



# East Central Florida Regional Planning Council

## Agenda

Wednesday, July 27, 2011 • 10:00 a.m.

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

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- I. Call to Order and General Business
  - Call to Order – Chair Cheryl Grieb
  - Pledge of Allegiance – Mayor John Land
  - Roll Call – Ms. Tuesdai Brunsonbyrd-Bowden
- II. Consent Agenda
  - June 2011 Minutes (Attachment 1)
  - June 2011 Financials (Attachment 2)
- III. Audit Presentation
- IV. Chair's Announcements – Chair Cheryl Grieb
- V. FRCA Reps Report
  - FRCA Dues
  - 2nd Lobbyist
  - FRCA Position on Statutory Unfunded Mandates
- VI. Director's Report – 2012 Budget and Work Program – Director Phil Laurien (Continued)
  - Office Rent
  - Legal Council
  - Professional and Agency Dues
  - FRCA
  - Salary and Fringe Reductions
- VII. 2012 ECFRPC Budget Adoption
- VIII. Announcement/Comments
  - Emergency Management – Letter of Appreciation
  - Director's Announcement
  - 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

# ATTACHMENT 1

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June 2011 Meeting Minutes

# EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## COUNCIL MEETING MINUTES

JUNE 15, 2011

CHAIR COMMISSIONER CHERYL L. GRIEB PRESIDING

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### In Attendance:

#### County Representatives:

Commissioner Chuck Nelson, Brevard County  
Commissioner Sean Parks, Lake County  
Ms. Diana Dethlefs for Commissioner Scott Boyd, Orange County  
Commissioner Fred Brummer, Orange County  
Commissioner John Horan, Seminole County  
Commissioner Brenda Carey, Seminole County  
Councilwoman Patricia Northey, Volusia County

#### Municipal Representatives:

Commissioner Patty Sheehan, City of Orlando  
Mayor Rocky Randels, Space Coast League of Cities  
Mayor John Land, Apopka, Tri-County Leagues of Cities (Orange)  
Commissioner Cheryl Grieb, Kissimmee, Tri-County League of Cities (Osceola)  
Commissioner Leigh Matusick, Volusia County League of Cities

#### Gubernatorial Appointees:

Ms. Christina Dixon, Orange County  
Mr. John Lesman, Seminole County  
Mr. William McDermott, Seminole County Economic Development

#### Ex-Officio Members:

Ms. Nancy Christman, St. Johns River Water Management District  
Ms. Vivian Garfein, Florida Department of Environmental Protection  
Ms. Cecelia Weaver, South Florida Water Management District  
Mr. John Moore, Florida Department of Transportation  
Ms. Mary Moskowitz for Mr. Russell Gibson, City of Sanford

#### Other Attendees:

Mr. Chris Testerman, Orange County Administration  
Ms. Judy Pizzo, Florida Department of Transportation  
Mr. Craig Stewart, University of Central Florida  
Ms. Nola Roberts, Student, University of Central Florida  
Ms. Amye King, Growth Management Director, Lake County

#### Members not in Attendance:

Commissioner Andy Anderson, Brevard County  
Commissioner Welton Cadwell, Lake County  
Commissioner Brandon Arrington, Osceola County  
Commissioner Frank Attkisson, Osceola County

Councilman Andy Kelly, Volusia County  
Mayor David Melaor, Tri-County League of Cities  
Mayor Melissa DeMarco, Lake County  
Ms. Melanie Chase, Seminole County  
Mr. Al Glover, Brevard County  
Mr. Lonnie Groot, Volusia County

ECFRPC Staff in attendance:

Executive Director Philip Laurien  
Attorney Jerry Livingston  
Mr. George Kinney  
Ms. Lelia Hars  
Mr. Andrew Landis  
Mr. Keith Smith  
Mr. Chris Chagdes  
Ms. Gina Marchica  
Mr. Fred Milch  
Ms. Tara McCue  
Ms. Elizabeth Rothbeind  
Mr. Josh Hoffman  
Mr. Matt Boerger  
Ms. Tuesday Bowden  
Ms. Carole Clark

**I. Call to Order and General Business**

Commissioner Cheryl Grieb called the meeting to order at 10:00 a.m. Ms. Carole Clark called the roll and announced a quorum was present.

**II. Consent Agenda**

Commissioner Grieb asked for a motion to approve the May 2011 Meeting Minutes and the May 2011 Financial Reports. A motion was made and seconded. All were in favor and the motion passed.

**III. Chair's Announcements**

With the veto of state RPC funding by Governor Scott, Commissioner Grieb expressed the need for the Council to determine the core functions they are willing to fund with the dues that are paid to the Regional Planning Council (RPC). Director Laurien added that FY2012 will be a transition year for the RPC in that, even without funding, the RPC still has approximately 53 statutory mandates for which it is responsible. This year will determine which of those mandates are priorities and what new functions might be most beneficial to the local jurisdictions.

Discussion moved onto the upcoming Florida Regional Council Association (FRCA) meeting. It is more important now than ever for FRCA to come together to present a unified front to the Governor's Office as to which mandates can be accomplished and which cannot without funding.

Director Laurien and Commissioner Grieb stated they would be out-of-town and unable to attend the FRCA Policy Board meeting on June 24<sup>th</sup>. Commissioner Grieb asked for a volunteer from the Council

to attend with Commissioner Sean Parks and Councilman Andy Kelly to represent the ECFRPC at the meetings. Mayor Rocky Randels offered his services and was accepted as the third representative.

Commissioner Grieb said she would also be out-of-town during the time of the regularly scheduled July council meeting (July 20<sup>th</sup>). Because the RPC will be seeking approval of the FY2012 operating budget in the July meeting, she asked if there were any objections to moving the meeting to July 27<sup>th</sup>. After discussion concerning the items on the agenda for the July and August meetings, Mr. Fred Brummer moved that the July 20<sup>th</sup> meeting be moved to July 27<sup>th</sup>. The motion was seconded, the majority was in favor and the motion passed.

#### **IV. Director's Report**

Director Laurien gave a historical overview of the Regional Planning Council to date. He reiterated that FY2012 will be a transition year for the RPC. Although the future of RPCs is uncertain, this year has the potential to set direction for the future. RPCs may move forward with re-established roles in the planning community or could be integrated into another public service agency.

