



NORTHEAST FLORIDA REGIONAL COUNCIL

Board of Directors Meeting

June 2, 2016

MINUTES

The regular monthly meeting of the Northeast Florida Regional Council was held on Thursday, June 2, 2016 at 10:00 a.m. The meeting was held at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216.

President Myers (Putnam County) called the meeting to order with the following members present representing a quorum:

BAKER	Jimmy Anderson Darryl Register
CLAY	Doug Conkey
DUVAL	Al Ferraro Ronald Timonere Stan Totman
FLAGLER	Frank Meeker Jon Netts Catherine Robinson Helga Van Eckert
NASSAU	John Drew Len Kreger Robert Spaeth George Spicer
PUTNAM	Kenny Eubanks Larry Harvey E. Walton Pellicer
ST. JOHNS	Roxanne Horvath Bill McClure
EX-OFFICIO	Curtis Hart Larry Parks Geoff Sample <i>Russell Simpson for Greg Strong</i>

Absent: Michael Bourre, Elaine Brown, Katrina Brown and Tony Brown

Excused: James Bennett, Michael Griffis, Wendell Davis, James Johns, Harlan Mason and Gavin Rollins

Guests: Kristen Reed and other members of the public

Staff Present: Michael Calhoun, Margo Moehring, Elizabeth Payne, Ed Preston, Donna Starling, Brian Teeple and Sheron Forde

Invitation to Speak

President Myers invited the public to speak on any item that is brought before the Council.

*Approval of Minutes

President Myers called for a motion on the April 7, 2016 meeting minutes. Commissioner Harvey moved approval of the Minutes; seconded by Commissioner Spicer. Motion carried.

Committee Reports

Regional Resiliency Public Partnership (P2R2) – Ms. Moehring

Ms. Moehring provided an update on the Committee's action items. An event will be held on June 27th to celebrate the volunteers who have helped with the action items, all Members are invited. An overview of P2R2's work plan for the coming year was provided. Next years' action items will be Education – of communities, elected officials, the public, etc.; a presentation and speakers bureau to get the word out on resiliency with a continuing focus on local business; a convening of insurance representatives, which may help with the community rating system. The Building Resiliency work group will be seeking more points in the CRS system by becoming a Program for Public Information (PPI). The higher the points received in the CRS, the lower the flood insurance rates. If a regional PPI is established, any county participating in the CRS system can benefit. Additionally, a group will be convened to review regional data relating to vulnerability to determine what we have, what is needed and where the gaps are. Generic comprehensive plan policies relating to flood risk will be drafted for use as a basis for updating local government comprehensive plans, and the Committee will support work on a regional evacuation plan.

Hurricane Season Update (taken out of agenda order)

Ms. Payne provided an overview of 2016 Atlantic Hurricane Seasonal outlook, provided by Colorado State. The forecast is for a near normal season; 12 named storms, a potential for five hurricanes with two major hurricanes. Members were advised to encourage their constituents to get and stay prepared – it only takes one to be disastrous. The 2016 season is off to an active start with two named storms already occurring. The evacuation zones have all changed over the last several years; it is important to check evacuation zones and know your risks. Each County's Emergency Managers have provided this information on their websites. It was recommended that APPs, such as JaxReady, can be utilized to help determine if your location is in an evacuation zone. Alert services, such as Code Red and Everbridge, can also be used to alert individuals of severe weather, etc. Discussion followed.

Commissioner Meeker asked Council staff to meet with several Flagler County organizations and present and discuss the computer models and graphics. Ms. Payne agreed to do so.

Mr. Sample pointed out that the SJRWMD also did some outreach communication about the beginning of the storm season at their website, www.sjrwmd.com/storm, providing a list of contacts such as the national weather service, the hurricane center, flood statement and warnings, local government, state and national contacts, etc. along with an explanation of the District, local government and the individual's role.

