

# **NEFRC**

## **Executive Committee Meeting**

**July 7, 2016  
10:00 a.m.**

**Northeast Florida Regional Council  
6850 Belfort Oaks Place  
Jacksonville, FL 32216**



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## MEMORANDUM

**DATE:** JULY 7, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**FROM:** BRIAN D. TEEPLE, CHIEF EXECUTIVE OFFICER 

**RE:** SEPTEMBER 1, 2016 COMMITTEE MEETING

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The next meeting of the Northeast Florida Regional Council's **Executive Committee is scheduled for 10:00 a.m. on Thursday, September 1, 2016.** The meeting will take place in the Wood Stork meeting room at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216.

**Northeast Florida Regional Council**

**EXECUTIVE COMMITTEE**

**A G E N D A**

Northeast Florida Regional Council  
6850 Belfort Oaks Place  
Jacksonville, FL 32216

**THURSDAY, JULY 7, 2016  
10:00 a.m.**

**(ADDED OR MODIFIED ITEMS IN BOLD)  
(\*Denotes Action Required)**

**TAB**

- 1. Call to Order, Roll Call, Introductions – President Myers
- 2. Pledge of Allegiance
- 3. Invitation to Speak – President Myers  
*Members of the public are welcome and encouraged to speak on any item brought before the Council. Please fill out one of the blue speaker cards located at the sign-in table.*
- \* 4. Approval of May 5, 2016 Meeting Minutes – President Myers ..... 1
- 5. Committee Reports
  - A. Personnel, Budget & Finance Policy Committee – Chair Register
  - \* 1. May 2016 Financial Report – Donna Starling ..... 2
  - \* 2. Consideration of Building Refinancing – Brian Teeple ..... 3
- 6. Reports/Action Items
  - A. Clay County Transmitted Amendment 16-2ESR – *(Information Only)* ..... 4
  - \* B. COJ Transmitted Amendment 16-3ESR – Margo Moehring ..... 5
  - \* C. Putnam County Transmitted Amendment 16-2ESR – Margo Moehring ..... 6
  - \* D. **City of Fernandina Beach Transmitted Amendment 16-1ESR – Margo Moehring** ..... 7
  - \* E. Resolution 2016-10 Commending Shari Schurr – Brian Teeple ..... 8
  - F. **NEFRC By-Laws – Brian Teeple** ..... 9
- 7. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER

8. President's Report

9. Chief Executive Officer's Report

- Highlights

- Upcoming Events:

July 8, 2016 – FRCA Policy Board meeting, Tampa

July 20, 2016 – Northeast FL Healthcare Coalition Executive Board meeting, St. Johns

July 28, 2016 – RCI Transportation Committee meeting, NEFRC

Nov. 30, 2016 – Hurricane Season Ends!

10. Next Executive Committee Meeting:

**THURSDAY, SEPTEMBER 1, 2016**

Northeast Florida Regional Council

6850 Belfort Oaks Place

Jacksonville, FL 32216

# Agenda

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# NORTHEAST FLORIDA REGIONAL COUNCIL

Executive Committee Meeting

May 5, 2016

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## MINUTES

The regular meeting of the Northeast Florida Regional Council's Executive Committee was held on Thursday, May 5, 2016 at 10:00 a.m. at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, Florida, 32216.

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

BAKER	Jimmy Anderson Darryl Register
DUVAL	Stan Totman
FLAGLER	-----
NASSAU	Robert Spaeth
PUTNAM	Kenny Eubanks
ST. JOHNS	Roxanne Horvath Bill McClure

Excused: Wendell Davis and Jon Netts

Guests: Ray Spofford

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

### Invitation to Speak

**President Myers** announced that the public is welcome to speak on any item that is brought before the Council.

### \*Approval of Minutes

**President Myers called for a motion on the March 3, 2016 Committee meeting minutes. Mayor Netts moved approval; seconded by Mr. Register. Motion carried.**

### Reports

#### Personnel, Budget & Finance Policy Committee

Ms. Starling presented the March 2016 Financial Report, reflecting a loss of \$2,946 and a year-to-date loss of \$20,378.

**Mr. Register motioned to approve the March 2016 Financial Report; seconded by Commissioner Horvath. Motion carried.**

Ms. Starling informed the Committee that staff has received, from the State Division of Retirement, the new required GASB 68 information and have forwarded it to the Auditors. It is hoped that the audit can be presented at the June meetings.

### Reports/Action Items

#### Clay County Adopted Amendment 16-1ESR

Mr. Preston provided a brief overview of Clay County Adopted Amendment 16-1ESR, Seminole Village, as this is the second review of this amendment by the Council. There were no impacts of regional resources/facilities nor were extra-jurisdictional impacts identified. A brief discussion followed.

**President Myers called for a motion. Mr. Register motioned to find Clay County Adopted Amendment 16-1ESR consistent with the Strategic Regional Policy Plan and transmittal to the County; seconded by Commissioner McClure. Motion carried.**

#### St. Johns County Transmitted COMPAMD 2015-08

Mr. Preston provided an overview of the St. Johns County Transmitted COMPAMD 2015-8, a future land use map and text amendment that includes a Development of Regional Impact (DRI) Abandonment (Cordova Palms). The amendment changes 115.9 acres from intensive commercial to residential, 39.4 acres from intensive commercial to industrial. The text amendment limits development of 750 dwelling units and 150,000 square feet of commercial and retail on 340 acres within the abandoned DRI.

Mr. Ray Spofford, agent for the applicant and Mr. Steve Diebenow, project attorney, were present and provided a presentation of more information regarding the requested changes. Mr. Spofford also stated that there will also be a PUD rezoning associated with the amendment that is linked to the SR 313 right-of-way donation and partial construction. He stated that the adopted amendment will look a little different as they have identified a further swap that will provide additional land area to the conservation area. In the end, there will be approximately 176 acres acquired for the SR 313 right-of-way; St. Johns County will be able to obtain an at-grade rail crossing; construction of four lanes on SR 313 between US 1 and the project entrance; and the value to the swap land being donated to the conservation area that would have otherwise required DOT to acquire it. Mr. Spofford added that they will have an access easement through the airport property as a secondary emergency access to Big Oak Road. Brief discussion followed.

