In Attendance:

**County Representatives:**
Commissioner Jim Barfield, Brevard County
Commissioner Wendy Breeden, Lake County
Commissioner Emily Bonilla, Orange County
Commissioner Betsy VanderLey, Orange County
Commissioner Lee Constantine, Seminole County
Councilmember Billie Wheeler, Volusia County

**Municipal Representatives:**
Commissioner Patty Sheehan, City of Orlando
Council Member Rocky Randels, Space Coast League of Cities (City of Cape Canaveral)
Mayor Dina Sweatt, Lake County League of Cities (City of Groveland)
Mayor Gary Bruhn, Tri-County League of Cities (Town of Windermere)
Mayor David Mealor, Tri-County League of Cities (City of Lake Mary)
Chair Leigh Matusick, Volusia County League of Cities (City of DeLand)

**Gubernatorial Appointees:**

**Ex-Officio Members:**
Mr. William Graf, South Florida Water Management District

**Other Attendees:**
Mr. Ken Weyrauch, Marion County Growth Services
Mr. Harry Barley, MetroPlan Orlando
Mr. Chris Cloudman, City of DeLand
Ms. Laura DiGruttolo, FL Fish and Wildlife
Ms. Arlene Smith, Volusia County
Mr. David Bottomley, Sierra Club
Ms. Michelle Janiszewski, Lake County
Mr. Joel Knopp, Moore Stephens and Lovelace

**Members not in Attendance:**
Commissioner Rita Pritchett, Brevard County
Commissioner Sean Parks, Lake County
Commissioner Jeff Gold, Marion County
Commissioner David Moore, Marion County
Commissioner Cheryl Grieb, Osceola County
Commissioner Viviana Janer, Osceola County
Commissioner John Horan, Seminole County
I. **Call to Order and General Business**

Chair Matusick called the meeting to order at 10:48 a.m. Ms. McCue called the roll and announced a quorum was present. Commissioner Sheehan led the Pledge of Allegiance.

II. **Consent Agenda**

May 2018 Meeting Minutes: As there were no objections to the items on the Consent Agenda which included the May 2018 Meeting Minutes and the April and May 2018 Financial Reports, Mayor Bruhn made a motion to approve. Mayor Sweatt seconded the motion. A vote was taken and the motion to approve the Minutes passed unanimously.

April and May 2018 Financial Reports: Commissioner Constantine stated that it had been our policy to have a balanced budget and not go into the reserves. As of this time and according to the Financial Manager, we are still on track and project to end the fiscal year with a reserves balance of approximately $600,000. Commissioner Constantine then made a motion to approve the Financial Reports. Mayor Bruhn seconded the motion. A vote was taken and the motion to approve the Financial Reports passed unanimously.

Resolution #01-2018 CFGIS Joint Participation Agreement: Vice Mayor Sweatt made a motion to approve the Resolution. Commissioner Sheehan seconded the motion. A vote was taken and the motion to approve the Resolution passed unanimously.

III. **Public Comments/Announcements**

There were no public comments at this time.
IV. **Presentation: FY2016-2017 Audit** – Mr. Joel Knopp, Moore Stephens and Lovelace (MSL)

Mr. Joel Knopp gave a presentation on the September 30, 2017 Financial Audit Report. He reviewed the required communications letter that states their responsibilities, as well as the RPC responsibilities. Consideration is given for internal control over financial reporting in order to determine auditing procedures and compliance with financial reporting. He stated there were no difficulties dealing with management during the audit and they were provided everything to conduct their audit. There were no significant transactions that had been recognized in the financial statements in a different period than when the transaction occurred, no new accounting policies adopted for fiscal year 2017, no sensitive estimates, no audit adjustments, and no disagreements with management as it relates to financial matters.

Mr. Knopp then reviewed the audit report and what it included. On page one is MSL’s report on the financial statements with their unmodified opinion at the bottom which explains that the financials are presented in the form of generally accepted accounting principles. Following that report is management’s discussion and analysis which summarizes the highlights and activities for the year. Auditor summary follows that. The most significant change from the previous fiscal year is related to the completion of some of the grants that were ongoing from the previous fiscal year which reduced grant revenue as well as the corresponding expenses for the fiscal year. Overall results were positive as it relates to fund balance which increased by $11,477 to a year-end balance of $629,238. The Net position slightly decreased by $30,000, ending at $717,000. The reserves balance is good and reflects the efforts of the Council to remain in a good financial position. At the end of the report, page 16 reports on Internal Controls and Compliance; page 18 is the Independent Accountant’s Report; and on pages 19-20 is the Independent Auditor’s Management Letter, showing no findings to report as it relates to the Council and that it was a very clean audit which reflects its stable financial position. One concern with a smaller organization is when there is one primary person doing the financial duties, it can cause a concern for internal control, but they were pleased to see that Council has budgeted for an additional financial position.

