West Florida Regional Planning Council Board Meeting Agenda

SpringHill Suites, 8375 Gulf Blvd., Navarre, FL 32566
Monday, February 25, 2019  4:30 p.m. – 5:30 p.m.

Call to Order – Kasey Cuchens, Chair

Pledge of Allegiance and Prayer

Roll Call and Recognition of Call-In Members – Kasey Cuchens, Chair

ACTION ITEMS

1. Approval of the September 2018 Meeting Minutes
   No Presentation

2. Approval of July - September 2018 Financial Statements
   No Presentation

3. Authorization to Repeal Rules
   Presentation by Austin Mount, WFRPC Executive Director

   Presentation by Austin Mount, WFRPC Executive Director

INFORMATION ITEMS

5. TPO Actions Reports
   Presentation by Mary Beth Washnock, WFRPC Transportation Manager

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First GoToMeeting? Let's do a quick system check:
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Members Present:
Kasey Cuchens, Governor Appointee (Chair)
Mayor Dick Rynearson, City of Fort Walton Beach (Vice-Chair)
Commissioner Robert Carroll, Bay County
Mayor Pamn Henderson, City of Callaway
Commissioner Tray Hawkins, Washington County
Council Member Skip Overdier, City of Destin
Council Member Charlotte McKamy, City of Mary Esther
Commissioner Cecilia Jones, Walton County
JD Smith, Governor Appointee
Jim Foreman, Governor Appointee
Kurvin Qualls, Governor Appointee

Others Present:
Austin Mount, WFRPC Staff
Dawn Schwartz, WFRPC Staff
Renee Quick, WFRPC Staff
Annie Walthall, WFRPC Staff
Tammy Neal, WFRPC Staff
Mary Louise Hester, Senator Bill Nelson’s Office
Maria Showalter, Florida Department of Transportation, Chipley
Lauren Davenport, Florida Department of Transportation, Chipley
Gregg Storey, Saltmarsh, Cleaveland and Gund
Dan Lister, Saltmarsh, Cleaveland and Gund

Members Not Present:
Mayor David Cadle, City of Crestview
Mayor Margo Anderson, City of Lynn Haven
Commissioner Jeff Bergosh, Escambia County
Council Member Roger Brooks, City of Bonifay
Commissioner Robert Cole, Santa Rosa County
Brett Cyphers, Executive Director NWFL Water Mgmt. District
Mayor Matt Dannheisser, City of Gulf Breeze
Commissioner William T. Dozier, Bay County
Shawn Hamilton District Director, FL Dept. of Environmental Protection
Council Member Mary Ellen Johnson, City of Milton
Mayor Lee Dell Kennedy, City of Chipley
Commissioner Carolyn Ketchell, Okaloosa County
Commissioner Lumon May, Escambia County
Council Member Sherri Myers, City of Pensacola
Commissioner Sam Parker, Santa Rosa County
Olen Pettis, Florida Department of Transportation
Commissioner Danny Powell, Holmes County
Council Member George Robertson, Town of Ponce De Leon
Commissioner Billy Radar, City of Panama City
Council Member Hector Solis, City of Panama City Beach
Mayor Victor Starling, City of Vernon
Mayor Hayward Thomas, City of Paxton
Commissioner Charles K. Windes, Jr., Okaloosa County

Call to Order/Prayer
A prayer was led by Mr. Qualls.

Call to Order/Pledge of Allegiance
Chair Cuchens called the meeting to order, and the Pledge of Allegiance was recited.

Roll Call and Recognition of Call-In Members
Chair Cuchens asked everyone in attendance to introduce themselves.

There were no call-ins.

Information Item 1: Celebrate the Wins - Austin Mount, WFRPC Executive Director
Mr. Mount showcased the Fifth Annual Emerald Coast Transportation Symposium, to be held in Navarre Beach on November 1 and 2, 2018. Annie Walthall, WFRPC Public Involvement Staff, presented a video to highlight the many accomplishments of WFRPC during the past few months. WFRPC also received two supportive letters, one from Senator Bill Nelson and one from Governor Rick Scott.

Information Item 2: TPO Actions Report – Austin Mount, WFRPC Executive Director
Chair Cuchens stated the TPO Actions Report will be added into future agendas just to help keep the WFRPC board members up to date with the work of TPO’s. Mr. Mount presented the report for board members. He explained the Project Priorities process, and how these projects are incorporated into the FDOT Work Program. Mr. Mount stated the FL-AL TPO had a very large win recently with the moving forward of a stagnant project: An Intelligent Transportation System that would get traffic signals linked into the cyber world. This system will coordinate traffic signals, collect data and advance that system forward. The project has been in the works for many years, WFRPC and FDOT worked together to move project forward and also build a traffic management center.

Action Item 3: Approval of the June 20, 2018 Meeting Minutes
Chair Cuchens asked for action on the February meeting minutes.

Councilwoman Charlotte McKamy moved to approve the June 20, 2018 meeting minutes as written. The motion was seconded by Mr. Qualls and it was unanimously approved.

Action Item 3: Approval of the January – June 2018 Financial Statements
Chair Cuchens asked for action on the financial statements presented in the agenda.

Mr. Smith moved to approve the January – June 2018 financial statements as presented. The motion was seconded by Mr. Qualls and was unanimously approved.

Action Item 4: Presentation and Approval of the Independent Financial Audit Presented by Saltmarsh, Cleaveland and Gund
Chair Cuchens called on Ms. Schwartz, Deputy Executive Director, to present. Ms. Schwartz introduced Mr. Dan Lister and Mr. Gregg Storey. Mr. Lister said his firm was hired to do the WFRPC audit this year and the audit was recently completed. He said the audit was of the internal accounting processes and policies. He said all reviews this year were good and there were no items of concern to bring forward. He noted that the Florida Retirement System trend could mean an increase in required employer contributions in coming years and wanted the board members to be aware of this. He then introduced Mr. Storey. Mr. Storey said he spent several weeks in the WFRPC office reviewing the books and looking for deficiencies. He said he did not find deficiencies and the result was a good, clean audit. He said the WFRPC and its investments are in compliance with Florida Statutes. There was brief discussion. Mr. Smith commented it was good to hear the words, “clean audit”.

2 | P a g e
Mayor Henderson moved to approve the WFRPC Audit Report as presented. The motion was seconded by Commissioner Jones and it was unanimously approved.

**Action Item 6: Presentation and Adoption of WFRPC Budget, 2018-2019**

Chair Cuchens turned the presentation over to Mr. Mount, WFRPC Executive Director and Ms. Schwartz, Deputy Executive Director. Mr. Mount explained the proposed budget including the estimated expenses and revenues for the 2018-2019 fiscal year. Mr. Qualls asked about current membership. Mr. Mount and Ms. Schwartz answered that current WFRPC membership is between 70-80% with cities since county participation is required by statute. Mr. Mount further went on to say WFRPC is working on acquiring 100% participation from the cities in the region. Mr. Mount referenced an action item further in the agenda regarding a membership rate increase. Commissioner Carroll asked about the timing of the budget cycle referencing that Bay County had just passed their current budget for this fiscal year. Mr. Mount went explained that according to the current WFRPC Bylaws, any action to increase membership rates would not take effect until the fiscal year, 2019-2020.

Mr. Qualls motioned to approve the WFRPC budget for the period covering October 1, 2018 to September 30, 2019. Mr. Smith seconded the motion and it passed unanimously.

**Action Item 7: Resolution WFRPC 2018-03 Supporting Regional and Statewide Collaboration in Efforts to Prioritize the Reduction and Eventual Elimination of Land Application of Biosolids and to Encouraging the Establishment of a Program or Implementation of State-of-the-Art Wastewater Treatment Technologies**

Mr. Mount, WFRPC Executive Director explained that this is a statewide effort by Florida Regional Councils Association, in which WFRPC is one of the ten participating Regional Planning Councils, to combat the algae bloom and other contaminants going into the waters within the state of Florida. In an effort for the State Departments and local governments to consider the reduction and elimination of land applied sludge. FRCA is asking WFRPC to approve a resolution to support this initiative. Mr. Mount further stated he does not want to create a hardship for our local governments. Commissioner Hawkins opened discussion of concern for the unfunded mandate for the rural counties and expense of this effort. Mr. Mount addressed the comment and reviewed the resolution with the board. Commissioner Hawkins said he could support the resolution asking for the funding source in the pilot program.

Commissioner Jones motioned to approve Resolution WFRPC 2018-03. Councilman Overdier seconded the motion and it passed unanimously.

**Action Item 8: Approval of Economic Development Administration (EDA) Grant Agreement**

Chair Cuchens called on Mr. Mount. Mr. Mount asked the board to approve to ratify the Executive Director’s signing and execution of the EDA financial assistance agreement. The Economic Development Administration (EDA) has selected WFRPC to receive a Disaster Recovery Grant that will fund a staff person for 3 years. This grant is a new funding source to the WFRPC and will be utilized to provide grant writing and technical assistance to the cities and counties within the region. A match of 20% is required which is being partially covered by local government membership dues and technical assistance contracts. Mr. Mount explained this grant has funded the grant writer, Ms. Ada Clark for the next 3 years. Councilwoman McKamy opened discussion by asking the details of the position. Mr. Mount further explained the position and funding of it. Mayor Henderson and Mr. Qualls contributed to the discussion.

Mr. Smith moved to approve and ratify the Executive Director’s signing and execution of the financial assistance grant. Mr. Qualls seconded the motion and it passed unanimously.

**Action Item 9: Approval of Hurricane Loss Mitigation Program (HLMP) Extension Agreement**

Mr. Mount explained that this is an extension of a grant program that the WFRPC already has in place. The funds are for a twelve-month period and are for the purpose of helping homeowners upgrade their homes to meet the hurricane standards. The agreement expired June 3, 2018 with funding remaining in the program. This extension will provide an extension to December 31, 2018.
Mr. Qualls moved to approve the Hurricane Loss Mitigation Program (HLMP) Extension Agreement. Mr. Foreman seconded the motion and it passed unanimously.

**Action Item 10: Resolution to Adopt Revised WFRPC Membership Rate Structure**
Mr. Mount began by explaining the current WFRPC membership rate structure and how the WFRPC membership rate compares to the Regional Planning Councils across the state. The WFRPC base rate has not been modified since 2005 and the per capita has never been modified since it was adopted in 2009. Due to the increasing number of state and federal grants requiring a cash match, and the limited amount of membership dollars collected, the WFRPC is in need to revisit the dues structure to account for funds that can be used as match to sustain operations. Mr. Mount also stated that according to current rates gathered from around the state of Florida, WFRPC’s rates are the lowest and the rate increase will take place over a 10-year time span. Chair Cuchens opened the floor for discussion. Councilwoman McKamy began discussions. Commissioner Carroll and Mr. Qualls added to the discussion. Mr. Qualls stated the importance of visiting the cities and counties WFRPC serves to explain the purpose of WFRPC and the proposed rate structure. Commissioner Hawkins recommended to coordinate the visits with said city or county representative. Chair Cuchens joined the discussion, reiterating that current rates had not been raised in 10 years.

Commissioner Hawkins motioned to approve the Revised WFRPC Membership Rate Structure. Mr. Foreman seconded the motion and it passed unanimously.

**Action Item 11: Evaluation of Executive Director**
Chair Kasey Cuchens opened by reviewing the evaluations that were conducted by Chair Cuchens, Vice-Chair Rynearson and Mr. Smith. The rankings all indicated that the executive director, Austin Mount, is meeting all expectations and exceeding them in many cases. It was unanimous that Mr. Mount is doing an exceptional job and should be compensated accordingly.

Mayor Henderson moved to increase Mr. Mount’s salary to $150,000 annually. Commissioner Hawkins seconded the motion and it passed unanimously. The Board also recommended reviewing benefits in the future.

**Action Item 12: Nomination of Chair and Vice Chair**
Chair Cuchens opened the floor for nominations of Chair and Vice-Chair. Commissioner Hawkins nominated Ms. Cuchens as Chair and Mayor Rynearson as Vice-Chair.

Commissioner Hawkins moved to approve the nomination of Ms. Cuchens as Chair and Mayor Rynearson, Vice-Chair. Councilman Overdier seconded the motion and it passed unanimously.