**President Myers called for a motion. Commissioner McClure moved approval of St. Johns County Transmitted COMPAMD 2015-08 and transmittal to the County for further study including finalizing land transaction details, industrial acreage impacts and any PUD agreements; seconded by Mr. Eubanks. Motion carried.**

#### Resolution 2016-09 Transportation Disadvantaged Grant Signatory Authority

Resolution 2016-09, giving signatory authority to the CEO to sign and file the Transportation Disadvantaged Trust Fund Grant application with the Florida Commission for the Transportation

Disadvantaged, was presented.

**President Myers called for a motion. Mr. Register moved approval of Resolution 2016-09; seconded by Commissioner McClure. Motion carried.**

#### Interlocal Agreement Proposed Revision Review

The Committee reviewed the proposed revisions, recommended at the March meeting, to the Interlocal Agreement (ILA). A brief discussion followed.

**President Myers called for a motion. Mr. Eubanks moved that the Executive Committee recommend the revised Interlocal Agreement to the full Board of Directors for their consideration; seconded by Commissioner McClure. Motion carried.**

#### By-Laws

Mr. Teeple proposed that the Interlocal Agreement be attached and made a part of the By-Laws. An overview of the proposed By-Laws was provided.

It was recommended that Section 1 of the ILA be re-stated in Article I of the By-Laws to allow it to stand alone.

It was noted that the attendance notification to the appointing authority should be included in Article III.

#### Public Comment

None

#### President's Report

None at this time.

**Commissioner McClure** announced that he has announced his candidacy for the Congressional District 4, Senator Ander Crenshaw's seat. He will continue in his current role as Commissioner until November 2016.

#### Chief Executive Officer's Report

Building Sale – At the direction of the Board, staff has begun working with CBRE on the sale of the building. Staff is requesting the Committee's assisting on setting the listing price for the building. A brief overview of the pricing history for the sale of the building was provided. CBRE is recommending a listing price of \$2.29 million. Discussion followed.

**Commissioner Horvath motioned to set the new listing price for the sale of the building at \$2.49 million; seconded by Commissioner Anderson. Motion carried.**

Clay County Update – Staff hopes that, with the revised ILA and the By-Laws in hand, they will

begin making some progress toward getting Clay County to reconsider being a member of the Regional Council once again.

Transportation Coordination Committee – The Regional Community Institute was asked to convene a committee to look at the Jacksonville to Tampa Turnpike; this group will be convening at the end of the month. The Committee will contain at least one Clay County Commissioner because Clay County might be at least one of the places it might go through. This effort will be led by Mr. Doug Conkey, President of the Clay County Chamber of Commerce.

**Mayor Totman** acknowledged the Council’s presence at the TPO meeting, which he believes is a very good thing for the Council to be doing.

Next Meeting Date

The next Executive Committee meeting is scheduled for **Thursday, July 7, 2016** at 10:00 a.m. at the Northeast Florida Regional Council, 6850 Belfort Oaks Place, Jacksonville, FL 32216.

Adjournment

**President Myers** inquired if there were any other items for discussion; hearing none, the meeting was adjourned at 11:45 a.m.

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Vernon Myers  
President

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Brian D. Teeple  
Chief Executive Officer

# Agenda

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## MEMORANDUM

**DATE:** JUNE 29, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**THRU:** DARRYL REGISTER, PERSONNEL, BUDGET & FINANCE COMMITTEE CHAIR

**FROM:** <sup>DS</sup> DONNA STARLING, CHIEF FINANCIAL OFFICER

**RE:** MAY 2016 FINANCIAL REPORT

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The Northeast Florida Regional Council posted a Net Income of \$11,088 for the month of May and a Year to Date Loss of \$9,418. Revenues for the month of May were \$110,901. Expenses for the month were \$99,813.

The net income for the month is largely attributed to staff working on funded programs rather than unfunded programs and statutory requirements in May.

Revenues will continue to be reduced by approximately \$6,700 per month due to the loss of the Clay County membership dues.

Regional Council - Agencywide	Adopted Amended Budget 15/16	May 2016	YTD	Represents 67% of Fiscal Year	Budget Variance
<b>Revenues</b>					
County Dues	\$ 562,300	46,858	374,867	67%	0%
Local Government Technical Assistance	\$ 248,702	21,048	161,610	65%	-2%
Development of Regional Impact (DRI)	\$ 7,500	607	5,490	73%	6%
Transportation Disadvantaged (TD)	\$ 126,950	11,744	90,689	71%	4%
Economic Development Administration (EDA)	\$ 60,000	6,408	36,360	61%	-6%
Local Emergency Preparedness Committee (LEPC)	\$ 50,750	3,653	30,855	61%	-6%
Hazardous Materials Emergency Preparedness (HMEP) Program	\$ 82,208	1,409	42,165	51%	-16%
Hurricane Study	\$ 381,678	3,358	69,441	18%	-49%
Healthcare Coalition	\$ 170,000	11,694	125,631	74%	7%
Small Quantity Generator (SQG) Program	\$ 5,000	-	-	0%	-67%
Regional Leadership Academy (RLA)	\$ 3,850	550	2,750	71%	4%
Special Projects	\$ 11,700	(84)	5,109	44%	-23%
Tenant Revenue	\$ 21,725	3,628	16,696	77%	10%
Other Revenue	\$ 4,934	28	5,191	105%	38%
<b>TOTAL REVENUES</b>	<b>\$ 1,737,297</b>	<b>\$ 110,901</b>	<b>\$ 966,856</b>	<b>56%</b>	
<b>TRANSFER FROM GENERAL FUND</b>	<b>\$ 44,256</b>	<b>\$ (11,088)</b>	<b>\$ 9,418</b>	<b>21%</b>	
<b>TOTAL REVENUE/GENERAL FUND</b>	<b>\$ 1,781,553</b>	<b>\$ 99,813</b>	<b>\$ 976,273</b>	<b>55%</b>	
<b>Expenses</b>					
Salaries and Fringe	\$ 811,255	62,826	523,744	65%	-2%
Contract/Grant Direct Expenses	\$ 544,355	8,926	177,419	33%	-34%
Common/Indirect - Allocated Expenses*	\$ 322,341	25,484	213,093	66%	-1%
General Fund Expense*	\$ 103,602	2,578	62,017	60%	-7%
<b>TOTAL EXPENSES</b>	<b>\$ 1,781,553</b>	<b>\$ 99,813</b>	<b>\$ 976,273</b>	<b>55%</b>	
<b>Net Income (loss)</b>		<b>11,088</b>	<b>\$ (9,418)</b>		

