.

Well known statewide for her knowledge and experience in public transportation, Peeler always has been willing to serve as a peer advisor to other Florida coordinated transportation systems.

AGENDA ITEM 7 - D

EMERGENCY MANAGEMENT and DOMESTIC SECURITY PLANNING

Informational Summary

Regional Hazardous Materials Program

The Apalachee Regional Planning Council staffs the District 2 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 region. The four primary activities of the LEPC are hazardous materials training, planning, public outreach and emergency exercises.

The most recent quarterly meeting of the District 2 LEPC was held on July 30, 2014 at the Tallahassee/Leon Public Safety Complex. The next meeting is scheduled for October 15, 2014 at the same location. Staff attended the quarterly meetings of the State Emergency Response Commission (SERC) for Hazardous Materials in Singer Island, Florida on July 17-18, 2014. The next round of SERC meetings will be held on October 2-3, 2014 in Tallahassee. Staff also attended the District 3 LEPC meeting in Madison on August 21st to discuss the revival of the Tri-State Hazardous Materials Mutual Aid Agreement.

Hazardous Materials Training

Staff continued working with Liberty and Franklin Emergency Management personnel to schedule Awareness level courses to spend the remaining training funds for Fiscal Year 2013-14. Staff is also working with the Tallahassee Fire Department to schedule three HazMat Essentials 101 courses to accommodate the A, B and C shifts of the Hazardous Materials Team. Additional funding from the Florida Division of Emergency Management is being sought to fund the courses.

Hazards Analysis Update

Each year, staff visits 50% of the region's (excluding Jackson and Wakulla Counties) Section 302 facilities to verify Extremely Hazardous Substances (EHS) inventories and emergency contact information. Section 302 facilities store EHSs at or above the established Environmental Protection Agency (EPA) threshold planning quantities. Examples of common EHSs in the Apalachee Region include chlorine, sulfur dioxide, sulfuric acid and anhydrous ammonia. The site visits aid in creating an electronic hazards analysis (HA) summary that includes worst-case spill/release data. The information is used by first responders and emergency management planners. On June 30th, staff completed all contractual requirements as required by the Division of Emergency Management.

Efforts made to allow for the Florida Regional Planning Councils to take over the management of the Hazards Analysis Program from the Division of Emergency Management (DEM) proved unsuccessful this year due to a shortfall in budget authority. Staff met with DEM staff on September 9th for the Hazards Analysis Work Group meeting. The RPCs were notified by DEM

that the plan is to transition the program to the RPCs next year pending budget authority approval. The Council recently received the 2014-15 HA contract and will begin work after it is executed by DEM.

HMEP Planning Project

Staff selected the *Hazards Analysis Facility Summary* for the District II LEPC's annual Federal Fiscal Year 2013-14 HMEP planning project. This project will result in a hard copy binder of organized facility data to be used by dispatchers. The project will be completed in late September 2014 and each dispatch center in the Region will receive a copy.

Biennial LEPC Exercise

The LEPC is required to facilitate an exercise every other year to test the District 2 LEPC Emergency Plan and to satisfy the requirements of the Division of Emergency Management LEPC Staff Support contract. Staff held its LEPC biennial exercise on June 4, 2014 at the Tallahassee Fire Department Training Division facility. The functional exercise was coordinated with CSX Transportation and involved a train derailment that resulted in the release of hazardous materials in a populated area urban area. The exercise had 25 participants and staff completed the Homeland Security Exercise Evaluation Program-compliant After Action Report/Improvement Plan.

Domestic Security Program - Region 2 Domestic Security Task Force

Seven domestic security task forces were formed in Florida after the events of September 11, 2001 and in accordance with F.S. 943.0312. The main responsibilities of the Task Forces are to improve Florida's ability to detect and prevent terrorist threats, collect and disseminate intelligence and investigative information, protect critical infrastructure, coordinate the delivery of training and support the purchase of proper equipment for first responders and Task Force response teams. ARPC staff serves as the Emergency Management Planner for the Region 2/North Florida RDSTF.

Exercises

The Planner is working with Leon County Emergency Management to participate with the upcoming long-term recovery tabletop exercise which will take place sometime in December. Counties around the region are planning exercises to take place in the Spring.

