

Apalachee Regional Planning Council

BOARD OF DIRECTORS MEETING

Thursday – October 1, 2015

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



288th Public Meeting

ARPC OFFICE – Conservation Centre 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**

RANDY MERRITT, CHAIRMAN (WAKULLA)
STEVE CUTSHAW, VICE-CHAIRMAN (LIBERTY)
JANE SAULS, SECRETARY/TREASURER (LEON)

FRCA POLICY BOARD MEMBERS: JANE SAULS, WOODY STEWART AND LISA MILLER

Calhoun County

Darrell McDougald	County Commissioner
Wes Johnston	Mayor, Town of Altha
Don Stephens	Governor's Appointee

Franklin County

Smokey Parrish	County Commissioners
Brenda LaPaz	Mayor, City of Carrabelle
Dawn Radford	Governor's Appointee

Gadsden County

Brenda Holt	County Commissioner
Karen Bass	Councilwoman, Town of Havana
Henry Grant	Governor's Appointee

Gulf County

Ward McDaniel	County Commissioner
Tony Justice	Commissioner, City of Wewahitchka
Michael Hammond	Governor's Appointee

Jackson County

Eric Hill	County Commissioner
Gene Wright	Mayor, Town of Malone
<i>Vacant</i>	<i>Governor's Appointee</i>

Jefferson County

Stephen Walker	County Commissioner
John Jones	Commissioner, City of Monticello
<i>Vacant</i>	<i>Governor's Appointee</i>

Leon County

Jane G. Sauls	County Commissioner
Nancy Miller	Commissioner, City of Tallahassee
Lisa Miller	Governor's Appointee

Liberty County

Dexter Barber	County Commissioner
Woody Stewart	Commissioner, City of Bristol
Steve Cutshaw	Governor's Appointee

Wakulla County

Randy Merritt	County Commissioner
Gail Gilman	Commissioner, City of St. Marks
Ed Brimner	Governor's Appointee

Ex-Officio Members

Benjamin Blitch	FL Dept. of Environmental Protection
Christina Coger	NW FL Water Management District
Virgie Bowen	FL Dept. of Transportation
Diane Scholz	Enterprise Florida

**APALACHEE REGIONAL PLANNING COUNCIL
BOARD MEETING**

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

THURSDAY – OCTOBER 1, 2015
10:30 AM Eastern Time / 9:30 AM Central Time

AGENDA

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10. <u>Adjournment</u> - <i>Lunch will be served immediately following the meeting.</i>	

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

MINUTES – July 30, 2015

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

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

ARPC Board Members in Attendance:

Calhoun County	Darrell McDougald	Calhoun County Commissioner
	Wes Johnston	Mayor Town of Altha
	Don Stephens	Governor's Appointee
Franklin County	Brenda LaPaz	Carrabelle City Commissioner
Gadsden County	Brenda Holt	Gadsden County Commissioner
	Henry Grant	Governor's Appointee
Gulf County	Ward McDaniel	Gulf County Commissioner
	Tony Justice	Wewahitchka City Commissioner
	Michael Hammond	Governor's Appointee
Jefferson County	John Jones	Monticello City Councilman
Leon County	Jane Sauls	Leon County Commissioner
	Lisa Miller	Governor's Appointee
Liberty County	Woody Stewart	Bristol City Councilman
	Steve Cutshaw	Governor's Appointee
Wakulla County	Randy Merritt	Wakulla County Commissioner
	Ed Brimmer	Governor's Appointee

Ex-Officio Members in Attendance

Virgie Bowen	FL Dept. of Transportation
Christina Coger	Northwest FL Water Management District

ARPC Staff in Attendance

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

Others in Attendance

Harry Reed – CRTPA	Andrew Rutledge – NFWFMD
Linda Little – FDOT	Martha Lord – FL Regional Councils Association
Gabe Landry – Amer. Heart Assoc.	Kent Watson – US Rep. Graham's Office
Sheri Coven – Marlin Engineering	Mary Lee Kiracofe – US Rep. Graham's Office

Chairman Merritt asked that the records show a quorum of the Apalachee Regional Planning Council in attendance.

Item 2: Approval of the Agenda

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

Item 3: Approval of the Minutes

A motion was made by Steve Cutshaw to approve the Minutes of the May 28, 2015 ARPC Full Council Meeting as presented. The motion was seconded by Ed Brimner. A vote was taken and the motion carried unanimously.

Item 4: Executive Director's Report

A. Financial Report: Mr. Rietow reviewed with the Board the Budget Reports and the Reconciled Check Registers as of May 31, 2015 and June 30, 2015, included in the Board package beginning on page 12. He also reviewed with the Board the ARPC list of accounts payable and the current check register through July, 2015. Mr. Rietow reviewed with the Board a proposed amended budget for FY 14/15, noting that the budget changes requested were to account for new contracts that had been brought in by ARPC staff. There were questions raised about the purpose and cost of the REMI software and the Board asked staff to make a presentation at a future meeting about how the software could be more readily used by local governments in their continuing efforts to encourage economic development.

A motion was made by John Jones to approve the financial reports for May 2015 and June 2015 and the FY 14/15 amended budget as presented. The motion was seconded by Jane Sauls. A vote was taken and the motion carried unanimously.

A copy of the FY 14/15 amended budget is included to these minutes as Attachment "A".

Mr. Rietow reviewed the proposed budget for FY 15/16 and budget worksheet included in the Board Package beginning on page 20. He explained that the overall reduction in revenues was due to several multi-year contracts that would be completed at the end of 14/15. Mr. Rietow explained that expenses had been reduced across all line items and salaries and fringe benefits reduced to reflect the retirement of recent and upcoming senior staff. He noted that ARPC staff continued to pursue new contracts and were encouraged that the budget revenues would increase as FY 15/16 progressed.

A motion was made by Steve Cutshaw to approve the FY 15/16 budget as presented. The motion was seconded by Lisa Miller. A vote was taken and the motion carried unanimously.

A copy of the FY 15/16 budget is included to these minutes as Attachment "B".

B. Staff Reports: Chris Rietow briefly reviewed the following ARPC Program Reports prepared by ARPC staff, included in the Board Package beginning on page 23. He asked the Board for any questions in reference to the Program Reports listed below.

1. Economic and Community Development
2. Emergency Management & Domestic Security Planning
3. Revolving Loan Fund
4. Transportation Disadvantaged
5. Misc. Correspondence & Items of Interest

Michael Hammond asked Bruce Ballister to explain to the Board the recent situation involving the Port St. Joe CDBG grant application and why it would be postponed to the next application cycle. Mr. Ballister provided a timeline of events as to what transpired and explained that the local paper failed to print the required advertisement for the second public hearing.

The Board directed Ms. Watson to work with Holli Revell on a plan to begin making principal payments on her loan from the EDA RLF in addition to the monthly interest payments.

Vanita Anderson reviewed the proposed list of appointments to the Local Transportation Disadvantaged Coordinating Boards included in the Board package on page 33.

A motion was made by Lisa Miller to approve the staff recommendations for the local Transportation Disadvantaged Coordinating Boards and to authorize the Executive Director to make the remaining appointments for any missing and/or replacement members throughout the year. The motion was seconded by Michael Hammond. A vote was taken and the motion carried unanimously.

A copy of the approved local Transportation Disadvantaged Coordinating Board list is included to these minutes as Attachment "C".

C. Legislative Update: Mr. Rietow reviewed with the Board a memo prepared by the Legal Counsel of the South FL RPC summarizing the impacts of Chapter 2015-30, Laws of Florida on Regional Planning Councils. He explained that the legislation eliminated many RPC statutory duties and responsibilities that had either already been accomplished, were no longer applicable or could be performed without specific statutory authority. He also noted that the statutory provisions governing RPCs were now more in line with the current status of RPCs as multi-purpose regional entities.

D. FRCA Policy Board Re-Cap: Mr. Rietow briefly reviewed for the Board the ARPC representatives on the FL Regional Councils Association (FRCA) Policy Board and their roles as Policy FRCA Board members. Mr. Rietow reported the FRCA Policy Board met on July 10th in Altamonte Springs and that Lisa Miller was in attendance. Ms. Miller gave a summary of several of the issues discussed at the recent Policy Board meeting. She noted that former FL Senator

Lee Constantine, the current Chairman of the East Central FL RPC and President of FRCA, was putting together a task force to promote the many services of Florida's RPCs and the potential benefits to both state and local governments that could be expected by partnering with the RPCs. Chairman Merritt asked ARPC Staff to contact Representative Halsey Beshears and request that a representative from his office attend future Board meetings.

E. New Markets Tax Credit Program: Mr. Rietow reviewed the letter included in the Board package on page 55 explaining briefly the reasons stated for the denial of the ARPC's 2014 application for the New Markets Tax Credit Program. He noted that ARPC staff continued to work with the FL New Markets Tax Credits Alliance (FNMTCA) on incorporating comments from the federal funding agency into the application being prepared for submission during the next funding cycle. Brenda Holt emphasized the importance of resolving the issue that resulted in the disqualification of the ARPC's application. Mr. Rietow assured Ms. Holt that staff would work with the FNMTCA to accomplish this task.

