



Council Meeting Agenda

Wednesday, July 17, 2013
10:00 a.m. – 12:00 p.m.

309 Cranes Roost Blvd. Suite 2000, Altamonte Springs, Florida 32701

- I. Call to Order and General Business**
 - Call to Order – Chair Melanie Chase
 - Pledge of Allegiance – Mayor John Land
 - Roll Call – Ms. Amanda Webb

 - II. Consent Agenda**
 - May 2013 Council Meeting Minutes (Attachment 1)
 - May 2013 Financial Report (Attachment 2)

 - III. Annual Audit Presentation** – Joel Knopp, Moore Stephens Lovelace, P.A.

 - IV. Homeland Security Funding** – Lt. Chris Francisco, Orange County Sheriff's Department

 - V. Coast to Coast Trail** – Rich Dunkel, Florida Greenways and Trails Foundation

 - VI. Chair's Report**
 - HUD Consortium Meeting invitation (July 19th)
 - SunRail Line Sneek Peek Ride 2 – Orlando Regional Realtors Association

 - VII. Executive Director's Report**
 - FY 2013–14 Budget Proposal (Attachment 3)
 - HUD Sustainable Communities Planning Grant update
 - DEO Technical Assistance Grants update
 - DeBary
 - Tavares
 - Lake Helen
 - Comprehensive Economic Development Strategy (CEDS) Committee
 - Farmton Master Framework DRI PreApp Meeting
 - June Staff Activities Brief

 - VIII. Announcements/Comments**
 - An opportunity for Council members and members of the public to bring up events, issues or other items of interest to the Council.

 - IX. Adjournment**
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All Council meetings are open to the public as required by Florida Sunshine Law, Chapter 286, FS, and shall meet the requirements of Chapter 120, FS. The agenda is set as per Chapter 29F, FAC, the rules of the East Central Florida Regional Planning Council. Persons participating in a Council meeting shall be allocated a reasonable amount of time to present oral testimony and offer written materials relevant to their position. The Chairperson shall instruct all persons as to amount of time allocated for presentation and appropriateness of written materials. An opportunity for general public comment will be included in each agenda. If a person decides to appeal a decision on any matter considered on the above listed agenda, such person must ensure that a verbatim record of the proceedings is made to include testimony and evidence upon which the appeal is to be based.

ATTACHMENT 1

May 2013 Council Meeting Minutes

EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

COUNCIL MEETING MINUTES

MAY 15, 2013 10:00 A.M.

CHAIRPERSON MELANIE CHASE PRESIDING

In Attendance:

County Representatives:

Commissioner Mary Bolin Lewis, Brevard County
Commissioner Chuck Nelson, Brevard County
Commissioner Welton Cadwell, Lake County
Commissioner Sean Parks, Lake County
Commissioner Scott Boyd, Orange County
Commissioner Fred Brummer, Orange County
Commissioner Lee Constantine, Seminole County
Commissioner John Horan, Seminole County

Municipal Representatives:

Commissioner Patty Sheehan, City of Orlando
Mayor Rocky Randels, Space Coast League of Cities
Mayor John Land, (Tri-County League of Cities) (City of Apopka)
Mayor David Mealor, (Tri-County League of Cities) (City of Lake Mary)
Commissioner Leigh Matusick, (Volusia County League of Cities) (City of DeLand)

Gubernatorial Appointees:

Ms. Melanie Chase, Seminole County
Mr. John Lesman, Seminole County

Ex-Officio Members:

Ms. Nancy Christman, St. Johns River Water Management District
Mr. William Graf, South Florida Water Management District
Ms. Lorena Valencia for Ms. Mary Schoelzel, Florida Department of Transportation

Other Attendees:

Bob Romig, Florida Department of Transportation
John Zielinski, Florida Department of Transportation - D5
David Bottomley, Orange County
Natalie Suñer, GMB Engineers
Lori Sellers, GMB Engineers
Dick Boyer, Seminole County
Don Callaghan, City of St. Cloud
David Wright, Deseret Ranch
Douglas Etheredge, City of Kissimmee

Members not in Attendance:

Commissioner Brandon Arrington, Osceola County
Commissioner Frank Attkisson, Osceola County
Chair Jason Davis, Volusia County
Councilwoman Joyce Cusack, Volusia County
Commissioner Michael Holland, (Lake County League of Cities) (City of Eustis)
Commissioner Cheryl Grieb, (Tri-County League of Cities) (City of Kissimmee)
Ms. Christina Dixon, Orange County (Gubernatorial Appointee)
Mr. Jeff Prather, Florida Department of Environmental Protection
Mr. Russell Gibson, City of Sanford

ECFRPC Staff in Attendance:

Attorney Jerry Livingston
Mr. Hugh Harling, Jr.
Ms. Lelia Hars
Mr. Luis Nieves-Ruiz
Mr. Tim Kitchen
Ms. Claudia Paskauskas
Mr. Keith Smith
Mr. Chris Chagdes
Ms. Gina Marchica
Ms. Amanda Webb
Mr. PJ Smith
Mr. Andrew Landis
Mr. Fred Milch

I. Call to Order and General Business

Chairperson Chase called the meeting to order at 10:00 a.m. The Pledge of Allegiance was led by Mayor Land, and Ms. Amanda Webb called the roll and announced a quorum was present.

II. Consent Agenda

Commissioner Cadwell made a motion to approve the March 2013 minutes. The motion was seconded by Commissioner Boyd and the motion carried. Commissioner Nelson made a motion to approve the March 2013 Financial Report. The motion was seconded by Commissioner Sheehan and the motion carried.