Executive Committee Report – Chair Myers

The Committee took the following actions at their May 5th meeting: approved the March 2016 financial report, found Clay County adopted amendment 16-1ESR consistent with the Strategic Regional Policy Plan, approved staff recommendation on St. Johns County transmitted amendment 2015-08 requesting additional information, passed resolution 2016-09 giving the Chief Executive Officer signature authority to file the annual Transportation Disadvantaged Trust Fund Grant application, reviewed proposed changes to the Interlocal Agreement (ILA) and draft Bylaws.

Proposed Sixth Amended ILA

Mr. Teeple reviewed and explained the proposed revisions to the sixth amendment to the Interlocal Agreement, created February 14, 1977, creating the Council. Discussion followed.

President Myers stated that, by general consent of the Board, staff is to address the language of Section 7.(d) to clarify voting privileges for non-contributing Member Counties and Gubernatorial Appointees.

Councilman Ferraro asked for additional time to better understand the changes being proposed. Mr. Teeple stated that the Board will be asked to take action on the Bylaws at the next meeting, in August, and believes both the ILA and the Bylaws could be acted on at the same time.

President Myers acknowledged that a lot of time has already been spent on the revision of the ILA and recommend, if possible, to act on it today and schedule a meeting with Mr. Teeple and Councilman Ferraro separately with the understanding that should the Councilman have any concerns it would be brought back to the Council for further discussion. **Councilman Ferraro** agreed to the recommendation.

Commissioner Anderson moved approval of the revised Sixth Amendment to the Interlocal Agreement creating the Northeast Florida Regional Council as presented with the exception of the clarifying amendment on the Gubernatorial Appointee in Section 7.(d); seconded by Mr. Eubanks. President Myers called for a voice vote – Motion carried.

NEFRC Bylaws

Mr. Teeple provided a copy and overview of the proposed Bylaws for the Members' information. He stated that the Bylaws would make the ILA a part of the Bylaws. No action was required at this time as it will be brought to the Executive Committee meeting in July and then back to the Board as an action item at the August meeting. Discussion followed.

Building Sale Update

Mr. Teeple stated that the Council has entered into a contract with CBRE and have listed the building at \$2.49 million. Staff has approved the sales and marketing booklet.

Personnel, Budget & Finance (PB&F) Policy Committee – Chair Register

1. **Chair Register** stated that the financial audit for fiscal year 2014/2015 has been completed. Mr. Lon Stafford of Carr, Riggs & Ingram was invited to present the audit. Mr. Teeple stated that the audit presented today will include new required accounting standards the Council is required to meet for the first time this year and going forward.

Mr. Stafford stated that the Council received an unmodified opinion, the best an audit can receive. There were no findings of material weaknesses in the Council's control system. The financial statements are in good shape.

Mr. Stafford provided an overview of the new GASB 68 requirement relating to pension liabilities, containing two components: 1) The retirement plan and 2) The health insurance subsidy. The State calculated what should be in the bank versus the investments on hand. If there is a liability, a portion is allocated to the Regional Council. The biggest change overall is that as of September 30th, the State has added a \$500,000 liability to the Council's financial statements. A brief discussion followed.

Chair Register, on behalf of the Committee, **moved approval of the FY 2014/2015 Audit; seconded by Commissioner McClure. Motion carried.**

2. **Chair Register** reported on the Committee's review of the April 2016 Financial Report and, on behalf of the Committee, **motioned to approve the April 2016 Financial Report; seconded by Commissioner Spicer. Motion carried.**
3. **Chair Register** reported that the Committee reviewed the proposed amended budget for fiscal year 2015-2016 with a slight increase from \$1.4 to \$1.7 million and, on behalf of the Committee, **moved approval of the FY 2015-2016 Proposed Amended Budget; seconded by Mayor Netts.** A brief discussion followed. **By voice vote, Motion carried.**
4. **Chair Register** reported that the Committee reviewed the proposed budget for fiscal year 2016-2017, estimated at \$1.5 million and, on behalf of the Committee, **moved approval of the proposed budget for FY 2016-2017; seconded by Mr. Eubanks.** A brief discussion followed. **By voice vote, Motion carried.**

Mr. Conkey left the meeting prior to the vote.