Planning

The RDSTF Planner serves as the Coordinator for the Big Bend Community Organizations Active in Disaster (COAD) and has worked with the Leadership Group to develop a strategic plan and response procedures to enhance operational organization of the volunteer organizations in the region. The COAD has formed a working group to develop a regional mass feeding strategy. The Planner will be updating the "EM Toolkits" a subset of the Regional Evacuation Study after new SLOSH runs for the region are complete in October.

Meetings and Workshops

The RDSTF Planner attended the following meetings and workshops since the last board meeting:

- Big Bend COAD Leadership Council Meeting, August 12, 2014
- Apalachee Bay Risk Map Meeting, August 13, 2014
- Region 2 Area Meeting, August 28, 2014
- RDSTF Quarterly Meeting, September 3, 2014
- Wakulla County Youth Coalition Meeting, September 3, 2014
- Regional Re-entry Planning Meeting, September 8, 2014
- Flood Mitigation Workshop, September 10, 2014
- Leon County Day of Remembrance, September 11, 2014
- Big Bend Healthcare Coalition Planning Meeting, September 12, 2014
- Leon County Long-term Recovery TTX Planning Meeting, September 12, 2014
- RDSTF Planner Meeting, September 17, 2014
- State Working Group Committee Meetings, September 16 – 18, 2014

Emergency Management Program

The ARPC has received funding to update inundation maps for the impacted counties in the region and will be working with county emergency management directors on the project. The first meeting to update evacuation zones is scheduled for September 23, 2014 at the Franklin County Emergency Operations Center. Staff is assisting the Florida Department of Agriculture and Consumer Services to update the Standard Operating Guideline for the State Animal Response Team and conduct a functional exercise for the Florida Integrated Rapid Response Team. Staff has received grant funds from the Gulf of Mexico Alliance to conduct outreach and assist the business community in Franklin County to develop or enhance disaster preparedness plans.

North Florida Medical Reserve Corps

Staff continues to serve as the Coordinator for the North Florida Medical Reserve Corps which serves an eight county region in the Big Bend. The North Florida MRC membership includes more than 50 licensed medical volunteers from around the region. An Orientation Session for new volunteers was conducted on September 10, 2014.

ACTION NEEDED

None

AGENDA ITEM 8

FLORIDA PROPERTY ASSESSED CLEAN ENERGY (PACE)

Informational Summary

ARPC staff met with Lisa Miller, Leon County Gubernatorial Appointee on August 5, 2014 and subsequently asked Ms. Miller to make a presentation to the Board on the Florida Property Assessed Clean Energy (PACE). The program is designed to allow local governments to subscribe to make PACE funding available to commercial and residential property owners to finance qualifying improvements at competitive interest rates. Qualifying improvements include wind resistance, energy efficiency and renewable energy. These improvements can result in lower property insurance rates and utility bills.

ACTION NEEDED

To be determined by the Board

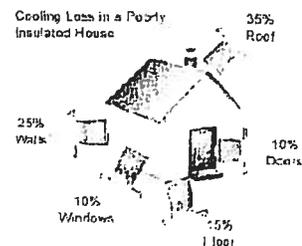
Florida PACE Funding Agency County Briefing

Qualifying Improvements

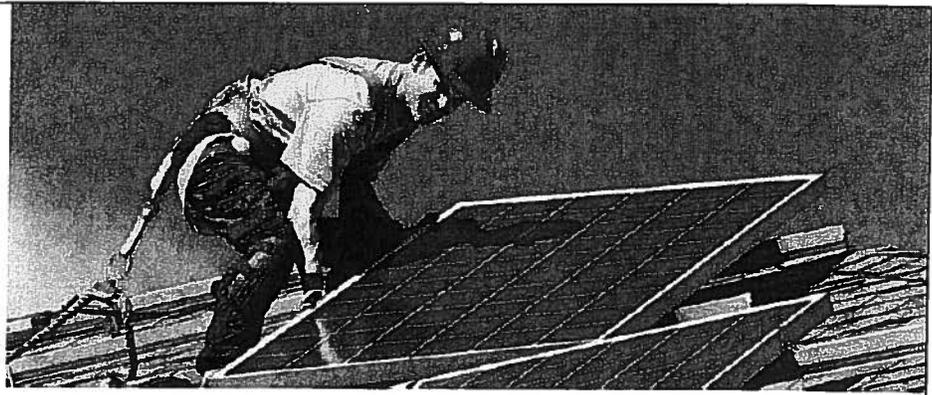


▪ **Energy Efficiency:** Improvements that reduce consumption through the efficient use of electricity, natural gas, propane, or other forms of energy on the property, including, but not limited to:

- HVAC systems;
- Lighting retrofits and/or lighting controls;
- Air and duct sealing and Insulation;
- Windows;
- Daylight harvesting;
- Energy recovery systems;
- High-efficiency pumps & motors;
- Generators;
- Cooling energy recovery; and
- Electric vehicle charging equipment.