\*Excludes Salaries &amp; Fringe

	<b>FY 14/15</b>	<b>FY 15/16</b>
	<b>May 2015</b>	<b>May 2016</b>
<b>ASSETS</b>		
Cash	1,071,601	1,199,364
Accounts Receivable	214,828	135,719
Prepaid Expenses	580	538
Pension Liability-Deferred Outflows		264,705
<b>Total Current Assets</b>	<u>1,287,010</u>	<u>1,600,326</u>
<b>Property and Equipment:</b>		
Office Furniture and Equipment	726,850	553,824
Land	271,910	271,910
Building	1,928,090	1,928,090
Building Improvements	<u>948,286</u>	<u>948,286</u>
Less Accumulated Depreciation	<u>1,742,309</u>	<u>1,692,852</u>
<b>Total Property and Equipment, net</b>	<u>2,132,827</u>	<u>2,009,258</u>
<b>Total Assets</b>	<u><u>3,419,837</u></u>	<u><u>3,609,584</u></u>
<b>LIABILITIES</b>		
Accounts Payable	6,697	981
Accrued Salaries and Leave	65,575	64,154
Deferred Revenue	113,528	136,526
Tenant Deposits	5,758	3,588
Notes Payable	1,428,546	1,341,621
Pension Liability		496,868
Pension Liability-Deferred Inflows		383,702
<b>Total Liabilities</b>	<u>1,620,104</u>	<u>2,427,441</u>
<b>EQUITY</b>		
<b>Equity and Other Credits:</b>		
Retained Earnings	1,799,732	1,182,143
<b>Total Equity and Other Credits</b>	<u>1,799,732</u>	<u>1,182,143</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u><u>3,419,837</u></u>	<u><u>3,609,584</u></u>

## YTD Comparison

	14/15 Net Income (Loss)	15/16 Net Income (Loss)	14/15 Cash Balance	15/16 Cash Balance
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### AGENCYWIDE

October	\$ (9,380)	\$ (7,883)	\$ 1,143,919	\$ 1,067,744
November	\$ (22,453)	\$ (10,884)	\$ 1,151,459	\$ 1,164,169
December	\$ (30,690)	\$ (17,480)	\$ 1,090,388	\$ 1,085,751
January	\$ (44,550)	\$ (14,803)	\$ 1,154,596	\$ 1,121,918
February	\$ (55,071)	\$ (17,432)	\$ 1,163,025	\$ 1,163,420
March	\$ (74,550)	\$ (20,378)	\$ 1,071,860	\$ 1,185,570
April	\$ (80,984)	\$ (20,506)	\$ 1,217,106	\$ 1,152,203
May	\$ (106,880)	\$ (9,418)	\$ 1,071,601	\$ 1,199,364
June	\$ (108,363)		\$ 1,086,079	
July	\$ (111,206)		\$ 1,177,339	
August	\$ (102,126)		\$ 1,259,551	
September	\$ (99,186)		\$ 1,107,905	



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## MEMORANDUM

**DATE:** JUNE 29, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**THRU:** BRIAN TEEPLE, CHIEF EXECUTIVE OFFICER 

**FROM:** <sup>DS</sup> DONNA STARLING, CHIEF FINANCIAL OFFICER

**RE:** MAY 2016 INVESTMENT REPORT

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Bank Account Interest

	<u>FY 14/15</u>	<u>FY 15/16</u>
May Interest	\$ 20	\$ 22
Year to Date Interest	\$ 165	\$ 167

Florida Local Government Investment Trust

	<u>FY 14/15</u>	<u>FY 15/16</u>
Current Balance	\$16,420	\$16,539

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## MEMORANDUM

**DATE:** JUNE 29, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**FROM:** BRIAN D. TEEPLE, CHIEF EXECUTIVE OFFICER 

**RE:** CONSIDERATION OF REFINANCING OF BUILDING NOTE

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At the June 2, 2016 Personnel, Budget & Finance Committee meeting, staff was asked to see what the interest rate would be if the Council were to refinance our current building note.

Our current note has a tax-exempt interest rate of 3.75% with a 10 year term, amortized over 20 years. The note will mature in June 2018. Our current monthly payments are \$11,620 and the balance on the note is \$1,361,590.

Staff contacted TD Bank, who holds our current note and Regions Bank, our current banking institution.

TD Bank is offering a tax-exempt interest rate of 3.72% for a 10 year term note, amortized over 10 years. TD would not offer the Council a quote for the same terms we currently have.

Regions Bank is offering a tax-exempt interest rate of 2.834% for a 10 year term note, amortized over 20 years. The monthly payments would be approximately \$7,102. This would be a decrease of \$4,518 per month. Closing costs are estimated to be \$20,500.

In light of the fact the Council is in the process of selling the building, staff is requesting direction from the Committee as to whether to pursue refinancing of the building note.