**Action Item 13: Election of WFRPC Chair and Vice Chair to Serve October 1, 2018 – September 30, 2019**
Board members unanimously voted to elect Ms. Kasey Cuchens as Chair and Mayor Dick Rynearson as Vice-Chair.

Commissioner Hawkins moved to elect Ms. Cuchens as Chair and Mayor Rynearson as Vice-Chair to serve October 1, 2018 - September 30, 2019. Councilman Overdier seconded the motion and it passed unanimously.

**Adjournment**
The meeting adjourned at 1:38 pm.
## WEST FL RPC
Balance Sheet
As of 7/31/2018

<table>
<thead>
<tr>
<th>Current Year</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td>Operating Cash</td>
<td>434,079.52</td>
</tr>
<tr>
<td>Operating Reserves</td>
<td>348,353.35</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>1,395,880.41</td>
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<tr>
<td>Prepaid Expenses</td>
<td>17,759.01</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td><strong>2,196,072.29</strong></td>
</tr>
<tr>
<td>Long-term Assets</td>
<td></td>
</tr>
<tr>
<td>Property &amp; Equipment</td>
<td>902,226.24</td>
</tr>
<tr>
<td><strong>Total Long-term Assets</strong></td>
<td><strong>902,226.24</strong></td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td><strong>3,098,298.53</strong></td>
</tr>
</tbody>
</table>

| Liabilities   |       |
| Short-term Liabilities |     |
| Accounts Payable           | 8,828.18 |
| Walton/Okaloosa/Santa Rosa RUA Payable | 643,745.53 |
| Deferred Revenue           | 231,801.24 |
| **Total Short-term Liabilities** | **884,374.95** |
| **Total Liabilities**      | **884,374.95** |

| Net Assets    |       |
| Net Assets    |       |
| Unrestricted  | 2,212,402.83 |
| **Total Net Assets** | **2,212,402.83** |
| Current YTD Net Income | 1,520.75 |
| **Total Net Assets** | **2,213,923.58** |
| **Total Liabilities and Net Assets** | **3,098,298.53** |
## Statement of Revenues and Expenditures - Unposted Transactions Included In Report
From 7/1/2018 Through 7/31/2018

<table>
<thead>
<tr>
<th></th>
<th>YTD Budget - Original</th>
<th>Current Period Actual</th>
<th>YTD Actual</th>
<th>YTD Budget Variance</th>
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<tbody>
<tr>
<td><strong>PROJECT REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Project Revenues</td>
<td>3,419,861.00</td>
<td>313,566.78</td>
<td>2,597,267.45</td>
<td>(822,593.55)</td>
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<td>FTA Local Match</td>
<td>39,556.00</td>
<td>0.00</td>
<td>37,190.00</td>
<td>(2,366.00)</td>
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<td>Project Fringe Reimbursement</td>
<td>0.00</td>
<td>(9,036.67)</td>
<td>125,611.29</td>
<td>125,611.29</td>
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<td><strong>Total PROJECT REVENUES</strong></td>
<td><strong>3,459,417.00</strong></td>
<td><strong>304,530.11</strong></td>
<td><strong>2,760,068.74</strong></td>
<td><strong>(699,348.26)</strong></td>
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<tr>
<td><strong>ADMIN REVENUE</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>WFRPC Membership Dues</td>
<td>53,664.00</td>
<td>0.00</td>
<td>54,861.45</td>
<td>1,197.45</td>
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<tr>
<td>Ind Exp Reimb</td>
<td>1,014,781.59</td>
<td>70,919.12</td>
<td>755,017.91</td>
<td>(259,763.68)</td>
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<tr>
<td>Interest and Misc Income</td>
<td>0.00</td>
<td>3,047.03</td>
<td>30,341.30</td>
<td>30,341.30</td>
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<tr>
<td><strong>Total ADMIN REVENUE</strong></td>
<td><strong>1,068,445.59</strong></td>
<td><strong>73,966.15</strong></td>
<td><strong>840,220.66</strong></td>
<td><strong>(228,224.93)</strong></td>
</tr>
<tr>
<td><strong>PROJECT EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Fringe</td>
<td>2,213,287.00</td>
<td>142,273.96</td>
<td>1,448,914.18</td>
<td>764,372.82</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>1,014,781.59</td>
<td>75,026.64</td>
<td>759,141.44</td>
<td>255,640.15</td>
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<tr>
<td>Travel</td>
<td>115,000.00</td>
<td>11,607.26</td>
<td>111,530.84</td>
<td>3,469.16</td>
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<tr>
<td>Other Direct Expenses</td>
<td>266,574.84</td>
<td>82,867.02</td>
<td>299,870.35</td>
<td>(33,295.51)</td>
</tr>
<tr>
<td><strong>Total PROJECT EXPENSES</strong></td>
<td><strong>3,609,643.43</strong></td>
<td><strong>311,774.88</strong></td>
<td><strong>2,619,456.81</strong></td>
<td><strong>990,186.62</strong></td>
</tr>
<tr>
<td><strong>ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative: Salaries &amp; Fringe</td>
<td>475,589.16</td>
<td>59,035.66</td>
<td>417,467.79</td>
<td>58,121.37</td>
</tr>
<tr>
<td>Operating: Audit Fees</td>
<td>24,056.00</td>
<td>0.00</td>
<td>0.00</td>
<td>24,056.00</td>
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<tr>
<td>Operating: Current Accounting Fees</td>
<td>9,000.00</td>
<td>824.66</td>
<td>13,501.66</td>
<td>(4,501.66)</td>
</tr>
<tr>
<td>Operating: Education</td>
<td>200.00</td>
<td>0.00</td>
<td>635.94</td>
<td>(435.94)</td>
</tr>
<tr>
<td>Operating: Equipment Maintenance</td>
<td>300.00</td>
<td>220.88</td>
<td>4,641.02</td>
<td>(4,341.02)</td>
</tr>
<tr>
<td>Operating: Expend/Debt Ser/Cap Lease</td>
<td>10,000.00</td>
<td>0.00</td>
<td>9,221.36</td>
<td>778.64</td>
</tr>
<tr>
<td>Operating: General Insurance</td>
<td>21,500.00</td>
<td>3,703.75</td>
<td>27,924.36</td>
<td>(6,424.36)</td>
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<tr>
<td>Operating: Memberships &amp; Subscriptions</td>
<td>18,000.00</td>
<td>377.73</td>
<td>25,037.50</td>
<td>(7,037.50)</td>
</tr>
<tr>
<td>Operating: Miscellaneous Expense</td>
<td>26,442.00</td>
<td>2,146.02</td>
<td>22,531.28</td>
<td>3,910.72</td>
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<tr>
<td>Operating: Office Expense</td>
<td>30,000.00</td>
<td>6,322.45</td>
<td>45,317.09</td>
<td>(15,317.09)</td>
</tr>
<tr>
<td>Operating: Personnel Training</td>
<td>100.00</td>
<td>0.00</td>
<td>2,665.37</td>
<td>(2,565.37)</td>
</tr>
<tr>
<td>Operating: Postage</td>
<td>1,000.00</td>
<td>(359.12)</td>
<td>1,028.10</td>
<td>(28.10)</td>
</tr>
<tr>
<td>Operating: Professional Services</td>
<td>52,000.00</td>
<td>18,860.34</td>
<td>176,107.70</td>
<td>(124,107.70)</td>
</tr>
<tr>
<td>Operating: Purchase of Equipment</td>
<td>3,000.00</td>
<td>6,021.98</td>
<td>24,741.23</td>
<td>(21,741.23)</td>
</tr>
<tr>
<td>Operating: Rent</td>
<td>145,874.00</td>
<td>0.00</td>
<td>124,399.98</td>
<td>21,474.02</td>
</tr>
<tr>
<td>Operating: Telephone</td>
<td>18,000.00</td>
<td>1,938.82</td>
<td>21,339.11</td>
<td>(3,339.11)</td>
</tr>
<tr>
<td>Operating: Travel - Admin</td>
<td>10,000.00</td>
<td>1,980.15</td>
<td>21,761.82</td>
<td>(11,761.82)</td>
</tr>
<tr>
<td>Operating: Travel - Council &amp; Committee</td>
<td>1,500.00</td>
<td>0.00</td>
<td>1,020.04</td>
<td>479.96</td>
</tr>
<tr>
<td>Operating: Utilities</td>
<td>18,000.00</td>
<td>1,372.70</td>
<td>15,155.05</td>
<td>2,844.95</td>
</tr>
<tr>
<td><strong>Total ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td><strong>864,555.16</strong></td>
<td><strong>102,466.02</strong></td>
<td><strong>954,966.40</strong></td>
<td><strong>(89,914.24)</strong></td>
</tr>
<tr>
<td><strong>COUNCIL EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council Expenses</td>
<td>53,664.00</td>
<td>1,550.89</td>
<td>24,815.44</td>
<td>28,848.56</td>
</tr>
<tr>
<td><strong>Total COUNCIL EXPENSES</strong></td>
<td><strong>53,664.00</strong></td>
<td><strong>1,550.89</strong></td>
<td><strong>24,815.44</strong></td>
<td><strong>28,848.56</strong></td>
</tr>
<tr>
<td><strong>NET INCOME</strong></td>
<td>0.00</td>
<td>(37,295.53)</td>
<td>1,520.75</td>
<td>1,520.75</td>
</tr>
</tbody>
</table>
### WEST FL RPC  
**Balance Sheet**  
**As of 8/31/2018**

<table>
<thead>
<tr>
<th>Current Year</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Operating Cash</td>
<td>487,757.23</td>
</tr>
<tr>
<td>Operating Reserves</td>
<td>348,353.35</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>1,356,747.20</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>17,759.01</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>2,210,616.79</td>
</tr>
<tr>
<td><strong>Long-term Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Property &amp; Equipment</td>
<td>899,165.71</td>
</tr>
<tr>
<td><strong>Total Long-term Assets</strong></td>
<td>899,165.71</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>3,109,782.50</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Short-term Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>8,971.57</td>
</tr>
<tr>
<td>Walton/Okaloosa/Santa Rosa RUA Payable</td>
<td>630,147.36</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>263,997.61</td>
</tr>
<tr>
<td><strong>Total Short-term Liabilities</strong></td>
<td>903,116.54</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>903,116.54</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>2,212,402.83</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>2,212,402.83</td>
</tr>
<tr>
<td>Current YTD Net Income</td>
<td>(5,736.87)</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>2,206,665.96</td>
</tr>
<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td>3,109,782.50</td>
</tr>
</tbody>
</table>
## Statement of Revenues and Expenditures - Unposted Transactions Included In Report