Qualifying
Improvements
(cont.)

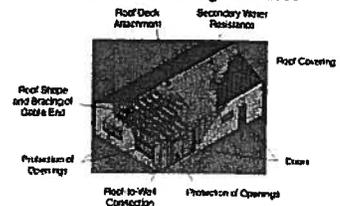


- **Renewable Energy:** Any system in which the electrical, mechanical, or thermal energy is produced through hydrogen, solar PV or thermal, geothermal, biomass, biogas, ocean or wind.

- **Wind Resistance Improvements**

- Installing wind resistant shingles;
- Installing storm shutters;
- Installing gable-end bracing;
- Reinforcing roof-to-wall connections
- Strengthening the roof deck attachment;
- Creating a secondary water barrier to prevent water intrusion;
- Installing glazed windows; and
- Garage door bracing.

Typical Construction Features that Reduce Wind Damage and Loss



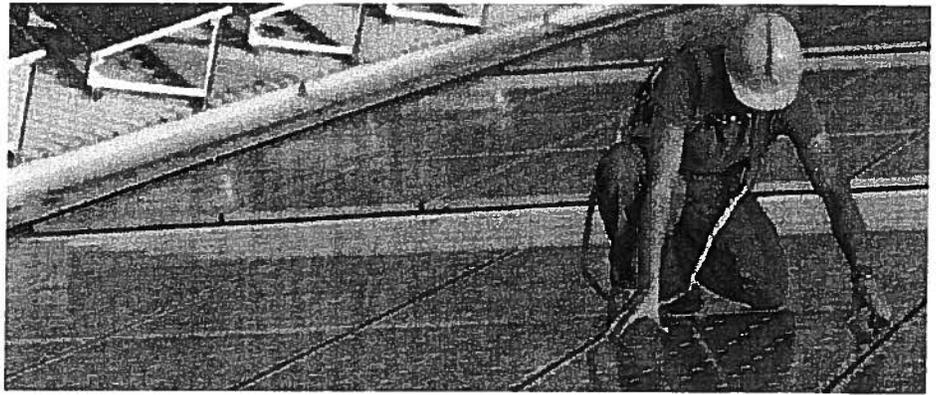
Advantages to
Local
Governments



- Provides a vehicle for job creation and economic growth.
- \$200 million in Immediately available funding through private investment with a \$2 billion capacity.
- Does not use local government bonds or government grants.
- Insulates local governments from legal liability and financial risk. **No cost, No Liability.**
- Turn-key program frees staff time and expense.
- Agency is subject to and fully compliant with Florida Sunshine Law.
- Professionally managed and scalable platform.
- For more information visit <http://www.FloridaPACE.gov>



**Florida PACE
Funding Agency**
County Briefing



**Advantages to
Contractors**

- Provides a competitive financing tool for contractors.
- Provides an opportunity to expand workforce and service offerings.
- Access to program training, marketing, and advocacy.
- Expands the market for wind mitigation, energy efficiency, and renewable generation projects.
- Standardized rules and procedures.
- Support from one of the nation's premier energy engineering firms, Leidos (<http://www.leidos.com>)
- Prominent exposure on Agency website (<http://www.evestflorida.com>)
- Access to professionally-developed marketing collateral



5

**Florida PACE
Funding Agency**
County Briefing



**Advantages to
Property
Owners**

- Up to 100% financing for qualifying improvements.
- Up to 20 years to pay, depending on weighted average improvement life
- Financing is not subject to a credit score evaluation making the program more widely available to property owners.
- Special assessment stays with the property upon title transfer (assignable) or may be retired as a negotiable term of sale
- Federal tax credits and local energy rebates may be available, depending on project.
- Work performed by qualified and licensed contractors
- All work must be permitted and approved by local building department
- Simplified paperwork and competitive interest rates
- Low cost application fee (Residential \$25/Commercial \$50)