III. Operation Crash and Surge: Full Scale Emergency Preparedness Exercise

Mr. Tim Kitchen and Ms. Kate Hardie presented the Operation Crash and Surge Full Scale Emergency Preparedness Exercise. The exercise physically tested the emergency readiness of the airport, the regional hospitals, and the health department. It was the largest single-day exercise in the state of Florida involving 16 hospitals, the Orlando International Airport, over 60 regional response agencies, and 600 volunteer victims.

IV. FDOT Future Corridors Pilot Study – OIA to Brevard County

Mr. Bob Romig from FDOT discussed the Florida Future Transportation Corridors Initiative, focusing in on the Tampa Bay to Central Florida “Super Region.” The Department selected the corridor from the Orlando International Airport to Brevard County for a pilot study. The initiative is multi-modal, long-range, and large scale.

V. Chair’s Report

Ms. Chase discussed information received in the HUD Core Consortium Meeting and the Outreach Committee Meeting for the HUD grant. She reported the progress each station area has made with their work programs.

VI. Executive Director’s Report

Mr. Harling stated that a proposed budget was placed in each packet to be reviewed and voted on at the July Council Meeting.

Mr. Harling acknowledged that the HUD grant is coming along with negotiations underway with a consultant to complete the Fair Housing and Equity Analysis, and some free assistance has been offered by NADO.

Mr. Harling also reported that meetings have been held with the developer and with Volusia County about the Farmton DRI.

VII. Announcements/Comments

Mr. Bottomley asked Mr. Romig if trails are being considered in the Corridors study, and he responded that yes, they are being considered.

Mayor Randels asked Mr. Harling if the federal and state funding is as great as it was last year. Mr. Harling stated that funding is expected in different areas, especially in Emergency Management for disaster planning.

Commissioner Matusick reported that the Volusia TPO is acquiring Flagler County which makes it part of the Central Florida Alliance, but Flagler County is not part of the East Central Florida Regional Planning Council. Mr. Harling stated that discussions have taken place with the Northwest Florida Regional Planning Council; they have talked about working together to service Flagler County.

Commissioner Matusick asked if the Governor will be appointing someone to the board from Volusia County. Several Governor's Appointee positions are vacant on the board, and Mr. Harling is working on that continuously.

Commissioner Matusick requested that letters be sent to the Governor in support of the \$50 million in the state budget for the Coast to Coast Regional Trail. Commissioner Parks reiterated the sentiment as did Commissioner Horan.

VIII. Adjournment

Chairperson Chase adjourned the meeting at 11:18 AM.

ATTACHMENT 2

May 2013 Financial Report

East Central Florida Regional Planning Council
Financial Report May 2013

	31013	31113	31213	31313	31407	31611	31612	31709	31811	32307	32712	32811	33412	33511	33912	34012	
		FY12	FY13	FY13		Safe Routes	Safe Routes	FDOT	USDC	Regional	UASI Fire	Orange	Volusia	Comm Exercise	RDSTF	Volusia	
Project:	General	Unfunded Mandates	LEPC Staff Support	Haz Mat Emrg Preparedness	DRI Reviews	to School Video	to School Webpage	Con't & Imp of CFGIS	EDA/CEDS FY12	Evacuation Study	Project Mgmt FY10	County PDRP	EMAP	Planning 11-12	FY11	COOP	
REVENUES																	
Revenues Paid:																	
Member Assessments	525,718.00																
Member REMI Contributions																	
Federal				2,814.44		778.37	57,900.48				8,000.00	1,706.42		34,032.04		7,498.44	
State			3,397.07					6,618.41									
Local																	
DRI Fees					29,851.63												
Other	10,243.96																
Total Revenues Received	535,961.96	0.00	3,397.07	2,814.44	29,851.63	778.37	57,900.48	6,618.41	0.00	0.00	8,000.00	1,706.42	0.00	34,032.04	0.00	7,498.44	
Account Receivables:																	
Member Assessments									12,823.06								
Federal				22,387.73			14,395.32		12,823.06						16,379.08		
State			18,038.65					44,999.66									
Local/Other																	
Total Accounts Receivables	535,961.96	0.00	21,435.72	25,202.17	29,851.63	778.37	72,295.80	51,618.07	25,646.12	0.00	8,000.00	1,706.42	0.00	34,032.04	16,379.08	7,498.44	
EXPENDITURES																	
Salaries	149,597.48	43,067.45	9,165.70	4,036.68	15,742.59	707.21	19,156.78	20,789.27	12,084.40	1,494.48	1,054.47	374.23			9,431.51	2,322.29	
Fringe Benefits (Pool)	49,091.72	14,548.50	2,973.64	1,138.92	5,426.31	243.77	6,548.77	3,655.53	3,256.78	515.13	363.47	113.50			3,219.81	713.67	
Indirect Cost (Pool)	56,294.99	16,324.44	3,439.46	1,466.41	5,997.82	269.44	7,283.20	6,926.00	4,346.66	569.38	401.74	138.19			3,584.52	860.18	
Unemployment Comp																	
Audit Fees																	
Advertising/Regional Promotion							170.00										
Computer Operations	8,142.03						39.51	8,300.00									
Dues	1,161.96																
Equipment	4,772.15																
Equipment under \$500	1,504.70																
Graphics	1,277.09	345.55	1,071.10	27.09	57.44	7.23	28.54	63.83	48.86	173.05	0.34	1,127.13	90.92		19.31	1,373.58	
Inter-Regnl Bd Relations																	
Legal	26,672.00																
Office Supplies	744.11	30.00					44.92					79.90					19.99
Postage	158.10	19.41	8.94	1.92	5.39			1.50	3.44	2.53	7.24						5.64
Publications	844.33	224.77	53.20														
Recruiting	50.00																
Rent																	
Equipment Rent & Maintenance																	
Staff Training	300.00																
HMEP Training				3,037.50													
Emergency Mgmt Exercise Exp															291.00		
Overtime/Backfill reimbursement																	
Taxes, Sales/Property																	
Telephone																	
Travel	587.72	3,148.02	3,723.68	493.65	237.58				756.89		44.94					118.29	112.11
Temporary Labor/Outside Services	587.50																
Interest Expense																	
DATA Fees																	
Consultants	3,470.07				2,384.50	350.00	39,237.50								8,400.00		
GIS Coordination								2,880.00									
Emergency Mgmt Workshop Expense			1,000.00	15,000.00													
Meeting Expenses	958.09	9.61															
Miscellaneous supplies																	
REMI Annual Maintenance	8,583.34								5,150.00								
Web Site Maintenance																	
Web Site Upgrade								9,000.00									
Office Maint/Painting	211.68																
HUD DeBary sub-r																	
TOTAL EXPENDITURES	315,009.06	77,717.75	21,435.72	25,202.17	29,851.63	1,792.57	72,295.80	51,618.07	25,646.12	2,759.28	1,864.96	1,832.95	90.92	8,691.00	16,379.08	5,401.82	