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## MEMORANDUM

**DATE:** JUNE 21, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL PRESIDENT

**THRU:** BRIAN D. TEEPLE, CHIEF EXECUTIVE OFFICER 

**FROM:** ED PRESTON, PLANNING PROGRAM DIRECTOR 

**RE:** CLAY COUNTY TRANSMITTED AMENDMENT 16-2ESR

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Attached is Review Form 01 for Comprehensive Plan amendments associated with Clay County Transmitted Amendment 16-2ESR

Clay County proposes a text amendment to amend the text of Future Land Use Policy 1.3.1i: Mixed Use subparagraph “design standards” to adjust the setback requirement for residential garages. This amendment is intended to eliminate inconsistent setback requirements between the land use and implementing PUD provisions.

### Recommendation

**Staff respectfully recommends that the Northeast Florida Regional Council President approve the attached staff review report and transmittal of the review of Clay County Transmitted Amendment 16-2ESR to Clay County.**

**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: **Northeast Florida Regional Council**  
Regional Planning Council Item No. **Clay County Transmitted Amendment 16-2ESR**  
Date Mailed to Local Government and State Land Planning Agency: **June 22, 2016**  
Local Government Item No: **16-01**

Pursuant to Section 163.3184, Florida Statutes, Council review of proposed amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extra-jurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

Clay County proposes a text amendment to the Future Land Use Element, Policy 1.3.1i, adjusting the setback requirement for residential garages eliminating an inconsistency between the future land use and implementing PUD provisions.

The current language requires the façade of a garage entrance to serve an individual residential unit be designed so as to be offset from the plane of the main façade by at least 10 feet.

The proposed language still requires the offset but eliminates the minimum 10 feet requirement.

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

There are no adverse impacts to significant regional resources or facilities as identified in the Strategic Regional Policy Plan.

**2. EXTRA-JURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

No extra-jurisdictional impacts that would be inconsistent with the Comprehensive Plan of an affected local government were identified.

**Request a copy of the adopted version of the amendment?**

Yes  No

**Recommendation**

**Staff respectfully recommends that the Northeast Florida Regional Council President approve the staff review report and transmittal of the review of Clay County Transmitted Amendment 16-2ESR to Clay County.**

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## MEMORANDUM

DATE: JUNE 21, 2016

TO: NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

THRU: BRIAN D. TEEPLE, CHIEF EXECUTIVE OFFICER 

FROM: MARGO MOEHRING, AICP, POLICY DIRECTOR 

RE: CITY OF JACKSONVILLE TRANSMITTAL 16-3ESR

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Attached is Review Form 01 for a Future Land Use and Transportation Element Text amendment proposed by the City of Jacksonville.

The proposed transmittal amendment seeks to change text to eliminate references to the timing of the review of the Multi-modal Transportation Study, an appendix to the Mobility Study. Without the reference in the Comprehensive Plan, local ordinance will govern the timing of reviews.

### Recommendation

**Staff respectfully recommends that the Northeast Florida Regional Council Executive Committee approve the attached staff review report and transmittal of the review of City of Jacksonville 16-3ESR to the City of Jacksonville.**

**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: **Northeast Florida Regional Council**  
Regional Planning Council Item No. **City of Jacksonville Transmitted Amendment 16-3ESR**  
Date Mailed to Local Government and State Land Planning Agency: **July 8, 2016**  
Local Government Item No: **Ordinance 2016-252-E**

Pursuant to Section 163.3184, Florida Statutes, Council review of proposed amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extra-jurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

The proposed transmittal amendment seeks to change text in the Future Land Use and Transportation Elements of the 2030 Comprehensive Plan to eliminate text describing the schedule for evaluation and revision of the Multi-modal Transportation Study, an appendix to the Mobility Plan. As local ordinance also addresses the timing of such updates and the two references may cause confusion, the text in the Comprehensive Plan is being removed.

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

No regional adverse effects have been identified.

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

No extra-jurisdictional impacts that would be inconsistent with the Comprehensive Plan of an affected local government were identified.

**Request a copy of the adopted version of the amendment?**

Yes   X   No       

**Recommendation**

**Staff respectfully recommends that the Northeast Florida Regional Council Executive Committee approve the attached staff review report and transmittal of the review of City of Jacksonville-3ESR to the City of Jacksonville.**

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## MEMORANDUM

**DATE:** JUNE 28, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**THRU:** BRIAN TEEPLE, CHIEF EXECUTIVE OFFICER 

**FROM:** MARGO MOEHRING, POLICY DIRECTOR 

**RE:** PUTNAM COUNTY TRANSMITTED AMENDMENT 16-2ESR

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Attached is Review Form 01 for Putnam County Transmitted Amendment 16-2ESR. The amendment proposes an approximately 30 acre change from Agriculture II to Industrial. No regional resources are adversely impacted by the proposed land use change.

### Recommendation

**Staff respectfully recommends the Northeast Florida Regional Council Executive Committee approve the attached staff review report and transmittal of the review of Putnam County Transmitted Amendment 16-2ESR to Putnam County.**

**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: **Northeast Florida Regional Council**  
Regional Planning Council Item No. **Putnam County Transmitted Amendment 16-2ESR**  
Date Mailed to Local Government and State Land Planning Agency: **July 8, 2016**  
Local Government Item No: **Ordinance LM-16-2**

Pursuant to Section 163.3184, Florida Statutes, Council review of proposed amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extra-jurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

Putnam County has proposed an approximately 30 acre map amendment to the Comprehensive Plan Future Land Use Map from Agriculture II, which is used for more intense agricultural uses, to Industrial. The site fronts on US 17, a transportation facility of regional significance.

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

The site fronts on US 17, a transportation facility of regional significance. Traffic analysis indicates that the land use change will maintain the current level of service of B on that road, thereby not resulting in adverse impacts to the resource. No other impacts to resources of regional significance were identified.

**2. EXTRAJURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

No extra-jurisdictional impacts that would be inconsistent with the Comprehensive Plan of an affected local government were identified.