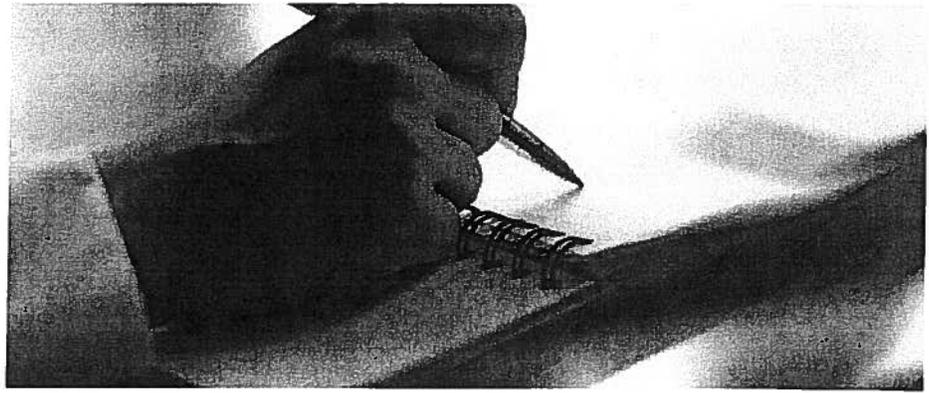


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6

Florida PACE Funding Agency

County Briefing



Property Owner Qualifications

- Under Florida Statute for property owners to qualify:
 - Must be owner of record
 - No missed or late mortgage payments and property tax payments for the last 3 years, or period of ownership, whichever is less
 - No involuntary liens on the property
- Additional Agency guidelines
 - Property value \$50k or greater for Residential, \$250k or greater for Commercial
 - No bankruptcy for 7 years
 - Current proposed non-ad valorem assessment plus other annual taxes/assessments is less than or equal to 5% of just property value
 - Land is less than or equal to 30% of just value for Residential properties; 20% for Commercial
 - Mortgage balance plus total PACE assessment is less than or equal to 100% of property's just market value



Florida PACE Funding Agency

County Study

The American Council for an Energy-Efficiency Economy (ACEEE), the U.S. Department of Energy and Lawrence Berkley National Laboratories have analyzed the impact that energy efficiency has on job creation. ACEEE's most recent fact sheet "How Does Energy Efficiency Create Jobs?" was used in our in-depth analysis. Please find the portion that relates to Santa Rosa County below.

Santa Rosa County Economic Benefits

	Santa Rosa
QUICK FACTS	
Population Estimate (2013)	161,096
Housing Units (2013)	66,203
Home Ownership Rate	75.2%
Median Home Value (2008-2012)	\$ 166,300
Business Establishments (non-Farm)	2,464
Building Permits 2012	839
ANNUAL INVESTMENT	
Participation Rate	0.25%
Total Participants	131
Number of Commercial Participants	66
Number of Residential Participants	65
Commercial Assessments	\$ 4,950,000
Residential Assessments	\$ 650,000
Total Assessments	\$ 5,600,000
ANNUAL JOB CREATION	
Job Creation from PACE Investment	112
Job Creation from Savings Reinvestment	14
Job Creation (County-wide)	126
ANNUAL COUNTY REVENUE	
Increase in Property Value	\$ 2,800,000
Additional Property Tax Revenue	\$ 38,649
Additional Discretionary Sales Surtax	\$ 32,000
Additional Building Permit Fees	\$ 59,150
Additional Contractor License Fees	\$ 1,965
Total Annual Revenue Increase	\$ 131,764





Florida PACE Funding Agency FAQs for Policy Makers

For Detailed Program FAQs go to: www.EvestFlorida.com

1. What is the process when a property owner wants to participate in the PACE Program?

STEP 1: APPLY TO PROGRAM - The Agency Team works with the Property Owner to evaluate eligibility and potential benefits, identifying qualifying improvement(s) and submitting an application.

STEP 2: SUBMIT PROJECT - Property Owner reviews list of eligible contractors from on-line directory and requests project estimates. Selected Contractor prepares project proposal for Agency review.

STEP 3: PROJECT REVIEW - Agency Team verifies Contractor credentials and QA/QCs proposal for reasonableness.

STEP 4: PLACE ASSESSMENT - Agency Team collaborates with Property Owner to execute financing agreement and place assessment.