In the meantime, it's up to the Council to decide what functions they would like to see from the RPC staff; then budget and staff accordingly. He mentioned Council members over the years have been under the misconception that the majority of work done by the RPC staff is related to DRIs. DRIs contribute to only a portion of the work program. The RPC staff wear many hats as they seek to assist the East Central Florida Region in planning, economic development, emergency management, transportation and conservation of natural resources.

It was discussed that an emerging role of the RPC could be as a mediator in dispute resolutions between counties, cities, and/or private landowners. As the responsibility of local planning is shifted back to the local governments it is inevitable that situations will arise that would require mediation before litigation. The RPC is positioned and has policies in place to fill this role.

#### **V. Draft 2012 Budget**

Discussion on the FY2012 Budget began by Director Laurien listing the different DCA categories/functions from prior years and stating that at the next Council meeting, items would be taken line by line to assess their importance to the Council.

He then moved on to the proposed Expenditures for FY2012. He showed that proposed expenses for FY2012 have been significantly reduced from FY2011 expenditures. He then went on to explain the elimination of some line items such as visa sponsorship for Sam Bitar who is no longer with the RPC staff. He explained there are currently fourteen (14) full-time employees, three (3) full-time contract employees and one (1) permanent part-time person. Director Laurien expressed that with the current workload already committed, he would need to retain the current staff throughout FY2012 and two (2) contract employees until at least the end of December in order to have sufficient staff to support the contracts.

Director Laurien moved on to discuss proposed Revenues for FY2012. He explained the difference between Federal, State, and Local Revenues, Committed Revenues and Speculative Revenues. He mentioned Committed Revenues are currently approximately \$100,000 more than this time last year.

He also explained the dynamic nature of our business. Because grants and funds are received by different agencies at different times throughout the year, it is impossible to know now what might be available during the coming year. He pointed out that since the beginning of FY2011, over \$500,000 of new contracts have come in – some anticipated, some not anticipated. So while additional projects are anticipated over the next year, they are not reflected in the revenues represented on the budget sheets.

Next, Director Laurien presented a comparison of all eleven Florida Regional Planning Councils' budgets. This comparison shows the East Central Florida Regional Planning Council as the most cost-effective RPC in Florida. He showed that although the ECFRPC is in the Top 2 as far as number of cities and population, they have the lowest per capita expense of all the RPCs.

To conclude the Budget presentation, Director Laurien once again stated that membership dues should go towards funding projects in which the counties are interested.

As a matter of concern, Commissioner Patty Sheehan asked the best way to communicate to the Legislature and the Governor that state funding is needed to perform the statutory mandates. Commissioner Grieb and Director Laurien agreed that FRCA should play a big part in communicating to Tallahassee the need for funding. They added that Gubernatorial Appointees should use their audience with the Governor to convey the information, that Council members should speak with their legislative contacts, and finally that a Council resolution of core functions could be submitted, if needed.

#### **VI. Announcements/Comments**

Commissioner Grieb opened the floor to comments from the Council and visitors. Mayor Randels congratulated the RPC staff on its hard work and its position as the most efficient Council in Florida. Commissioner Grieb added that the leanness with which the ECFRPC is run should be taken into consideration while going over the proposed budget numbers.

#### **VII. Adjournment**

The meeting adjourned at 11:34 a.m. The next meeting will be July 27, 2011, at 10:00 a.m.

## **ATTACHMENT 2**

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June 2011 Financial Report

## Financial Forecast

### Statement of Condition as of June 30, 2011

Cash-in-bank on June 1, 2011		\$1,706,065.51
Deposits and Interest - June 2011	\$100,524.26	
Checks Issued - June 2011	<u>-\$141,232.77</u>	
Cash-in-bank on June 30, 2011		<u>\$1,665,357.00</u>

### Financial Forecast for July 2011

Operating Cash July 1, 2011		\$1,665,357.00
Accounts Payable on July 1, 2011		<u>-28,307.96</u>
Net Operating Cash for July 1, 2011		\$1,637,049.04

Anticipated Revenue/Expense for July 2011:		
Accounts Receivables (Revenues)	\$139,853.80	
Accounts Payables (Expenditures)	<u>-123,260.21</u>	
Net Anticipated Revenue/Expense		16,593.59
Anticipated Operating Cash for August 1, 2011		<u>\$1,653,642.63</u>