F. CHARM Workshop Report: Mr. Rietow reviewed for the Board a FL Dept. of Environmental Protection (FEDP) workshop he had attended in Franklin County on June 2, 2015. He noted that the Community Health and Resources Management (CHARM) modeling tool could be used by local and regional entities on planning and public participation for coastal resiliency and stated that he was working with the FDEP on possibly using the ARPC as a pilot project for promoting the benefits of the program.

G. County Budget Workshops Update: Mr. Rietow stated that he had made presentations on behalf of the ARPC at the Calhoun and Jackson County Budget Workshops and that Don Stephens had joined him in meeting with Calhoun County Chairman Thomas Flowers about the benefits of ARPC membership for Calhoun County. Mr. Rietow also discussed that specific reports on each County's return on investment had also been included in the 2015/16 ARPC Budget Requests to each the nine counties in the Apalachee Region. Mr. Rietow reminded the Board that he would gladly provide presentations to other member local governments upon request.

Item 5: Council Attorney's Report

Council Attorney Ed Blanton summarized his report included on page 61 of the Board package by stating that due to audit submission deadlines, he proposed that the ARPC amend the current RLF Audit contract with Moran & Smith LLP to include services for the ARPC General FY 13/14 audit. Mr. Blanton explained that Mr. Moran had already completed extensive research on the ARPC's operations and finances while preparing the audit report on the ARPC's Revolving Loan Fund and would be able to move forward quickly in preparing the FY 13/14 audit as well as be adequately informed on how to prepare the necessary adjusting entries to the Council's financial statements as reported by Ms. Guilford on September 30, 2013 and to reconcile the findings disputed by the ARPC.

A motion was made by Brenda Holt to amend the current contract with Moran & Smith LLP to include services to perform the ARPC General Audit for the ARPC Fiscal Year ended September 30, 2014. The motion was seconded by Steve Cutshaw. A vote was taken and the motion carried unanimously.

Mr. Rietow reported that the ARPC Executive Committee had authorized the Council to secure a \$15,000 line of credit from Regions Bank at their meeting on July 30, 2015. He reported that in discussions with Regions Bank on establishing the new line of credit, he had been informed that the ARPC was eligible for a \$25,000 line of credit. Mr. Rietow noted that the additional funds could be used in the future to pay contractors/vendors as well as assist the ARPC in fulfilling its financial obligations to EDA as outlined in the recent EDA RLF Audit Report.

A motion was made by Lisa Miller to increase the prior Regions Bank line of credit authorization from \$15,000 to \$25,000. The motion was seconded by Steve Cutshaw. A vote was taken and the motion carried unanimously.

There was a general discussion about the possibility of researching whether or not the ARPC had sufficient grounds for making a claim against the Errors and Omissions Policy of the previous auditing firm. The Board directed Council Attorney and ARPC staff to research a cost benefit approach for the ARPC of pursuing further action against the firm and to discuss the matter at a future Executive Committee meeting.

Item 6: Chairman's Report

A. Executive Committee Meeting Report: Chairman Merritt reported that the Executive Committee had met by conference call on July 13, 2015 to review and approve the ARPC RLF Audit Report as presented by Moran & Smith LLP. He noted that the minutes of the July 13, 2015 Executive Committee Meeting were included in the Board package beginning on page 67.

Item 7: Board Member Reports / Local & Regional Issues Discussion

Ward McDaniel reported to the Board on the current situation with the Gulf Coast Parkway. Mr. McDaniel explained that the currently favored FDOT route provides more benefit to Bay County and is not beneficial as transportation infrastructure with regard to the redevelopment of the Port of Port Saint Joe. Randy Merritt asked if anyone had been in direct contact with Tommy Barfield, Director of FDOT District 3 about the situation. Lisa Miller suggested that the matter also needed to be brought to the attention of the Region's Legislative Delegation. Chairman Merritt suggested that an ARPC Sub-Committee be appointed to meet with Mr. Barfield on behalf of Gulf County to stress the importance of transportation infrastructure for the Port as it would have economics benefits for potentially the entire Region. Ward McDaniel, Michael Hammond and Darrell McDougald volunteered to serve on the Sub-Committee with Chairman Merritt. Chris Rietow agreed to coordinate the Committee member schedules and Mr. Merritt agreed to contact Mr. Barfield.

Brenda Holt reported that the City of Gretna had received a favorable opinion from the FL District Court of Appeal on their application to the FL Dept. of Business and Professional Regulation (FDBPR) to operate slot machines at the Creek Entertainment Facility. She explained that the project had subsequently stalled in the FDBPR Legal Department and the license had still not been issued. She emphasized that Gadsden County and the City of Gretna were committed to bringing the project to completion and securing the many jobs that will be provided in the next phase of the project. Ms. Holt reviewed the project's many economic development benefits to Gadsden County as well as the rest of the Region, especially along the I-10 corridor.

Item 8: Ex-Officio Member Reports / Public Comment

Chairman Merritt asked for any further public comments and there were none. He announced that the next ARPC Board meeting would be held on October 1, 2015 at 10:30 am ET, in the same location. Chairman Merritt thanked the Board for their attendance and directed staff to follow up with the Board members absent from today's meeting to encourage their attendance at the next meeting.

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

APPROVED BY THE APALACHEE REGIONAL PLANNING COUNCIL, MEETING IN REGULAR SESSION ON OCTOBER 1, 2015.

SIGNED:

ATTEST:

Randy Merritt
Chairman

Chris Rietow
Executive Director

APALACHEE REGIONAL PLANNING COUNCIL FY 2014 / 2015 BUDGET

INCOME/REVENUES:

EDA Planning Grant	63,000			
Revolving Loan Fund - Admin	20,000			
EDA Regional Score Card	-			
Apalachicola Scipio: CDBG/EDA	<u>50,000</u>	133,000	Economic Development	12.5%
FDACS - Rapid Response Team	10,000			
FDACS - State Animal Response Team	7,000			
FDACS - Animal Safety Planner	52,500			
FDEM - Hazards Analyses	23,300			
FDEM - HMEP Planning	27,000			
FDEM - HMEP Training	50,600			
Jackson - MCP / Ebola	14,200			
FDEM - LEPC Support Staff	42,000			
FDEM - RDSTF Planner	49,700			
FDEM - Reg. Evacuation Update	58,000			
FDOH - N FL MRC Admin	29,000			
GOMA - Disaster Preparedness	17,000		Emergency Management	
Small Quantity Generator Insp.	<u>56,500</u>	436,800		46.0%
ARPC County Dues	63,000			
City of Midway - FDEO	25,000			
FL Regional Councils Association	66,500			
City of Port St. Joe - CDBG	16,000			
Misc. Small Contracts	15,000			
RCSC - Admin	5,000		Technical Assistance	
TCC - Wakulla Enviro. Institute	<u>10,000</u>	200,500		27.0%
CTD - Transportation Disadvantaged	96,000			
FDOT - Rural Liasion	<u>25,000</u>	<u>121,000</u>	Transportation	<u>14.5%</u>
TOTAL INCOME/REVENUES	891,300	891,300		100.0%

OPERATING EXPENSES:

Accounting	1,000
Advertising	200
Audit	18,500
Board Meeting Expenses	2,000
Contingency	37,000
Consultants (Contract Required)	82,500
Dues (FRCA, NADO, SERDI)	29,800
Equipment Lease - Copiers	14,000
FL Regional Councils Association	65,000
Fringe Benefits	124,700
Insurance (Work Comp, Liability)	7,700
IT Tech Support	3,000
Legal	6,000
Licenses (REMI)	8,000
Office Supplies	3,000
Postage	3,100
Rent	36,500
Salaries	419,000
Subscriptions & Publications	300
Telephone	6,000
Travel	24,000

TOTAL OPERATING EXPENSES: 891,300

Approved by the ARPC FULL Council: 7/30/15

Attachment "B"

APALACHEE REGIONAL PLANNING COUNCIL FY 2015 / 2016 BUDGET

INCOME/REVENUES:

Income Sub-Total by Category

EDA Planning Grant	63,000			
Revolving Loan Fund - Admin	25,000			
EDA Regional Score Card	<u>10,000</u>	98,000	Economic Development	12.5%
FDACS - Rapid Response Team	65,000			
FDACS - Animal Safety Planner	58,000			
FDEM - Hazards Analyses	22,500			
FDEM - HMEP Planning	20,000			
FDEM - HMEP Training	38,400			
FDEM - LEPC Support Staff	48,000			
FDOH - N FL MRC Admin	26,000			
Small Quantity Generator Insp.	35,000			
SFRPC - Climate Change Project	<u>10,000</u>	322,900	Management	46.0%
ARPC County Dues	68,000			
FL Regional Councils Association	6,000			
City of Port St. Joe - CDBG	16,000			
RCSC - Admin	5,000			
TCC - Wakulla Enviro. Institute	<u>10,000</u>	105,000	Technical Assistance	27.0%
CTD - Transportation Disadvantaged	<u>96,000</u>	<u>96,000</u>	Transportation	<u>14.5%</u>
FY 14/15 Carry Forward	<u>37,000</u>	621,900		100.0%