**Request a copy of the adopted version of the amendment?**

Yes   X   No       

**Recommendation**

**Staff respectfully recommends that the Northeast Florida Regional Council Executive Committee approve the staff review report and transmittal of the Putnam County Transmitted Amendment 16-2ESR to Putnam County.**

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## MEMORANDUM

**DATE:** JULY 5, 2016

**TO:** NORTHEAST FLORIDA REGIONAL COUNCIL EXECUTIVE COMMITTEE

**THRU:** BRIAN D. TEEPLE, CHIEF EXECUTIVE OFFICER 

**FROM:** MARGO MOEHRING, AICP, POLICY DIRECTOR 

**RE:** FERNANDINA BEACH TRANSMITTED AMENDMENT 16-1ESR

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Attached is Review Form 01 for the City of Fernandina Beach Transmittal Amendment (2016-13) proposing a text amendment to the Comprehensive Plan. This amendment seeks to change the definition of Net Density in the acronyms and definitions section of the Conservation and Coastal Management Element.

### Recommendation

**Staff respectfully recommends the Northeast Florida Regional Council Executive Committee approve the staff review report and transmit the review of City of Fernandina Beach Transmitted Amendment 16-1ESR to the City of Fernandina Beach.**

**FLORIDA REGIONAL COUNCILS ASSOCIATION  
LOCAL GOVERNMENT COMPREHENSIVE PLAN AMENDMENT REVIEW FORM 01**

Regional Planning Council: **Northeast Florida Regional Council**  
Regional Planning Council Item No. **Fernandina Beach Transmitted Amendment 16-1ESR**  
Date Mailed to Local Government and State Land Planning Agency: **July 8, 2016**  
Local Government Item No: **City of Fernandina Beach Ordinance 2016-13**

Pursuant to Section 163.3184, Florida Statutes, Council review of proposed amendments to local government comprehensive plans is limited to adverse effects on regional resources and facilities identified in the strategic regional policy plan and extra-jurisdictional impacts that would be inconsistent with the comprehensive plan of any affected local government within the region. A written report containing an evaluation of these impacts, pursuant to Section 163.3184, Florida Statutes, is to be provided to the local government and the state land planning agency within 30 calendar days of receipt of the amendment.

**DESCRIPTION OF AMENDMENT**

This transmittal amendment seeks to make text amendments to the City of Fernandina Beach's Comprehensive Plan.

**1) Change to the definition of "Net Density" in Acronyms and Definitions**

Net Density – Determined by multiplying the "maximum allowable units per acre" by the "net buildable land area" expressed in acreage. "Net buildable land area" means those contiguous land areas under common ownership proposed for residential development, minus undevelopable environmentally sensitive areas, including wetlands, transitional wetlands, floodplains and waters of the state. Lots adjoining an existing right-of-way may calculate half of the width of the right-of-way as part of the "net buildable land area" definition.

**1. ADVERSE EFFECTS TO SIGNIFICANT REGIONAL RESOURCES AND FACILITIES IDENTIFIED IN THE STRATEGIC REGIONAL POLICY PLAN**

Many jurisdictions limit development in wetlands and allow them to be included in calculations related to development potential to be used on uplands. The City of Fernandina Beach previously did not allow wetlands to be included in density calculations related to residential development potential. The subject text amendment will not impact wetlands systems, which are of regional significance, because development is limited in wetlands to the same extent before and after the amendment. It does, however, have the potential to add an unknown amount of additional development potential to the City. City staff has done a detailed review of lands within current City boundaries and finds for several reasons, including a preponderance of wetlands currently in a conservation land use category (which does not allow for density), and the fact that non-residential properties have not had a similar restriction as to not including wetlands in density calculations, that the amendment will result in minimal change. They further believe it will encourage residential developments to cluster in patterns that are more compatible with the health of wetlands. The Strategic Regional Policy Plan supports clustering development to avoid wetlands.

There may be sites containing wetlands where vulnerability to sea level rise or evacuation concerns, for example, indicate that additional residential density is not appropriate regardless of its configuration. Council staff observes that mechanisms that allow for site specific review, such as land use map amendments, or Comprehensive Plan text amendments that allow for density bonuses on resilient sites where development is clustered and developed through a planned unit or other site-specific zoning, have the benefit of allowing the public, adjacent jurisdictions and reviewing agencies to know, and comment upon, how much density will potentially be added to a jurisdiction. The City of Fernandina Beach is encouraged to make use of these approaches as it continues to protect wetlands.

**2. EXTRA JURISDICTIONAL IMPACTS INCONSISTENT WITH THE COMPREHENSIVE PLANS OF LOCAL GOVERNMENTS WITHIN THE REGION**

No extra-jurisdictional impacts regarding suitability or compatibility of adjacent uses that would be inconsistent with the Comprehensive Plan of an affected local government were identified.

**Request a copy of the adopted version of the amendment?**

Yes  No

**Recommendation**

**Staff respectfully recommends the Northeast Florida Regional Council Executive Committee approve the Council staff report of City of Fernandina Beach Transmitted Amendment 16-1ESR and transmit it to the City of Fernandina Beach.**

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# Resolution

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*Northeast Florida Regional Council*

**2016-10**

**Commending**

**Shari Schurr**

**WHEREAS**, Ms. Shari Schurr has served with distinction as Secretary/Treasurer of the Board of Directors of the Regional Community Institute of Northeast Florida, Inc. for almost two years; and

**WHEREAS**, under the leadership of the Officers of the current Board of Directors, the Institute has approved a Regional Action Plan for Thriving Small Business and undertaken work related to a transportation corridor between Tampa and Jacksonville, and

**WHEREAS**, the Institute formed its first Leadership Committee during the tenure of Ms. Schurr, resulting in a more interactive and policy focused curriculum for the Regional Leadership Academy (RLA), including a recurring joint bus tour of NASJax that included RLA candidates and NEFRC Board members, and robust programs in each of the seven counties of Northeast Florida; and

**WHEREAS**, Ms. Schurr is an example of the dedication to the success of the Region that can be demonstrated by partners and advocates of regionalism; and

**WHEREAS**, the creative and enthusiastic efforts of Ms. Schurr on behalf of Northeast Florida are greatly appreciated;

**NOW, THEREFORE, BE IT RESOLVED** that the policy body of the Northeast Florida Regional Council hereby commends Ms. Schurr for her efforts and contributions and expresses its sincere appreciation for her service to Northeast Florida.