East Central Florida Regional Planning Council
Financial Report May 2013

	34112	34212	34312	34412	34513	34514	35113	35114	35512	35712	35912	36112	36212
	Volusia	Energy	Parramore	HUD	Regional	Regional	Reg Planner	Reg Planner	Volusia	Regional	Kissimmee	Brevard County	FDOH
	Resource	Resiliency	Mini Grants/	Sustainable	USAR	USAR	for Haz Mat	for Haz Mat	County	Shingle Creek	Airport	Rail Plan	POD
Project:	Guide	Strategy	Blue Cross		Coordinator	Coordinator	Teams	Teams	RMLP	Trail Map		and Exercise	Exercise
REVENUES													
Revenues Paid:													
Member Assessments													
Member REMI Contributions													
Federal		13,682.68		104,988.63	43,986.37		43,320.86		4,532.78		20,000.00		
State													
Local													
DRI Fees													
Other													
Total Revenues Received	0.00	13,682.68	0.00	104,988.63	43,986.37	0.00	43,320.86	0.00	4,532.78	0.00	20,000.00	0.00	0.00
Account Receivables:													
Member Assessments				32,395.84									
Federal		3,873.20		24,594.75	7,503.53	8,011.60	7,846.55	6,447.65				16,312.90	8,043.00
State													
Local/Other			153.13										
Total Accounts Receivables	0.00	17,555.88	153.13	161,979.22	51,489.90	8,011.60	51,167.41	6,447.65	4,532.78	0.00	20,000.00	16,312.90	8,043.00
EXPENDITURES													
Salaries		10,119.80	8.38	72,132.54	29,225.95	4,403.71	28,929.55	3,471.59	2,796.30	115.21	4,977.37	9,074.17	4,591.96
Fringe Benefits (Pool)		3,227.64	2.89	24,518.38	10,073.89	1,517.91	9,704.94	1,196.62	913.68	39.71	1,591.23	3,119.02	1,516.49
Indirect Cost (Pool)		3,781.76	3.19	27,384.29	11,134.90	1,677.78	10,946.38	1,322.65	1,051.16	43.89	1,861.10	3,454.72	1,730.72
Unemployment Comp													
Audit Fees													
Advertising/Regional Promotion													
Computer Operations													
Dues													
Equipment													
Equipment under \$500													
Graphics	16.20	21.26		338.64	84.27	20.90	269.17	57.94	19.86	1.20	665.24	279.18	203.83
Inter-Regnl Bd Relations													
Legal				6,440.00									
Office Supplies											183.32	74.00	
Postage				10.80	1.32	1.12	1.80			3.90			
Publications				94.43	20.14								
Recruiting													
Rent													
Equipment Rent & Maintenance													
Staff Training				35.00									
HMEP Training													
Emergency Mgmt Exercise Exp											7,480.00		
Overtime/Backfill reimbursement													
Taxes, Sales/Property													
Telephone													
Travel		405.42		2,665.72	949.43	390.18	1,315.57	398.85	35.76		114.88	311.81	
Temporary Labor/Outside Services													
Interest Expense													
DATA Fees													
Consultants				22,550.00									
GIS Coordination													
Emergency Mgmt Workshop Expens													
Meeting Expenses				42.92									
Miscellaneous supplies			138.64										
REMI Annual Maintenance													
Web Site Maintenance													
Web Site Upgrade													
Office Maint/Painting													
HUD DeBary sub-r				5,766.50									
TOTAL EXPENDITURES	16.20	17,555.88	153.10	161,979.22	51,489.90	8,011.60	51,167.41	6,447.65	4,816.76	203.91	16,873.14	16,312.90	8,043.00