TOTAL INCOME/REVENUES **658,900**

OPERATING EXPENSES:

Accounting	1,000
Advertising	300
Audit	12,000
Board Meeting Expenses	2,000
Contingency	-
Consultants (Contract Required)	55,000
Dues (FRCA, NADO, SERDI)	17,300
Equipment Lease - Copiers	9,600
Fringe Benefits	91,600
Insurance (Work Comp, Liability)	7,700
IT Tech Support	2,400
Legal	6,000
Licenses (REMI)	4,500
Miscellaneous	500
Office Supplies	2,400
Postage	2,900
Rent	36,500
Salaries	386,900
Subscriptions & Publications	300
Telephone	6,000
Travel	<u>14,000</u>

TOTAL OPERATING EXPENSES: **658,900**

Approved by the ARPC FULL Council: 7/30/15

Attachment "C"

**APALACHEE REGIONAL PLANNING COUNCIL
LOCAL TRANSPORTATION DISADVANTAGED COORDINATING BOARDS
Effective July 1, 2015**

COUNTY	MEMBER	POSITION	TERM ENDING
Calhoun	Thelma Batson	Elderly	2018
Calhoun	Odell Griffin	Disabled	2016
Calhoun	Vicki Davis	Public Education	2018
Calhoun	Debra Jones	Children at Risk	2018
Calhoun	Ruth Waterman	Dept of Elder Affairs	NA
Calhoun Franklin Gulf Jackson Liberty	John Vinski	Agency for Health Care Administration	NA
Franklin	Joe Blan	Disabled	2018
Franklin	Nell Massey	User	2016
Franklin Gulf	Pat Carroll	Community Action	2017
Franklin	Cathy Rutherford	Workforce Development Board	2018
Franklin	David Walker	Medical	2018
Franklin	Tasia Jones	Dept of Elder Affairs	NA
Gulf	Annie Larry	Elderly	2018
Gulf	David Ashbrook	Citizen Advocate	2018
Gulf	Marsha Lindeman	Medical	2018
Gulf	Debbie Sumner	Dept of Elder Affairs	NA
Jackson	Suzie Small	Disabled	2017
Jackson	Mandy Griffin	Citizen Advocate	2017
Jackson	EEvelyn Ranie	User	2016
Jackson	Ernest McNeil	Veterans	2018
Jackson	Adrienne Jenkins	Children at Risk	2018
Jackson	Kenny Griffin	Workforce Development Board	2018
Jackson	Mary Beth Gurganus	Medical	2018
Jackson	Denease Rhynes	Dept of Elder Affairs	NA
Liberty	Kay Shuler	User	2017
Liberty	Eugene Cook	Veterans	2018
Liberty	Kevin Williams	Public Education	2018

*All terms will end June 30th on the year listed.

APALACHEE REGIONAL PLANNING COUNCIL FY 2014 / 2015			Budget Balance
Budget Report as of 8/31/15		Oct 14 - Aug 15	8/31/2015
INCOME/REVENUES:	BUDGET		
EDA Planning Grant	63,000	31,500.00	31,500.00
Revolving Loan Fund - Admin	20,000	16,096.14	3,903.86
EDA Regional Score Card	-	-	0.00
Apalachicola Scipio: CDBG/EDA	50,000	50,000.00	0.00
FDACS - Rapid Response Team	10,000	10,000.00	0.00
FDACS - State Animal Response Team	7,000	7,000.00	0.00
FDACS - Animal Safety Planner	52,500	53,464.15	(964.15)
FDEM - Hazards Analyses	23,300	23,244.00	56.00
FDEM - HMEP Planning	27,000	5,000.00	22,000.00
FDEM - HMEP Training	50,600	38,760.57	11,839.43
Jackson Co. - MCP / Ebola Exercise	14,200	14,200.00	0.00
FDEM - LEPC Support Staff	42,000	42,000.00	0.00
FDEM - RDSTF Planner	49,700	49,698.04	1.96
FDEM - Reg. Evacuation Update	58,000	51,250.00	6,750.00
FDOH - N FL MRC Admin	29,000	28,182.50	817.50
GOMA - Disaster Preparedness	17,000	-	17,000.00
Small Quantity Generator Insp.	56,500	56,468.24	31.76
ARPC County Dues	63,000	63,410.00	(410.00)
City of Midway - FDEO	25,000	25,000.00	0.00
FL Regional Councils Assoc. - Pass Thru	66,500	66,000.00	500.00
City of Port St. Joe - CDBG	16,000	16,000.00	0.00
RCSC - Admin	5,000	4,080.00	920.00
TCC - Wakulla Enviro. Institute	10,000	5,000.00	5,000.00
CTD - Transportation Disadvantaged	96,000	95,848.00	152.00
FDOT - Rural Liasion	25,000	25,000.00	0.00
Misc. Small Contracts	15,000	13,321.00	1,679.00
TOTAL INCOME/REVENUES	891,300	790,522.64	100,777.36
OPERATING EXPENSES:			
Accounting	1,000	984.34	15.66
Advertising	200	185.08	14.92
Audit	18,500	3,750.00	14,750.00
Board Meeting Expenses	2,000	1,720.65	279.35
Contingency	37,000	4,946.22	32,053.78
Consultants (Contract Required)	82,500	66,616.55	15,883.45
Dues (FRCA, NADO, SERDI)	29,800	17,039.95	12,760.05
Equipment Lease - Copiers	14,000	11,791.31	2,208.69
FL Regional Councils Assoc. - Pass Thru	65,000	64,613.87	386.13
Fringe Benefits	124,700	121,900.42	2,799.58
Insurance (Work Comp, Liability)	7,700	8,144.00	(444.00)
IT Tech Support	3,000	3,010.65	(10.65)
Legal	6,000	5,500.00	500.00
Licenses (REMI)	8,000	3,285.50	4,714.50
Office Supplies	3,000	2,488.47	511.53
Postage	3,100	3,046.91	53.09
Rent	36,500	33,437.25	3,062.75
Salaries	419,000	394,734.46	24,265.54
Subscriptions & Publications	300	312.80	(12.80)
Telephone	6,000	5,567.59	432.41
Travel	24,000	22,280.94	1,719.06
TOTAL OPERATING EXPENSES:	891,300	775,356.96	115,943.04
		<i>10/1/14 Starting Cash</i>	7,244.76
		<i>Plus Revenues Oct 14 - Aug 15</i>	790,522.64
		<i>Minus Expenses Oct 14 - Aug 15</i>	775,356.96
		<i>Cash Balance as of 8/31/15</i>	22,410.44

AGENDA ITEM 5 – B – 1

ECONOMIC DEVELOPMENT UPDATE – Bruce Ballister

Port St. Joe – North Port St. Joe Water II: The application process is on hold until winter of 2015-16. The Port St. Joe Star failed to print the required advertisement for the second public hearing. The paper acknowledged receipt of the ad in adequate time for publishing but failed to forward the ad to layout. There was no recourse other than to wait for the next application cycle which is expected to open in January or February.

CDBG Cycle Update: The Community Planning and Development section of the FL Dept. of Economic Opportunity (FDEO) has published a rule change and proposed revised application for approval. The 2014 cycle, normally scheduled for October-November each year, was postponed to June 2015. Roger Doherty of CDBG said it would be impossible to get back on track in one year due to short staff and out of office commitments for the current cycle of applications. FDEO hopes to open the 2015 cycle in late January 2016 and get back on schedule by October 2016. Local governments are reminded that there is still plenty of time to submit a project for the January 2016 application cycle.

Wakulla Environmental Institute: The selected contractor, Cook Brothers, Inc. is well underway with construction of the new facility. Economic Development Administration (EDA) involvement with total project funding is limited to the access road, its utility extensions and the site work surrounding the multi-million dollar building. Final asphalt will not be scheduled until all heavy equipment is delivered, and likewise final closeout of the EDA grant cannot occur until approximately March of 2016. ARPC Staff continues to monitor construction and to conduct Davis-Bacon interviews from time to time. Current status of the project is approximately 35% for the EDA portion and 30% complete overall.

Comprehensive Economic Development Strategy (CEDS): ARPC staff has received information from the EDA that they are again revising their recommended format for CEDS reports. Staff held its first CEDS committee meeting in August and will be holding a second meeting on October 5th to consider changes in local conditions this past year. Updates to data tables in the technical report will not affect all tables, but will be focused on tables or areas of interest not updated in 2014. The EDA has also indicated that they would like to see updates include the consideration of resiliency. The ability of a region to bounce back after a catastrophic event is based on the resiliency of the local businesses and the employers' ability to get back up and running. From the hardware store to the local bank, business fuels a resilient community's ability to restore its economy.