*Unanimously adopted by the Executive Committee of the Northeast Florida Regional Council in a regular meeting assembled in the City of Jacksonville, the seventh day of July, 2016.*

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**Vernon Myers**

President

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**Brian D. Teeple**

CEO

# Agenda

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## Item

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**DRAFT  
BYLAWS OF THE  
NORTHEAST FLORIDA REGIONAL  
COUNCIL**

**DRAFT**

**Version 3  
July 5, 2016  
DRAFT**

**BYLAWS OF THE  
NORTHEAST FLORIDA REGIONAL COUNCIL  
V 3.0, 7/5/16**

**Article I – Organization, Name and Area of Jurisdiction**

- Section 1: Organization – Pursuant to the Sixth Amended and Restated Interlocal Agreement Creating the Northeast Florida Regional Council (attached hereto and made a part hereof) as provided for in Section 163.01, Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” the Northeast Florida Regional Council was created on February 14, 1977.
- Section 2: Name – The name of this organization shall be the Northeast Florida Regional Council (NEFRC).
- Section 3: Area of Jurisdiction – The NEFRC’s geographic area of jurisdiction is Northeast Florida, including Baker, Clay, Duval, Flagler, Nassau, Putnam and St. Johns Counties and their several incorporated municipalities.

**Article II – Mission and Purpose**

- Section 1: Mission – The purpose of the NEFRC is to be a dynamic network of local governance, providing visionary leadership, advocacy, and coordination between counties and local, state and federal governmental agencies to preserve and enhance the quality of Northeast Florida’s economic, natural, built and social environment by: actively serving as a convener of regional issues; fostering public awareness of diverse regional issues; identifying trends, issues and opportunities for the region; building consensus for Regional solutions through coordination and cooperation; providing a regionally focused forum for comprehensive and functional planning; furnishing technical and administrative assistance to local governments and other stakeholders; and maintaining expertise among staff and pursuing technologies that support the successful implementation of its mission.
- Section 2: Purpose
- a. To provide its local governments with a means of exercising the rights, duties and powers of a regional planning agency as primarily defined in Sections 186.501-186.515, Florida Statutes, and the Sixth Amended and Restated Interlocal Agreement Creating the Northeast Florida Regional Council.
  - b. To meet the individual and collective needs of its counties, municipalities, dependent and independent special districts, and other stakeholders at the local, state and federal levels.
  - c. To provide local governments with a means of exercising the rights, duties and powers of a regional planning council as defined in Chapter 186, Florida Statutes and other applicable federal, state and local laws.
  - d. To provide a means for conducting the regional planning process.
  - e. To provide regional coordination for local governments in the Northeast Florida region.

- f. To act in an advisory capacity to exchange, interchange, and review the various programs referred to it which are of regional concern.
- g. To promote communication among local governments in the region and the identification and resolution of common regional-scale problems.
- h. To cooperate with Federal, State, local, and non-governmental agencies and citizens to insure the orderly and harmonious coordination of Federal, State, and local planning and development programs in order to insure the orderly, and balanced growth and development of this region, consistent with protection of the natural resources and environment of the region, and to promote safety, welfare and to enhance the quality of life of the residents of the region.
- i. To encourage and promote communications between neighboring regional planning districts in attempt to insure compatibility in development and long-range planning goals.
- j. To establish an organization that will promote areawide coordination and related cooperative activities of federal, state and local governments, ensuring a broad based-regional organization that can provide a truly regional perspective and enhance that ability and opportunity of local governments to resolve issues and problems transcending their individual boundaries.
- k. To establish an organization to carry out the duties, functions and activities that are to the mutual advantage of one or more of the local governments within Northeast Florida.

### **Article III – Membership and Term of Office**

Section 1: Membership shall be established according to the Sixth Amended and Restated Interlocal Agreement Creating the Northeast Florida Regional Council (Sixth ILA), which is attached hereto.

Section 2: Notwithstanding the provisions for establishing the membership in the Sixth ILA, those members serving at the time of adoption of the Sixth ILA, who were appointed using previous appointing methodologies which are no longer supported in the Sixth ILA, shall continue to serve until either replaced by their appointing authority or until they chose to resign.

Section 3: The basic term of office for appointed representatives of the NEFRC shall be set by the respective appointing authority. All representatives shall serve until a replacement is appointed by the appropriate appointing authority or until written resignation is received by the NEFRC.

### **Article IV – Voting**

Section 1: Standard Voting Procedure – For the conducting of all business, each voting Member shall have an equal vote which shall be one (1) vote for each Member. In those instances where the Council may have under consideration a matter which will impact only one Member County and a vote of the Council on this matter is needed or required, then a weighted vote may be taken on the question.

Section 2: Weighted Vote Procedure – a weighted vote may be invoked when the majority of the representatives of two (2) or more member counties request the same before a vote on the subject question is called. When weighted vote has been called for, then the procedure for voting shall be as follows:

Each representative shall have one vote except that the county which is solely impacted by the subject under consideration shall have an additional four (4) votes per County appointed representative. The total votes available on a weighed vote question shall then equal forty-three (43) votes. A majority vote of those present and voting is needed to pass a weighed vote question. Once a vote on a weighed vote question has been taken, then it may be set aside only by two-thirds (2/3) vote of the member Counties wherein each representative of a Member County shall cast one (1) vote only.

### **Article V – Board of Directors**

Section 1: Board Members – The NEFRC shall be governed by a Board of Directors, the composition of which is contained in the Sixth ILA, which is attached hereto.