From 8/1/2018 Through 8/31/2018

<table>
<thead>
<tr>
<th></th>
<th>YTD Budget -</th>
<th>Current Period</th>
<th>YTD Actual</th>
<th>YTD Budget Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original</td>
<td>Actual</td>
<td></td>
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</tr>
<tr>
<td><strong>PROJECT REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Revenues</td>
<td>3,419,861.00</td>
<td>247,503.76</td>
<td>2,844,771.21</td>
<td>(575,089.79)</td>
</tr>
<tr>
<td>FTA Local Match</td>
<td>39,556.00</td>
<td>0.00</td>
<td>37,190.00</td>
<td>(2,366.00)</td>
</tr>
<tr>
<td>Project Fringe Reimbursement</td>
<td>0.00</td>
<td>22,560.61</td>
<td>148,171.90</td>
<td>148,171.90</td>
</tr>
<tr>
<td><strong>Total PROJECT REVENUES</strong></td>
<td>3,459,417.00</td>
<td>270,064.37</td>
<td>3,030,133.11</td>
<td>(429,283.89)</td>
</tr>
<tr>
<td><strong>ADMIN REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WFRPC Membership Dues</td>
<td>53,664.00</td>
<td>0.00</td>
<td>54,861.45</td>
<td>1,197.45</td>
</tr>
<tr>
<td>Ind Exp Reimb</td>
<td>1,014,781.59</td>
<td>79,889.40</td>
<td>834,907.31</td>
<td>(179,874.28)</td>
</tr>
<tr>
<td>Interest and Misc Income</td>
<td>0.00</td>
<td>3,011.59</td>
<td>33,352.89</td>
<td>33,352.89</td>
</tr>
<tr>
<td><strong>Total ADMIN REVENUE</strong></td>
<td>1,068,445.59</td>
<td>82,900.99</td>
<td>923,121.65</td>
<td>(145,323.94)</td>
</tr>
<tr>
<td><strong>PROJECT EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Fringe</td>
<td>2,213,287.00</td>
<td>150,401.67</td>
<td>1,599,315.85</td>
<td>613,971.15</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>1,014,781.59</td>
<td>79,889.40</td>
<td>839,030.84</td>
<td>175,750.75</td>
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<tr>
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<td>12,318.51</td>
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<td>(8,849.35)</td>
</tr>
<tr>
<td>Other Direct Expenses</td>
<td>266,574.84</td>
<td>14,892.95</td>
<td>314,763.30</td>
<td>(48,188.46)</td>
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<tr>
<td><strong>Total PROJECT EXPENSES</strong></td>
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<td>257,502.53</td>
<td>2,876,959.34</td>
<td>732,684.09</td>
</tr>
<tr>
<td><strong>ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative: Salaries &amp; Fringe</td>
<td>475,589.16</td>
<td>42,831.42</td>
<td>460,299.21</td>
<td>15,289.95</td>
</tr>
<tr>
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<td>24,056.00</td>
<td>0.00</td>
<td>0.00</td>
<td>24,056.00</td>
</tr>
<tr>
<td>Operating: Current Accounting Fees</td>
<td>9,000.00</td>
<td>824.66</td>
<td>14,326.32</td>
<td>(5,326.32)</td>
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<tr>
<td>Operating: Education</td>
<td>200.00</td>
<td>0.00</td>
<td>635.94</td>
<td>(435.94)</td>
</tr>
<tr>
<td>Operating: Equipment Maintenance</td>
<td>300.00</td>
<td>1,495.92</td>
<td>6,136.94</td>
<td>(5,836.94)</td>
</tr>
<tr>
<td>Operating: Expend/Debt Ser/Cap Lease</td>
<td>10,000.00</td>
<td>2,084.00</td>
<td>11,305.36</td>
<td>(1,305.36)</td>
</tr>
<tr>
<td>Operating: General Insurance</td>
<td>21,500.00</td>
<td>0.00</td>
<td>27,924.36</td>
<td>(6,424.36)</td>
</tr>
<tr>
<td>Operating: Memberships &amp; Subscriptions</td>
<td>18,000.00</td>
<td>9,110.73</td>
<td>34,148.23</td>
<td>(16,148.23)</td>
</tr>
<tr>
<td>Operating: Miscellaneous Expense</td>
<td>26,442.00</td>
<td>2,013.88</td>
<td>23,957.51</td>
<td>(17,621.64)</td>
</tr>
<tr>
<td>Operating: Office Expense</td>
<td>30,000.00</td>
<td>2,304.55</td>
<td>47,621.64</td>
<td>(17,621.64)</td>
</tr>
<tr>
<td>Operating: Personnel Training</td>
<td>100.00</td>
<td>0.00</td>
<td>2,665.37</td>
<td>(2,565.37)</td>
</tr>
<tr>
<td>Operating: Postage</td>
<td>1,000.00</td>
<td>985.78</td>
<td>2,013.88</td>
<td>(1,013.88)</td>
</tr>
<tr>
<td>Operating: Professional Services</td>
<td>52,000.00</td>
<td>14,358.39</td>
<td>190,466.09</td>
<td>(138,466.09)</td>
</tr>
<tr>
<td>Operating: Purchase of Equipment</td>
<td>3,000.00</td>
<td>558.47</td>
<td>25,299.70</td>
<td>(22,299.70)</td>
</tr>
<tr>
<td>Operating: Rent</td>
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<td>21,473.64</td>
<td>145,875.62</td>
<td>0.38</td>
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<tr>
<td>Operating: Telephone</td>
<td>18,000.00</td>
<td>2,618.40</td>
<td>23,957.51</td>
<td>(5,957.51)</td>
</tr>
<tr>
<td>Operating: Travel - Admin</td>
<td>10,000.00</td>
<td>(612.64)</td>
<td>21,149.18</td>
<td>(11,149.18)</td>
</tr>
<tr>
<td>Operating: Travel - Council &amp; Committee</td>
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<td>0.00</td>
<td>1,020.04</td>
<td>479.96</td>
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<tr>
<td>Operating: Utilities</td>
<td>18,000.00</td>
<td>2,336.72</td>
<td>17,491.77</td>
<td>508.23</td>
</tr>
<tr>
<td><strong>Total ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td>864,555.16</td>
<td>102,577.66</td>
<td>1,057,074.06</td>
<td>(192,518.90)</td>
</tr>
<tr>
<td><strong>COUNCIL EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council Expenses</td>
<td>53,664.00</td>
<td>142.79</td>
<td>24,958.23</td>
<td>28,705.77</td>
</tr>
<tr>
<td><strong>Total COUNCIL EXPENSES</strong></td>
<td>53,664.00</td>
<td>142.79</td>
<td>24,958.23</td>
<td>28,705.77</td>
</tr>
<tr>
<td><strong>NET INCOME</strong></td>
<td>0.00</td>
<td>(7,257.62)</td>
<td>(5,736.87)</td>
<td>(5,736.87)</td>
</tr>
</tbody>
</table>
## WEST FL RPC
### Balance Sheet
As of 9/30/2018

<table>
<thead>
<tr>
<th>Current Year</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Cash</td>
<td>667,841.32</td>
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<tr>
<td>Operating Reserves</td>
<td>348,353.35</td>
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<tr>
<td>Accounts Receivable</td>
<td>1,232,425.75</td>
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<tr>
<td>Prepaid Expenses</td>
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<tr>
<td>Total Current Assets</td>
<td>2,301,615.40</td>
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<tr>
<td>Long-term Assets</td>
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</tr>
<tr>
<td>Property &amp; Equipment</td>
<td>896,105.18</td>
<td></td>
</tr>
<tr>
<td>Total Long-term Assets</td>
<td>896,105.18</td>
<td></td>
</tr>
<tr>
<td>Total Assets</td>
<td>3,197,720.58</td>
<td></td>
</tr>
</tbody>
</table>

| **Liabilities** |          |          |
| Short-term Liabilities |        |          |
| Accounts Payable | 243,020.58 |          |
| Walton/Okaloosa/Santa Rosa RUA Payable | 668,876.76 |          |
| Deferred Revenue | 66,906.67 |          |
| Total Short-term Liabilities | 978,804.01 |          |
| Total Liabilities | 978,804.01 |          |

| **Net Assets** |          |          |
| Net Assets |        |          |
| Unrestricted | 2,212,402.83 |          |
| Total Net Assets | 2,212,402.83 |          |
| Current YTD Net Income | 6,513.74 |          |
| Total Net Assets | 2,218,916.57 |          |
| Total Liabilities and Net Assets | 3,197,720.58 |          |
## Statement of Revenues and Expenditures - Unposted Transactions Included In Report

*From 9/1/2018 Through 9/30/2018*

<table>
<thead>
<tr>
<th></th>
<th>Annual Budget</th>
<th>Current Period Actual</th>
<th>YTD Actual</th>
<th>YTD Budget Variance</th>
</tr>
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<tbody>
<tr>
<td><strong>PROJECT REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Revenues</td>
<td>3,419,861.00</td>
<td>494,450.23</td>
<td>3,339,221.44</td>
<td>(80,639.56)</td>
</tr>
<tr>
<td>FTA Local Match</td>
<td>39,556.00</td>
<td>0.00</td>
<td>37,190.00</td>
<td>(2,366.00)</td>
</tr>
<tr>
<td>Project Fringe Reimbursement</td>
<td>0.00</td>
<td>(93,367.44)</td>
<td>50,871.87</td>
<td>50,871.87</td>
</tr>
<tr>
<td><strong>Total PROJECT REVENUES</strong></td>
<td>3,459,417.00</td>
<td>401,082.79</td>
<td>3,427,283.31</td>
<td>(32,133.69)</td>
</tr>
<tr>
<td><strong>ADMIN REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WFRPC Membership Dues</td>
<td>53,664.00</td>
<td>0.00</td>
<td>54,861.45</td>
<td>1,197.45</td>
</tr>
<tr>
<td>Ind Exp Reimb</td>
<td>1,014,781.59</td>
<td>93,827.01</td>
<td>928,734.32</td>
<td>(86,047.27)</td>
</tr>
<tr>
<td>Interest and Misc Income</td>
<td>0.00</td>
<td>3,011.59</td>
<td>36,364.48</td>
<td>36,364.48</td>
</tr>
<tr>
<td><strong>Total ADMIN REVENUE</strong></td>
<td>1,068,445.59</td>
<td>96,838.60</td>
<td>1,019,960.25</td>
<td>(48,485.34)</td>
</tr>
<tr>
<td><strong>PROJECT EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Fringe</td>
<td>2,213,287.00</td>
<td>179,841.73</td>
<td>1,779,157.58</td>
<td>434,129.42</td>
</tr>
<tr>
<td>Indirect Costs</td>
<td>1,014,781.59</td>
<td>93,827.00</td>
<td>932,857.84</td>
<td>(81,923.75)</td>
</tr>
<tr>
<td>Travel</td>
<td>115,000.00</td>
<td>20,788.47</td>
<td>144,637.82</td>
<td>(29,637.82)</td>
</tr>
<tr>
<td>Other Direct Expenses</td>
<td>266,574.84</td>
<td>71,004.10</td>
<td>381,834.81</td>
<td>(115,259.97)</td>
</tr>
<tr>
<td><strong>Total PROJECT EXPENSES</strong></td>
<td>3,609,643.43</td>
<td>365,461.30</td>
<td>3,238,488.05</td>
<td>371,155.38</td>
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<tr>
<td><strong>ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative: Salaries &amp; Fringe</td>
<td>475,589.16</td>
<td>60,652.53</td>
<td>520,951.74</td>
<td>(45,362.58)</td>
</tr>
<tr>
<td>Operating: Audit Fees</td>
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<td>2,666.65</td>
<td>16,992.97</td>
<td>(7,992.97)</td>
</tr>
<tr>
<td>Operating: Education</td>
<td>200.00</td>
<td>0.00</td>
<td>635.94</td>
<td>(435.94)</td>
</tr>
<tr>
<td>Operating: Equipment Maintenance</td>
<td>300.00</td>
<td>304.17</td>
<td>6,441.11</td>
<td>(6,141.11)</td>
</tr>
<tr>
<td>Operating: Expend/Debt Ser/Cap Lease</td>
<td>10,000.00</td>
<td>1,197.90</td>
<td>12,502.76</td>
<td>(2,502.76)</td>
</tr>
<tr>
<td>Operating: General Insurance</td>
<td>21,500.00</td>
<td>(4,497.53)</td>
<td>23,426.83</td>
<td>(1,926.83)</td>
</tr>
<tr>
<td>Operating: Memberships &amp; Subscriptions</td>
<td>18,000.00</td>
<td>(2,629.58)</td>
<td>31,518.65</td>
<td>(13,518.65)</td>
</tr>
<tr>
<td>Operating: Miscellaneous Expense</td>
<td>26,442.00</td>
<td>2,197.90</td>
<td>26,936.80</td>
<td>(494.80)</td>
</tr>
<tr>
<td>Operating: Office Expense</td>
<td>30,000.00</td>
<td>9,419.63</td>
<td>57,041.27</td>
<td>(27,041.27)</td>
</tr>
<tr>
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<td>0.00</td>
<td>2,665.37</td>
<td>(2,565.37)</td>
</tr>
<tr>
<td>Operating: Postage</td>
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<td>178.94</td>
<td>2,192.82</td>
<td>(1,192.82)</td>
</tr>
<tr>
<td>Operating: Professional Services</td>
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<td>203,880.44</td>
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</tr>
<tr>
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</tr>
<tr>
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</tr>
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<td>18,000.00</td>
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<td>(10,610.94)</td>
</tr>
<tr>
<td>Operating: Travel - Admin</td>
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<td>(26.81)</td>
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<td>(11,122.37)</td>
</tr>
<tr>
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<td>196.66</td>
</tr>
<tr>
<td>Operating: Utilities</td>
<td>18,000.00</td>
<td>2,888.45</td>
<td>20,380.22</td>
<td>(2,380.22)</td>
</tr>
<tr>
<td><strong>Total ADMINISTRATIVE AND OPERATING EXPENSES</strong></td>
<td>864,555.16</td>
<td>116,857.84</td>
<td>1,173,931.90</td>
<td>(309,376.74)</td>
</tr>
<tr>
<td><strong>COUNCIL EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Council Expenses</td>
<td>53,664.00</td>
<td>3,351.64</td>
<td>28,309.87</td>
<td>25,354.13</td>
</tr>
<tr>
<td><strong>Total COUNCIL EXPENSES</strong></td>
<td>53,664.00</td>
<td>3,351.64</td>
<td>28,309.87</td>
<td>25,354.13</td>
</tr>
<tr>
<td><strong>NET INCOME</strong></td>
<td>0.00</td>
<td>12,250.61</td>
<td>6,513.74</td>
<td>6,513.74</td>
</tr>
</tbody>
</table>
SUBJECT: Authorization to Repeal Rules

BACKGROUND: Regional Planning Councils are “agencies” under Chapter 120, The Administrative Procedures Act, Florida Statutes. As such our rule adoptions are required to follow the procedures of state law and published in the Florida Administrative Code (FAC). The Legislature has replaced general rulemaking authority granted agencies with a prohibition of rulemaking unless there is specific statutory authorization granting rulemaking authority. Rules adopted without specific Legislative authority must be repealed.