Brownfields: ARPC Staff was joined by our Cardno TBE staff in a joint meeting with representatives from the City of Tallahassee's Brownfields Program and a US Environmental Protection Agency (EPA) Program Administrator on August 25. The debriefing meeting served to identify areas for improvement in the ARPC's most recently submitted application for a Brownfields Assessment grant, which was not awarded. ARPC staff has learned that only 20%

of the submitted applications were funded nationwide. During the meeting, ARPC staff was given application pointers and were encouraged to apply againm but with a more definite plan for assessments to known Brownfields areas.

ARPC Staff has been working over the past two months to assist Jefferson County in the establishment of a Brownfields area at the Lloyd interchange. The process is driven by an initiative of the Capital City Travel Center to redevelop its aging properties and clean up a legacy oil spill. The adjoining properties joined in and at the first public hearing, additional properties requested inclusion. ARPC staff will continue to support this effort as well as promote economic development grants for redevelopment of the interchange.

Water Wars: ARPC Staff continues to support the ongoing effort to bring a consensus solution to the thirty-year legal battle between the states of Florida, Georgia, and Alabama over equitable usage of the waters in the Apalachicola, Chattahoochee, Flint River system. The Apalachicola, Chattahoochee, Flint Stakeholders, (ACFS) adopted a Sustainable Water Management Plan in June of this year by consensus vote of the 56 member stakeholders group. The ACFS Intergovernmental Affairs Committee has been unsuccessful in making significant contact with the governors of the three states. The Committee is now focusing on federal representation in DC as well as appropriate contact with the Federal and State management agencies with input into the management of these waters. ARPC Staff has recently been appointed as the ACFS Florida Caucus Coordinator to assist in these important ongoing efforts. To the extent that it is feasible, ARPC Staff will help Florida's cause to support a cessation of the legal battle and support the Supreme Court's assertion that the States should begin to negotiate in good faith.

Rural Economic Development Summit:

Special rates at the hotel are no longer available, but there is large availability of hotel space in Orlando during this time. ARPC Staff will be attending this conference and encourages local government representatives of the Apalachee Region to attend this conference as well. Information about the conference is included on the following pages.



2015

Rural Economic Development Summit

RURAL FLORIDA UNLEASHED



FLORIDA'S LARGEST ANNUAL RURAL ECONOMIC DEVELOPMENT EVENT

Highlights for the 2015 Rural Economic Development Summit include presentations from US Congressman Ted Yoho (Florida's 3rd District); Alex Glenn (President, Duke Energy-Florida); Stan Connally (President and CEO, Gulf Power Company); and Gray Swoope (President, Vision First Advisors), as well as site development and marketing professionals and infrastructure facilities managers.

Our final session will provide an open critique of the Florida market and show targeted growth opportunities for our rural communities from national site location consultants. The Summit will provide a diverse range of sessions that are interactive, high-quality, and practical for all economic development professionals.

RURAL ISSUES WORKING / DISCUSSION GROUP ***(SUNDAY, NOVEMBER 15 @ 3:30 PM)***

Make sure to come early to learn about a number of core issues related to economic development in rural Florida, emerging and innovative approaches and resources, and develop professional contacts and relationships that can enhance your community's economic development efforts!

November 15-17, 2015
JW Marriott Orlando, FL

RURAL FLORIDA UNLEASHED

SUMMIT AGENDA

SUNDAY, NOVEMBER 15, 2015

- 3:00-7:00 pm Early Registration
3:30-5:00 pm Rural Issues Working/Discussion Group
5:30-7:00 pm Welcome Reception

MONDAY, NOVEMBER 16, 2015

- 7:30-8:30 am Registration & Continental Breakfast
8:30-9:15 am Opening Session & Keynote Address
9:15-10:00 am The Critical Role of Leadership
10:00-10:20 am Break
10:20-11:20 am Big Three for Moving Product In & Out of Florida
11:20-12:00 pm Emerging Trends in Economic Development
12:00-1:15 pm Legislative Champions Awards Luncheon
1:15-2:10 pm Florida Project Case Studies & Lessons Learned
2:10-2:45 pm What You Always Wanted to Know
But Were Afraid to Ask!
2:45-3:00 pm Break
3:00-3:30 pm Economic Development on a Shoestring Budget
3:30-3:45 pm Strategic Sites Inventory (SSI):
From Inventory to Closing a Deal

TUESDAY, NOVEMBER 17, 2015

- 7:30-8:30 am Continental Breakfast
8:30-9:30 am Key Elements & Partners in Florida's ED Process
9:30-10:00 am What Makes a Good Deal &
When Are Incentives Appropriate
10:00-10:20 am Break
10:20-11:30 am Consultants Roundtable: A Candid Critique of Florida

HOTEL ACCOMODATIONS

Rural Economic Development Summit Conference Rate
Booking Deadline: October 15, 2015.

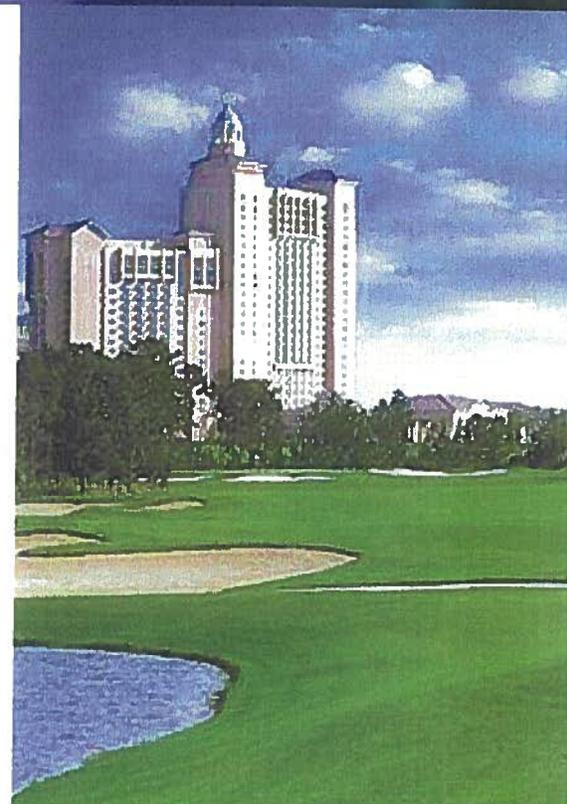
Hotel Booking Information:
JW Marriott in the Grande Lakes Resort
1-800-266-9432
Group Name : NFEDP Rural Summit
Room Rate: \$159

SUMMIT REGISTRATION

REGISTRATION FEE: \$185

REGISTRATOIN FEE INCLUDES:

- Summit materials
- Sunday night networking reception
- Monday and Tuesday continental breakfasts
- Monday awards luncheon
- Monday and Tuesday refreshment breaks



RURAL FLORIDA UNLEASHED REGISTRATION

REGISTER TODAY:

Rural Summit Registration Deadline October 30, 2015

Two options to register

1. Fax the completed form below (850-487-0041)
2. Register on the website (www.nflp.org)

Name: _____
Title: _____
Affiliation: _____
Address: _____
City/ST/ZIP: _____
Telephone: _____
Email: _____

Attending the Working Group Session (11/15) Yes / No

Summit Registration Payment Options (check or credit card)

Payment Enclosed \$ _____ Check # _____

Please make checks payable to:

North Florida Economic Development Partnership
3200 Commonwealth Blvd. Suite 7; Tallahassee, FL 32303

Enter Credit Card Information or Call (850)487-1870 to process payment

Name on Credit Card: _____

Credit Card Number: _____

Expiration Date: _____

CV Number: _____

Call 850-487-1870 to call in Credit Card Information

Billing Address (if different from above):

Telephone (if different from above): _____

Receipt Email Address (if different from above):

HOTEL REGISTRATION DEADLINE: THURSDAY, OCTOBER 15, 2015

****Please note attendees must contact JW Marriott Hotel directly to make overnight accommodations.**

Attendees

The Summit is intentionally designed to attract and facilitate interaction, learning, and information exchange among a diverse group of stakeholders in Florida's rural economic development future. These stakeholders include:

- State and local government officials, elected and appointed
- Public and private sector economic development professionals and practitioners
- Federal, state and local economic development agencies
- State and Regional CareerSource Staff and Board Members
- State, regional and local Chambers of Commerce and Economic Development Council Staff and Board Members
- Utility Service Providers
- Site Selection and Project Development Consultants
- Financial Institution Executives, and Engineering, Legal and Planning Professionals involved in economic development
- Design and Construction, and Waste Removal Firms
- Current and prospective business/industry owners and entrepreneurs.

AGENDA ITEM 5 – B - 2

EMERGENCY MANAGEMENT and DOMESTIC SECURITY PLANNING

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 planning, training, emergency exercises and public outreach.

The most recent quarterly meeting of the District 2 LEPC was held on August 5, 2015 at the Tallahassee/Leon Public Safety Complex. The LEPC elected Gail Stewart of the FL Dept. of Health as Vice Chairwoman to replace Leon County EMS's Chief Quillin who retired on June 30th. The next meeting is scheduled for October 20, 2015 at the Capital Area Chapter of the American Red Cross. Staff made preparation to attend the upcoming quarterly meetings of the State Emergency Response Commission (SERC) for Hazardous Materials in Destin, Florida on October 8-9, 2015.