East Central Florida Regional Planning Council
Financial Report May 2013

	36312	36313	36413	36513	36613	36713	36813	36913	37013	37113	37213	37413
	RDSTF	Brevard	Brevard	Loch Haven	Volusia	Lake County	Volusia	Energy	Lake County	Volusia County	Community	FIN
	Communications	County	County	Park	County	COOP TTX	Daytona	Assurance	Public Health	Debris Management	Exercise UASI	Training
Project:	Exercise	COOP Plan2012	LMS 2012		FMP & LMS		Airport TTX		JIC/JIS TTX	MOU		
REVENUES												
Revenues Paid:												
Member Assessments												
Member REMI Contributions												
Federal	44,000.00					14,210.00			14,295.00			
State												
Local				12,787.36								
DRI Fees												
Other												
Total Revenues Received	44,000.00	0.00	0.00	12,787.36	0.00	14,210.00	0.00	0.00	14,295.00	0.00	0.00	0.00
Account Receivables:												
Member Assessments												
Federal		3,364.25	4,404.18		33,628.00		16,389.65	22,471.90		3,687.67	82,393.46	3,313.25
State												
Local/Other												
Total Accounts Receivables	44,000.00	3,364.25	4,404.18	12,787.36	33,628.00	14,210.00	16,389.65	22,471.90	14,295.00	3,687.67	82,393.46	3,313.25
EXPENDITURES												
Salaries	1,181.08	1,940.96	2,589.33	3,082.23	20,378.64	786.74	1,810.11	13,324.30	378.68	2,232.38	23,291.53	1,386.39
Fringe Benefits (Pool)	400.94	606.91	757.11	1,061.06	5,260.98	232.27	560.36	4,174.29	126.63	622.57	7,579.65	447.87
Indirect Cost (Pool)	448.24	721.89	948.15	1,173.93	7,264.53	288.72	671.63	4,957.91	143.17	808.89	8,746.79	519.71
Unemployment Comp												
Audit Fees												
Advertising/Regional Promotion												
Computer Operations												
Dues												
Equipment												
Equipment under \$500												
Graphics		2.34	15.68	62.97	738.46		636.98	15.40		9.23	5,917.73	352.18
Inter-Regnl Bd Relations												
Legal												
Office Supplies												39.98
Postage				1.10	81.20							
Publications					68.97							
Recruiting												
Rent												
Equipment Rent & Maintenance												
Staff Training												
HMEP Training												
Emergency Mgmt Exercise Exp						12,710.00	12,500.00		12,795.00		34,436.63	
Overtime/Backfill reimbursement											1,897.61	
Taxes, Sales/Property												
Telephone												
Travel	12.82	92.15	93.91	16.47	287.57	19.14	210.57		25.89	14.60	523.52	132.17
Temporary Labor/Outside Services												
Interest Expense												
DATA Fees												
Consultants	41,250.00											
GIS Coordination												
Emergency Mgmt Workshop Expens												434.95
Meeting Expenses												
Miscellaneous supplies												
REMI Annual Maintenance												
Web Site Maintenance												
Web Site Upgrade												
Office Maint/Painting												
HUD DeBary sub-r												
TOTAL EXPENDITURES	43,293.08	3,364.25	4,404.18	5,397.76	34,080.35	14,036.87	16,389.65	22,471.90	13,469.37	3,687.67	82,393.46	3,313.25

East Central Florida Regional Planning Council
Financial Report May 2013

	37513	37613	37713	38111	38311	38712	38713	
	State	Osceola	Seminole Co.		Apopka	UASI Project	UASI Project	
Project:	TEP 14-16	ICS 402	Health Dept.	RDSTF	Food	Management	Management	
			COOP TTX	FY10	Assessment	FY10	FY11	Total
REVENUES								
Revenues Paid:								
Member Assessments								525,718.00
Member REMI Contributions								0.00
Federal		2,250.00		16,356.66		15,000.00		449,353.17
State								10,015.48
Local					8,197.05			20,984.41
DRI Fees								29,851.63
Other								10,243.96
Total Revenues Received	0.00	2,250.00	0.00	16,356.66	8,197.05	15,000.00	0.00	1,046,166.65
Account Receivables:								0.00
Member Assessments								45,218.90
Federal	3,407.76		12,426.40	4,684.42			542.93	338,789.31
State								63,038.31
Local/Other					6,176.26			6,329.39
Total Accounts Receivables	3,407.76	2,250.00	12,426.40	21,041.08	14,373.31	15,000.00	542.93	1,499,542.56
EXPENDITURES								
Salaries	1,846.91	496.21	501.34	11,847.63	8,333.66	3,300.56	311.28	557,891.03
Fringe Benefits (Pool)	622.99	149.64	169.88	3,976.28	2,769.20	1,118.22	107.30	179,976.07
Indirect Cost (Pool)	699.80	182.99	190.18	4,483.43	3,145.80	1,251.97	118.59	209,061.29
Unemployment Comp								0.00
Audit Fees								0.00
Advertising/Regional Promotion								170.00
Computer Operations					39.90			16,521.44
Dues								1,161.96
Equipment								4,772.15
Equipment under \$500								1,504.70
Graphics	206.28			632.92	75.40	2.23	5.76	16,362.31
Inter-Regnl Bd Relations								0.00
Legal								33,112.00
Office Supplies								1,216.22
Postage				10.17				325.52
Publications								1,305.84
Recruiting								50.00
Rent								0.00
Equipment Rent & Maintenance								0.00
Staff Training								335.00
HMEP Training								3,037.50
Emergency Mgmt Exercise Exp								80,212.63
Overtime/Backfill reimbursement								1,897.61
Taxes, Sales/Property								0.00
Telephone								0.00
Travel	31.78			90.65	9.35	28.75		17,399.84
Temporary Labor/Outside Services								587.50
Interest Expense								0.00
DATA Fees								0.00
Consultants		1,250.00	11,565.00					130,457.07
GIS Coordination								2,880.00
Emergency Mgmt Workshop Expens								16,434.95
Meeting Expenses								1,010.62
Miscellaneous supplies								138.64
REMI Annual Maintenance								13,733.34
Web Site Maintenance								9,000.00
Web Site Upgrade								0.00
Office Maint/Painting								211.68
HUD DeBary sub-r								5,766.50
TOTAL EXPENDITURES	3,407.76	2,078.84	12,426.40	21,041.08	14,373.31	5,701.73	542.93	1,306,533.41