5. **Chair Register** reported that the Committee reviewed the Chief Executive Officer's contract, and, on behalf of the Committee, **moved approval of the CEO contract for fiscal year 2016-2017; seconded by Commissioner Spicer.** A brief discussion followed. **By voice vote, Motion carried.**

Other Reports/Action Items

City of Jacksonville Transmitted Amendment 16-2ESR – Mr. Preston

The City of Jacksonville's Transmitted Amendment 16-2ESR is a text amendment to Policy 1.3.1 of their Capital Improvement Element. The amendment changes the current requirement to legislatively adopt the annual schedule of capital improvements to simply requiring the local government to review them annually. The City's Community Planning Chief, Ms. Kristen Reed's attendance was acknowledged and noted that she is available for questions.

Mayor Netts motioned to approve staff's review of City of Jacksonville Transmitted Amendment 16-2ESR and transmittal of staff's review to the City of Jacksonville; Seconded by Commissioner Anderson. Motion carried.

Putnam County Transmitted Amendment 16-1ESR – Mr. Preston

This item was addressed in two parts as indicated below.

An overview of Putnam County's **TA-16-011** was provided. It is a text amendment that proposes to amend four different policies relating to urban service, urban reserve, rural center and neighborhood commercial. It also proposes to amend the definition of Neighborhood Commercial. A brief discussion followed.

Commissioner McClure left the meeting.

President Myers called for a motion. Mr. Eubanks motioned to approve staff's review of Putnam County TA-16-011 and transmittal to Putnam County; Seconded by Commissioner Harvey. Motion carried.

An overview of Putnam County's **LM-16-001** was provided. It is a map amendment proposing to change 196 acres from agricultural II to rural residential for an existing patted subdivision of 84 parcels in order to restrict new intensive agricultural uses. A brief discussion followed.

President Myers called for a motion. Commissioner Harvey motioned to approve staff's review of Putnam County LM 16-001 and transmittal to Putnam County; Seconded by Commissioner Kreger. Motion carried.

By the actions above, Putnam County Transmitted Amendment 16-1ESR stands approved.

Baker County Adopted Amendment 16-1ESR

The Executive Committee reviewed the transmittal amendment, which is a text amendment proposing a mix of lot sizes, five acres of institutional use to the County and five acres of commercial as well as requiring paved roads and road network connections. There have been no changes; therefore staff recommends approval of the Adopted amendment.

President Myers called for a motion. Mr. Drew motioned to find the Baker County Adopted Amendment 16-1ESR consistent with the Strategic Regional Policy Plan and transmittal to Baker County; Seconded by Commissioner Harvey. Motion carried.

Nassau County TD Local Coordinating Board Membership Appointment – Ms. Moehring

The NEFRC is the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged (TD) program in Baker, Clay, Flagler, Nassau, Putnam and St. Johns Counties. As the DOPA, the Council is responsible for all non-agency membership appointments. Mr. Tony McAdoo has expressed an interest in serving on the Nassau County TD Local Coordinating Board (LCB) representing the Elderly. The Nassau County LCB members were provided with Mr. McAdoo's letter of interest; no opposition to his serving on the LCB was received.

President Myers called for a motion on Nassau County TD Local Coordinating Board appointment. Commissioner Spicer moved approval; Seconded by Commissioner Horvath. Motion carried.