Hazardous Materials Training

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

Date	Course	Location	Hours	Participants
8/24-28/15	Chemistry for First Responders	Bay County EOC	40	5
9/28-29/15	16-hr Advanced HazMat Life Support (AHLS)	TFD Training Facility	16	15

Staff worked with the Tallahassee Fire Department (TFD) and the FL Division of Emergency Management (FDEM) staff to send five hazmat technicians to a 40-hr Fire Chemistry course in Bay County. The course was sponsored by the District 1 LEPC, but District 2 funds were used to cover travel and lodging costs. Staff also worked with TFD and the Jacksonville Poison Control Center to schedule a 16-hr Advanced HazMat Life Support training course. Approximately \$1,000 of District 2 training funds for FY 2014/15 was reallocated to other LEPCs that could utilize the funds for additional training. ARPC Staff has received the FY 2015/16 contract and has begun planning additional training for the Region.

HMEP Planning Project

Staff completed work on the 2014/15 HMEP Planning Project which was a full-scale hazardous materials exercise involving an overturned gasoline tanker truck. The exercise – *Tanker Trouble*, was held on May 21st and allowed for the previously held Tanker Rollover training to be tested in an exercise environment. Staff completed the required Homeland Security Exercise and Evaluation Program (HSEEP) After Action Report and Improvement Plan and facilitated the After Action Meeting on July 2nd. Staff gave a presentation on the exercise

to the North Florida Regional Domestic Security Task Force during its quarterly meeting on September 18, 2015.

Staff will be conducting a Hazardous Materials Commodity Flow Study for the next planning project beginning in October. The six-month project will involve collecting data on the transport of hazardous materials being transported via highway and rail through the Region. This information will allow for hazardous materials training to be tailored to the most probable release scenarios.

LEPC Emergency Plan Update

Staff worked to update the 2015 District 2 LEPC Emergency Plan. The draft plan update was completed and submitted to Division staff on June 30th. The LEPC plan was tentatively accepted by the FL Division of Emergency Management and will be approved at the October 9th State Emergency Response Commission for Hazardous Materials.

LEPC Biennial Exercise

Every other year, the LEPC is required to hold an exercise to test the LEPC Emergency Plan. Staff has begun planning to hold a tabletop exercise in the fall for the Leon County Public Safety Complex (PSC). The PSC houses a number of essential services for the County. The exercise scenario will involve a nearby train derailment that releases a toxic plume.

Emergency Management Program

The ARPC has completed the update to the Regional Evacuation Study. This update included new inundation maps for the impacted counties as well as updated evacuation zones and evacuation clearance times.

The ARPC 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. The project is now complete and staff is working with the other coastal counties to determine if a similar project would be beneficial for their jurisdiction.

In the coming months, staff will be working with Jackson County to update the Jackson County Local Mitigation Strategy and with the FL Dept. of Agriculture and Consumer Services on a full-scale training exercise.

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 volunteers continue to support Leon County with school health screenings and Ebola monitoring. The North Florida MRC membership includes more than 50 licensed medical volunteers from around the Region. An Orientation Session was held on September 8, 2015.



AGENDA ITEM 5 – B – 3

REVOLVING LOAN FUND REPORT – Janice Watson

Attached are the following Revolving Loan Fund (RLF) updates for Board review:

- RLF Loan Portfolio Re-Cap

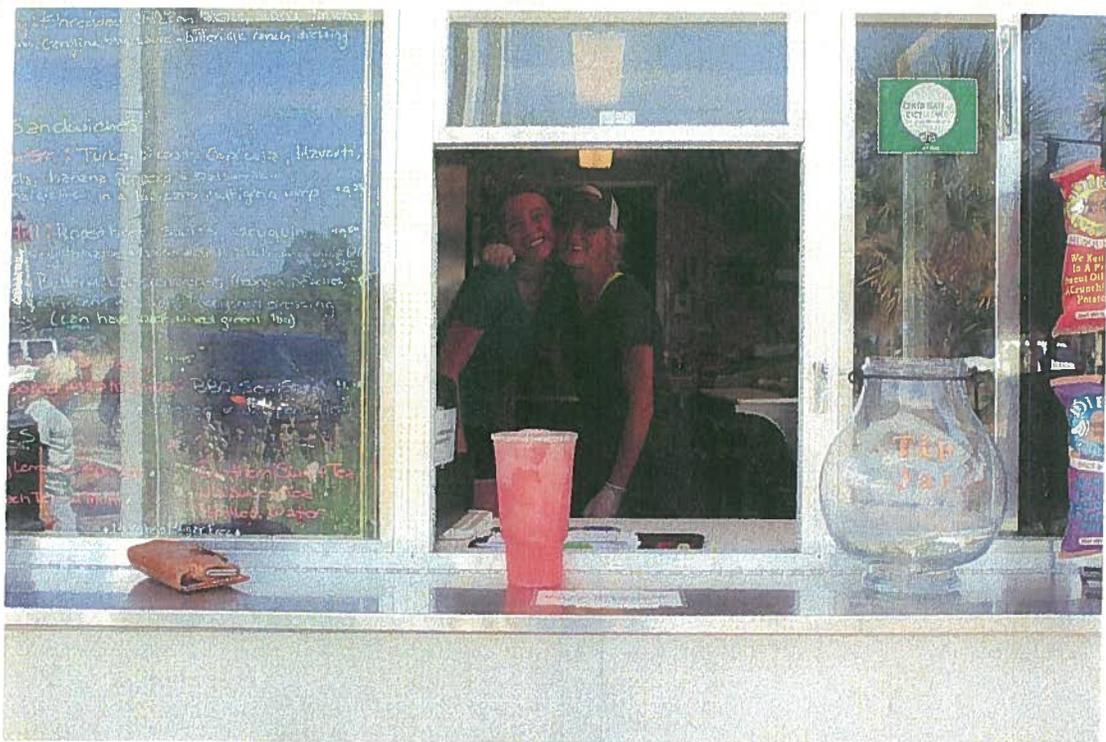
This worksheet is a re-cap of all the ARPC's outstanding loans.

The loans on page 1 and 2 are loans made through the EDA-RLF Program.

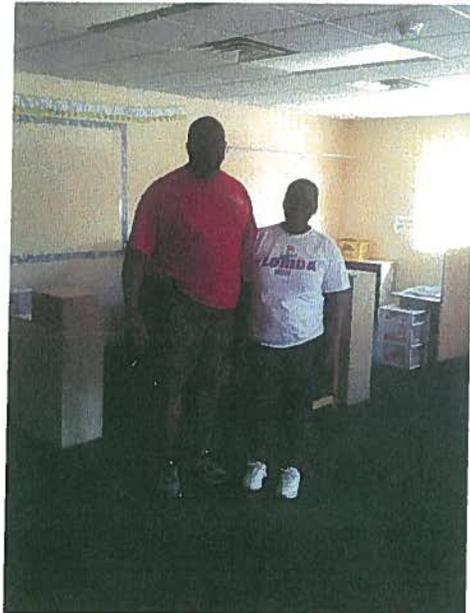
The two loans listed on page 3 were made through the Small Business loan fund.

ARPC staff was recently in Port St. Joe at a Gulf County Commission meeting and on the pages following the Loan Portfolio Re-cap Sheets are pictures of two Gulf County businesses that are current borrowers through the ARPC EDA Loan Program.

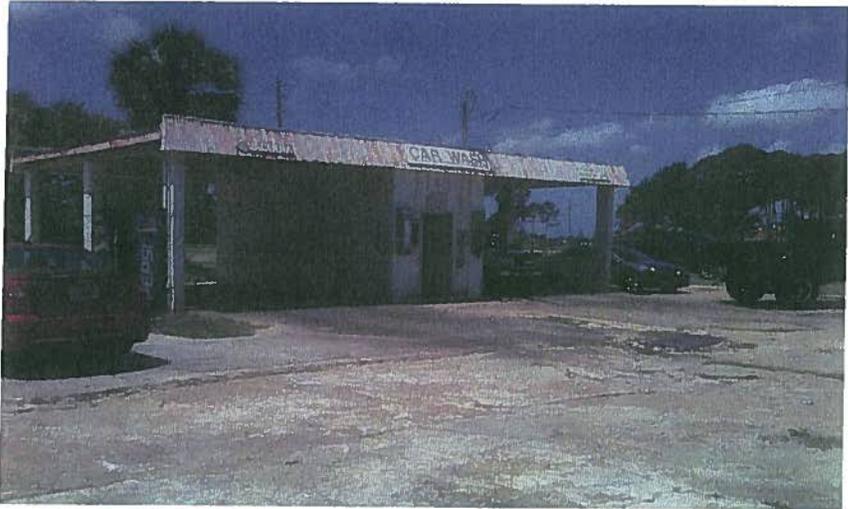
Mason Dixon: is permanently located food trailer in downtown Port St. Joe. The business is owned and operated by Kellee Novak. The \$26,000 loan she received from the ARPC in 2012 was used to purchase the food trailer. The business continues to grow and in the summer of 2015, Ms. Novak purchased another food trailer permanently located in Cape San Blas that sells ice cream.