STEP 5: INSTALLATION AND PAYMENT - Contractor obtains permits and completes installation. Property Owner approves completion of Project. Agency Team reviews the Project, approves final project documents and issues final payment to Contractor.

The property owner is closely guided through the process at each stage. It all starts with the application at www.EvestFlorida.com.

2. What kind of property improvements can be financed under the PACE Program?

Improvements are limited to existing properties and must provide renewable energy and/or energy savings, or increase the properties resistance to wind such as from hurricanes and tropical storms. For a detailed list, please visit: www.EvestFlorida.com.

3. What is the interest rate for the Program?

The interest rate varies approximately between 5.75% and 7.75% depending on the length of the term and the size of the project. Rates fluctuate weekly based on conditions in the secondary mortgage market. Once the rate is quoted and accepted by the property owner, it is fixed for the term of the assessment. There is no penalty for prepayment. The process is transparent. Property owners are provided full disclosure on rates and other financial terms before they decide to proceed with the project.

4. May PACE financing be used by property owners who owe more on their mortgage than the property is worth?

No. The PACE assessment may not exceed the amount of equity in the property. See question #5 for more on this.

5. But is it not true that the PACE statute allows 20% of just value to be financed, even if a property owner owes more on the home than its value?

Yes, per Florida Statute 163.08, the maximum assessment (without lender consent) is 20% and is available to any property owner that meets statutory requirements. The statute does not require the property owner to have equity to qualify for PACE financing. However, at this time, the Agency's Investor requires sufficient equity in the property to cover the total project cost. Properties which are "upside down" are therefore ineligible for the Program. In fact, since most all PACE improvements increase the value of a property, owners should have positive equity after improvements are made and the assessment is levied.

6. What is "Just Value"?

Just value is legally equivalent to market value under Florida law. It is a value assigned by the county property appraiser under Florida statute 193.011. But because of a number of factors in the statute, including subtracting the cost of sale to determine just value, officials from property appraiser offices and real estate experts say that just value is a much more conservative estimate than true market value and can be below what the property could actually sell for by 10% to 25% or more.

7. What do Fannie Mae and Freddie Mac have to do with home mortgages and the PACE Program?

The primary function of Fannie Mae and Freddie Mac is to provide liquidity to the nation's mortgage finance system. Fannie and Freddie purchase home loans made by private firms (provided the loans meet strict size, credit, and underwriting standards), package those loans into mortgage-backed securities, and guarantee the timely payment of principal and interest on those securities to outside investors. Fannie and Freddie also hold some home loans and mortgage securities in their own investment portfolios. They do not back commercial mortgages. Freddie and Fannie have expressed concerns about PACE because the assessment is superior to the mortgage. But because the PACE program is designed to leave owners with at least some equity, these concerns are overstated. When there is equity, all liens, including Fannie and Freddie backed mortgages are fully secured.

8. Why don't PACE assessments simply allow for the mortgage to come first?

The Florida legislature made clear in passing the PACE statute that it was in the public interest to encourage property owners to make energy and wind mitigation improvements to their homes and businesses. To keep the costs as low as practicable, they gave PACE assessments the same lien priority as regular property tax assessments. This means lower risk to investors which translates into lower interest costs for property owners. PACE improvements are not just about money. Safety during hurricanes and storms as well as community viability after, so that Floridians have homes and businesses to come back to are critical public policy concerns that make low cost residential and commercial PACE programs essential to our State.

9. May Fannie or Freddie or the mortgage holder foreclose on a homeowner for participating in the PACE Program?

No. The PACE statute specifically prohibits a lender from accelerating the mortgage because the owner participates in PACE, nor can they prohibit participation. The statute does however require a

30day notice to mortgage lenders with information about the amount to be assessed and payment terms. This allows the mortgage lender to reasonably adjust the escrow account requirements to account for the additional tax assessment.

10. May Fannie or Freddie simply stop writing new mortgage guarantees in jurisdictions that adopt a residential PACE Program?

No. This is called redlining and is strictly illegal under federal law. Numerous cities and counties throughout the country have subscribed to residential PACE programs with thousands of PACE assessments being levied. There has been no effect on mortgage originations through Fannie or Freddie in these jurisdictions.