	Budget	4/30/2013 Year to Date	Actual May	Current Year to Date	Under (Over)	66.7%
Personnel						
Salaries & Wages (Permanent)	970,637	549,512	72,682	622,193	348,444	64.1%
Fringe Benefits	349,547	178,012	24,129	202,140	147,407	57.8%
Outside /Temporary Services	8,000	2,056	-	2,056	5,944	25.7%
Contract labor-SRPP and contracts	-	-	-	-	-	0.0%
Interns	-	-	-	-	-	0.0%
Unemployment	-	-	-	-	-	0.0%
Total Personnel	1,328,184	729,580	96,810	826,390	501,794	62.2%
Overhead						
Annual Audit/Audit Preparation	30,000	6,720	1,485	8,205	21,795	27.4%
Computer Ops (General)	30,000	17,527	1,012	18,538	11,462	61.8%
Depreciation/Use Charge	17,000	9,490	1,356	10,845	6,155	63.8%
Equipment (General)	12,000	3,461	2,816	6,277	5,723	52.3%
Equipment Maintenance/Rental	1,300	-	-	-	1,300	0.0%
Equipment Lease/Sales Taxes	50	-	-	-	50	0.0%
Graphics/Outside Printing	22,000	10,515	1,149	11,664	10,336	53.0%
Insurance	12,000	6,302	993	7,294	4,706	60.8%
Inter-Regnl Bd Rel (travel/training)	2,000	-	-	-	2,000	0.0%
Legal Counsel	50,000	29,778	3,334	33,112	16,888	66.2%
Library/Publications/Subscriptions	2,500	1,173	133	1,306	1,194	52.2%
Office Supplies	9,440	2,883	457	3,341	6,100	35.4%
Pension Fund Mgmt. Fee	1,400	1,240	-	1,240	160	88.6%
Postage	6,000	577	66	643	5,357	10.7%
Professional Dues	26,809	14,243	1,926	16,169	10,641	60.3%
Recruiting	100	50	-	50	50	50.0%
Rent	110,520	64,470	9,210	73,680	36,840	66.7%
Office Maintenance	1,500	-	212	212	1,288	14.1%
Staff Training	7,500	335	-	335	7,165	4.5%
Telephone & Communications	8,000	3,440	469	3,909	4,091	48.9%
Staff Travel	20,000	14,644	2,756	17,400	2,600	87.0%
Advertising	170	170	-	170	-	100.0%
Hmep Training	35,000	3,038	-	3,038	31,963	8.7%
Emergency Mgmt Exercise Expense	43,000	80,213	-	80,213	(37,213)	0.0%
Emergency Mgmt Workshop Expense	4,500	1,000	15,435	16,435	(11,935)	0.0%
Overtime/Backfill reimbursement	-	1,898	-	1,898	(1,898)	
GIS Coordination	3,000	2,880	-	2,880	120	96.0%
GIS Data Collection	1,500	-	-	-	1,500	0.0%
Consultants - DRI	-	2,385	-	2,385	(2,385)	
Consultants - Osceola ICS 402	10,000	1,250	-	1,250	8,750	12.5%
Consultants- Safe Routes to School Video	6,504	350	-	350	6,154	5.4%
Consultants- Safe Routes to School Portal	62,125	39,238	-	39,238	22,888	63.2%
Consultants - Comms Exercise Planning 11-12	8,400	8,400	-	8,400	-	100.0%
Consultants - RDSTF Communications Exercise	41,250	41,250	-	41,250	-	100.0%
Consultants - Lake County COOP TTX	12,710	-	-	-	12,710	0.0%
Consultants - Seminole County COOP TTX	-	11,565	-	11,565	(11,565)	
Consultants - Volusia Daytona Airport TTX	12,500	-	-	-	12,500	0.0%
Consultants - Lake County Public Health JIC/J	12,795	-	-	-	12,795	0.0%
Consultants - South Lake Sector Plan	3,470	3,470	-	3,470	(0)	100.0%
Consultants - HUD Grant	30,000	22,550	-	22,550	7,450	75.2%
HUD - Pass thru	850,000	-	5,767	5,767	844,234	0.7%
Web site maintenance	10,000	-	9,000	9,000	1,000	90.0%
Storage-Off Site Records	1,600	1,021	163	1,184	416	74.0%
Meeting Expenses	5,000	842	169	1,011	3,989	20.2%
Miscellaneous Supplies	-	139	-	139	-	
REMI Annual Maintenance	21,000	12,017	1,717	13,733	7,267	65.4%
Total Overhead	1,544,643	420,521	59,623	480,143	1,064,500	31.1%
Total Expenditures	2,872,827	1,150,101	156,433	1,306,533	1,566,294	45.5%

Financial Forecast

Statement of Condition as of May 31, 2013

Cash-in-bank on May 1, 2013		\$814,568.95
Deposits and Interest - May 2013	\$103,273.24	
Checks Issued - May 2013	<u>-\$165,330.65</u>	
Cash-in-bank on May 31, 2013		<u>\$752,511.54</u>
CD Investment		<u>\$350,000.00</u>

Financial Forecast for June 2013

Operating Cash June 1, 2013		\$752,511.54
Accounts Payable on June 1, 2013		<u>-24,853.66</u>
Net Operating Cash for June 1, 2013		\$727,657.88