	<u>Budget</u>	<u>5/31/2011</u>	<u>Actual</u>	<u>Current</u>	<u>Under (Over)</u>	<u>75.0%</u>
		<u>Year to Date</u>	<u>June</u>	<u>Year to Date</u>		
<b>Personnel</b>						
Salaries & Wages (Permanent)	978,920	641,337	81,054	722,391	256,529	73.8%
Fringe Benefits	347,000	222,033	27,176	249,209	97,791	71.8%
Outside /Temporary Services	11,650	17,064	-	17,064	(5,414)	146.5%
Contract labor-SRPP and contracts	5,000	-	-	-	5,000	0.0%
Interns	16,800	1,005	-	1,005	15,795	6.0%
Unemployment	3,500	275	-	275	3,225	7.9%
<b>Total Personnel</b>	<b>1,362,870</b>	<b>881,714</b>	<b>108,230</b>	<b>989,944</b>	<b>372,926</b>	<b>72.6%</b>
<b>Overhead</b>						
Annual Audit	17,000	8,470	7,000	15,470	1,530	91.0%
Advertising/Regional Promotion	3,000	50	-	50	2,950	1.7%
Computer Ops (General)	35,000	17,918	580	18,498	16,502	52.9%
Depreciation/Use Charge	12,000	13,078	1,635	14,713	(2,713)	122.6%
Equipment (General)	22,000	7,128	999	8,127	13,873	36.9%
Equipment Maintenance/Rental	1,500	996	-	996	504	66.4%
Equipment Lease/Sales Taxes	400	1	-	1	399	0.3%
Graphics/Outside Printing	29,650	12,621	1,045	13,666	15,984	46.1%
Insurance	14,000	6,098	881	6,979	7,021	49.9%
Inter-Regnl Bd Rel (travel/training)	3,000	-	-	-	3,000	0.0%
Legal Counsel	44,000	28,854	3,333	32,187	11,813	73.2%
Library/Publications/Subscriptions	3,000	1,515	402	1,917	1,083	63.9%
Office Supplies	11,000	5,390	1,027	6,417	4,583	58.3%
Pension Fund Mgmt. Fee	900	1,220	-	1,220	(320)	135.6%
Postage	9,000	1,930	234	2,164	6,836	24.0%
Professional Dues	26,000	18,526	2,168	20,694	5,306	79.6%
Rent	123,750	81,667	10,520	92,187	31,563	74.5%
Office Maintenance	2,000	2,048	-	2,048	(48)	102.4%
Staff Training	9,000	5,246	2,595	7,841	1,159	87.1%
Telephone & Communications	8,000	4,254	605	4,859	3,141	60.7%
Staff Travel	24,000	13,253	1,709	14,962	9,038	62.3%
Recruiting	4,000	-	-	-	4,000	0.0%
Hmep Training	33,000	11,025	-	11,025	21,975	33.4%
Emergency Mgmt Exercise Expense		28,768	6,485	35,253	(35,253)	
Overtime/backfill reimbursement		-	3,231	3,231	(3,231)	
GIS Coordination	3,000	3,000	-	3,000	-	100.0%
GIS Data Collection	1,500	-	-	-	1,500	0.0%
Consultants (DRI)	50,000	7,033	-	7,033	42,967	14.1%
Consultants DEM Communication Exercise	50,000	-	-	-	50,000	0.0%
Consultants - UASI EM Portal		20,000	-	20,000	(20,000)	
Storage-Off Site Records	1,600	1,238	148	1,386	214	86.6%
Meeting Expenses	10,000	3,074	397	3,471	6,529	34.7%
CFGIS Workshop Expenses	-	541	-	541	(541)	
Web site maintenance		10,000	-	10,000	(10,000)	
REMI Annual Maintenance	20,600	13,733	1,717	15,450	5,150	75.0%
S. Bitar VISA Sponsorship	6,000	-	-	-	6,000	0.0%
<b>Total Overhead</b>	<b>577,900</b>	<b>328,675</b>	<b>46,711</b>	<b>375,386</b>	<b>202,514</b>	<b>65.0%</b>
<b>Total Expenditures</b>	<b>1,940,770</b>	<b>1,210,389</b>	<b>154,941</b>	<b>1,365,330</b>	<b>575,440</b>	<b>70.3%</b>

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			FY11	FY11	FY11	FDOT	Regional	USDC	USDC	USDC	SR 50	State TEP	UASE	RDSTF	HSEEP	
	Project:	DRI	DCA	LEPC Staff	Haz Mat Emrg	Con't & Imp	Evacuation	EDA/CEDS	EDA/CEDS	EDA/CEDS	Corridor	2011-2013	2010	FY09	Fall 2010	
	General	Reviews	General	Support	Preparedness	of CFGIS	Study	FY08-10	FY11	FY12	Study	Update	Exerciser			
<b>REVENUES</b>																
Revenues Paid:																
Member Assessments	519,601.00															
Member REMI Contributions																
Federal					18,610.41			19,027.70	10,000.00			15,000.00	509.61	23,590.00	2,717.14	
State			185,541.92	20,081.49												
Local																
DRI Fees		65,774.94														
Other	17,098.77															
<b>Total Revenues Received</b>	<b>536,699.77</b>	<b>65,774.94</b>	<b>185,541.92</b>	<b>20,081.49</b>	<b>18,610.41</b>	<b>37,417.09</b>	<b>0.00</b>	<b>19,027.70</b>	<b>10,000.00</b>		<b>0.00</b>	<b>15,000.00</b>	<b>509.61</b>	<b>23,590.00</b>	<b>2,717.14</b>	
Account Receivables:																
Member Assessments	-23,910.51															
Federal					4,169.88		5,094.02	13,068.54	8,896.61	1,945.36						
State			2,361.59	11,553.33					3,344.92	1,945.36						
Local/Other						1,290.13										
<b>Total Accounts Receivables</b>	<b>-23,910.51</b>	<b>0.00</b>	<b>2,361.59</b>	<b>11,553.33</b>	<b>4,169.88</b>	<b>1,290.13</b>	<b>5,094.02</b>	<b>13,068.54</b>	<b>12,241.53</b>	<b>3,890.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUES</b>	<b>512,789.26</b>	<b>65,774.94</b>	<b>187,903.51</b>	<b>31,634.82</b>	<b>22,780.29</b>	<b>38,707.22</b>	<b>5,094.02</b>	<b>32,096.24</b>	<b>22,241.53</b>	<b>3,890.72</b>	<b>0.00</b>	<b>15,000.00</b>	<b>509.61</b>	<b>23,590.00</b>	<b>2,717.14</b>	
<b>EXPENDITURES</b>																
Salaries	265,076.09	30,685.19	158,917.83	16,290.21	7,057.99	10,840.62	2,287.45	17,577.15	12,332.64	2,193.61	193.59	1,387.64	264.86	12,132.01	1,779.89	
Fringe Benefits (Pool)	92,942.93	11,300.80	56,593.22	5,667.46	2,463.74	2,732.11	842.43	6,473.34	4,532.17	778.10	71.30	511.04	97.54	4,197.33	581.95	
Indirect Cost (Pool)	104,305.29	12,232.20	62,787.04	6,397.15	2,774.06	3,954.29	911.86	7,006.87	4,913.41	865.78	77.17	553.16	105.58	4,757.39	688.10	
Unemployment Comp	275.00															
Audit Fees																
Advertising/Regional Promotion	50.00															
Computer Operations	7,771.48					8,180.00			39.90							
Dues	3,284.00															
Equipment	7,746.64															
Graphics	4,283.32	2,550.82	4,053.36	1,077.80	1,207.92	0.20	35.84	42.78	249.41	48.81		16.74	3.83	61.24	1,197.76	
Inter-Regnl Bd Relations																
Legal	30,674.97	1,512.50														
Office Supplies	1,884.14		397.13													
Postage	593.95	388.62	415.44	11.03	43.42		6.53	38.02	0.88			2.34	16.43	35.30	7.50	
Publications	1,196.68		439.79	251.32												
Recruiting																
Rent																
Equipment Rent & Maintenance																
Staff Training	7,371.28			225.00			175.00		70.00							
HMEP Training				99.00	8,515.20											
Emergency Mgmt Exercise Exp																
Overtime/Backfill reimbursement																
Taxes, Sales/Property	1.48															
Telephone																
Travel	7,644.11	26.70	1,670.85	1,615.85	717.96		1,089.30			4.42				479.64	37.22	
Temporary Labor/Outside Services	14,445.16	45.37	581.62					115.50	103.12							
Interest Expense																
DATA Fees																
Consultants		7,032.74														
GIS Coordination						3,000.00										
CFGIS Workshop Expense	541.04															
Meeting Expenses	2,444.62															
REMI Annual Maintenance	15,449.99															
Web Site Maintenance																
Web Site Upgrade						10,000.00										
S. Bitar VISA Sponsorship																
Office Maint/Painting	2,048.23															
New Office Fit Up																
<b>TOTAL EXPENDITURES</b>	<b>570,030.40</b>	<b>65,774.94</b>	<b>285,856.28</b>	<b>31,634.82</b>	<b>22,780.29</b>	<b>38,707.22</b>	<b>5,348.41</b>	<b>31,253.66</b>	<b>22,241.53</b>	<b>3,890.72</b>	<b>342.06</b>	<b>2,470.92</b>	<b>488.24</b>	<b>21,662.91</b>	<b>4,292.42</b>	