The WFRPC has several rules that were adopted prior to the change in law described above. These rules are antiquated and serve no purpose. The rules which need to be repealed are:

- Chapter 29A-1, Organization, FAC
- Chapter 29A-2, Review Regional Comprehensive Plan, FAC

Once these rules are repealed, the WFRPC will be left with two rules for which have specific Legislative authority:

- Chapter 29A-3, West Florida Regional Dispute Resolution, FAC
- Chapter 29A-4, West Florida Strategic Regional Policy Plan, FAC

RECOMMENDED ACTION: Approval to authorize the WFRPC Executive Director to repeal all antiquated rules located in FAC. For more information, please contact Austin Mount, Executive Director, at austin.mount@wfrpc.org or 1 (800) 226-8914 if further information is needed.
CHAPTER 29A-1
ORGANIZATION

29A-1.001 Name.
The official name of this agency shall be the West Florida Regional Planning Council, reorganized as of January 1, 1987, under Chapter 186, F.S.

Rulemaking Authority 120.53(1), 186.505(2) FS. Law Implemented 120.53(1), 186.505(2) FS. History–New 5-11-87.

29A-1.002 Purpose.
The Council shall function as the official regional planning council as defined in Chapter 186, Florida Statutes, and as the regional planning agency as defined in Chapters 23, 163 and 380, F.S. The Council shall exercise the powers, duties, functions and responsibilities for conducting planning, review and assistance activities and functions enumerated by legislative and declarations of Chapters 186 and 380, F.S., and other applicable federal, state and local laws.

Rulemaking Authority 120.53(1) FS. Law Implemented 120.53(1), 163, 186, 380 FS. History–New 5-11-87.

29A-1.003 Council Membership and Appointments, Term of Office, Vacancies.
(1) Membership and Appointments.
(a) Escambia, Okaloosa and Bay Counties shall each have two voting representatives on the Council appointed by their respective boards of county commissioners. The voting representatives shall be county commissioners selected from the individual counties. The cities of Pensacola, Fort Walton Beach and Panama City shall each have one voting representative on the Council appointed by their respective city council or commission. The voting representative shall be a city councilman or commissioners selected from the individual cities. If a city does not desire representation on the Council then the next largest city shall be eligible for membership. If no city within the county desires representation on the Council then the vote shall revert to the county and the county shall appoint an additional representative. The voting representative shall be a county commissioner.

(b) Santa Rosa, Walton, Washington, and Holmes Counties shall each have one voting representative on the Council appointed by his or her respective board of county commissioners. The voting representative shall be county commissioners selected from the individual counties. The principal city within each of the four counties shall be entitled to one voting representative on the Council appointed by his or her respective city council. The voting representative shall be a city councilman selected from the individual cities. If the principal city does not desire representation on the Council then the next largest city shall be eligible for membership. If no city within the four counties desires representation on the Council then the vote shall revert to the county and the county shall appoint an additional representative to serve on the Council. The voting representative shall be a county commissioner.

(c) Two-thirds of the representatives serving as voting members on the Council shall be elected officials appointed by the cities and counties. The remaining one-third of the voting members on the Council are appointed by the Governor.

(d) In addition to the membership previously specified, any municipality within the jurisdictional boundary of the Council may be admitted, by a majority vote of the Council, to membership on the Council. Such membership shall be considered on the basis of a municipality’s uniqueness and special characteristics. Each municipality so admitted to membership shall have one voting representative on the Council.

Rulemaking Authority 120.53(1), 186.505(2) FS. Law Implemented 120.53(1), 186.505(2) FS. History–New 5-11-87.
representative on the Council appointed by the respective city council or commission. The voting representative shall be a city councilman or commissioner.

(e) The City of Destin shall have one voting representative on the Council.
(f) The City of Callaway and the City of Parker shall each have one voting representative on the Council.
(2) Term of Office. Council members shall serve at the pleasure of the appointing authority.
(3) Vacancies. Any vacancy shall be filled for the unexpired term in the same manner as the initial appointment.

Rulemaking Authority 120.53(1), 163, 186.504 FS. Law Implemented 120.53(1), 163, 186.504 FS. History–New 5-11-87, Amended 6-20-88, 2-2-92.

29A-1.004 Council.

(1) There shall be a Council composed of all voting representatives who have been appointed by local governments and the governor. The Council shall meet monthly and the September meeting shall be the annual meeting. Special meetings of the Council may be called for any appropriate purpose by the chairman of the Council when a meeting is necessary to conduct business, or when he is requested to do so by at least five Council members. Written notice of all Council meetings shall be mailed to each member at least 7 days prior to the meeting. The notice shall state the time and place of the meeting and the business to be transacted. Business transacted at a special meeting shall be confined to the subject stated in the notice. All meetings of the Council shall be open to the public as required by the Florida Sunshine Law, Chapter 286, F.S.

(2) A quorum at any meeting shall consist of not less than forty percent of the appointed representatives of the Council representing not less than four counties in the region. When a quorum has been determined to be present, a majority of those present and voting may take action in all matters presented at the meeting. Proxy voting is prohibited. Voting shall be by voice but a member may have his/her vote recorded in the minutes if he/she so desires. The Council shall keep minutes of its proceedings and shall keep records of its official actions, all of which shall be filed in the office of the Council and shall be of public record.

Rulemaking Authority 120.53(1), 163.01, 186.504 FS. Law Implemented 120.53(1), 163.01, 186.504 FS. History–New 5-11-87, Amended 1-9-90, 2-2-92.

29A-1.005 Offices, Duties, Term of Office.

The officers of the Council shall be the chairman and vice chairman. The duties and responsibilities usually assigned to a secretary-treasurer will be assumed by the Council’s executive director. The duties of the chairman and vice chairman shall be as follows:

(1) The chairman shall preside at meetings of the Council. He shall sign, as authorized by the Council, any contracts or other instruments which the Council deems to be in its best interest. He shall perform such other duties of the office as may be prescribed by the Council;

(2) The vice chairman shall assist the chairman in the performance of his duties, and either in the absence of the chairman or in the event of the chairman’s inability or refusal to act, shall perform the duties of the chairman.

The term of office shall be for 1 year or until reelected or until a successor is elected. New officers shall assume the duties of office upon adjournment of the meeting at which they are elected. Vacancies in the office shall be filled by majority vote of the Council for the remainder of the unexpired term.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.006 Powers.

The Council has the following powers:

(1) To exercise the powers granted by Chapters 23, 163, 186 and 380, F.S.;

(2) To conduct studies of the region’s resources with respect to existing and emerging problems of industry, commerce, transportation, population, housing, agriculture, public services, human resources, natural resources, government, and any other matters which are relevant to regional planning;

(3) To adopt rules of procedures and by-laws, to regulate its affairs and conduct its business;

(4) To adopt an official seal;

(5) To maintain office space at such places within the region as may from time to time be required in performance of its duties;

(6) To employ and set the compensation of the executive director, who shall employ and discharge professional, technical or
clerical staff as may be necessary to carry out the purposes of the Council;

(7) To authorize compensation for members of the Council for per diem, travel, and other reasonable expenses for meetings, hearings and other official business;

(8) To hold public hearings, sponsor public forums, and conduct other activities whenever deemed necessary or useful in the execution of the functions of the Council;

(9) To acquire, own, operate, maintain, lease or sell real or personal property and hold title thereto in the name of the Council;

(10) To fix and determine in accordance with applicable laws by resolution, rules and regulations relating to advertisement for bids, manner of bidding and amount below which same will not be required;

(11) To sue and be sued, implead and be impleaded, complain and defend, intervene and appeal, before all courts and administrative agencies;

(12) To accept gifts, apply for and use grants, assistance funds and bequests of money and other property from the United States, the state, local units of government, and any person for any Council purpose and to enter into agreements required in connection therewith, and to hold, use, and dispose of such monies or property in accordance with the terms of the gift, grant, loan or agreement relating thereto;

(13) To make and enter into all contracts and agreements, and do and perform all acts and deeds necessary or incidental to the performance of its duties and the exercise of its powers;

(14) To prescribe all terms and conditions for the employment of officers, employees, and agents including, but not limited to the fixing of pay and classification plan, benefits, and the filing or performance and fidelity bonds and such policies of insurance covering itself and employees as it may deem advisable;

(15) To participate with other government agencies, educational institutions, and private organizations in the coordination of the activities above;

(16) To determine and collect charges or fees for the provision of assistance for special services and for reviews and referrals;

(17) To select and appoint such advisory bodies as the Council may find appropriate for the conduct of its activities;

(18) To enter into contracts to provide, at cost, such services related to its responsibilities as may be requested by local governments within the region and which the Council finds feasible to perform.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 186.505 FS. History–New 5-11-87.

29A-1.007 Budget and Finance.

(1) The Council shall prepare and approve an annual budget request which shall be submitted to the participating governmental units no later than the last day of May of each year. The cost of the Council to the participating governmental units shall be on a per capita basis.

(2) Appropriations. The Council shall include, with the budget, a request that monies approved for the Council be paid on or about October 1, or as otherwise requested.

(3) Financial Statements. A monthly financial statement accounting for all Council funds shall be made to the Council.

(4) Depositories. The Council shall deposit all funds in local depositories. Designation of such depositories shall be the responsibility of the executive director of the Council. The Council may maintain checking and savings accounts and both shall be in the name of the Council. Monies in excess of what would be required to fund the Council’s operations for 1 month may be deposited in a savings account.

(5) Required Signatures. All checks or withdrawals of funds deposited in the Council’s accounts shall require two signatures. Those authorized to sign checks or withdraw funds shall be the executive director, the bookkeeper, and one member of the Council. The member of the Council shall be appointed by the chairman of the Council. The chairman may appoint himself as the Council member.

(6) Fidelity Bonds. A public official position schedule Fidelity Bond shall be obtained to cover the positions of the executive director, the bookkeeper, and the member of the Council who is designated by the chairman to sign checks and withdraw funds. The amount of bond shall not be less than $50,000.00.

(7) Mail. The Council shall have a post office box, and only the executive director and his designee shall have a key to the box. He shall be responsible for all mail.

(8) Deposits. The bookkeeper shall be responsible for the preparation of deposit slips, and all deposit slips shall be signed by the executive director. Deposits shall not be made by any person other than the executive director or the bookkeeper.
(9) Receipts. Receipts shall be issued for all funds received by the Council. All staff members are authorized to give receipts.