11. What may Fannie or Freddie do if a home being considered for mortgage financing has a PACE assessment attached?

The most they can do is require that the PACE assessment be satisfied at closing. This would not be an issue if the buyer is financing with an unconventional mortgage (not backed by Fannie or Freddie) or is being sold to a cash buyer. Less than a third of homes have mortgages backed by Fannie or Freddie, so most people would not be affected.

12. What if the homeowner has less than perfect credit?

The Agency does not rely on credit bureaus to qualify PACE assessments. The statute does require that all property taxes and mortgage payments have been made on time for the previous three years, or period of ownership, whichever is less. The Agency's Investor also requires that the property owner must not have filed for bankruptcy during the previous five years. But, it gives access to PACE for property owners who may have had credit issues such as credit card slow payments due to unemployment or real estate short sales.

13. If a property owner is delinquent on property taxes, does their PACE assessment tip them over the edge?

A property owner who is delinquent on property taxes is ineligible to participate in the Program. If a property owner becomes delinquent on property taxes after a PACE assessment is in place, the normal practice and remedies would still apply. Preliminary evidence suggests that property owners participating in PACE are less likely to become delinquent on property taxes.

14. Law enforcement and others have personal records (home address, phone numbers, etc.) that are not part of public records. Does your program allow these "protected classes" of individuals to keep their personal information private?

Yes.

15. How is the assessment amount applied on the tax bill?

By September 15th each year, the Agency will send the tax collector an electronic file of all assessments to be included on the property tax bill. PACE assessments will be recorded as a "non-ad valorem" assessment on the tax bill. This Agency will work with the county tax collector/property

appraiser to determine the required format for the assessment data. Typically, the required data is Parcel ID, tax year and assessment amount.

16. What happens if there is a dispute between the contractor and homeowner?

The Agency's Third Party Administrator, Leidos Engineering, LLC, has a full dispute resolution process in place for these kinds of concerns, and no funding (i.e., actual payment for costs of the improvement) will be provided until after the work is complete, installed, operating correctly, and the improvement has passed inspection by an authorized local building official. Failure of the equipment after installation would be addressed under any applicable product warranties or service agreements between the property owner and the Contractor.

17. Does this non-ad valorem special assessment need to be passed thru the Property Appraiser and then to Tax Collector for billing purposes?

This will depend on the county. For most counties, this data will go directly to the tax collector and will not need to go to the property appraiser.

AGENDA ITEM 9

FLORIDA NEW MARKETS TAX CREDITS ALLIANCE

Informational Summary

ARPC staff met with James Dinkins of the Florida New Markets Tax Credits Alliance on September 16, 2014 and subsequently asked him to make a presentation to the Board on the Federal and State New Markets Tax Credit Program. The Program is designed to spur economic development by offering tax incentives to companies willing to locate in rural and low-income areas. The ARPC Economic Development Program through its CEDS has great potential for being the main tool for identifying companies and industries best suited for taking advantage of the credits and likewise bringing jobs into the Apalachee Region.

ACTION NEEDED

To be determined by the Board



**INTRODUCTION TO
NEW MARKETS TAX CREDITS**

Presentation to Apalachee Regional Planning Council

Overview

- Federal Tax Credit Program
- Dollars invested in low-income communities through sale of tax credits to investors
- Business owners can expect to receive 20-22% of the cost of their project in cash
- Complicated structure requiring significant professional expertise

Program Highlights

- Economic Boost to Qualified Projects of more than twenty percent (20%) of Project Costs
- Broad Uses for Operating Capital and Bricks and Mortar
- Start-ups, early stage companies, established businesses, and not-for-profit entities are all eligible
- Florida is a Targeted State and High Quality Projects will be in High Demand
- 20% of all federal funding must be used in non-metropolitan counties
- Use of One Day Bridge Loans and State of Florida New Markets Development Program Act

Why ARPC?