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Greenways & Trails Economic	UASI Gap Analysis	Motorola & Harris Training	Brevard PDRP	UASI EM Portal	UASI Proj. Mgmt. Fy 2008	CDC Radiation Drill	Communication Exercise Planning	SunRail TOD Sketchbook	State TEP 12-14	Apopka Food Assessment	Volusia CEMP Update	Rollins 2011 TTX	Comms Exercise Logistics	2011 PRND Exercise	Seminole Cty Whole Comm Exercise	Osceola RMLP
	4,000.00			20,500.00		24,250.00					15,935.00				20,000.00	
2,508.00								31,200.00								
5,600.00												3,000.00				
8,108.00	4,000.00	0.00	0.00	20,500.00	0.00	24,250.00	0.00	31,200.00	0.00	0.00	15,935.00	3,000.00	0.00	0.00	20,000.00	0.00
		4,106.73	67,941.67		6,751.24		14,150.37		891.05				32,427.13	2,140.55		
								19,809.17								
0.00	0.00	4,106.73	67,941.67	0.00	6,751.24	0.00	14,150.37	19,809.17	891.05	6,338.01						
8,108.00	4,000.00	4,106.73	67,941.67	20,500.00	6,751.24	24,250.00	14,150.37	51,009.17	891.05	6,338.01	15,935.00	3,000.00	32,427.13	2,140.55	20,000.00	0.00
4,991.61	2,580.10	313.83	40,165.50	825.34	3,716.39	4,438.27	8,039.09	29,676.94	581.24	4,124.99	2,940.98	1,769.73		1,181.23	2,033.19	4,496.71
1,788.91	950.20	107.08	11,305.78	303.96	1,348.09	1,481.96	2,446.03	9,651.95	99.83	781.32	347.62	511.28		435.03	554.06	1,104.96
1,975.44	1,028.52	122.63	14,995.64	329.01	1,475.49	1,724.80	3,054.73	11,458.07	198.42	1,429.41	958.10	664.55		470.88	753.77	1,631.99
79.80																
395.74	0.40	0.40	766.89	0.66	2.00	334.79	135.42	219.72	11.56	2.29		88.20	411.43	35.31	467.19	164.14
			39.24					2.49								
22.50	0.44	10.28		0.44	118.19		0.44						17.16			4.80
					13.64											
		2,410.46														
													28,768.03		5,950.30	
													3,230.51			
36.32	9.05	115.61	619.12		36.20	20.96	474.66				73.96	13.60		18.10	31.19	142.17
1,100.00			49.50		41.24	82.50										
				20,000.00												
		1,026.44														
10,390.32	4,568.71	4,106.73	67,941.67	21,459.41	6,751.24	8,083.28	14,150.37	51,009.17	891.05	6,338.01	4,320.66	3,047.36	32,427.13	2,140.55	9,789.70	7,544.77

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Safe Routes to School Video	FDOH Workshop	FDOH Leading Edge Exercise	RDSTF FY10	UASI Project Management FY09	Total
					519,601.00
					0.00
					174,139.86
					276,748.50
					8,600.00
					65,774.94
					17,098.77
0.00	0.00	0.00	0.00	0.00	1,061,963.07
					0.00
					0.00
					142,962.92
					35,014.22
					6,338.01
0.00	0.00	0.00	0.00	0.00	184,315.15
0.00	0.00	0.00	0.00	0.00	1,246,278.22
350.59	331.34	165.84	159.51	700.49	652,599.68
129.12	102.61	61.08	41.10	247.05	223,584.48
139.76	126.42	66.11	58.45	276.06	255,267.60
					275.00
					0.00
					50.00
					16,071.18
					3,284.00
					7,746.64
2.64	5.60		0.20	7.09	17,881.50
					0.00
					32,187.47
					2,323.00
		2.08		2.40	1,738.19
					1,901.43
					0.00
					0.00
					0.00
					7,841.28
					11,024.66
	535.03				35,253.36
					3,230.51
					1.48
					0.00
	13.53	40.76		30.37	14,961.65
					16,564.01
					0.00
					0.00
					27,032.74
					3,000.00
					541.04
					3,471.06
					15,449.99
					10,000.00
					0.00
					0.00
					2,048.23
					0.00
622.11	1,114.53	335.87	259.26	1,263.46	1,365,330.18

# **ATTACHMENT 3**

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FY2012 Budget Adoption

Page 1 ECFRPC FY 2011-12 Work Program Version 12 7/20/2011	Program Type						
	Statutory Policies and FY12 Work Program	Planning	NRORS	EMngt	Ec Dev	Transp	Aff Hsg
<b>Federal Contracts</b>							
DEM(HMEP) Hazardous Materials Pning & Training				SP;C			
UASI (Anti terrorism planning), Orlando & 6 counties				FP;C			
DHS Osceola Co. JIC/JIS Exercise				FP; C			
USEDA/Comp. Econ. Dev. Strategy Implementation					FP; G		
Regional Domestic Security Task Force 9 counties				FP;C			
<b>State DCA General Contract (no more DCA, no funded contract)</b>							
Comprehensive Plan reviews (must be funded by dues for 2012)	SR; CPD						
Evaluation Appraisal Reports reviews (now local option)	CPD						
Strategic Policy Plan Update (Done until 2016- now work with communities on implementation thru local plans)	SR; CPD	SR	SR	SR	SR	SR	
<b>Quarterly reports/ Annual Report</b>							
Power Plant/10 yr site plans	SR; CPD						
Base data collection	SR; CPD						
Intergovernmental Coordination	SR (?)						
Technical Assistance (limited to dues funding at Council direction)	CPD						
Wekiva Commission Tech Ass. & hosting and staffing **	SR;	SR			SR		
Dispute Resolution	SR; CPD						
Developments of Regional Impact (limited to fees only, no state funding)	F;SR						
<b>Other Committed Contracts</b>							
EOG/ DEM (LEPC)				SP;C			
FDOT (FLU, DRI, CFGIS)	C						
Kellog Fdn Apopka Food Planning for Farm Workers	G; C						
<b>Local Work Program</b>							
Outreach; agency and public (as funded by council from dues)	CPD						
Internal GIS Dev.; GIS staff/region support	CPD						
CFGIS website; data maint; news; training; admin (limited by council funding)	CPD						
Program Key							