Policy Update – Ms. Moehring

An overview of the recent Regional Leadership Academy class activities was provided. The

May class was held in Putnam County and covered redevelopment and environment. President Myers was thanked for attending and speaking to the class. The next class, June 29th, will be in Nassau County and will cover health, equity and history. An infrastructure checklist tool has been released for use by local governments as they consider investments and infrastructure that may be proposed for vulnerable areas. Next step is to provide it to all the Planning Directors, who hopefully will then provide it to Public Works Directors. An update and overview of the R3 Challenge was provided; the winners were recently announced and a press release will be released shortly. Members were asked to take part in the People's Choice Award to vote. A brief discussion followed.

Commissioner Kreger expressed his concern about obtaining accurate data regarding sea level rise, which causes difficulty in planning. Ms. Moehring believes that the convening of everyone in the Region with data in order to look at vulnerability will be the key to being closer to a regional consensus.

2015 NEFRC Annual Report – Mr. Teeple

The annual report was provided.

Legislative Update – Mr. Teeple

The Florida Regional Council's Policy Board will meet in Saint Petersburg on July 8, 2016.

Council Contracts Update – Mr. Teeple

The Council contracts include the following: The First Coast Disaster Council for a full scale exercise in October, the Nassau County Small Quantity Generator, the City of Crescent City to undertake the strategic planning and goal setting process, Hazard Analysis – 40 site visits and development of hazard analysis for 40 facilities in five of our seven counties, Local Emergency Planning Committee, St. Johns County for their annual hurricane exercise.

Public Comment – None.

Voting Members' Reports

Commissioner Kreger stated that, through the efforts of Senator Bean and Representative Adkins, the City of Fernandina Beach has received \$900,000 in the State budget for storm water.

Commissioner Anderson thanked Ms. Moehring and Mr. Preston for supporting Baker County in their pursuit of grants for their Council on Aging center.

Members/Ex-Officio Member's Reports

Florida Department of Economic Opportunities (DEO) – Mr. Register

Mr. Register stated that the Enterprise Florida recently released an Export Resource Guide intended to help Florida small businesses connect with local markets. He will send a link to the digital version of the guide to staff and ask that they forward it to the Board.

Department of Environmental Protection – Mr. Simpson

The DEP has no new information to report; however, as always, if any of the Members and their

constituents need assistance to resolve any issues they may have, please feel free to contact them.

Department of Transportation – Mr. Parks

Mr. Parks stated that the FDOT is wrapping up fiscal year 2016 and highlighted some of the major projects coming up in fiscal year 2017, such as Nassau County SR A1A, Baldwin bypass in Duval, I-10/I-95 operational improvements, SR 20 and US 301 in Putnam with two other projects in Putnam County, and Jacksonville Beach. They will be working on their work program over the next few months.

St. Johns River Water Management District – Mr. Sample

Nothing new to add.

President's Report

President Myers announced the formation of an Ad-Hoc Affordable Housing Committee in order to complete a commitment in the Strategic Regional Policy Plan. Volunteers were requested, with **Commissioner Harvey volunteering**. The President will assign other Members to round out the Committee over the next several days.

President Myers reminded the Members that Financial Disclosures are due at the end of this month. He encouraged Members to go to the Council's Facebook page and vote for the People's Choice Award for the R3 Challenge. Finally, encouraged all to have a personal and/or business plan for the hurricane season – be prepared!

Chief Executive Officer's Report

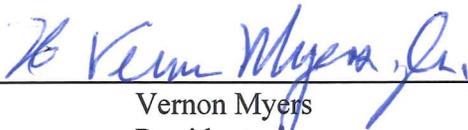
Arrangements were discussed for the JaxPort tour taking place following the meeting.

Next Meeting Date

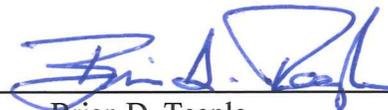
The next Council Board of Director's meeting is scheduled for Thursday, August 4, 2016 at 10:00 a.m. at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216.

Adjournment

The meeting was adjourned at 11:55 a.m.



Vernon Myers
President



Brian D. Teeple
Chief Executive Officer