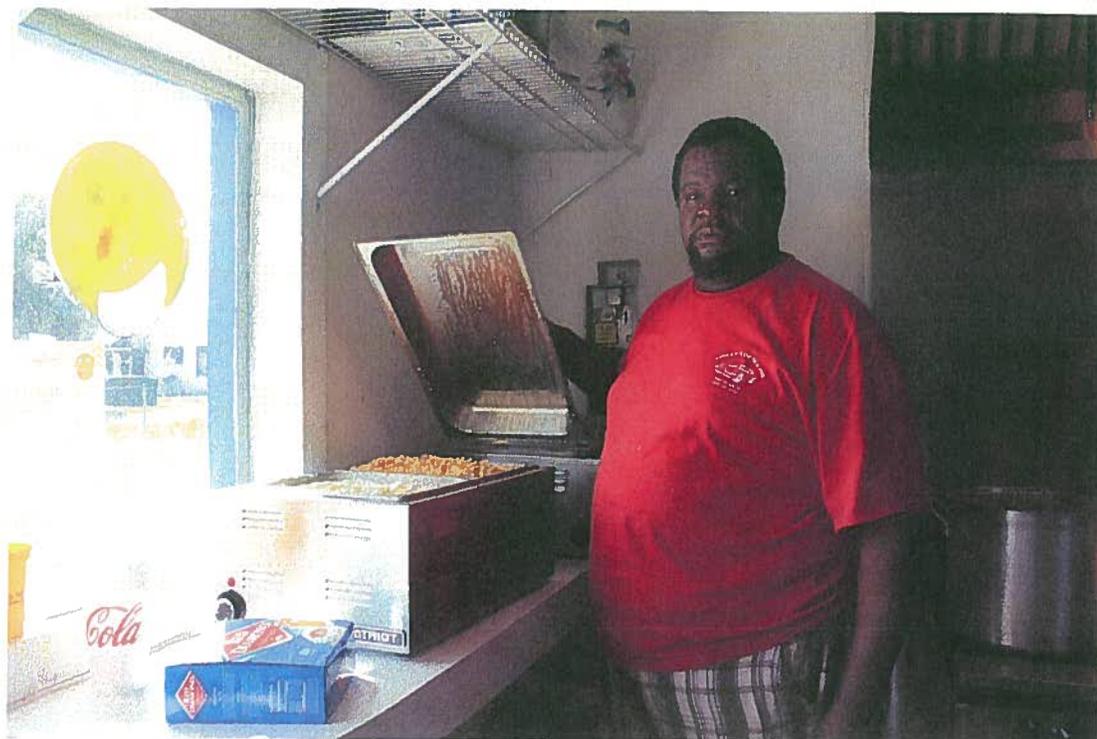
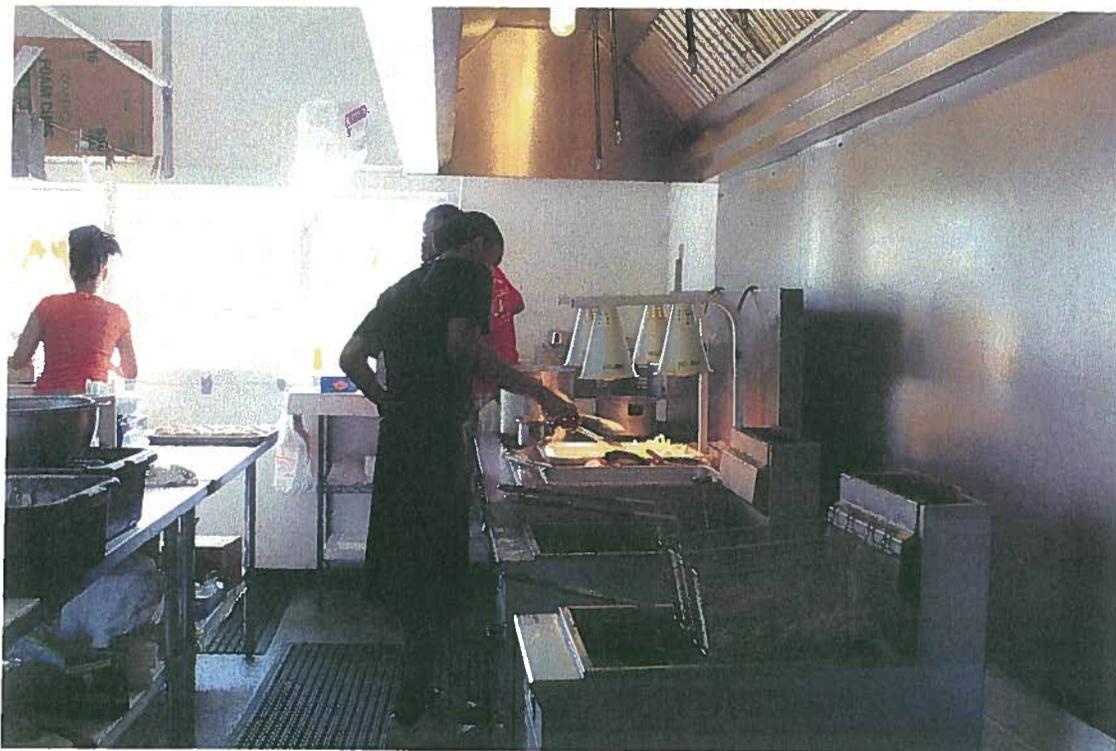
Smiley Enterprises: In 2011 Tan and Lawanda Smiley borrowed \$10,000 to expand their child care facility. Lawanda operates Busy Bee Child Care in downtown Port St. Joe which continues to operate close to capacity.



Tan Smiley operated a car/boat care center at the entrance to the Port St. Joe Marina. In 2014 he borrowed an additional \$10,000 from the ARPC to renovate his facility and to convert half of the facility to a take-out restaurant. The restaurant is now open and below are some before and after pictures of the Smiley Enterprises, facility in PSJ.



Kitchen photos from Smiley's Fried Chicken. The business location, as expected serves many recreational boaters and fisherman on their entrance and exit to the marina as well as many local downtown customers.



AGENDA ITEM 5 – B – 4

TRANSPORTATION DISADVANTAGED (TD) PROGRAM – Vanita Anderson

Competitive Procurement Process – Calhoun County

The Commission for the Transportation Disadvantaged requires that every five years the planning agency competitively procure a Community Transportation Coordinator as promulgated in Chapter 287, *Florida Statutes*. ARPC staff will begin this process on October 2, 2015, by advertising for Letters of Interest and Qualifications in the local newspaper and the Florida Administrative Register for agencies/firms interested in coordinating transportation services in Calhoun County as the Community Transportation Coordinator. A Request for Proposal (RFP) process will be used to secure the coordinator if more than one agency qualifies for this designation.

ARPC Staff recommends that two members of the Council staff and three members of the Calhoun County Transportation Disadvantaged Coordinating Board Administrative Committee be appointed to serve on the Selection Committee.

Vanita Anderson, ARPC TD Program Coordinator
Janice Watson, ARPC Finance Director
Sandra Register, Calhoun TDCB Administrative Committee Member
Keith Sutton, Calhoun TDCB Administrative Committee Member
Marissa Barfield, Calhoun TDCB Administrative Committee Member

The Selection Committee will review the qualifications and rate responders fairly, impartially, and comprehensively. A report on the Committee's recommendation will be provided to the ARPC Board at the November 19, 2015 meeting.

The following schedule will be followed:

- | | |
|---|------------------------|
| ❖ Legal notices released |September 30, 2015 |
| ❖ Deadline for letters of interest and qualifications |October 16, 2015 |
| ❖ Deadline to submit proposals |November 6, 2015 |
| ❖ Selection committee meeting |November 9, 2015 |
| ❖ Local Coordinating Board meeting |November 9, 2015 |
| ❖ Planning Council recommendations |November 19, 2015 |
| ❖ CTD designation meeting |January 21, 2016 |
| ❖ CTC start-up |July 1, 2016 |

ACTION NEEDED

Motion to appoint the Selection Committee and approve the schedule.