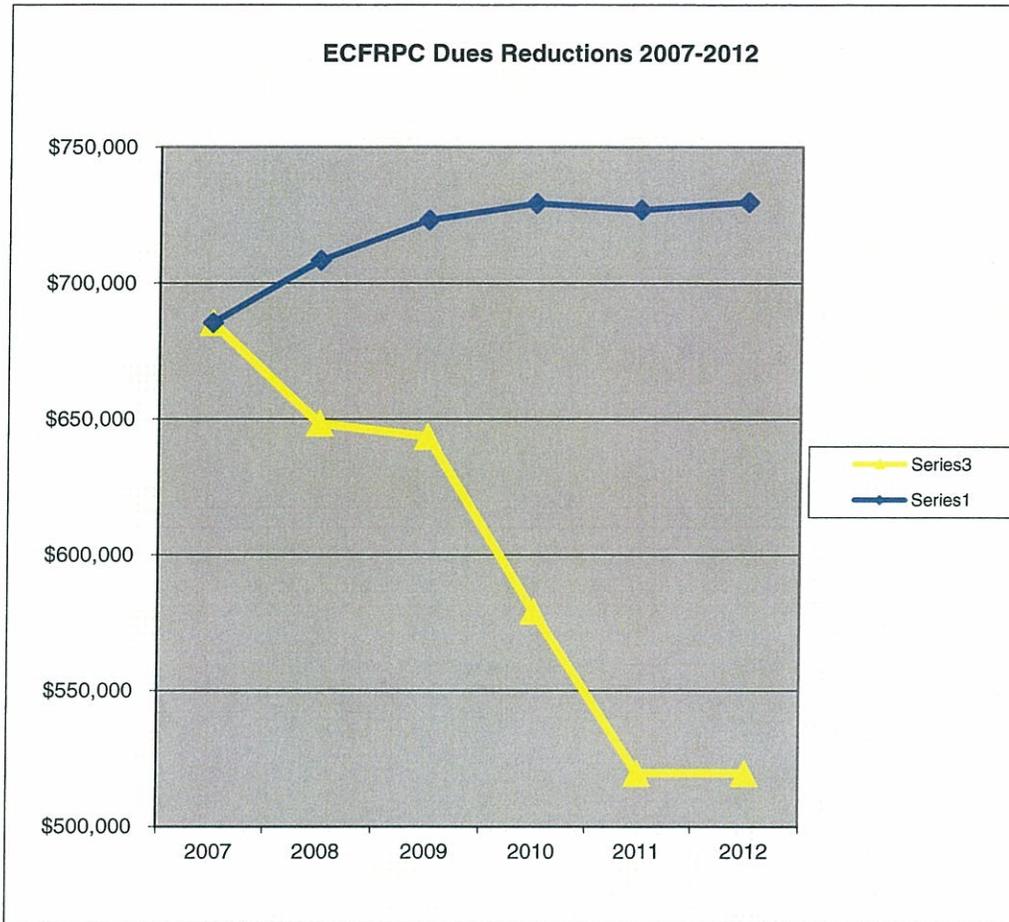
- SP-State Program
- SR State Requirement
- C-Contract
- DCA-C- DCA Contract
- FP-Federal Program
- CPD Core program
- funded by dues
- D- Discretionary
- F-Supported by fees
- G- Grant
- EOG- Executive Office of Governor