Council Member Randels stated that on page four of the report, there is an item that states the loss of $30,000 due to unfunded mandates. This is an ongoing item and thanked the Audit for pointing this out in the report. Vice Mayor Matusick congratulated the Staff on working very hard to cross-train employees to create a better system to get through any crisis.

V. **Proposed – FY2018 – 2019 Budget and Work Program** – Mr. Hugh Harling, Executive Director, ECFRPC

Mr. Harling discussed the Work Program spreadsheet which included a variety of confirmed projects totaling approximately $950,000. He expressed his appreciation for the work, and with the cities and counties for working with us. Vice Mayor Matusick noted that the projects noted without an X are now approved and are included in the $950,000. Mr. Harling then discussed the pending projects totaling an additional $421,000 that the Staff is working very hard to confirm. Vice Mayor Matusick noted that Council can help by taking the ECFRPC back to their communities and letting them assist. The Staff is well qualified so definitely reach out to them.

(Vice Mayor Matusick had to leave the meeting; Commissioner Barfield assumed the Chair position.)
Mr. Harling then discussed the Proposed FY2018-2019 Budget which included Revenues and Expenditures sheets. The Revenues sheet compared Total Revenues Without Pending less Expenditures, as well as Total Revenues including Pending less Expenditures, compared to the last fiscal year of FY2017-2018. There was a question during the Executive Committee meeting about how much we normally get from the pending projects list. Mr. Harling answered that we get normally about 80% of the pending.

Mr. Harling then discussed the Expenditures sheet which showed line items for Proposed Expenditures for FY2018-2019 compared to the line items for the last fiscal year of FY2017-2018.

Commissioner Wendy Breeden asked if there is a line item showing the projected reserves and Mr. Harling explained that there is no line item but we are aiming to maintain the $600,000 which has been determined to be an adequate reserves balance by the Auditors.

The final spreadsheet showed the Proposed FY2018-2019 Assessments for the eight Counties of $836,971, based on the 2017 BEBR Population report of 4,006,558.

Commissioner Barfield explained that during the Executive Committee Board meeting they discussed the Travel Policy and also the need to add an additional line item for the NADO Conference of $1,600 for Commissioner Constantine’s attendance at the NADO Conference in February 2019.

Mayor Bruhn made a motion to approve the Proposed FY 2018-2019 Budget and Work Program that has been approved by the Executive Committee. Commissioner VanderLey seconded the motion. A vote was taken and the motion to approve passed unanimously.

VI. Presentation: Regional Health Planning and Food System Initiative – Mr. Luis Nieves-Ruiz, Economic Development Manager, ECFRPC

Mr. Nieves-Ruiz gave a presentation about the ECRPC’s health planning and food systems initiatives. He recently completed the Urban Land Institute Health Leaders Network Program, a nine-month leadership program that seeks to equip land use professionals with the skills and knowledge to improve health outcomes. Mr. Nieves-Ruiz’s health work concentrates on improving regional food systems by developing regional partnerships, identifying food production assets, recognizing land use policy barriers, generating new jobs and businesses and revitalizing distressed communities.

The ECFRPC is a founding member of the Good Food Central Florida Food Policy Council (GFCF), an organization that seeks to educate the public about the region’s food system. To this effect, GFCF members organized a regional food tour that was attended by several elected officials and community stakeholders. The ECFRPC was also awarded $60K in DEO grants to complete several food system projects including the Orange County Food Production Strategic Plan, the Food Zoning Toolkit, the Seminole County Food Assessment, and the Goldsboro Food Entrepreneurship Plan. Last year the ECFRPC partnered with the Kaley Square foundation, GFCF, and other stakeholders to create the Cycles and Sprouts program. Funded by a Cultivating Healthy Communities Grant from the AETNA foundation, this program provides urban agriculture and bicycle repair training to the residents from Orlando’s Holden Heights neighborhood.

Mr. Nieves-Ruiz announced that he was recently selected as a Regional Food Economies fellow by the Wallace Center at Winrock International. He will use the $15K fellowship money to develop an analysis of the region’s food systems network that will map east central Florida’s food
production assets and examine how local jurisdictions regulate food uses. As part of this project, Mr. Nieves-Ruiz will also develop a series of materials to educate planners and economic development officials about the importance of regional food systems.

Commissioner VanderLey asked whether they had looked at the rooftop gardens in the City of Winter Garden. Mr. Nieves-Ruiz responded that it is one of the examples in the Orange County sector that they really want to look at which will probably be the model. Winter Garden is one of the only jurisdictions in Orange County, and maybe the region, that has adopted an urban agriculture ordinance. Hopefully, Orlando will follow. Commissioner VanderLey also mentioned LIFT Orlando and they seem to have common goals. Mr. Nieves-Ruiz explained that they have been collaborating with them for the last year and a half on a Health Impact Assessment project with recommendations on health and wellness plans.

Commissioner Barfield congratulated Mr. Nieves-Ruiz on his very good presentation and discussed his own hydroponic garden. He stated that in Brevard County, there has been a movement to teach people how to do hydroponic gardening because of all the benefits.