Section 2: Absences – Members should make every effort to attend Board Meetings. Should any Member have two (or more) unexcused absences during their term of office, the Board may request removal and replacement of said Member by the appropriate appointing authority. An unexcused absence is recorded for any absence occurring without prior notice to the NEFRC. Moreover, should a Member be absent for six (6) meetings within a Fiscal Year, whether excused or unexcused, the Board may request removal and replacement of said Member by the appropriate appointing authority.

Section 3: Attendance Reporting - Annually the NEFRC shall provide to the appropriate appointing authorities a record of Members attendance.

### **Article VI – Elections and Officers**

Section 1: Nominations – The Personnel, Budget and Finance Policy Committee (PBFP Committee) shall serve as the Nominating Committee. The PBFP Committee shall nominate a slate of officers in a timely manner so the NEFRC may conduct an election so the terms of officers may commence with their installation at the October meeting.

Section 2: Officers – Officers of the NEFRC shall consist of a President, a First Vice-President, a Second Vice-President and a Secretary/Treasurer.

- a. President – shall be responsible for overseeing the working organization of the Council, for seeing that all policies of the Council are carried out, for chairing the Executive Committee, and for presiding over all Council meetings. The President or a designated representative shall be ex officio member of all subsidiary committees and boards.
- b. First Vice-President – shall preside in the President’s absence or inability to act. The Vice President shall perform such other functions as the Council may, from time to time, assign.

- c. Second Vice-President – shall preside in the President and First Vice-President’s absence or inability to act. The Second Vice-President shall perform such functions as the Council may, from time to time, assign.
- d. Secretary/Treasurer – shall chair the Personnel, Budget and Finance Policy Committee and shall be responsible for minutes of the meeting, keeping the roll of members, the financial affairs of the Council and such other duties as may be assigned.

Section 3: Term of Office – Officers terms begin during the October meeting upon installation and conclude at the following October meeting with the installation of new officers.

Section 4: Vacancies

- a. President – A vacancy shall be filled by the First-Vice-President for the unexpired term of office.
- b. First Vice-President – A vacancy shall be filled by the Second Vice-President for the unexpired term of office.
- c. Second Vice-President – A vacancy shall be filled for the unexpired term of office by nomination from the Nominating Committee and election by the Board of Directors if the vacancy occurs within the first six months of the fiscal year, otherwise the position shall remain vacant until the next regular election cycle.
- d. Secretary/Treasurer – A vacancy shall be appointed by the President for the unexpired term of office.

## **Article VII – Meetings**

Section 1: Regular Meetings – Regular meetings of the membership shall be held at such dates, times and places as determined by the NEFRC.

- a. Annual Meeting – The Annual Meeting shall be for the purpose of installation of Officers and for any other business that may arise.
- b. Board Meetings – Board Meetings shall be held every other month beginning with the October Annual Meeting or as needed. The President may cancel Board meetings when it is in the NEFRC’s best interest to do so.
- c. Executive Committee Meetings – Executive Committee meetings shall be held every other month beginning with the November meeting. The President may cancel Executive Committee meetings when it is in the NEFRC’s best interest to do so.
- d. Committee Meetings – Committee meetings shall be held at the call of the Committee’s Chair or Board President. The Committee Chair or the President may cancel committee meetings when it is in the NEFRC’s best interest to do so.
- e. Special Meetings – Special meetings shall be called by the President either at his/her discretion or when she/he is requested by at least three (3) appointed representatives, none of which may be from the same Member County; provided adequate notice shall be given to all appointed representatives stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.

- f. The place and time of each meeting shall be determined by the membership prior to the adjournment of the previous meeting. In the absence of such determination, the time and place of the meeting(s) shall be determined by the President.
- g. Quorum – The quorum for any Board, Executive Committee or Committee meeting shall be 40% of the roster.
- h. Meeting Rules – The rules contained in the latest revision of Robert’s Rules of Order shall govern meetings in all cases to which they are applicable, and in which they are consistent with the Sixth ILA, these Bylaws and/or other special rules.
- i. Bylaws – The Bylaws of this organization shall be available from the Secretary/Treasurer for inspection during every meeting.
- j. Public Comment – To assure members of the public are given a reasonable opportunity to be heard on a proposition before the Board, the Executive Committee, or Committee of the Board, the NEFRC shall:
  - 1. Maintain a specific item on agendas for the opportunity for general public comment.
  - 2. The presiding officer shall announce at the beginning of the meeting that the public is welcome and encouraged to speak on any item to be brought before the assembly, and shall direct any potential speakers to fill out a “speaker card” located at the sign-in table.
  - 3. For items requiring Board/Executive Committee/Committee action that are not on the agenda, the presiding officer shall ask for public comment prior to a vote being taken.
  - 4. Speakers will generally be limited to three minutes, which can be extended at the discretion of the presiding officer.
  - 5. At the discretion of the presiding officer, public comment can be considered at any time during the meeting.
- k. All meetings of the Board, Executive Committee and Committees shall be open to the public.
  - 1. The Secretary/Treasurer or his/her designee shall keep minutes of each Board, Executive Committee and Committee meeting and distribute a copy thereof to each Member County subsequent to their approval.

**Article VIII – Fiscal Year, Finance and Work Plan**

Section 1: Fiscal Year

The NEFRC operating and fiscal year shall be October 1 through September 30.

Section 2: Finances

- a. On or before July 15 of each year, the NEFRC shall adopt an annual budget and work plan and certify a copy thereof to the Clerk or authorized recipient of the governing body of each Member County. Each Member County shall contribute such proportionate cash amounts as determined by the NEFRC, and approved by its governing body.

- b. Contributions for each fiscal year shall be payable in four equal installments.
- c. The NEFRC shall consider amending the budget no less than one time during the fiscal year.
- d. Each Member County who does not remit the contribution amounts in accordance with Subsection a. and b. above shall lose all voting privileges until payment is made.