Anticipated Revenue/Expense for June 2013:		
Accounts Receivables (Revenues)	\$87,045.84	
Accounts Payables (Expenditures)	<u>-154,751.86</u>	
Net Anticipated Revenue/Expense		<u>-67,706.02</u>
Anticipated Operating Cash for July 1, 2013		<u>\$659,951.86</u>

ATTACHMENT 3

FY2014 Budget Proposal

East Central Florida Regional Planning Council
 FY 2014 Proposed Budget
 July 17, 2013

Expenditures

	<i>Proposed Budget</i>	<i>Approved Budget Amendment #1 FY 2013</i>	<i>Proposed Budget FY 2014</i>	<i>Change</i>
1				
2				
3				
4				
5	Personnel			
6	Salaries & Wages-full time	921,457	991,701	70,244
7	Pool for pay increases	21,100		-21,100
8	Part time salaries	28,080	24,000	-4,080
9	Fringe Benefits (2012 rates)	349,547	376,789	27,242
10	Subtotal	\$ 1,320,184	\$ 1,392,490	\$ 72,306
11				
12	Contract and Unemployment			
13	Casual Labor (secretarial temps)	2,000	2,000	0
14	Contract labor			
15	Outside Services - Computers	6,000	6,000	0
16	Interns			
17	Unemployment			
18	Subtotal	\$ 8,000	\$ 8,000	\$ -
19	Total Personnel	\$ 1,328,184	\$ 1,400,490	\$ 72,306
20				
21	Operating Expenses			
22	Office Administration			
23	Insurance	12,000	12,000	0
24	Pension Fund Management Fee	1,400	1,400	0
25	Total Office Administration	\$ 13,400	\$ 13,400	\$ -
26				
27	Office Operations			
28	Advertising/Regional Promotion	170	170	0
29	Computer Operations (General)	30,000	30,000	0
30	Copy costs/Graphics/Printing	22,000	22,000	0
31	Library/Subscriptions/Legal Ads	2,500	2,500	0
32	Meeting Expenses	5,000	5,000	0
33	Office Supplies	9,440	9,440	0
34	Postage	6,000	4,000	-2,000
35	FRCA	21,688	21,688	0
36	NARC	1,125	1,125	0
37	APA, CNU and URISA Dues Staff	2,496	2,496	0
38	Other Professional affiliations	1,500	1,500	0
39	Professional & Agency Dues	0	0	0
40	Rent (\$ reduction w lease extension)	110,520	113,832	3,312
41	Office Maintenance	1,500	1,500	0
42	Sales and Lease Taxes	50	50	0
43	Storage - Off Site Records	1,600	2,200	600
44	Telephone Communications	8,000	8,000	0
45	Total Office Operations	\$ 223,589	\$ 225,501	\$ 1,912
46				
47	Equipment			
48	Equipment (General)	12,000	12,000	0
49	Equipment Maintenance/Rental	1,300	1,300	0
50	Equipment Use Charge	17,000	17,000	0
51	Total Equipment	\$ 30,300	\$ 30,300	\$ -
52				
53	Staff Support			
54	Staff Training	7,500	7,500	0
55	Staff Travel/Sustenance	20,000	20,000	0
56	Recruiting	100	100	0
57	Total Staff Support	\$ 27,600	\$ 27,600	\$ -
58				
59	Board Support			
60	Inter-Regional Board Relations	2,000	2,000	0
61	Total Board Support	\$ 2,000	\$ 2,000	\$ -
62				
63	Contingencies			
64	Contingencies			
65	Total Contingencies			
66	Sub Total Operating Expenses	\$ 1,625,073	\$ 1,699,291	\$ 74,218
67				
68	External Expenses			
69	Professional Services			
70	Annual Audit/Audit Preparation	30,000	25,000	-5,000
71	Legal Counsel	50,000	50,000	0

72	Consultants (DRI)*	0	20,000	20,000
73	Consultants DEM Communication Exercise*	0		0
74	Consultants CFGIS/LRTP tool*	0		0
75	Consultant-UASI Regional Exercise	10,000		-10,000
76	Consultants-Safe Routes to School	6,504		-6,504
77	Consultants-Safe Routes to School Portal	62,125		-62,125
78	Consultants-Comms Exercise Planning 11-12	8,400		-8,400
79	Consultants-RDSTF Communication Exercise	41,250		-41,250
80	Consultants-Lake County COOP TTX	12,710		-12,710
81	Consultants-Volusia Daytona Airport TTX	12,500		-12,500
82	ConsultantsLake County Public Health JIC/JIS TTX	12,795		-12,795
83	Consultants-South Lake Sector Plan	3,470		-3,470
84	Consultants HUD	30,000	107,000	77,000
85	HUD - pass thru	850,000	819,000	-31,000
86	Consultants (Speculative contracts total)*			
87	Total Professional Services	\$ 1,129,754	\$ 1,021,000	\$ (108,754)
88				
89	Project Expenses			
90	GIS Coordination	3,000	3,000	0
91	GIS Data Collection	1,500	1,500	0
92	Web site maintenance	10,000	10,000	0
93	HMEP Training*	35,000	35,000	0
94	Emergency Mgmt Exercise Expense	43,000		-43,000
95	Emergency Mgmt Workshop Expense	4,500		-4,500
96	REMI Maintenance	21,000	21,000	0
97	Total Project Expenses	118,000	70,500	(47,500)
98	Total External Expenses	\$ 1,247,754	\$ 1,091,500	\$ (156,254)
99	Sub Total Expenditures	\$ 2,872,827	\$ 2,790,791	\$ (82,036)