<b>Page 3 ECFRPC FY 2012 Proposed Expenditures Budget</b>		
	A	B
1	Version 12 7/20/2011	Proposed 2012
2		Approved 2011
3	Personnel	Items
4	Salaries & Wages-full time	\$ 802,877 \$ 933,120
5	Paid leave	18,000 \$ 25,000
6	Part time salaries	20,800 \$ 20,800
7	Fringe Benefits (2011 rates)	268,000 \$ 347,000
8	<b>Subtotals</b>	<b>1,109,677 \$ 1,325,920</b>
9	Contract and Unemployment	
10	Casual Labor (secretarial temps)	3,200 \$ 2,000
11	Contract labor	81,175 \$ 5,000
12	Outside Services - Computers	9,650 \$ 9,650
13	Interns	0 \$ 16,800
14	Unemployment	3,500 \$ 3,500
15	<b>Subtotal</b>	<b>97,525 \$ 36,950</b>
16	<b>Total Personnel</b>	<b>1,207,202 \$ 1,362,870</b>
17	A	B
18		
19	<b>Operating Expenses</b>	Items
20	<b>Office Administration</b>	
21	Insurance	12,000 \$ 14,000
22	Pension Fund Management Fee	900 \$ 900
23	<b>Total Office Administration</b>	<b>12,900 \$ 14,900</b>
24	<b>Office Operations</b>	
25	Advertising/Regional Promotion	2,000 \$ 3,000
26	Cleaning/Pest Control Services	0 0
27	Computer Operations (General)	30,000 \$ 35,000
28	Electric Utility	0 0
29	Copy costs/Graphics/Printing	28,000 \$ 29,650
30	Library/Subscriptions/Legal Ads	2,500 \$ 3,000
31	Meeting Expenses	8,500 \$ 10,000
32	Office Supplies	9,400 \$ 11,000
33	Postage	7,600 \$ 9,000
34	FRCA	21,688
35	NARC	1,125
36	APA, CNU and URISA Dues Staff	2,496
37	Other Professional affiliations	1,500
38	Professional & Agency Dues	0 \$ 26,000
39	Rent ( \$ reduction w lease extension)	107,310 \$ 123,750
40	Office Maintenance	1,500 \$ 2,000
41	Sales and Lease Taxes	400 \$ 400
42	Storage - Off Site Records	1,600 \$ 1,600
43	Telephone Communications	8,000 \$ 8,000
44	<b>Total Office Operations</b>	<b>233,619 \$ 262,400</b>
45	<b>Equipment</b>	
46	Equipment (General)	18,500 \$ 22,000
47	Equipment Maintenance/Rental	1,300 \$ 1,500
48	Equipment Use Charge	11,000 \$ 12,000
49	<b>Total Equipment</b>	<b>30,800 \$ 35,500</b>
50	<b>Staff Support</b>	
51	Staff Training	7,500 \$ 9,000
52	Staff Travel/Sustenance	18,000 \$ 24,000
53	Recruiting	- \$ 4,000
54	<b>Total Staff Support</b>	<b>25,500 \$ 37,000</b>
55	<b>Board Support</b>	
56	Inter-Regional Board Relations	2,000 \$ 3,000
57	<b>Total Board Support</b>	<b>2,000 \$ 3,000</b>
58	<b>Contingencies</b>	
59	Contingencies	- \$ -
60	<b>Total Contingencies</b>	<b>0 0</b>
61	<b>Sub Total Operating Expenses</b>	<b>1,512,021 \$ 1,715,670</b>
62	A	B
63		
64	<b>External Expenses</b>	Items
65	<b>Professional Services</b>	
66	Annual Audit/Audit Preparation	17,000 \$ 17,000
67	Legal Counsel	20,000 \$ 44,000
68	S. Bitar VISA Sponsorship	0 \$ 6,000
69	Consultants (DRI)*	0 \$ 50,000
70	Consultants (SRPP)*	0 \$ -
71	Consultants DEM Communication Exercise*	0 \$ 50,000
72	Consultants CFGIS/LRTP tool*	0 \$ -
73	Consultants (Speculative contracts total )*	0 0
74	<b>Total Professional Services</b>	<b>37,000 \$ 167,000</b>
75	<b>Project Expenses</b>	
76	GIS Coordination	3,000 \$ 3,000
77	GIS Data Collection	1,500 \$ 1,500
78	HMEP Training*	- \$ 33,000
79	REMI Maintenance	21,000 \$ 20,600
80	<b>Total Project Expenses</b>	<b>25,500 \$ 58,100</b>
81	<b>Total External Expenses</b>	<b>62,500 \$ 225,100</b>
82	<b>Sub Total Expenditures</b>	<b>1,574,521 \$ 1,940,770</b>
83		
85	* All consultant expenditures are moved to Page 4 for FY 2012	