(10) Purchasing of Material and Supplies.
(a) The purchasing of material and supplies for the Council shall be the responsibility of the executive director. Items in excess of $2,500.00 shall be on a bid basis. Items in excess of $1,000.00 shall be approved by the Council.
(b) Upon receipt of material and supplies, the individual who accepts the order shall sign for it. Before payment is made, the executive director shall sign the bill.
(11) Bookkeeping. It shall be the responsibility of the executive director to maintain a double-entry set of books for the Council. An annual audit shall be conducted by a firm employed by the Council.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.008 Committees.
The chairman may establish and maintain such committees as deemed necessary to carry out the purposes and objectives of the Council. Committees may be created or discontinued by the chairman subject to approval of the Council.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.009 Procedure.
Unless otherwise provided for herein, Roberts’ Rules of Order as revised shall rule.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.010 Disclosure.
All voting members of the Council shall comply with the provisions of Chapter 112, Part III, F.S., relating to Standards of Conduct for Public Officials and Employees.

Rulemaking Authority 120.53(1), 163.01, 112 FS. Law Implemented 120.53(1), 163.01, 112 FS. History–New 5-11-87.

29A-1.011 Amendments.
These rules may be amended by a majority vote of the Council provided the notice of proposed changes shall contain a full statement of the proposed amendments. The proposed amendments shall be placed on the next regularly scheduled meeting following presentation. Proposed amendments shall be mailed to all Council members at least 7 days prior to the meeting at which time a vote shall be held.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.012 Withdrawal or Dissolution.
(1) Any party hereto or governmental unit may withdraw its membership by resolution duly adopted by its governing body and upon written notice of withdrawal to the chairman of the Council. Contractual obligations of the withdrawing member shall continue until such obligation has been satisfactorily terminated. All property, real or personal, of the Council on the effective date of withdrawal shall remain the property of the Council and the withdrawing member unit shall have no right thereto.
(2) In the event there is a complete termination of this agreement which would involve the disposition of the property of the Council, such property shall be liquidated and each unit of local government who were members of the Council within the preceding 5 years shall be entitled to a share of the proceeds proportionate to their contribution during those 5 years.
(3) This agreement may be terminated at any time by resolution duly adopted by the governing body of each and every principal member unit.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.

29A-1.013 Information Inquiries.
The principal office of the West Florida Regional Planning Council is located at 3435 North 12th Avenue, Pensacola, Florida 32503. The office hours are Monday through Friday, from 8:00 a.m. to 5:00 p.m. (CST). All official forms, publications and documents of the West Florida Regional Planning Council are available for public inspection at the Council’s principal office during regular
business hours. Persons wishing photocopies may receive same at the prevailing cost per sheet.

Rulemaking Authority 120.53(1), 186.505 FS. Law Implemented 120.53(1), 186.505 FS. History–New 5-11-87.
CHAPTER 29A-2
REGIONAL COMPREHENSIVE POLICY PLAN

29A-2.001 West Florida Comprehensive Regional Policy Plan.


The Plan contains six parts:

A Regional Description describing the natural, human, economic and urban and rural systems of the West Florida Region; a State of the Region section discussing important trends and events that have occurred in the Region since 1987; a Regional Issue and Background section identifying significant regional resources and agencies involved; Regional Goals and Policies to be used in addressing each regional issue and regional standards/measures to measure progress made toward each goal; an Implementation Strategy section including growth management activities, intergovernmental coordination activities and ongoing planning activities; and an Evaluation Report prepared by the Department of Community Affairs for proposed amendments to Goals and Policies of the West Florida Comprehensive Regional Policy Plan, January 1, 1991.

A copy of the Plan including proposed amendments, may be obtained from the West Florida Regional Planning Council Office, 3435 North 12th Avenue, Pensacola, Florida 32593-0486.

Specific Authority 186.508(1) FS. Law Implemented 120.53(1) FS. History–New 6-29-87, Amended 12-11-89, 9-18-91.
CHAPTER 29A-3
WEST FLORIDA REGIONAL DISPUTE RESOLUTION

29A-3.001 Purpose.
(1) The purpose of this rule is to establish a voluntary regional dispute resolution process (RDRP) to reconcile differences on planning, growth management and other issues among local governments, regional agencies and private interests. The process consists of two basic components: (a) process initiation (initiation and response letters), and (b) settlement meetings; and four optional components: (c) pre-initiation meeting, (d) situation assessments, (e) mediation, and (f) advisory decision-making.

(2) The intent of the RDRP is to provide a flexible process to reconcile differences on planning management issues that will: clearly identify and resolve problems as early as possible; utilize the procedures in a low-to-high cost sequence; allow flexibility in the order in which the procedures are used; provide as much process certainty as possible.

(3) The RDRP may be used to resolve disputes involving: extra jurisdictional impacts as provided for in the intergovernmental coordination elements of local comprehensive plans, as required by Section 163.3177, F.S.; inconsistencies between port master plans and local comprehensive plans as required by Section 163.3178, F.S.; the siting of community residential homes as required by Section 419.001(5), F.S., and any other matters caused by statutes which reference the RDRP process.

(4) The RDRP shall not be used to address disputes involving environmental permits or other regulatory matters unless all of the parties involved agree to initiate use of the RDRP.

(5) Use of the RDRP shall not alter a jurisdiction’s organization’s, group’s or individual’s right to a judicial or administrative determination of any issue if that entity is entitled to such a determination under statutory or common law.

(6) Participation in the RDRP as a named party or in any other capacity does not convey or limit intervenor status or standing in any judicial or administrative proceedings.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.002 Definitions.
(1) “Situation assessment” is a procedure of information collection that may involve review of documents, interviews and an assessment meeting leading to a written or verbal report identifying: the issues in dispute; the stakeholders; information needed before a decision can be made; and a recommendation for appropriate dispute resolution procedures.

(2) “Pre-initiation meetings” are opportunities for a party to discuss the suitability of the RDRP with the RPC staff for resolving their dispute before formally initiating the RDRP.

(3) “Facilitation” is a procedure in which the facilitator helps the parties design and follow a meeting agenda and assists parties to communicate more effectively throughout the process. The facilitator has no authority to make or recommend a decision.

(4) “Mediation” is a procedure in which a neutral party assists disputing parties in a negotiation process to explore their interests, develop and evaluate options, and reach a mutually acceptable agreement without prescribing a resolution. A mediator may
take more control of the process than a facilitator and usually works in more complex cases where a dispute is more clearly defined.

(5) “Advisory decision-making” is a procedure aimed at enhancing the effectiveness of negotiations and helping parties more realistically evaluate their negotiation positions. This procedure may include record-keeping, neutral evaluation, or advisory arbitration in which a neutral party or panel listens to the facts and arguments presented by the parties and renders a non-binding advisory decision.

(6) “Jurisdiction” is any local government or regional agency, including special districts, authorities or school boards.

(7) “Named party” shall be any jurisdiction, public or private organization, group or individual who is named in an initiation letter, including the initiating jurisdiction, or is admitted by the named parties to participate in settlement of a dispute pursuant to subsections 29A-3.003(1), (2) and (3), F.A.C. Being a “named party” in the RDRP does not convey or limit standing in any judicial or administrative proceeding.

(8) “Representative” is an individual who is given guidance and authority to act, to the extent possible, by a named party in a RDRP case. Subsection 29A-3.003(4), F.A.C., sets forth the designation process.

(9) “Initiation letter” is a letter from a jurisdiction formally identifying a dispute and asking named parties to engage in this process to resolve the dispute, and, at a minimum, attend the initial settlement meeting. Subsection 29A-3.010(2), F.A.C., specifies what must be included in an initiation letter.

(10) “Response letter” formally notifies the initiator and other named parties that a party is willing to participate in the RDRP and, at a minimum, attend at least one settlement meeting. Subsection 29A-3.010(3), F.A.C., specifies what must be included in a response letter.

(11) “Settlement agreements” may be voluntarily approved by the individual or governing body authorized to bind the named party. Agreements may take the form of memorandums of understanding, contracts, interlocal agreements or other form mutually agreed to by the signatory parties or as required by law. A settlement may be agreed to by some or all of the named parties.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.003 Participation.

(1) Named parties shall automatically be allowed to participate. Other jurisdictions, public or private organizations, groups, or individuals, suggested by named parties in response letters or during RDRP meetings or submitting a petition to participate, may become named parties if agreed to by a two-thirds majority of the participating named parties, except as provided for in subsection 29A-3.003(2), F.A.C. Fee allocation agreements will be amended as appropriate.

(2) All initiation and response letters made in accordance with intergovernmental coordination elements (ICE) of local government comprehensive plans shall only list affected local government jurisdictions as named parties. The named parties may at the initial settlement or at subsequent RDRP meetings add public or private named parties by mutual agreement of all the current named parties.

(3) Other jurisdictions, public or private organizations, groups or individuals seeking to become named parties shall submit to the regional planning council staff a written petition to participate, including reasons for the request and information required in subsection 29A-3.010(2), F.A.C. Such jurisdictions, public or private organizations, groups, or individuals shall become named parties if agreed to by a two-thirds majority of the named parties, prior to or during RDRP meetings, except as pursuant to subsection 29A-3.003(2), F.A.C. Named parties who do not respond within 21 days of the initiation letter may not participate in the RDRP unless they submit a petition for participation.

(4) Each of the jurisdictions, organizations, groups, or individuals participating as named parties in this process shall designate a representative, in writing, or be represented by the chief executive officer. Such a representative shall have authority to act, to the maximum extent possible, and shall have responsibility for representing that party’s interest in this process and maintaining communications with that party throughout the process. Jurisdictions are encouraged to designate a representative to participate in the RDRP in advance of initiating or receiving a request.

(5) Any named party may invite individuals or organizations to attend meetings under this process who can provide information and technical assistance useful in the resolution of the dispute. The parties, by agreement, or the presiding neutral shall determine when and under what circumstances such invited parties may provide input.

(6) All communications by a named party called for in this process shall be submitted to all other named parties and the RPC staff in writing.
(7) All named parties who agree to participate in this process commit to a good faith effort to resolve problems or disputes.
(8) Any named party may withdraw from participation in the RDRP upon written notice to all other named parties and the RPC staff.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.004 Costs.
(1) There shall be no charge for processing a RDRP initiation request and facilitation, if requested, of the initial settlement meeting. The RPC shall be compensated for situation assessments, facilitation of additional settlement meetings, mediation, technical assistance, and other staff services at a rate of $35.00 per hour plus any additional out-of-pocket expenses. Outside professional neutrals shall be compensated at their standard rate or as negotiated by the parties.

(2) The costs of administration, settlement meetings, mediation or advisory arbitration shall be split equally between the parties or according to another agreed upon allocation. The agreed upon cost allocation shall be documented in a written fee agreement.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.005 Timeframes.
(1) The initial settlement meeting shall be scheduled and held within 30 days of the date of the receipt of the initiation letter at a time and place convenient to the named parties.

(2) Additional settlement meetings, mediation or advisory decision-making shall be completed within forty-five (45) days of the date of the conclusion of the initial settlement meeting.

(3) All time frames specified in this rule may be shortened or extended by mutual agreement of the named parties.

(4) The parties may by mutual agreement utilize procedures in the RDRP in any order.

(5) Where necessary to allow this process to be effectively carried out, named parties should address deferring or seeking stays of judicial or administrative proceedings.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

The Council is responsible for implementation of RDRP. Council staff shall serve as facilitator, if agreeable to the named parties, and shall perform the administrative procedures necessary to implement the processes set forth in this rule. A Council member(s) or Council staff may serve as mediator or arbitrator if agreeable to the named parties.
Administrative duties provided by the Council staff may include: conducting pre-initiation meetings; administering procedures related to process initiation; conducting situation assessments; maintaining a list of qualified mediators; securing the services of mediators; arranging meetings; and invoicing.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

(1) Named parties shall provide appropriate opportunities for public input at each step in this process, such as submitting written or verbal comments on issues, alternative solutions and impacts of proposed agreements.

(2) Applicable public notice and public records requirements shall be observed as required by Chapters 119 and 120, or other Florida Statutes.

(3) Participants in these procedures agree by their participation that no comments, meeting records, or written or verbal offers of settlement shall be offered by them as evidence in a subsequent judicial or administrative action.

(4) To the extent permitted by law, mediation under this process will be governed by the confidentiality provisions of Chapter 44, F.S., and other applicable law.
29A-3.008 Pre-initiation Meeting.
A jurisdiction, organization, group, or individual contemplating initiation of this process may request an informal pre-initiation meeting with the RPC staff in order to ascertain whether the potential dispute would be appropriate for this process.