Commissioner Bonilla discussed the recent food tour and fleet farming. She would like to educate the rural areas on rural agriculture opportunities. Mr. Nieves-Ruiz commended Mary-Stewart Droege and Hannah Wooten for helping to organize the regional food tour.

VII. Presentation: Central Florida: The Impact of Hunger – Ms. Karen Broussard, Vice President, Agency Regulations & Programs, Second Harvest Food Bank

This presentation has been postponed. It will be presented at a future meeting.

VIII. Planning Director’s Report – Tara McCue, Director of Planning and Community Development, ECFRPC

Ms. McCue gave the presentation “2017 Year in Review”. It included highlights from the year such as: the addition of Marion County into the East Central Florida Regional Planning Council; our Social Media Outreach with Twitter, LinkedIn, and Facebook; and Awards and accolades such as three NADO Awards; the Thomas Yatabe Award and the Hazmat Symposium Award to Michelle Cechowski for contributions at the Florida Hazardous Materials Symposium and the honor Luis Nieves Ruiz received as being selected as the only Florida representative for the Health Leader’s Network.

The funding we received during the year was from a variety of resources. Our dues make up about 46% of our funding source with the other revenue coming from our Federal, State and Local Emergency Management partners; Federal, State and Local Planning projects, and DRI reviews.

Some projects for the year included a H.U.D. Choice Neighborhood Initiative for Goldsboro; a four-county mass Casualty Emergency Preparedness Training Exercise; a Florida Sea Grant for Satellite Beach; four FDEO Technical Assistance Grants for St. Johns River to Sea Loop Master Plan, Lake Helen Downtown Master Plan, Goldsboro Food Entrepreneurial Toolkit, and Oak Hill Economic Development Plan; two FDEP Resiliency Grants for Resilient Volusia County and Regional Resiliency Action Plan for East Central Florida; local community grants include Aetna – Holden Heights Cycles and Sprouts Program and West Lakes Health Impact Assessment. We also had partner contracts with Space Coast TPO on Sea Level Rise, the City of Casselberry Multi-
Modal Plan Support Route Condition Tool, and River to Sea TPO on a Bike Ped Master Plan and several Emergency Preparedness state and local contracts.

Ms. McCue also gave an update on 2018 highlights including a Regional Resiliency Action Plan, a new two-year EDA funded Regional Economic Disaster Resilience Program, local planning assistance for Dunnellon, Ocoee, Groveland and Lake Helen and several DEP Coastal Resiliency grants including the Town of Melbourne Beach, Cape Canaveral, local and New Smyrna Beach. We also have six pending DEO grants and two pending EDA grants.

Ms. McCue thanked all the interns that have assisted working on these projects.

IX. Executive Director’s Report

- Mr. Harling thanked the staff for all their hard work.
- Mr. Harling discussed “How Did We Grow” and the partnership with MetroPlan Orlando which includes discussing building permits, how many new developments occurred and the development around the SunRail Station. He discussed resiliency to a disaster as ongoing maintenance and recovery concept and how we are always adapting. He also talked about flooding along the St. Johns River today and solutions for an ongoing situation.
- Mr. Harling provided a brief update on the Volkswagen settlement and stated that airports have now been put ahead of other agencies so we will be filing our application after theirs. The reason airports were moved to the top of the list, Mr. Harling explained, was because of air pollution around airports and their need to move towards electric vehicles.
- FRCA – There will be fewer in-person meetings this year with more conference calls. We are the lead agency for FRCA with the Volkswagen dollars.
- Commissioner Breeden talked about the flooding in Lake County and asked if we are working with them and Mr. Harling replied that we were.

X. Chair’s Report

- Commissioner Barfield stated that the next Executive Committee meeting will meet at 9:00 a.m., followed by the Nomination Committee for the Executive Board, and then the Council meeting at 10:30 a.m.
- Commissioner Constantine nominated Councilmember Ed Kelley for the Executive Board.

XI. Brief County Updates – County Representatives

- Seminole County: Commissioner Constantine discussed the River Cross project in the citizen Voted Rural Boundary at a Planning and Zoning Board meeting attended by 250 citizens.
- Orange County: Commissioner Bonilla thanked Seminole County for voting down the River Cross project at the Planning and Zoning Board meeting. She did make a motion to put Rural Boundary on the Ballot but did not get a second. She will be presenting about the final task force board report at the July 31st meeting.
- Brevard County: Commissioner Barfield said they have put a moratorium on septic tanks and are working on an ordinance to require higher efficiency septic tanks when replacement is involved and no sewer is available. They are also working on additional compensatory water storage for more retention of water.
XII. **Announcements/Public Comments**
No Public Comments

XIII. **Next Meeting:** September 19, 2018

XIV. **Adjournment**

There being no further business before the Council, Commissioner Barfield adjourned the meeting at 12:02 p.m.