1 Page 4 ECFRPC FY 2012 Projected Revenues, Consultant Costs, Total Expenditures, Reserves							
2	Version 12 7/20/2011	Projected Revenue FY 2012	Approved Budget FY2011	Projected FY 2011 Revenue	Outside consultant costs 2011	Likely outside consultant costs 2012	Uncertain Consultant Costs 2012
3	<b>Federal Revenues</b>						
5	EOG/DEM(HMEP) Training and Planning	60,000	60,000	60,000	33,000	33,000	
6	RDSTF	75,000	75,000	75,000	0		
7	FIN & MARC	16,500					
8	UASI TEP 2012-2014	10,000	5,000	15,000	0		
9	UASI Project Mgt- Emergency Mgt	15,000		7,000			
10	UASI Bi Annual Exercise NBA All Star Game	92,000				25,000	
11	DHS Osceola Co. JIC/JIS Exercise	47,000				5,000	
12	CDC Radiation Drill			48,500	8,500		
13	UASI PRND			25,000	-		
14	UASI Project Mgt-Fire	15,000			-		
15	UASI EM Portal			20,500	20,000		
16	UASI Gap Analysis			4,000	-		
17	DEM communications Exercise	0		\$ 62,312			
18	DEM Communications Logistics Exercise	0		71,750	71,750		
19	US EDA/CEDS (\$189,000 2011-2013)	63,000	66,000	63,000			
20	<b>Sub Totals</b>	<b>393,500</b>	<b>\$ 206,000</b>	<b>\$ 452,062</b>	<b>133,250</b>	<b>63,000</b>	
21	<b>State Revenues</b>						
22	DCA (EOG Div Comm Plng) Contract (General Revenue)	0	285,000	285,000			
23	EOG/ DEM (LEPC Staff Support)	40,909	41,000	41,000			
24	EOG (Wekiva Commission)	0	0	0			
25	FDOT TOD Sketch Book update	0		54,000			
26	FDOT (GIS Coordination) Flair 088854	40,000	10,000	40,000			
27	<b>Sub Totals</b>	<b>80,909</b>	<b>\$ 336,000</b>	<b>\$ 420,000</b>	<b>0</b>	<b>0</b>	
28	<b>Local Revenues</b>						
29	Member Assessments @ \$.163789 for 2012*	\$ 519,601	\$ 519,601	\$ 519,601			
30	DRI Fees - (estimated)	75,000	100,000	100,000		10,000	
31	Interest	2,000	20,000	14,000			
32	Sales (Publications/GIS Maps)	500	1,000	500			
33	Pension Fund Forfeitures	0					
34	<b>Sub Totals</b>	<b>\$ 597,101</b>	<b>\$ 640,601</b>	<b>\$ 634,101</b>	<b>133,250</b>	<b>10,000</b>	
35	<b>Other committed Revenues</b>						
36	Food Planning- Kellogg FDN Apopka Farmworkers	33,055		10,000	0		
37	OGT Economic Impact study Orange Co trails	0		8,108	0		
38	Brevard PDRP	0		89,300	0		
39	Rollins College Tabletop Exercise	3,000		3,000	0		
40	Orange Co. PDRP	65,000					
41	Volusia PDRP	85,000					
42	Lake Co. PDRP	45,000					
43	Volusia CEMP	0		15,935	0		
44	Osceola Co. Resource Mgt. & Logistics Plan	0		9,985	0		
45	Winter Park Tabletop Emg. Mgt	0		3,000			
46	Seminole Co. Whole Community Exercise			15,000	5,000		
47	Motorola/Harris Training			7,500	4,000		
48	HSEEP 2010			4,000			
49	Communications Planning			510			
50	OUC Tabletop Exercise	15,000					
51	Safe routes to School	0		43,270	39,050		
52	State IC Exercise, Planning	50,000				35,000	
53	State IC Exercise, Logistics	50,000				40,000	
54	TIC Plan 2nd Revision- Region 5	55,000					
55	<b>Total Other Committed Revenues</b>	<b>401,055</b>	<b>0</b>	<b>209,608</b>	<b>48,050</b>	<b>75,000</b>	
56	<b>Total Committed Revenues</b>	<b>1,472,565</b>	<b>1,182,601</b>	<b>1,715,770</b>			
57	Likely Special Projects Contract Revenue	\$ 369,500	\$ 300,000				
58	<b>Total Projected Consultant costs FY 2011</b>				<b>181,300</b>		
59	<b>Budgeted consultant costs FY2011</b>				<b>50,000</b>		
60	<b>Net unbudgeted consultant costs FY2011 projected</b>				<b>131,300</b>		
61	<b>Sub Total Projected Revenues</b>	<b>\$ 1,842,065</b>	<b>\$ 1,482,601</b>	<b>\$ 1,715,770</b>			
62	<b>Sub total Projected Expenditures from page 3</b>	<b>\$ 1,574,521</b>	<b>\$ 1,940,770</b>	<b>\$ 1,940,770</b>			
63	<b>Adjustments from staff cost</b>			\$ 43,576			
64	<b>Consultant costs committed projects</b>	\$ 246,000	\$ -	\$ 131,300		\$ 148,000	
65	<b>Total Projected Expenditures</b>	<b>\$ 1,820,521</b>	<b>\$ 1,940,770</b>	<b>\$ 2,115,646</b>			
66	Reserves Balance beginning FY	\$ 2,075,243	\$ 1,985,876	\$ 1,675,367			
67	Reserves Balance projected or audited	Projected 10/1/11	Projected 10/1/10	Audit actual 10/1/10			
68	<b>Reserves (Needed to balance Budget)</b>	<b>\$ 21,544</b>	<b>\$ (458,169)</b>	<b>\$ (399,876)</b>			
69							
70	<b>(Member Services-Potential Special Projects)</b>	<b>All Potential</b>	<b>Most Likely 2012</b>				
71	<b>2012 Contracts</b>	<b>Special projects</b>	<b>Special projects</b>				
72	TEPW	7,000	7,000				
73	Hurricane Study Updates (All RPCs)	35,000	35,000				
74	Statewide RDSTF Training Exercises (Lead)	100,000	100,000			50,000	
75	State Training includes IECGP	40,000	40,000				
76	DEM TA includes State EM TA	10,000					
77	REMI Econ Impact Studies	20,000	20,000				
78	Emergency Mgt Misc. Special Projects	30,000	30,000				
79	OGT Econ. Impact study Seminole Co. trails	12,500	12,500				
80	EDC GIS support	5,000	5,000				
81	GIS Mapping contract projects	20,000	20,000				
82	HUD SCP Grant -SunRail TOD planning grants	500,000					50,000
83	Space Coast Task Force Econ. Dev Energy grant	0					
84	St. John's River to Sea Trail staff support	0					
85	Orange Co. Neighborhood Revitalization Study	0					
86	CDC Healthy Community Initiative grant	179,944					77,194
87	R.Wood Johnson FDN Healthy Communities grant	20,000					
88	UASI Fire Haz Mat USAR-Planner	50,000	50,000			48,000	
89	Satellite Beach Economic Impact of Sea Level Rise Study	30,000	30,000				
90	Port Canaveral Master Plan assist	20,000	20,000				
91	Casselberry - 4 corners and 436 corridor econ dev	5,000					
92	<b>Special Projects Total</b>	<b>1,077,444</b>	<b>\$ 369,500</b>			<b>\$ 98,000</b>	<b>\$ 127,194</b>
93	Totals- 2012 Projected Consultant Costs					<b>\$ 246,000</b>	
94	Yellow-committed 2011 revenues unanticipated at the time of the FY 2011 Budget			<b>\$ 557,669.61</b>			

## East Central Florida Regional Planning Council

Page 5 ECFRPC FY 2012 Proposed Local Assessments -Version 12 7/20/2011																					
A																					
1	ECFRPC 2012 Assessments				ECFRPC FY 2011 Dues		ECFRPC FY 2010 Dues		FY 2009		FY 2008		FY 2007								
	US Census Pop.	Proposed 2012	2012	What 2012		Approved		7/22/2009													
2	Member	1-Apr-10	Assessments	Multiplier	Assessments	2009 Population	April 21 2010	Population	Approved	Population	Actual	Population	Actual	Population	Actual						
3		1-Oct-11	\$	0.1637889	would have been	1-Apr-09	per capita dues @		Dues @		Dues @		Dues @		Dues @						
4		BEBR 2010 pop			at \$0.23/capita	BEBR	\$		\$0.18269/capita		0.2047/Capita		0.21054/Capita		.23/capita						
5		times \$0.1637889			Historic Rate	Estimates															
6	Brevard County	543,376	\$	88,999	\$	124,976	555,657	\$	91,362	556,213	\$	101,615	552,109	\$	113,017	543,050	\$	114,334	531,970	\$	122,353
7	Lake County	297,052	\$	48,654	\$	68,322	291,993	\$	48,010	288,379	\$	52,684	286,499	\$	58,646	276,783	\$	58,274	263,017	\$	60,494
8	Orange County	1,145,956	\$	187,695	\$	263,570	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
9	Osceola County	268,685	\$	44,008	\$	61,798	272,788	\$	44,852	273,709	\$	50,004	266,123	\$	54,475	255,903	\$	53,878	235,156	\$	54,086
10	Seminole County	422,718	\$	69,237	\$	97,225	423,759	\$	69,675	426,413	\$	77,901	425,698	\$	87,140	420,667	\$	88,567	411,744	\$	94,701
11	Volusia County	494,593	\$	81,009	\$	113,756	507,105	\$	83,379	510,750	\$	93,309	508,014	\$	103,990	503,844	\$	106,079	494,649	\$	113,769
12	<b>Total Assessments</b>	<b>3,172,380</b>	<b>\$</b>	<b>519,601</b>	<b>\$</b>	<b>729,647</b>	<b>3,160,184</b>	<b>\$</b>	<b>519,601</b>	<b>3,170,443</b>	<b>\$</b>	<b>579,208</b>	<b>3,144,046</b>	<b>\$</b>	<b>643,586</b>	<b>3,079,771</b>	<b>\$</b>	<b>648,415</b>	<b>2,979,973</b>	<b>\$</b>	<b>685,394</b>
2012 assessments are frozen at 2011 level, after four consecutive dues rollbacks . Dues multiplier is reduced to account for slight regional population rise.																					