29A-3.009 Situation Assessment.
(1) A jurisdiction, organization, group, or individual may request that the RPC staff or other neutral perform a situation assessment at any time, before or after initiation of the process.
(2) The situation assessment may involve examination of documents, interviews and assessment meetings, and shall recommend issues to be addressed, parties that may participate, appropriate resolution procedures, and a proposed schedule.

29A-3.010 Initiation of the Process by Jurisdictions.
(1) This process is initiated by an initiation letter from the representative of the governing body of a jurisdiction, other than a regional planning council, to the named parties as provided for in subsections 29A-3.003(1) and 29A-3.003(2), F.A.C., and to the RPC staff. The initiation letter must be accompanied by a resolution of the governing body authorizing initiation or by a copy of a written authorization of a representative to initiate requests to use the RDRP.
(2) Such an initiation letter shall identify: the issues to be discussed, named parties to be involved in the dispute resolution process, the initiating party's representative and others who will attend, and a brief history of the dispute indicating why it is appropriate for this process.
(3) Within twenty-one (21) days of receipt of the initiation letter, named parties shall send a response letter to the RPC staff, and all other named parties, confirming their willingness to participate in a settlement meeting. This response letter shall include any additional issues and potential named parties the respondent wishes considered, as well as, a brief history of the dispute and a description of the situation from the respondent’s point of view.
(4) Upon receipt of a request, the RPC staff shall assess its interest in the case. If the RPC is a named party or sees itself as a potential party, it shall notify the named parties of the nature of its interest and ascertain whether the parties desire an outside facilitator for the initial settlement meeting.
(5) The RPC may not initiate the RDRP but may recommend that a potential dispute is suitable for this process and transmit its recommendation to potential parties who may, at their discretion, initiate the RDRP.
(6) The RPC staff shall schedule a meeting at the most convenient time within thirty (30) days of the date of receipt of the initiation request.
(7) In the event that a dispute involves jurisdictions under two or more regional planning councils, the process adopted by the region of the initiating jurisdiction shall govern, unless the named parties agree otherwise.

29A-3.011 Requests to Initiate Submitted by Others.
(1) Private interests may ask any jurisdiction to initiate the process.
(2) Any public or private organization, group, or individual may request that the RPC recommend use of this process to address a potential dispute in accordance with subsection 29A-3.010(5), F.A.C. Such a request shall be submitted in writing and shall include the information required for an initiation letter in subsection 29A-3.010(2), F.A.C.
(3) After reviewing the rationale submitted by, and consulting with, the requesting organization, group, or individual, the RPC staff will conduct a situation assessment and respond in writing.
(4) If the RPC determines that the potential dispute is suitable for the process, it shall transmit that determination in writing to the potential parties, as agreed upon by the RPC and the requester. The determination may include a recommendation that one or more of the jurisdictions among the potential parties initiate the procedure. The RPC may also suggest that other resolution processes be considered.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.012 Settlement Meetings.
(1) Settlement meetings shall, at a minimum, be attended by the named parties’ representatives designated pursuant to subsection 29A-3.003(3), F.A.C.
(2) Settlement meetings may be facilitated by an RPC staff member or other neutral facilitator acceptable to the parties and shall be held at a time and place acceptable to the parties.
(3) At the settlement meeting, the parties shall: consider adding named parties, consider guidelines for participation, identify the issues to be addressed, present their concerns and constraints, explore options for a solution, and seek agreement.
(4) The parties shall submit a settlement meeting report in accordance with subsection 29A-3.015(4), F.A.C., of this process.
(5) If an agreed-upon settlement meeting is not held or a settlement meeting produces no agreement to proceed to additional settlement meetings, mediation or advisory decision-making, any party who has agreed to participate in this procedure may proceed to: a joint meeting of governing bodies pursuant to Chapter 164, F.S., litigation, an administrative hearing, or arbitration as appropriate.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.013 Mediation.
(1) If two or more named parties submit a request for mediation to the RPC, the RPC shall assist them to select and retain a mediator or the named parties may request that the RPC select a mediator.
(2) All disputes shall be mediated by a mediator who understands Florida growth management issues, has mediation experience, and is acceptable to the parties. Parties may consider mediators who are on the Florida Growth Management Conflict Resolution Consortium rosters or any other mutually acceptable mediator. Mediators shall be guided by the Standards of Professional Conduct, Florida Rules of Civil Procedure, Rule 10, Part II, Section 020-150.
(3) The parties shall submit a mediation report in accordance with subsection 29A-3.015(4), F.A.C., of this process.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

(1) If two or more of the named parties submit a request for advisory decision-making to the RPC, the RPC shall assist the parties to select and retain an appropriate neutral or the parties may request that the RPC make the selection.
(2) All disputes shall be handled by a neutral who understands Florida growth management issues, has appropriate experience and is acceptable to the parties.
(3) The parties shall submit an advisory decision-making report in accordance with subsection 29A-3.015(4), F.A.C., of this process at the conclusion.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.

29A-3.015 Settlement Agreements and Reports.
(1) The form of all settlements reached through this process shall be determined by the named parties, and may include interlocal agreements, concurrent resolutions, memoranda of understanding, plan amendments, deed restrictions, or other forms as appropriate.
(2) Agreements signed by designated representatives may be in the form of recommendations to formal bodies and subject to
their formal approval.

(3) Agreements may be reached by two or more parties even if all of the named parties do not agree or do not sign a formal agreement.

(4) After settlement meetings, mediation, or advisory decision-making under this process, the named parties shall submit a joint report to the RPC staff which shall, at a minimum, include:
   (a) Identification of the issues discussed and copies of any agreements reached;
   (b) A list of potentially affected or involved jurisdictions, organizations, groups, or individuals (including those which may not be named parties);
   (c) A time frame for starting and ending agreed to informal negotiations, additional settlement meetings, mediation, advisory decision-making, joint meetings of elected bodies, administrative hearings or litigation;
   (d) Any additional RPC assistance requested;
   (e) A written fee allocation agreement to cover the costs of agreed upon RDRP procedures;
   (f) A description of responsibilities and schedules for implementing and enforcing agreements reached. The report shall include any statements that any named party wishes to include.

Specific Authority 186.509 FS. Law Implemented 186.509 FS. History–New 11-13-94.
29A-4.001 West Florida Strategic Regional Policy Plan

The West Florida Regional Planning Council hereby incorporates by reference the West Florida Strategic Regional Policy Plan. The Plan contains six parts: A statement of purpose; an executive summary briefly describing the strategic regional subject areas and selected goals and policies; strategic regional subject areas trends and conditions statements and regional goals and policies; a coordination outline providing an overview of regional planning activities; a glossary of terms and key words; and identification of regionally significant resources including highest quality FNAI natural communities occurrences; rarest FNAI natural communities; specific locations of endangered, threatened, special concern and rare species of plants and animals; significant wildlife aggregation areas; strategic habitat conservation areas; and regionally significant facilities. Comments and recommended revisions from the Executive Office of the Governor shall be included in the West Florida Strategic Regional Policy Plan in a comment section, pursuant to subsection 186.508(1), F.S. A copy of the Plan may be obtained from the West Florida Regional Planning Council Office, 3435 North 12th Avenue, Pensacola, Florida 32593-0486.

SUBJECT: Resolution supporting Florida House Bill 0191, Northwest Florida Rural Inland Affected Counties Recovery Fund

BACKGROUND: Northwest Florida Rural Inland Affected Counties Recovery Fund; Creates Northwest Florida Rural Inland Affected Counties Recovery Fund within the DEO; requires certain payments to be appropriated annually to fund; requires DEO to grant awards to organizations and local governments for specified infrastructure projects and workforce programs; requires DEO to establish application procedure & prioritize projects and programs that meet certain requirements; requires DEO, in consultation with specified entities, to review and certify applications; exempts certain funds from reversion. “Rural inland affected county” means Calhoun County, Gadsden County, Holmes County, Jackson County, Jefferson County, Liberty County, or Washington County.

ATTACHED: Draft Florida House Bill 0191

RECOMMENDED ACTION: Approval to authorize the WFRPC chairman to sign Resolution 2019-01. For more information, please contact Austin Mount, Executive Director, at austin.mount@wfrpc.org or 1 (800) 226-8914 if further information is needed.
A bill to be entitled
An act relating to the Northwest Florida Rural Inland
Affected Counties Recovery Fund; creating s. 288.8055,
F.S.; providing legislative intent; providing
definitions; creating the Northwest Florida Rural
Inland Affected Counties Recovery Fund within the
Department of Economic Opportunity; requiring certain
payments to be appropriated annually to the fund;
requiring the department to grant awards to
organizations and local governments for specified
infrastructure projects and workforce programs;
requiring the department to establish an application
procedure and prioritize projects and programs that
meet certain requirements; requiring the department,
in consultation with specified entities, to review and
certify applications; exempting certain funds from
reversion; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Section 288.8055, Florida Statutes, is created
to read:

288.8055 Northwest Florida Rural Inland Affected Counties
Recovery Fund.—

(1) The Legislature recognizes that as a result of the
Deepwater Horizon disaster, the rural inland affected counties of Northwest Florida continue to face extraordinary challenges in significantly improving their economies, specifically in terms of household income, job creation, average wages, and strong tax bases. The Legislature also recognizes that this area is designated as a rural area of opportunity by the Governor pursuant to s. 288.0656. Therefore, the Legislature intends to provide a long-term source of funding for economic recovery and enhancement efforts of the rural inland affected counties.

(2) As used in this section, the term:
(a) "Fund" means the Northwest Florida Rural Inland Affected Counties Recovery Fund created in this section.
(b) "Rural inland affected county" means Calhoun County, Gadsden County, Holmes County, Jackson County, Jefferson County, Liberty County, or Washington County.
(c) "Settlement agreement" means the agreement entitled "Settlement Agreement Between the Gulf States and the BP Entities with Respect to Economic and Other Claims Arising from the Deepwater Horizon Incident," which was entered into on October 5, 2015, in the case styled In re: Oil Spill by the Oil Rig "Deepwater Horizon" in the Gulf of Mexico, on April 20, 2010, MDL 2179 in the United States District Court for the Eastern District of Louisiana.

(3) The Northwest Florida Rural Inland Affected Counties Recovery Fund is created within the department to facilitate the
planning, preparation, and financing of infrastructure projects and workforce programs in rural inland affected counties which will encourage job creation, capital investment, and the strengthening and diversification of the economies of such counties by promoting tourism, trade, and economic development.

(4) Five percent of all payments to the state received pursuant to the settlement agreement after July 1, 2019, shall be appropriated annually by the Legislature to the fund.

(5) The department shall grant awards to organizations or local governments within the rural inland affected counties for infrastructure projects and workforce programs that meet the priorities for economic recovery, diversification, and enhancement. Awards may be provided for:

(a) Local match requirements of s. 288.0655.

(b) Infrastructure planning, design, construction, expansion, or maintenance projects that meet such priorities.

(c) Infrastructure feasibility studies, design and engineering activities, or other infrastructure planning and preparation activities necessary to induce the relocation or expansion of specific employment opportunities.

(d) Grants to support workforce programs that provide participants in the rural inland affected counties with transferable sustainable workforce skills.

(e) Grants to the Florida Tourism Industry Marketing Corporation created under s. 288.1226 for the purpose of
advertising and promoting tourism and agricultural or agricultural-based products marketed under the "Fresh From Florida" or "From Florida" logos and for promoting infrastructure projects and workforce programs on behalf of the rural inland affected counties.

(f) Grants to regionally based economic development organizations representing the rural inland affected counties for the purpose of building the professional capacity of such organizations and providing technical assistance to businesses served by such organizations.

(6) The department shall establish an application procedure for awards and a scoring process for the selection of infrastructure projects and workforce programs that have the potential to generate increased economic activity in the rural inland affected counties, giving priority to such projects and programs that:

(a) Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-output analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques, to determine how the long-term economic growth potential of the rural inland affected counties may be enhanced by the award.

(b) Increase household income above the national average in the rural inland affected counties.