TD Program Annual Performance Report

2015 Annual Performance Report

	Calhoun	Franklin	Gulf	Jackson	Liberty*	Totals
TRIP PURPOSES						
Medical	5,791	5,887	8,292	19,211		39,181
Employment	902	27	13	13,393		14,335
Education	907	0	9,778	3,638		14,323
Nutrition	1,420	4	3,658	5,007		10,089
Life Sustaining	823	208	704	8,012		9,747
TOTAL TRIPS	9,843	6,126	22,445	49,261	0	87,675
Unmet Trips	0	1	36	91		128
Passengers	491	268	442	1,137		2,338
Driver Hours	9,360	11,437	15,142	32,340		68,279
Employees	10	11	12	22		55
No Shows	42	0	126	364		532
Complaints	0	0	1	0		1
Commendations	1	0	1	0		2
Vehicles	13	13	12	27		65
Vehicle Miles	218,585	230,673	284,360	660,836		1,394,454
Revenue Miles	173,115	198,267	271,096	542,031		1,184,509
Road Calls	4	0	0	3		7
Accidents	0	0	0	6		6
Total Revenue	\$542,984	\$373,235	\$618,527	\$2,110,816		\$3,645,562
Total Expenses	\$486,610	\$417,091	\$498,727	\$1,530,772		\$2,933,200
Cost/Trip	\$49.44	\$68.09	\$22.22	\$31.07		\$33.46
Cost/Veh. Mile	\$2.23	\$1.81	\$1.75	\$2.32		\$2.10

* Liberty County data is not available. Staff will provide at the next meeting.

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.

TD Program Fiscal Year 2014-2015 Actual Expenditure Report

Chapter 427.016(3), Florida Statutes, and Rule Section 41-2.007(3) and (5), Florida Administrative Code, requires planning agencies to report to the Florida Commission for the Transportation Disadvantaged (CTD) actual expenditures of local and/or direct federal dollars used in the transportation disadvantaged program for FY 2014-2015 by September 15th of each year.

COORDINATED TRANSPORTATION

COUNTY	LOCAL FUNDING AMOUNT	NUMBER OF TRIPS, OPERATING SUBSIDY OR CAPITAL
Calhoun	\$ 19,800	539 Trips
Franklin	\$ 13,057	200Trips
Gulf	\$ 34,374	8,108 Trips
Jackson	\$ 77,862	11,660 Trips
Liberty	\$ 17,051	2,899 Trips

TRANSPORTATION ALTERNATIVES

COUNTY	LOCAL FUNDING AMOUNT	NUMBER OF TRIPS, OPERATING SUBSIDY OR CAPITAL
Calhoun	\$ 0	
Franklin	\$ 0	
Gulf	\$ 0	
Jackson	\$ 0	
Liberty	\$ 0	

OTHER

COUNTY	LOCAL FUNDING AMOUNT	NUMBER OF TRIPS, OPERATING SUBSIDY OR CAPITAL
Calhoun	\$ 0	
Franklin	\$ 0	
Gulf	\$ 0	
Jackson	\$ 0	
Liberty	\$ 4,600	Equipment

TD Program Coordinating Boards 2015/2016 Meeting Schedule

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

<i>COUNTY</i>	<i>TIME & PLACE</i>	<i>DATES</i>
Calhoun	2 PM CT Calhoun County Senior Citizens Center Conference Room 16859 NE Cayson Street, Blountstown	September 10 November 9 February 8 June 6
Franklin	10 AM ET Franklin County Courthouse Annex Courtroom 33 Market Street, Apalachicola	September 9 November 12 February 10 June 8
Gulf	2 PM ET Gulf County ARC Transportation Office 122 Water Plant Road, Port St. Joe	September 9, November 12 February 10 June 8
Jackson	10 AM CT JTrans Conference Room 3988 Old Cottondale Road, Marianna	September 10 November 9 February 8 June 6
Liberty	10 AM ET Veterans Memorial Civic Center Room 13 County Road 12 South – 10405 NW Theo Jacobs Way, Bristol	September 8 November 10 February 9 June 7

AGENDA ITEM 5 – B – 5

TECHNICAL ASSISTANCE UPDATE – Joe Crozier

Hazards Analysis (HA) Program

The FL Division of Emergency Management (FDEM) has reviewed and approved the first deliverables of the 2015/16 County Hazards Analysis program submitted by ARPC staff. This year, approximately 80 facilities in the Region were selected by FDEM for verification. These verifications vary from sulfuric acid back up battery banks, chlorine tanks for residential well sites, to larger operations. All of the facilities, whether publically or privately operated must submit quantities of chemicals to the State Emergency Response Commission (SERC) for Hazardous Materials. The ARPC then ensures the reporting quantities are accurate before updating or creating vulnerable zone area maps, site plans, and other data to be made available to first responders and emergency planners in the event of a spill or release.

Small Quantity Generator (SQG) Program

The Apalachee Regional Planning Council (ARPC) has been awarded a sequential grant by FL Dept. of Environmental Protection (FDEP) to perform the Small Quantity Generator Assessment, Notification, and Verification Program work for Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Liberty, and Wakulla Counties. Again for FY 2015/16 the financial assistance will be used to complete the work for the seven counties in the Region that were served last year with the addition of Gadsden for FY 2015/16, at no cost to the member local governments. The applicable waste-generating businesses of the eight counties will be visited over the following months to validate compliance with the FDEP disposal protocols.

AGENDA ITEM 5 – B – 6

CORRESPONDENCE / ITEMS OF INTEREST

1. Board Members in the News
2. Havana Herald article re: Riparian County Stakeholders Update Presentations throughout the Region

County hears river basin water management plan

By Byron Spires,
Herald Editor

Chad Taylor of the Riparian County Stakeholder Coalition presented the Gadsden County commission with the Sustainable Water Management Plan (SWMP) for the Apalachicola, Chattahoochee, and Flint (ACF) River Basin which has recently been completed.

This plan is in reference to the 22-year-long "water wars" between Florida, Georgia and Alabama, primarily for the flow of the Chattahoochee River, but including the Flint as well in its formation with Lake Seminole and the Apalachicola River in Florida.

The plan was developed with the support and funding of the six riparian county commissions of the Apalachicola River in Florida, including Gadsden.

The plan includes a recommendation for establishment of a Transboundary Water Management Institution (TWMI) joining the three states, the federal government and the ACF Basin stakeholders.

According to the ACF website, in 2007 the extended drought brought water issues into the national spotlight, but the local debate over water sharing began much earlier. In 1989, Alabama first sued the U.S. Army Corps of Engineers for allowing Lake Lanier to supply water to Atlanta-area municipalities, citing the lack of regard for downstream interests and claiming the federally-managed reservoir was built for flood control, hydropower and navigation – not water supply.

For the past 22 years, the ACF River Basin case has been tied up in the courts.

A June 2012 decision by the U.S. Supreme Court



Chad Taylor speaks with commissioners about the ACF river basin.

ruled that water supply was an authorized purpose for Lake Lanier.

Over the last two years, the ACF Stakeholders' mission has been to arrive at a scientifically-based understanding of how the waters in the basin are now being used and what options exist for future shared use.

As for Gadsden County, the plan defines new zones to coincide with the reservoir recreational impact zones and only allows the

release of water from an upstream reservoir when the downstream reservoir is in a lower zone.

And to adjust hydropower requirements to achieve more flexibility, the plan provides for two pulsed water releases to achieve 9,000 cfs at Chattahoochee

for two weeks each, one in May and one in July.

Finally, the report states, a collaborative effort is essential to finding sustainable water management solutions.

You can learn more about this effort and the plan at acfstakeholders.org/.

Havana Herald
August 13, 2015

Gadsden County Commissioners appointed to crucial committees

By STACEY HANNIGON

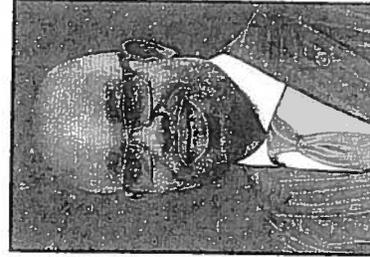
Recently, Gadsden County Board of County Commissioners' chairperson Brenda Holt and Commissioner Anthony Viegbesie, PhD, were appointed to serve on the Agriculture and Rural Affairs Steering Committee of the National Association of Counties (NACo). NACo's committee members play a critical role in advancing legislative and policy priorities important to the nation's counties. During their term on the Steering Committee, Commissioners Holt and Viegbesie will be working with other members to help establish the goals and policy priorities of the association.

With a vision to develop healthy, vibrant and safe counties across the United States, the National Association of Counties brings representatives from America's 3,069 counties together to



COMMISSIONER
BRENDA HOLT

advocate with a collective voice on national policy. This group of county officials exchange ideas and builds new leadership skills, pursues transformational county solutions, enrich the public's understanding of county government, and exercise exemplary leadership in public service. "It is an honor for my professional peers to recognize the importance and relevance of my experience in public office in nominating and appointing me to the Agriculture and Rural Affairs Steering Committee. It's because of my past participation and continued willingness to serve on various committees, on the state and national level, that I've been afforded this opportunity. I am always ready and willing to be a voice for the residents of Gadsden County, whatever the issue may be, and this appointment is another great opportunity to do just that," said Holt.



COMMISSIONER
ANTHONY VIEGBESIE

Commission — from page 1

Each year, NACo hosts a legislative and annual conference which allows committee members to meet in order to hear federal legislative and policy updates, discuss best practices and innovation, and advise the NACo Board of Directors and voting delegates who set NACo Policy for the coming year.