Year	Actual	Historic rate of .23/capita	Difference
2007	\$685,394	\$685,394	
2008	\$ 648,415	\$ 708,348	\$ 59,933
2009	\$ 643,586	723,131	\$ 79,545
2010	579,208	729,202	\$ 149,994
2011	519,601	726,842	\$ 207,241
2012	519,601	729,647	\$ 210,047
total dues rollbacks			\$ 706,760

Page 7 FRCA Comparison  
FRCA Comparison

Region	Council/ City	Counties	Cities	Population	MPO	Proposed	Actual	2012	2012	Full Time	Full Time	Part Time	Part Time	Dues	Dues	Dues	Dues	Dues	Salary	Salary	
				U.S. Census	Staff	Budget	Budget	Expenditure	Expenditure	Staff	Staff	Staff	Staff	Per Capita	Proposed %	Proposed %					
				04/01/10	Support	FY 2012	FY 2011	\$ per staff	per capita	FY 2012	FY 2011	FY 2012	FY 2011	FY 2012	FY 2011	FY 2012	FY 2011	FY 2010	FY 2009	FY 2008	FY 2012
1	WFRPC/ Pensacola	7	35	898,531	yes	\$3,440,615	\$4,162,133	\$118,642	\$3.83	29	32	2	1	0.03	0.03	0.03	0.33	0.03	0.0%	0.0%	
2	ARPC/ Tallahassee	9	28	467,561	no	\$1,250,000	\$1,521,690	\$178,571	\$2.67	7	10	1	0	5k/County	5k/County	5k/County	5k/County	5k/County	0.0%	0.0%	
3	NCFRPC/ Gainesville	11	33	499,297	yes	\$1,894,300	\$2,110,900	\$118,394	\$3.79	16	16	0	0	0.30	0.30	0.30	0.30	0.30	0.0%	2.0%	
4	NEFRPC/ Jacksonville	7	27	1,515,656	no	\$3,876,817	\$4,058,917	\$242,301	\$2.56	16	19	2	2	0.41	0.41	0.41	0.41	0.431	0.0%	0.0%	
5	WRPC/ Ocala	5	22	779,533	no	\$651,895	\$1,089,771	\$93,128	\$0.84	7	10	0	2	0.35	0.40	0.40	0.40	0.40	0.0%	0.0%	
6	ECFRPC/ Alt Spgs	6	68	3,172,380	no	\$1,820,521	\$1,940,770	\$140,040	\$0.57	13	15	2	4	0.163789	0.1644	0.18269	0.2047	0.2105	0.0%	0.0%	
7	CFRPC/ Bartow	5	25	803,470	no	\$3,717,547	\$3,333,997	\$247,836	\$4.63	15	13	6	6	0.25	0.25	0.25	0.25	0.25	0.0%	2.0%	
8	TBRPC/ Tampa	4	41	2,933,298	no	\$2,756,830	\$2,980,650	\$212,064	\$0.94	13	15	1	2	0.295	0.30	0.30	0.30	0.32	0.0%	0.0%	
9	SWFRPC/ Ft. Myers	6	16	1,531,724	yes	\$3,639,212	\$4,255,690	\$202,178	\$2.38	18	25	4	1	0.30	0.30	0.30	0.30	0.30	0.0%	0.0%	
10	TCRPC/ Stuart	4	50	1,882,269	no	\$2,034,631	\$2,515,506	\$145,331	\$1.08	14	16	0	1	0.43	0.43	0.43	0.43	0.43	0.0%	0.0%	
11	SFRPC/ Hollywood	3	70	4,317,591	no	\$3,020,000	\$3,053,200	\$158,947	\$0.70	19	19	0	0	0.18	0.18	0.18	0.18	0.18	0.0%	0.0%	
	<b>Total</b>	67	415	18,801,310		\$28,102,368	\$31,023,224			167	190	18	19						0.0%	0.0%	
	<b>Average</b>	6	38	1,709,210		\$2,554,761	\$2,820,293	\$168,278	\$1.49	15	17	2	2	0.27							

- 1 Updated 5/31/11
- 2 Updated 5/31/11
- 3 Updated 5/27/11
- 4 Updated 6/2/11
- 5 Updated 5/31/11
- 6 Updated 7/5/11

- 7 Updated 6/1/11
- 8 Updated 6/1/11
- 9 Updated 6/1/11
- 10 Updated 5/31/11
- 11 Updated 6/1/11



## Central Florida Domestic Security Task Force



FDLE, 500 W. Robinson St., Orlando, FL 32801  
Phone: (407) 245-0888 Fax: (407) 540-3806

June 30, 2011

Philip Laurien, Executive Director  
East Central FL Planning Council  
309 Cranes Roost Blvd., Suite 2000  
Altamonte Springs, FL 32701

Dear Director Laurien:

Recently the Central Florida Domestic Security Task Force (DSTF), Region 5 hosted a meeting of all regional planners across the disciplines in an effort to better communicate, coordinate, collaborate and build capacity with regard to addressing domestic security threats and issues within our areas of responsibility. As you know, we are faced with an ever changing threat environment coupled with a reduction of dollars coming to the State through federal preparedness grants. Consequently, it is more important than ever to insure seamless communication and collaboration.

Part of the agenda included presentations by April Raulerson, Kate Hardie and Tim Kitchen. April, Kate and Tim provided important information and represented the East Central Florida Planning Council in a most professional manner. On behalf of the Co-Chairs of the DSTF, we would like to extend our thanks and appreciation for their time and commitment to the DSTF. April, Kate and Tim are a critical component of the DSTF and their participation has positively impacted the entire task force.

Please thank April, Kate and Tim on our behalf and be assure of our continued cooperation in matters of mutual concern.

Sincerely,

Honorable Robert "Bob" Hansell  
Sheriff, Osceola County, FL

Joyce Dawley, Special Agent in Charge  
Florida Department of Law Enforcement

RECEIVED JUL 05 2011