East Central Florida Regional Planning Council
 FY 2014 Proposed Budget
 July 17, 2013

Revenues

1 ECFRPC FY 2014 Proposed Budget				
2	3	4	5	6
	Proposed Budget	Approved Budget Amendment #1 FY 2013	Proposed Budget FY 2014	Change
5	<u>Federal Revenues</u>			
6	EOG /DEM(HMEP) Training and Planning	63,000	58,380	(4,620)
7	RDSTF FY11	75,000	47,750	(27,250)
8	HUD SCP Grant -SunRail TOD planning grants	272,552	285,000	12,448
9	HUD SCP Grant -SunRail TOD planning grants/pass thru	850,000	818,374	(31,626)
10	Regional USAR Coordinator	101,000	91,000	(10,000)
11	Regional HazMat Planner	101,000	91,000	(10,000)
12	USASI TEP Workshop	15,000		(15,000)
13	UASI Project Mgmt.- Emergency Mgmt.	15,000	21,500	6,500
14	UASI Project Mgmt.-Fire	8,000	0	(8,000)
15	UASI Regional Exercise	100,000	64,607	(35,393)
16	Kissimmee Airport Tabletop Exercise	20,000		(20,000)
17	State Training & Exercise Workshop	10,000		(10,000)
18	Communications Training & Planning	10,000		(10,000)
19	FDOH POD Exercise	11,000		(11,000)
20	County Projects	10,000		(10,000)
21	Statewide Regional Evacuation Study Support	2,475		(2,475)
22	Statewide Regional Evacuation -Hurricane Atlas		30,000	30,000
23	Safe Routes to School PSA	7,349		(7,349)
24	Safe Routes to School Portal and interactive tools	107,691	91,662	(16,029)
25	State Department of Energy	17,500		(17,500)
26	EDA/Energy Resiliency	45,600		(45,600)
27	US EDA/CEDS (\$189,000 2011-2013)	66,000	66,000	-
28	Brevard Rail Plan and Exercise	20,282	18,230	(2,052)
29	RDSTF Communication Exercise	44,000		(44,000)
30	Brevard County COOP Plan	11,511	6,133	(5,378)
31	Brevard County LMS	15,986	7,698	(8,288)
32	Volusia County Flood Management Plan	33,628		(33,628)
33	Lake County COOP TTX	14,210		(14,210)
34	Volusia Daytona Airport TTX	15,000		(15,000)
35	Lake County Public Health JIC/JIS TTX	14,295		(14,295)
36	Volusia County Debris Management MOU	4,267		(4,267)
37	RDSTF FY12	26,250	60,000	33,750
38	FIN Training	4,000		(4,000)
39	State TEP 14-16	10,238	10,238	-
40	Osceola ICS 402	2,500		(2,500)
41	RDSTF FY13		37,500	37,500
42	Sub Totals	\$ 2,124,334	\$ 1,805,072	(319,262)
43	<u>State Revenues</u>			
44	DCA (EOG Div Comm Plng) Contract (General Revenue)	0	0	
45	EOG/ DEM (LEPC Staff Support)	40,909	40,909	-
46	DEO/City of DeBary/Station Area Economic Development Strategic Plan		25,000	25,000
47	DEO/City of Tavares/South Lake Dora Shore Economic Strategy Plan		25,000	25,000
48	DEO/City of Lake Helen/West Side Economic Development Plan		10,000	10,000
49	FDOT (GIS Coordination) Flair 088854	77,000	30,000	(47,000)
50	FDOT Pilot Project		55,000	55,000
51	Sub Totals	\$ 117,909	\$ 185,909	68,000
52	<u>Local Revenues</u>			
53	Member Assessments @ \$.1637889	525,718	528,605	2,887
54	DRI Fees - (estimated)	75,000	100,000	25,000

55	REMI, Inc. Analysis	8,000	10,000	2,000
56	Apopka Food Study	30,000	8,250	(21,750)
57	Volusia County COOP	7,498		(7,498)
58	Loch Haven Park	12,787		(12,787)
59	Safe Routes to School National Partnership		30,000	30,000
60	Healthy Central Florida - Eatonville's Comp Plan Audit		2,500	2,500
61	Local Gov't & Agency Technical Assistance		120,000	120,000
62	Interest		2,500	2,500
63	Sales (Publications/GIS Maps)	500		(500)
64	Pension Fund Forfeitures			
65	Sub Totals	\$ 659,503	\$ 801,855	142,352
66	Total Revenue	\$ 2,901,746	\$ 2,792,836	\$ (108,910)
67	Sub total Projected Expenditures	\$ 2,851,727	\$ 2,790,791	(60,936)
68	Adjustments for staff increases	\$ 21,100		(21,100)
69	Consultant costs committed projects			
70	Total Projected Expenditures	\$ 2,872,827	\$ 2,790,791	\$ (82,036)
71		\$ -		
72				
73	Balance of Revenues minus Expenditures	\$ 28,919	\$ 2,045	