Throughout the year, committee members participate in regular conference calls and receive email updates from NACo staff to stay up to date on matters relevant to the committee's work. In addition to studying agriculture and rural development issues and recommending NACo policy positions, the Agriculture and Rural Affairs Steering Committee has an oversight role with other policy committees on issues affecting rural counties. This committee will recommend

issues to be studied, indicate the impact of policies on rural counties, and seek input into policy Resolutions drafted by other policy committees.

Regarding his appointment to the Steering Committee, Commissioner Viegbesie stated, "It is an honor and extremely humbling to be able to represent Gadsden County on a national committee platform with the National Association of Counties (NACo) on issues that are paramount to Gadsden County's identity as an agricultural and rural county. I am elated to have this opportunity to serve in NACo on a committee where my educational training and background in agriculture is so relevant."

For more information regarding the National Association of Counties, visit www.naco.org.

AGENDA ITEM 5 - D

Chris Rietow

From: Owen Beitsch <o.beitsch@gaiconsultants.com>
Sent: Saturday, August 15, 2015 3:54 PM
To: Chris Rietow
Cc: Mark Lawson (mlawson@markglawson.com); Jim Lang; James Dinkins
Subject: UPDATE REGARDING FNMTCA COMING APPLICATIONS

Follow Up Flag: Follow up
Flag Status: Flagged

Chris, while we continue to disagree with the CDFI Fund about its decision regarding our current advisory board structure, it simply will not serve us well to submit again under the same terms during the 2015 round of applications. ***Rather than a statewide board*** which functioned in an advisory capacity for each CDE, we are going to request you develop an entirely separate and independent advisory board to work alongside the governing board you populated last year where membership between the governing board and advisory board may or may not overlap.

This separate board effort means you must create an advisory panel of two members *representing the interests of the low income communities within your operating footprint and one member representing the low income communities throughout the State of Florida*. This requirement is further specified in guidance from the Community Development Financial Institutions Fund with the requirement that board members either (a) reside in low-income communities or (b) otherwise represent the interests of residents of low-income communities. Examples of representation of low-income communities include the following:

- a) A small business owner whose business is located in a low-income community and whose business (i) provides goods and services to community residents or (ii) principally employs residents of low-income communities;
- b) An employee or board member of a community based or charitable organization principally serving low-income communities or low-income persons;
- c) A religious leader whose congregation is based in a low-income community;
- d) an employee of a governmental agency that primarily serves low-income communities; and
- e) an elected official whose constituency primarily consists of low-income communities

If your CDE is funded, this advisory board, like your governing board, would simply take action from time to time. This advisory board provides recommendations and evaluates projects for consideration by the governing board. In the objectives of expediency, we do suggest these people not be persons elected to office because of the complications associated with Florida Sunshine practices but they are not necessarily excluded. These people can but probably should not be the same people on your governing board.

We are letting you know this *now*, so over the next 2-3 weeks as we await for the CDFI announcement to be issued, you can be positioning and establishing your board to fulfill this requirement. To fill these slots, we will need names, resumes, backgrounds and a simple explanation of their match to the CDFI's requirements. This material will become another layer of information that completes your application.

Our goal is to have these persons identified with materials provided to us by August 27, about two weeks from now. On the assumption that applications will be due in the middle part of September, we will also be sending you very soon several forms to execute. You provided these last year but will ask they be completed and signed again for the current round.

Of course, we cannot let the board issue become a distraction to the larger goal which is to receive funding supporting your projects. While rules preclude almost no project, it has also become increasingly clear a priority will be placed on projects linked to job creating projects with high community impact and that is how they are best described. We would like to get your list of projects *as soon as possible* which, in many cases, we would add to those already included in last year's applications. To the degree the ideas or projects from the past year should stay or be changed to reflect their current status, your comments would be helpful. Generally, we need a brief description, its cost, and how it satisfies job creation and community economic development goals, assuming it does, and an estimate of the number of jobs or other community impacts. Clearly every project won't meet these goals but that is a policy decision for you.

In the absence of your commitment to create the governing board described, complete minimal paperwork as before, and answer nominal questions over the next several weeks, we will of course submit your application, but its quality will be impacted by information available.

It has also become increasingly obvious that some of the awards are largely political decisions despite Florida's continued status as an underserved, targeted state. We will see how these adjustments help us.



Owen Beitsch, PhD, FAICP, CRE
Senior Director, Economic and Real Estate Advisory Services

618 E. South Street, Suite 700
Orlando, Florida 32801
T 407.423.8398 ext. 3151
C 407.808.5686
E o.beitsch@gaiconsultants.com

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AGENDA ITEM 5 - E

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Intergovernmental Affairs Activity Report *July 1 – 31, 2015*

Following is an overview of activities and work performed during the month of July 2015.

OUTREACH

Drafted Summer issue of FRCA newsletter and edited contributions from Executive Directors for targeted August publication. Ongoing, some RPC contributions pending.

Participated as Policy Committee Member in FDOT Safe Mobility for Life Coalition meeting on 7/27.

Registered and prepared for APA Florida Chapter Annual Conference/Exhibition in September.

Attempted to secure exhibit space in sold-out Florida League of Cities Marketplace (conference expo).

Attended ARPC Directors meeting on 7/30.

RESOURCE DEVELOPMENT/CAPACITY BUILDING

Monitored/Distributed notices and news of interest to Executive Directors.

Preliminary coordination with 1st Vice President of Policy Board re: "Path Forward" Brainstorming Committee next steps.

LEGISLATIVE SUPPORT

n/a

OPERATIONS

Drafted Summaries of June EDAC and Partners meetings for Chair review.

Managed all tasks associated with planning and organizing July 9 EDAC Business Meeting and July 10 Policy Board Meeting.

Prepared new layout for 2014-15 Annual Report publication. Gathered new content from Directors, updated content, and edited new content and graphics for targeted August publication. Drafted President's letter.

Florida Regional Councils Association
Director, Intergovernmental Affairs Activity Report
July 2015

Reserved meeting spaces and made preliminary plans for September EDAC and Partners Meetings.

Produced mementos for retiring FRCA Directors.

Updated FRCA website.

Updated FRCA Meeting calendar.



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Intergovernmental Affairs Activity Report

August 1-31, 2015

Following is an overview of activities and work performed during the month of August 2015.

OUTREACH

Completed and distributed Summer issue of FRCA newsletter. Updated FRCA distribution list. Placed newsletter on website.

Attended 8/ 21 REDI meeting at DEO.

Prepared new exhibit design concept for APA Florida Chapter Annual Conference/Exhibition in September and prepared materials.

Drafted news release announcing FRCA officers and policy board president.

Met with Carmen Monroy, FDOT, discussed areas of interest to RPCs and recruited Carmen to speak at 9/30 EDAC meeting.

Invited Partners to Sept.30 EDAC meeting.

RESOURCE DEVELOPMENT/CAPACITY BUILDING

Monitored/Distributed notices, news of interest, grants info to Executive Directors.

Coordinated and provided staff support to Path Forward Committee. Invited members to join and coordinated various conference calls to launch Committee. Drafted summary of discussion at 8/27 meeting of Lee Constantine, Barbara Todd and Michael Busha.

LEGISLATIVE SUPPORT

n/a

OPERATIONS

Drafted preliminary summaries of July EDAC and Policy Board meetings.

Updated FRCA 2015/16 Meetings Calendar.

Continued Annual Report production with goal of early-mid September publication.

Florida Regional Councils Association
Director, Intergovernmental Affairs Activity Report
August 2015

Confirmed plans and logistics for September EDAC and Partners Meetings. Drafted Business Meeting agenda for Chair review.

Confirmed venues and room blocks for November 2015- March 2016 EDAC/Partners and Policy Board meetings in Tallahassee. Initiated contact with several Partners for presentations at future meetings.

Reported quarterly RPC performance data to DEO.

Met with Lobbytools rep for introductory training.

Reviewed progress on Dir. of Intergovernmental Affairs Work Plan June- November 2015

APALACHEE REGIONAL PLANNING COUNCIL
2507 Callaway Road, Suite 200
Tallahassee, FL 32303
Phone (850) 488-6211 - Fax (850) 488-1616
www.thearpc.com

STAFF

Chris Rietow Executive Director / District 2 LEPC Staff
CRietow@thearpc.com
850-488-6211 x. 102

Vanita Anderson Transportation Disadvantaged Coordinator
VAnderson@thearpc.com
850-488-6211 x. 106

Bruce Ballister Senior Planner – Economic Development
BBallister@thearpc.com
850-488-6211 x. 100

Joe Crozier Associate Planner
JCrozier@thearpc.com
850-488-6211 x. 104

Janice Watson Finance Director / Revolving Loan Coordinator
JWatson@thearpc.com
850-488-6211 x. 103

Denise Imbler Whitlock Director of Emergency Planning Program
DImbler@thearpc.com
850-488-6211 x. 101

Ed Blanton Council Attorney
610 Summerbrooke Drive
Tallahassee, FL 32312
efb825@aol.com
850-224-1020