(c) Leverage or further enhance key assets, including K-20
educational institutions, research facilities, and military bases, in the rural inland affected counties.

(d) Partner with local governments to provide funds, infrastructure, land, or other assistance to the rural inland affected counties.

(e) Benefit the environment and economy of the rural inland affected counties.

(f) Provide outcome measures.

(g) Partner with K-20 educational institutions or school districts located within the rural inland affected counties.

(h) Are recommended by the board of county commissioners of the rural inland affected county in which such project or program will be located.

(i) Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the rural inland affected counties.

(7) Applications for awards shall be submitted to the department. The department, in consultation with Enterprise Florida, Inc., the Florida Tourism Industry Marketing Corporation, the Department of Environmental Protection, and the Florida Fish and Wildlife Conservation Commission, as appropriate, shall review and certify applications pursuant to s. 288.061. The review shall include an evaluation of the economic benefit of the infrastructure project or workforce program and its long-term viability. The department shall have
final approval of any awards provided pursuant to this section.

(8) Notwithstanding s. 216.301, funds appropriated for the purposes of this section are not subject to reversion.

Section 2. This act shall take effect July 1, 2019.
RESOLUTION WFRPC 2019-01

A RESOLUTION OF THE WEST FLORIDA REGIONAL PLANNING COUNCIL CERTIFYING ITS SUPPORT FOR HOUSE BILL 0191 (Northwest Florida Rural Inland Affected Counties Recovery Fund):

WHEREAS, West Florida Regional Planning Council is concerned about the economic health and well-being of our residents; and

WHEREAS, we strongly believe in the need to be proactive and not reactive in order to maintain and create employment opportunities benefitting our citizens while still supporting the quality of life in our community and region; and

WHEREAS, enhancing the local infrastructure and workforce training will promote economic growth, competitiveness, and improve quality of life amenities in our community and region; and

WHEREAS, our community and region has endured the devastation of Hurricane Michael and is in the midst of a recovery/rebuilding process following said hurricane; and

WHEREAS, we are in need of financial and political support programs to maintain and continue said recovery/rebuilding process for our community and region; and

WHEREAS, we support this bill and its companion Senate bill(s) to enhance our community and region’s recovery and rebuilding processes; and

WHEREAS, we commit to honor our obligations that lie within our capabilities as leaders for economic development, training and enhancement of quality of life features that will serve our community and region;

NOW, THEREFORE, BE IT RESOLVED by the West Florida Regional Planning Council that we:

1. DO HEREBY AGREE TO SUPPORT THIS ACTION;

2. DO HEREBY AUTHORIZE OUR CHAIR TO EXECUTE THIS RESOLUTION AND ALL OTHER AUTHORIZED AGREEMENTS THAT PERTAIN TO THIS RESOLUTION

3. THIS RESOLUTION SHALL BECOME EFFECTIVE UPON ITS ADOPTION.

Duly passed and adopted by the West Florida Regional Planning Council on this 25th day of February, 2019.

WEST FLORIDA REGIONAL PLANNING COUNCIL

BY: ____________________________

Kasey Cuchens, Chair

ATTEST: ____________________________

Austin Mount, Executive Director
MEMORANDUM

DATE: October 9, 2018

TO: Ms. Suzanne Lex, AICP, FDOT Urban Liaison
    Ms. Donna Green, FDOT Urban Liaison

CC: TPO, TCC, and CAC Members

FROM: Mary Beth Washnock, Transportation Planning Manager

RE: TPO Actions Report – September 26, 2018

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the September 26, 2018 meeting. The Florida Department of Transportation (FDOT) has requested a copy of this report so the appropriate FDOT department directors can take action as requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

PROJECT PRIORITIES
The TPO unanimously approved by roll call vote Resolution BAY 18-11 to adopt the BAY TPO FY 2020-2024 Project Priorities with the suggested changes by the board. This motion was recommended to maintain the October 1, 2018 submittal deadline to FDOT.

PERFORMANCE MEASURES
Under consent, the TPO approved Resolution BAY 18-12 adopting targets for system performance, pavement, and bridge performance measures. This action was recommended to comply with November 16, 2018 deadline to remain in compliance with the Federal and State Regulations for transportation planning.

Under consent, the TPO approved Resolution BAY 18-13 adopting performance targets for transit assets. This was recommended to meet the requirements by the October 1, 2018 deadline.

CONGESTION MANAGEMENT PROCESS PLAN
Under consent, the TPO approved Resolution BAY 18-14 adopting the Congestion Management Process Plan (CMPP) Minor Update. This action was recommended because the CMPP is required to be updated annually.
TPO ADMINISTRATION
The TPO approved the CAC’s recommendation of Mr. Ali Frohlich as the primary member and Ms. Marty Kirkland as the alternate member to attend and receive complimentary registration to the 5th Annual Emerald Coast Transportation Symposium in November.

Under consent, the TPO voted to authorize the TPO chairperson to sign a support letter for Mobility Week.
DATE: December 18, 2018

TO: Mr. Bryant Paulk AICP, FDOT Urban Liaison
Ms. Donna Green, FDOT Urban Liaison

CC: TPO, TCC, and CAC Members

FROM: Mary Beth Washnock, Transportation Planning Manager

RE: TPO Actions Report – December 5, 2018

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the December 5, 2018 meeting. The Florida Department of Transportation (FDOT) has requested a copy of this report so the appropriate FDOT department directors can take action as requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

**WORK PROGRAM**

The TPO unanimously approved, by roll call vote, Resolution BAY 18-15 to accept the FDOT Fiscal Years 2020-2024 tentative Work Program. This action was recommended to reflect the coordination that has occurred between the TPO and FDOT in the development of the Work Program and funding of TPO Priorities.

**TRANSPORTATION IMPROVEMENT PROGRAM**

The TPO unanimously approved, by roll call vote, Resolution BAY 18-16 amending the FY 2019-2023 Transportation Improvement Program to add design phase SR 30 (US 98) from College Entrance/Exit to Ivy Road lighting project. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved, by roll call vote, Resolution BAY 18-17 amending the FY 2019-2023 Transportation Improvement Program to add construction phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road lighting project. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved, by roll call vote, Resolution BAY 18-18 amending the FY 2019-2023 Transportation Improvement Program to add the design phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98) 15th Street to Mowat School Road lighting project. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution BAY 18-19 amending the FY 2019-2023 Transportation Improvement Program to add the construction phase for SR 77 (Martin Luther King Boulevard)
from SR 30 (US 98) 15th Street to Mowat School Road lighting project. This action was recommended to ensure FDOT can authorize funding for this project.

UNIFIED PLANNING WORK PROGRAM
The TPO approved Resolution BAY 18-20 to amend the FY 2019-FY 2020 Unified Planning Work Program (UPWP) to apply certain overhead costs to Task A.1, Administration. This action was recommended in order to provide more accurate accounting and better budgeting.

TPO ADMINISTRATION
The TPO asked that the September minutes be revised on page 7 to change “Lake International Airport” to “Northwest Florida Beaches International Airport.”

The TPO voted to appoint Commissioner Rodney Friend (City of Lynn Haven) as the primary representative to the Metropolitan Planning Organization Advisory Council (MPOAC) Governing Board and Commissioner Bill Dozier (Bay County) as the alternate.

The TPO voted to send Commissioner David Griggs (City of Callaway) and Councilman Ken Jones (City of Parker) to the MPOAC Institute in 2019.

The TPO voted to hold their February 2019 meeting on February 6, 2019 in order to meet the deadline for the adopted Safety Performance Measures being sent to the Federal Highway Administration (FTA) before their February 27, 2019 deadline. The TPO also decided to hold their 2019 meeting at the Bay Government Center for all dates it is available.

PUBLIC TRANSPORTATION
The TPO adopted Resolution BAY 18-21 approving and ratifying the updated and revised Bay County Transit System Procurement manual. This action was recommended to allow the TPO to continue receiving and utilizing Federal Transit Administration (FTA) and Florida Department of Transportation (FDOT) grant funds.

The TPO approved DAG Architects to have a change order in order to design for both transit buildings. This was recommended in order to comply with federal regulations.
MEMORANDUM

DATE: September 19, 2018

TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison
Ms. Christy Johnson, AICP, FDOT Urban Liaison
Mr. Vincent Beebe, P.E., ALDOT

COPIES TO: TPO, TCC, and CAC Members

FROM: Tiffany Bates, Transportation Program Coordinator

RE: TPO Actions Report – September 2018

The following items were discussed and acted upon by the Florida-Alabama Transportation Planning Organization (TPO) at the September 12, 2018 meeting. The TPO requests the Florida Department of Transportation (FDOT) and the Alabama Department of Transportation (ALDOT) to share this report with the appropriate department directors and to take action if requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

TRANSPORTATION IMPROVEMENT PROGRAM

The TPO unanimously approved by roll call vote Resolution FL-AL 18-25 amending the FY 2018-2022 and FY 2019-2023 Transportation Improvement Programs to add the construction phase for SR 182 (Perdido Beach Boulevard) from west end of Perdido Pass Bridge to Florida state line, resurfacing project as Financial Project Identification (FPID) Number 100066637 in FY 2018/2019 in the amount of $1,552,716. This action was recommended to ensure ALDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-26 amending the FY 2018-2022 and FY 2019-2023 Transportation Improvement Programs to add the design phase for SR 8 (I-10) at CR 99 (Beulah Road) interchange project as Financial Project Identification (FPID) Number 4331131 in FY 2018/2019 in the amount of $836,592. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-27 amending the FY 2018-2022 and FY 2019-2023 Transportation Improvement Programs to add the design phase for SR 10 (US 90A) Nine Mile Road from Foxtail Loop to east of SR 8 (I-10), improvement project as Financial Project Identification (FPID) Number 2185192 in FY 2018/2019 in the amount of $1,050,000. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-28 amending the FY 2018-2022 and FY 2019-2023 Transportation Improvement Programs to add the design phase for SR 10A (US 90) West Cervantes Street from Dominguez Street to A Street, complete streets project as Financial Project Identification (FPID) Number 4437691 in FY 2018/2019 in the amount of $910,000. This action was recommended to ensure FDOT can authorize funding for this project.
PROJECT PRIORITIES
The TPO approved unanimously by roll call vote Resolution FL-AL 18-23 adopting the FL-AL FY 2020-2024 Project Priorities with the suggested changes by the board. This motion was recommended to maintain the October 1, 2018 submittal deadline to FDOT/ALDOT.

REGIONAL ADVANCED TRAFFIC MANAGEMENT SYSTEM
The TPO approved unanimously Resolution FL-AL 18-31 stating that the TPO agrees to be the lead agency in the development of a Regional Traffic Management Center (RTMC) and Regional ATMS build out for the on-system roadways within the TPO area and agreeing to obligate 90% of the Federal Urbanized (SU) funds in Fiscal Year 2023-2024 towards the development of the RTMC and on-system Regional ATMS improvements. The resolution also stated that the TPO intends to obligate an additional 90% of allocated Federal Urbanized (SU) funds in Fiscal Year 2024-2025 towards the development of the TMC and on-system ATMS improvements and that it intends to utilize additional signal maintenance funding and TPO Federal Urbanized (SU) funds for operations and maintenance of the built, on-system Regional ATMS for subsequent years thereafter. The resolution affirms that the TPO will continue to work with local governments to encourage the development and tie-in of local off-system ATMS improvements and expansion of the system. The TPO took this action in order to send a unified voice of support for this regional project.

PUBLIC PARTICIPATION
Under consent, the TPO approved Resolution FL-AL 18-16 adopting the Public Participation Process (PPP) Plan minor update for the Florida-Alabama (TPO). This action was recommended because the PPP is reviewed as part of the four-year certification process conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) during the TPO certification and was last updated in 2016.

Under consent, the TPO approved Resolution FL-AL 18-17 adopting the Public Involvement Plan (PIP) Plan for the Florida-Alabama TPO’s 2045 Long Range Transportation Plan (LRTP). This action was recommended because a Public Involvement Plan must be created as a component of the LRTP development process to ensure the public has every opportunity to participate in the transportation planning process for their community.