**East Central Florida Regional Planning Council
Member Assessments**

Proposed Local Assessments FY 2014																			
	ECFRPC 2014 Assessments			ECFRPC 2013 Assessments			FY 2012		FY 2011		FY 2010		FY 2009		FY 2008		FY 2007		
	Member	2012 Population	Assessments	2014	Assessments	2011 Population	Assessments	Assessments	2010 Population	Actual	2009 Population	Actual	Population	Actual	Population	Actual	Population	Actual	
		Census Population	per capita dues @	comparison	Census Population	per capita dues @	comparison	1-Apr-10	Dues @	1-Apr-09	Dues @		Dues @		Dues @		Dues @		Dues @
		Estimates 2012	\$0.1637889	at \$0.23/capita	Estimates 2011	\$0.1637889	at \$0.23/capita		0.1637889/capita	BEBR	0.164421/capita		0.18269/capita		0.2047/capita		0.21054/capita		.23/capita
				Historic Rate			Historic Rate			Estimates	10% reduction from								
											2010 multiplier								
9	Brevard County	545,625	\$ 89,367	\$ 125,494	543,566	\$ 89,030	\$ 125,020	543,376	\$ 88,999	555,657	\$ 91,362	556,213	\$ 101,615	552,109	\$ 113,017	543,050	\$ 114,334	531,970	\$ 122,353
10	Lake County	299,677	\$ 49,084	\$ 68,926	301,019	\$ 49,304	\$ 69,234	297,052	\$ 48,654	291,993	\$ 48,010	288,379	\$ 52,684	286,499	\$ 58,646	276,783	\$ 58,274	263,017	\$ 60,494
11	Orange County	1,175,941	\$ 192,606	\$ 270,466	1,169,107	\$ 191,487	\$ 268,895	1,145,956	\$ 187,695	1,108,882	\$ 182,323	1,114,979	\$ 203,696	1,105,603	\$ 226,317	1,079,524	\$ 227,283	1,043,437	\$ 239,991
12	Osceola County	280,866	\$ 46,003	\$ 64,599	276,163	\$ 45,232	\$ 63,517	268,685	\$ 44,008	272,788	\$ 44,852	273,709	\$ 50,004	266,123	\$ 54,475	255,903	\$ 53,878	235,156	\$ 54,086
13	Seminole County	428,104	\$ 70,119	\$ 98,464	425,071	\$ 69,622	\$ 97,766	422,718	\$ 69,237	423,759	\$ 69,675	426,413	\$ 77,901	425,698	\$ 87,140	420,667	\$ 88,567	411,744	\$ 94,701
14	Volusia County	497,145	\$ 81,427	\$ 114,343	494,804	\$ 81,043	\$ 113,805	494,593	\$ 81,009	507,105	\$ 83,379	510,750	\$ 93,309	508,014	\$ 103,990	503,844	\$ 106,079	494,649	\$ 113,769
15	Total Assessments	3,227,358	\$ 528,605	\$ 742,292	3,209,730	\$ 525,718	\$ 738,238	3,172,380	\$ 519,601	3,160,184	\$ 519,601	3,170,443	\$ 579,208	3,144,046	\$ 643,586	3,079,771	\$ 648,415	2,979,973	\$ 685,394

2014 assessments are slightly higher than 2013 level to reflect slight regional population rise.

ATTACHMENT 4

June 2013 Staff Activities Report



June Staff Activities Brief Council Meeting Date July 17, 2013

This report contains some **key** activities undertaken by the ECFRPC staff during the month of June.

Received two DEO Technical Assistance Grants for economic projects in the cities of Debarry and Lake Helen

- Total amount of grants is \$35,000.

Received Eatonville Livability Planning Grant from Healthy Central Florida

- (\$2,500) conduct a Comprehensive Plan Audit for the Town of Eatonville Comprehensive Plan and develop a GIS Map Series.

Coordination with FDOT to upgrade the Central Florida GIS program platform.

Wekiva River Basin Commission Meeting

Loch Haven Park Health Impact Assessment

- Data collection and analysis; report development.

Safe Routes to School Portal

- Development of the Grant Mapper tool began through coordination, meetings, and tool design and functionality determination. Data maintenance and update process began.

Brevard County Rail Exercise

- Exercise planning and facilitation completed. Completed After Action Report.

2013 Public-Private Disaster Preparedness Summit

- Facilitation and participation of Table Top Exercise and Insurance Insight Group.

District VI LEPC Hazardous Commodity Flow Study

- Completion of Study which analyzed the risk associated with the shipment of hazardous materials via railroad in the 6-county ECFRPC region.

Local Emergency Planning Committee Bi-Annual Exercise After Action Report

- Completed.

RDSTF Region 6 - Digital Plan Portal

- Completed and delivered final tasks for phase 2.

Operation Crash and Surge After Action Report

- Completed.



June Staff Activities Brief Council Meeting Date July 17, 2013

Brevard County Local Mitigation Strategy

- Continuation of development.

Fire/Hazmat Hospital Discussion Forum

- Organized and participation.

Various Emergency Preparedness Meetings for projects and programs.

Local Emergency Planning Committee (LEPC) Plan

- Completed.

Osceola County Hurricane Exercise

- Project oversight and completed.

Space Coast Energy Symposium

- Attendance

REMI and the Downtown Development Board

- Meeting to discuss prospective REMI analyses and other economic assistance.

Energy Resiliency Project

- Working with the other RPC's to continue developing energy resiliency strategies for the report. Role included strategy review and implementation section.

Infogroup license

- Obtained and set up allowing the ECFRPC to conduct industry cluster analysis.

HUD Grant

- Attended two Working Group Meetings for the Sand Lake Road SunRail station.
- Launched www.enhancecfl.org for SunRail Sustainable Communities Grant. The site pages include work done by the sub-recipients and all documents related to the grant such as the grant application, grant award, agendas, minutes, contracts and a calendar.
- Worked with HUD to negotiate how we will accomplish requirements for the Fair Housing Equity Analysis.

Development of Regional Impact (DRI) -

- Worked with Farmton DRI on Transportation Methodology and Pre-application Summary Agreement.
- Completed final assessment of Orlando Downtown Area-wide DRI proposed changes.