Section 3: Work Plan

- a. Concurrent with the adoption of the annual budget, the NEFRC shall adopt a work plan for the upcoming fiscal year. The work plan shall guide the activities of the NEFRC and shall be in sufficient detail to portray the use of funds for projects and programs.
- b. The NEFRC shall consider amending the work plan no less than one time during the fiscal year. The NEFRC shall, at a minimum, amend the work plan concurrent with any budget amendment.

**Article IX – Committees**

Section 1: Appointments – The President shall appoint committee members and respective chairs as deemed necessary.

Section 2: Standing Committees – The following shall be standing Committees of the NEFRC:

- a. Executive Committee – shall act on behalf of the Board of Directors in the months when there is no regular Board meeting. The Executive Committee shall consist of the Officers of the NEFRC, standing committee Chairs and other members appointed by the President to assure all member Counties are represented. All Members of the Board shall be notified of Executive Committee meetings and are welcome to attend and participate in the meeting. Minutes of Executive Committee meetings shall be provided to all Members during the regular “mail out” of meeting materials for Board meetings.
- b. Personnel, Budget and Finance Policy Committee – shall provide policy direction, input and recommendations to the Board of Directors on annual agency budget and revisions, investment and finance policies, personnel policies, purchasing policies, annual audit review and reconciliation, annual executive director employment contract, officer nominations and any other matter appropriately coming before the Committee.
- c. Legislative Policy Committee – shall provide policy direction, input and recommendations to the Board of Directors on external legislative initiatives and proposals as well as develop legislative positions appropriate for the Region and the Council and any other issue appropriately coming before the Committee. Three members shall also be selected by the President to represent the Council on the Florida Regional Councils Association.
- d. Ad-Hoc Awards Committee – shall, as a Committee with full power, make selections, after input and recommendations of the Staff, for the yearly Regional Leadership Awards.

Section 3: Ad-Hoc Committees – The President may from time to time appoint Ad-Hoc Committees. Ad-Hoc Committees are intended to be defined in tenure and of specific scope. Persons other than NEFRC Board Members may be appointed to Ad-Hoc Committees.

## **Article X – Delegation of Authority**

Section 1: Specific Delegation – In order to meet the 30 day statutory time frame to review and comment on Comprehensive Plan Amendments, in the absence of a Board or Executive Committee meeting, such review and comment authority is delegated to the President. The President may act on the authority granted herein or call a special meeting of either the Board or Executive Committee.

Section 2: General Delegation Process – The NEFRC may find it advantageous and necessary, from time-to-time, to delegate full but specific authority to a member of the Board, a Standing Committee or an Ad-Hoc Committee.

## **Article XI – Staff**

Section 1: Chief Executive Officer – The Chief Executive Officer (CEO) is responsible to the Board of Directors and serves at their pleasure. The CEO shall work to carry out the policies of the NEFRC, coordination of programs and projects, development and management of the annual budget and work program, apprising the Board of Directors of the status of programs and projects and other duties normally performed by a CEO. Other terms of employment and compensation shall be memorialized in an employment contract between the NEFRC and the CEO. In case of the permanent or prolonged absence of the CEO the President shall appoint an Acting CEO until such time as the CEO returns to duty or until such time as a replacement is hired.

Section 2: Other Staff – It is the sole responsibility of the CEO to hire, discipline and terminate all other employees of the NEFRC, as necessary, consistent with the NEFRC's personnel policies.

## **Article XII – Dissolution**

Section 1: Procedure – The Interlocal Agreement creating the NEFRC may be terminated by resolution duly adopted by the governing body of all member Counties. The effective termination date shall be after the date of said resolution unless contractual obligation would require a later termination date.

Section 2: Equitable Interest – In the event there is a complete termination of this agreement, as provided for in Section 1., which would involve the disposition of the property of the Council, such property shall be liquidated and each Member County shall be entitled to a share of the proceeds bearing the same ratio as the contribution of that Member County at the time of dissolution. Said proceeds from the liquidation of the property of the Council shall be applied to satisfy debts, liabilities and financial obligations of the Council prior to any distribution to the member Counties.

Further, in the case of a complete termination of this agreement, the non-Federal matching contribution required to match any approved Federal or State grant shall be submitted to the appropriate agency. However, the preceding notwithstanding, if the program may be canceled or terminated early, then it shall be terminated and any excess matching funds contributed to the Council shall be distributed, to each Member County.

## **Article XII – Technical Assistance**

In addition to all of the tangible and intangible benefits of membership enjoyed by member counties, the following shall apply:

Section 1: Members in Good Standing – By being a Member in good standing each Member County, in addition to the benefits inherent in membership, shall:

- a. Be provided access to one hour of free technical assistance to the Member County or its municipalities for every \$1,000 of dues paid by the Member County.
- b. Be provided access to two hours of discounted technical assistance to the Member County or its municipalities for every \$1,000 of dues paid by the Member County.
- c. Be provided free grant writing services for one grant application to the Member County or its municipalities.
- d. Be provided one free workshop on Robert’s Rules of Order, Government in the Sunshine, Public Records, Ethics or other topic to the Member County or its municipalities.

Section 2: Members not in Good Standing – By not being a member in good standing each Member County, in addition to losing the benefits inherent in membership, shall:

- a. Be provided access to technical assistance to the Member County or its municipalities at a rate of 150 percent of actual costs.
- b. Not be included in any publication, initiative, recognition or other activity that is solely in the control of the Council unless otherwise compensated for as provided in Article XIV, Section 2(a).

## **Article XIV – Amendment to Bylaws**

Any of these Bylaws may be amended, altered, repealed or added to, and new Bylaws may be made, by the affirmative votes of two-thirds (2/3) of the Board present and constituting a quorum, at any given meeting of the Board of Directors. The proposed change shall be provided to the Board in writing, or via electronic transmission, seven (7) days prior to proposed action.