- Strong track record of attracting and deploying capital into low-income communities
- Broad-based vision for sustainable and regionally important development
- Focus on mostly rural areas to capture non-metropolitan credits
- No other FNMTCA subscribers in the ARPC footprint

Benefits of Participation

- FNMTCA is willing to provide an application for credits for the next 3 years without cost to ARPC (average cost \$150,000 or more)
- If successful, ARPC would be able to direct up to \$65,000,000 worth of development capital within its footprint
- If successful, provides 2.5% of total award in cash flow to ARPC to support its own initiatives

Obligations

- “Lend” ARPC track record to FNMTCA to make an application (staff time to forward resumes, etc.)
- If successful, hold board meetings to approve proposed projects
- If successful, continue to meet program requirements through project selection

Timeline

- Deadline for application for credits: 10/1/14
- Award announcement: May 2015
- Deployment Period: May 2015-May 2022 (but likely all dollars deployed by December 2015)
- Compliance Period: 7 years after deployment
- Next round of applications begins: July/August 2015

AGENDA ITEM 10

CORRESPONDENCE / ITEMS OF INTEREST

Informational Summary

Attached is a selection of articles and correspondence assembled by ARPC staff that may be of interest to the Board.

1. Press Release on the Brownfields Workshop co-hosted by the ARPC
2. Article of tribute on the late Drew Peacock, long serving Board Member of the ARPC.
3. ARPC Executive Director accepting the National Association of Development Organization Innovation Award for the Wakulla Environmental Institute Project on behalf of the ARPC and Tallahassee Community College

ACTION NEEDED

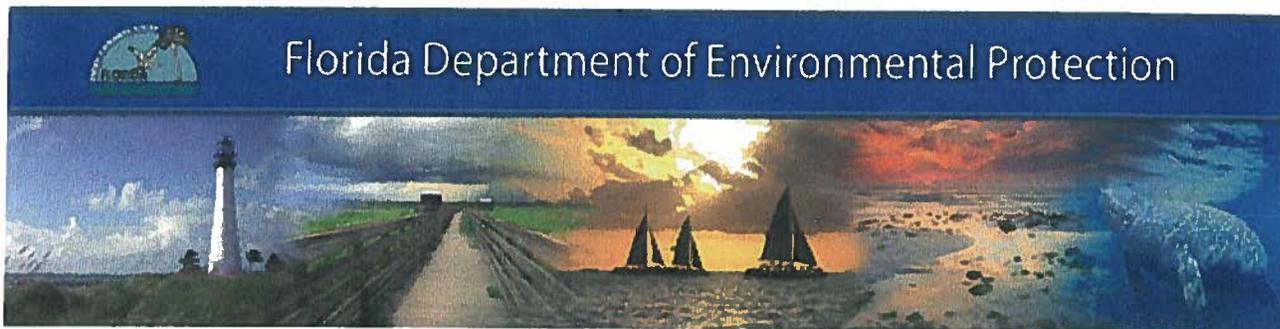
None

Janice Watson

From: Chris Rietow
Sent: Tuesday, August 19, 2014 9:55 AM
To: Janice Watson
Subject: FW: DEP HOSTS NORTHWEST FLORIDA BROWNFIELDS WORKSHOP
Attachments: registration.xls; 20140814_163100.pdf

----- Original message -----

From: Florida Department of Environmental Protection
Date: 08/13/2014 4:09 PM (GMT-06:00)
To: "Smith, Brandy M."
Subject: DEP HOSTS NORTHWEST FLORIDA BROWNFIELDS WORKSHOP



FOR IMMEDIATE RELEASE: Aug. 13, 2014

CONTACT: DEP Press Office, 850.245.2112, DEPNews@dep.state.fl.us

DEP HOSTS NORTHWEST FLORIDA BROWNFIELDS WORKSHOP

-Workshop provides discussion forum for those interested in Brownfields information-

CHIPLEY – The Florida Department of Environmental Protection's Northwest District, in partnership with the U.S. Environmental Protection Agency and the West Florida and Apalachee Regional Planning Councils educated nearly 75 people during the Second Annual Northwest Florida Brownfields Workshop today.

Private and public sector leaders with practical experience participated in panel discussions on the technical aspects of the Brownfields Program, as well as funding mechanisms and incentives. The workshop also featured a case study of a local redevelopment project, as well as a bonus grant writing session provided by the U.S. Environmental Protection Agency.

"The Brownfields Program provides incentives to revitalize communities and fosters economic development and job creation," said DEP Northwest District Director Shawn Hamilton. "Through program incentives, our local communities can assess, cleanup and redevelop properties to meet local needs. We have already seen many successes of the program in Northwest Florida and I hope this workshop will help create even more success."