CONGESTION MANAGEMENT PROCESS PLAN
Under consent, the TPO approved Resolution FL-AL 18-29 to adopt the Congestion Management Process Plan (CMPP) minor update. This action was recommended because federal regulations require metropolitan areas with a population of over 200,000 to complete and annually update a Congestion Management Process Plan.

PERFORMANCE MEASURES
Under consent, the TPO approved Resolution FL-AL 18-24 to adopt targets for system performance, pavement, and bridge measures. This action was recommended to comply with November 16, 2018 deadline to remain in compliance with the federal and state regulations for transportation planning.

Under consent, the TPO approved Resolution FL-AL 18-30 adopting targets for Transit Asset Management performance measures. This is recommended to meet the requirements by the October 1, 2018 deadline.

TPO ADMINISTRATION
Under consent, the TPO approved Mr. Steven Lepscier to serve on the Florida-Alabama Citizens Advisory Committee (CAC). This action was recommended as Mr. Lepscier met all qualifications for CAC membership.

Under consent, the TPO voted to authorize the TPO chairman to sign a support letter for Mobility Week

The TPO voted to approve the chairman to send a letter to FDOT regarding community concerns over shrubbery additions to help with noise mitigation in neighborhoods near I10 in Escambia County.
The TPO approved Ms. Lisa Walsh to fulfill the term of Citizens Advisory Committee (CAC) Vice Chair Victor Jordan, who resigned from his position.

The TPO also approved Ms. Barbara Mayall to attend and receive complementary registration for the 5th Annual Emerald Coast Transportation Symposium on behalf of the FL-AL CAC.
MEMORANDUM

DATE: December 19, 2018

TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison
Ms. Christy Johnson, AICP, FDOT Urban Liaison
Mr. Vincent Beebe, P.E., ALDOT

COPIES TO: TPO, TCC, and CAC Members

FROM: Tiffany Bates, Transportation Program Coordinator

RE: TPO Actions Report – December 2018

The following items were discussed and acted upon by the Florida-Alabama Transportation Planning Organization (TPO) at the December 12, 2018 meeting. The TPO requests the Florida Department of Transportation (FDOT) and the Alabama Department of Transportation (ALDOT) to share this report with the appropriate department directors and to take action if requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

WORK PROGRAM

The TPO unanimously approved by roll call vote Resolution FL-AL 18-32 to accept the FDOT Fiscal Years 2020-2024 tentative work program. This action was recommended to reflect the coordination that has occurred between the TPO and FDOT in the development of the Work Program and funding of TPO priorities.

TRANSPORTATION IMPROVEMENT PROGRAM

The TPO unanimously approved by roll call vote Resolution FL-AL 18-36 to amend the FY 2019-2023 Transportation Improvement Program to add the design phase for SR 750 (Airport Boulevard) from Cobble View Drive to SR 289 (9th Avenue), lighting project as Financial Project Identification (FPID) number 4443471 in FY 2018/2019 in the amount of $65,786. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-37 to amend the FY 2019-2023 Transportation Improvement Program to add the construction phase for SR 750 (Airport Boulevard) from Cobble View Drive to SR 289 (Ninth Avenue), lighting project as Financial Project Identification (FPID) number 4443472 in FY 2018/2019 in the amount of $77,435. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-34 to amend the FY 2019-2023 Transportation Improvement Program to add the PD&E phase for CR 99 (Beulah Road) from SR 10 (US 90A) Nine Mile Road to Frank Reeder Road, capacity improvement project as Financial Project Identification (FPID) number 4331132 in FY 2018/2019 in the amount of $367,500. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved by roll call vote Resolution FL-AL 18-35 to amend the FY 2019-2023 Transportation Improvement Program to add the PD&E phase for CR 99 (Beulah Road) from Frank Reeder Road to Isaac Lane, Capacity Improvement Project as Financial Project Identification (FPID) number 4331133 in FY 2018/2019 in the amount of $157,500. This action was recommended to ensure FDOT can authorize funding for this project.
The TPO unanimously approved by roll call vote Resolution FL-AL 18-38 to amend the FY 2019-2023 Transportation Improvement Program to add the PD&E phase for SR 8 (I-10) from SR 281 (Avalon Boulevard) to Okaloosa County line, capacity improvement project as Financial Project Identification (FPID) number 4130624 in FY 2018/2019 in the amount of $3,080,000. This action was recommended to ensure FDOT can authorize funding for this project.

**UNIFIED PLANNING WORK PROGRAM**

The TPO approved Resolution FL-AL18-39 amending the FY 2019-FY 2020 Unified Planning Work Program (UPWP) to apply certain overhead costs to Task A.1, Administration. This action was recommended in order to provide more accurate accounting and better budgeting.

**BICYCLE/PEDESTRIAN PLANNING**

The TPO approved Resolution FL-AL 18-33 adopting the 2018 Pedestrian/Bicycle Master Plan. This action was recommended in order to complete the final update to the plan.

**TPO ADMINISTRATION**

The TPO approved a bylaw change to establish the Citizen’s Advisory Committee (CAC) appointment process. This action was recommended in order to engage a wider demographic for the committee.

The TPO appointed an Escambia County member and Santa Rosa County member and an alternate to the Northwest Florida Regional Transportation Planning Organization (RTPO). This action was recommended to fill vacant seats on the Northwest Florida Regional Transportation Planning Organization. Escambia County Commissioner Steven Barry was selected as the Escambia representative and Santa Rosa County Commissioner David Piech was selected for the Santa Rosa representative. Santa Rosa County Commissioner Sam Parker was selected for the Santa Rosa alternate.

The TPO approved the appointment of four Technical Coordinating Committee (TCC) members and four Citizens’ Advisory Committee (CAC) members to the FL-AL TPO 2045 Long Range Transportation Plan steering committee. Ms. Terri Malone, Ms. Leslie Statler, Mr. Griffin Powell and Mr. Shawn Ward were selected from the TCC. Ms. Barbara Mayall, Mr. Vernon Compton, Mr. Sean Bullington, and Mr. Jim Roberts were selected from the CAC. This action was recommended to provide oversight as well as review and comment on the 2045 Long Range Transportation Plan products prior to being presented to the full TPO, TCC, and CAC.

The TPO selected Escambia County Commissioner Robert Bender as the FL-AL TPO 2019 representative to the Metropolitan Planning Organization (MPOAC) Advisory Council and Santa Rosa County Commissioner David Piech as the alternate. The TPO also selected Commissioner Bender, Commissioner Piech, Milton Mayor Heather Lindsay, and City of Pensacola City Councilperson Ann Hill to attend the MPOAC Institute workshop for elected officials in 2019.
MEMORANDUM

DATE: October 9, 2018

TO: Mr. Bryan Paulk, AICP, FDOT Urban Liaison
    Ms. Christy Johnson, AICP, FDOT Urban Liaison

COPIES TO: OW TPO, TCC, and CAC Members

FROM: Tiffany Bates, Transportation Program Coordinator

RE: TPO Actions Report – September 20, 2018

The following items were discussed and acted upon by the Okaloosa-Walton Transportation Planning Organization (TPO) at the September 20, 2018 meeting. The TPO requests the Florida Department of Transportation (FDOT) to share this report with the appropriate department directors and to take action if requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

TRANSPORTATION IMPROVEMENT PROGRAM
The TPO unanimously approved, by roll call vote, Resolution O-W 18-20 amending the FY 2018-2022 and FY 2019-2023 Transportation Improvement Programs to add construction phase for SR 30 (US 98) from SR 189 (Beal Parkway SW) to Airport Road, lighting project as project #4395812 in FY 2018/2019 in the amount of $252,103. This action was recommended to ensure FDOT can authorize funding for this project.

PROJECT PRIORITIES
The TPO approved, by roll call vote, Resolution O-W 18-16 adopting the O-W FY 2020-2024 Project Priorities with the suggested changes by the board. This action was recommended to maintain the October 1, 2018 submittal deadline to FDOT.

CONGESTION MANAGEMENT PROCESS PLAN
Under consent, the TPO approved Resolution O-W 18-18 adopting the Congestion Management Process Plan (CMPP) minor update. This action was recommended because the CMPP is required to be updated annually.
PERFORMANCE MEASURES
The TPO approved Resolution O-W 18-19 adopting targets for transit asset management performance measures. This was recommended to meet the requirements by the October 1, 2018 deadline.

Under consent, the TPO approved Resolution O-W 18-17 adopting targets for system performance, pavement, and bridge performance measures. This action was recommended to comply with November 16, 2018 deadline to remain in compliance with the federal and state regulations for transportation planning.

TPO ADMINISTRATION
The TPO voted to table consideration of the Citizens’ Advisory Committee appointments of Mr. Steven Jaeger and Mr. Mike Crook until the December 13, 2018 TPO meeting.

The TPO approved the CAC selection of Mr. Rodney Salisbury to attend the 5th Annual Transportation Symposium as the Okaloosa-Walton CAC representative.

Under consent, the TPO voted to authorize the TPO chairman to sign a support letter for Mobility Week
MEMORANDUM

DATE: December 19, 2018

TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison
    Ms. Christy Johnson, AICP, FDOT Urban Liaison

COPIES TO: OW TPO, TCC, and CAC Members

FROM: Tiffany Bates, Transportation Program Coordinator

RE: TPO Actions Report – December 14, 2018

The following items were discussed and acted upon by the Okaloosa-Walton Transportation Planning Organization (TPO) at the December 14, 2018 meeting. The TPO requests the Florida Department of Transportation (FDOT) to share this report with the appropriate department directors and to take action if requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

FDOT WORK PROGRAM
The TPO unanimously approved, by roll call vote, Resolution O-W 18-21 accepting the FDOT Fiscal Years 2020-2024 tentative Work Program. This action was recommended to reflect the coordination that has occurred between the TPO and FDOT in the development of the Work Program and funding of TPO priorities.

TRANSPORTATION IMPROVEMENT PROGRAM
The TPO unanimously approved, by roll call vote, Resolution O-W 18-22 to amend the FY 2019-2023 Transportation Improvement Program to add PD&E phase for SR 8 (I-10) from the Santa Rosa County line to SR 85 (Ferdon Boulevard), capacity improvement project as Project #4410381 in FY 2018/2019 in the amount of $2,625,000. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved, by roll call vote Resolution O-W 18-23 amending the FY 2019-2023 Transportation Improvement Programs to add the PDE phase for SR 20 from King Road to
Washington County line, capacity improvement project as Project #2206352 in FY 2018/2019 in the amount of $2,100,000. This action was recommended to ensure FDOT can authorize funding for this project.

**LONG RANGE TRANSPORTATION PLAN**

The TPO approved a request to proceed with amending the Okaloosa-Walton TPO Long Range Transportation Plan Needs Plans to add the following:

- SR 85 at SR 189 (Lewis Turner Boulevard)
- SR 189 (Beal Parkway) at Carmel Drive/Clifford Street
- SR 85 at Mirage Avenue
- SR 85 at Redstone Avenue
- SR 85 at U.S. 90 Intersection Improvements
- Chat Holley Connector
- Hewett Bayou Connector
- Realign the Proposed Black Creek Road

This action was recommended to allow TPO staff to proceed with initiation of the process to amend the LRTP to include these projects.

**UNIFIED PLANNING WORK PROGRAM**

The TPO approved Resolution OW 18-/24 amending the FY 2019-FY 2020 Unified Planning Work Program (UPWP) to apply certain overhead costs to Task A.1, Administration. This action was recommended in order to provide more accurate accounting and better budgeting.

**TPO ADMINISTRATION**

The TPO appointed one Okaloosa County member and two Walton County members to the Northwest Florida Regional Transportation Planning Organization (RTPO). This action was recommended to fill vacant seats on the Northwest Florida Regional Transportation Planning Organization. Ft. Walton Beach City Councilwoman Amy Jamieson was selected as the Okaloosa representative. Walton County Commissioner Trey Nick and City of Freeport City Councilwoman Elizabeth Haffner were selected for the Walton representatives.

The TPO selected Ft. Walton Beach Mayor Dick Rynearson as the OW TPO 2019 representative to the Metropolitan Planning Organization (MPOAC) Advisory Council and Crestview City Councilman Bill Cox as the alternate.

The TPO selected Destin City Councilman Skip Overdier to attend the MPOAC Institute workshop for elected officials in 2019.