The Florida Brownfield Redevelopment Program facilitates redevelopment and job creation by utilizing economic incentives to encourage the use of private revenue to restore and redevelop sites, create new jobs, and boost the local economy. This program empowers communities, local governments and other stakeholders to work together to assess their end-use development needs and determine a clean-up strategy that minimizes regulatory costs and maximizes economic incentives while protecting individuals and the environment from site pollutants.

To make the program's incentives available to a community, a local government must designate a Brownfield area by resolution. Local governments have designated 362 current Brownfield areas statewide. This week, the Florida Department of Environmental Protection released its Florida Brownfield Redevelopment Program Annual Report for fiscal year 2013 -14, which highlights job creation efforts and estimates new capital investment of \$194 million in calendar year 2013. In the last year, there have been 18 Brownfield Area Designations, 15 Brownfield Site Rehabilitation Agreements, 10 Site Rehabilitation Completion Orders issued and \$6,645,689 in voluntary cleanup tax credits for Brownfield sites.

GOVERNMENT LEADER Altha leader Drew Peacock, Jr. passes

BY KELLI PEACOCK DUNN
News Editor

The Town of Altha lost a longtime leader Thursday when Drew Peacock, Jr. passed away.

Peacock, 89, dedicated 14 years of his life to serving on the Altha Town Council, as well as four years on Calhoun County's Board of County Commissioners.

"Mr. Drew Peacock is directly responsible for the very first water line here," says Altha Town Clerk Jacqueline Smith. "He and his cousin went to Tallahassee to lobby for it. He was also the clerk and postmaster for the Town of Altha for many years."

Drew and his wife, Rachel, were huge supporters of Altha School. It was rare to attend an Altha Wildcat game and not see them in the stands.

A memorial service was held in his honor on Saturday. His complete obituary can be found on page 10 of this issue.



Drew Peacock, Jr.

Mr. Drew Peacock, Jr., age 89, of Altha, FL passed away peacefully Thursday morning, August 7, 2014 at his home following a brief illness. Drew was born on April 18, 1925 in Altha and had lived here all of his life. He was a graduate of Altha High School and attended Florida State University and University of Florida. He was a retired Rural Mail Carrier with over 35 years of service. Drew was a veteran of WWII serving 4 years in the United States Navy. He was on the Board of County Commissioners for 4 years, served 14 years on the Altha City Council working tirelessly to bring a centralized water system to the Town of Altha, served on the Apalachee Regional Planning Council from 1984 until 2004. Drew was a lifelong member of the Lion's Club, serving as president from 1975 until 1976, served on the Senior Citizens Transportation Board from 1992 until 2004, an active member of Altha PTO, an avid Wildcat Booster and a member of the McDonalds Breakfast Club. He Married Rachel Chambers of Ocala in 1948. They recently celebrated 66 years of marriage. He was preceded in death by his parents, Drew and Ninver (Kingry) Peacock; sister, Lucille Delaney; brother, Gary Peacock. Drew was an active member of Altha First Baptist Church, serving as Sunday School Superintendent, Choir Director and Deacon. Survivors include; Beloved wife of 66 years, Rachel Peacock of Altha, FL; Three daughters, Charlotte Lima and her husband, Juan of Altha, FL; Linda Flanders and her husband, Jeff of Altha, FL; Kathy Lane and her husband, Travis of Morgantown, WV; Two brothers, John K. (Sonny) Peacock and his wife, Jeanette of Altha, FL; Wallace Peacock and his wife, Polly of Chattahoochee, FL; Two sisters, Evelyn Ganey of Anaheim, CA; Elizabeth Bailey and her husband, Morrell of Altha, FL; Four grandchildren, Jeffery Flanders, Erin Lima and her husband, Travis Ake, Jeremy Flanders and his wife, Adrienne and Drew Lane; Three great-grandchildren, Hudson, Anniston and Lincoln Flanders; Sister-in-law, Sandra Peacock of Marianna, FL; Lifelong friend, Plassie Rhyne. Memorial services will be held Saturday, August 9, 2014 at 11:00 am (CDT) at Altha First Baptist Church with Reverend Jim McIntosh officiating. Memorialization will be by cremation. The family will receive friends Saturday, August 9, 2014 from 10:00 am (CDT) until service time at 11:00 at the Altha First Baptist Church. In lieu of flowers the family request contributions are made to the Altha First Baptist Church Building Fund / Children's Playground. All arrangements are under the direction of Marlon Peavy at Peavy Funeral Home in Blountstown, FL.

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