



**LOCAL PARTNERSHIPS
REGIONAL IMPACT**

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2507 Callaway Rd, Suite 200
Tallahassee, Florida 32303

Serving Calhoun, Franklin,
Gadsden, Gulf, Leon,
Liberty, Jackson, Jefferson,
and Wakulla counties &
their municipalities

Apalachee Regional Planning Council FULL COUNCIL BOARD MEETING

325th PUBLIC MEETING

**THURSDAY, March 24, 2022
10:00AM ET/ 9:00AM CT**

<https://meet.goto.com/543826765> OR

**Tel:+1(877) 309-2073
Access Code: 543826765#**

The Apalachee Regional Planning Council (ARPC) assists with grants, outreach, project implementation, and other planning activities to enhance the nine-county Apalachee Region. The Council houses a variety of programs, including economic development, emergency preparedness, transportation, housing, GIS, and environmental/resiliency planning. By collaborating across these programs and embracing partnerships with local, state, and federal organizations, the ARPC continues to make a positive and lasting impact throughout the Region.

APALACHEE REGIONAL PLANNING COUNCIL

EXECUTIVE COMMITTEE

Kristin Dozier, Chair (Leon) • **Ricky Jones**, Vice-Chair (Franklin)
Jim Peacock, Secretary/Treasurer (Jackson) • **John Jones**, Past Chairman (City of Monticello)
FRCA Policy Board Members: Kristin Dozier, Gene Wright and Lisa Miller

FULL COUNCIL

Calhoun County

Darryl O'Bryan
Sheila Blackburn
Don Stephens

County Commissioner
Councilwoman, City of Blountstown
Governor's Appointee

Franklin County

Ricky Jones
Despina George
Vacant

County Commissioner
Commissioner, City of Apalachicola
Governor's Appointee

Gadsden County

Brenda Holt
Evelyn Goldwire
Henry Grant

County Commissioner
Commissioner, City of Gretna
Governor's Appointee

Gulf County

Ward McDaniel
Johnny Paul
Michael Hammond

County Commissioner
Commissioner, City of Wewahitchka
Governor's Appointee

Jackson County

Jim Peacock
Gene Wright
Vacant

County Commissioner
Mayor, Town of Malone
Governor's Appointee

Jefferson County

Stephen Walker
John Jones
Vacant

County Commissioner
Councilman, City of Monticello
Governor's Appointee

Leon County

Kristin Dozier
Jack Porter
Lisa Miller

County Commissioner
Commissioner, City of Tallahassee
Governor's Appointee

Liberty County

Daniel Stanley
Margaret Rankin
Davis Stoutamire

County Clerk
Councilwoman, City of Bristol
Governor's Appointee

Wakulla County

Quincee Messersmith
Don Grimes
Vacant

County Commissioner
Mayor, City of St. Marks
Governor's Appointee

Ex-Officio Members

Michael Fuller
Darryl Boudreau
Maria Showalter
Diane Scholz

FL Dept. of Environmental Protection
NW FL Water Management District
FL Dept. of Transportation
FL Dept. of Economic Opportunity

Florida Public Safety Institute – Conference Center

75 College Drive, Suite 203 - Havana, FL 32333

- Hwy 90 - 6 miles west of I-10 Exit 192
- Across from Gadsden County High School, turn **SOUTH** onto Academy Dr.
- Continue on Academy Drive and park in the Conference Center parking lot (located to the right of the main Administration Building)



View from Hwy 90 W



Close-up of Conference Center

APALACHEE REGIONAL PLANNING COUNCIL BOARD MEETING



THURSDAY – MARCH 24, 2022

10:00 AM Eastern Time / 9:00 AM Central Time

FL Public Safety Institute (FPSI) – Conference Center
(Hwy 90 - 6 miles west of I-10 Exit 192)
75 College Drive, Suite 203 - Havana, FL 32333

<https://global.gotomeeting.com/join/932424517>

tel:+18668994679,,932424517#

DRAFT AGENDA

	<u>Page #</u>
1. <u>Call to Order, Pledge of Allegiance and Introductions</u>	
2. <u>*Approval of Agenda</u>	A-1
3. <u>*Approval of Minutes – January 27, 2022 Board Meeting</u>	B-1
4. <u>Freight & Rail Update – Rickey Fitzgerald, Manager, Freight & Rail Office, FDOT</u>	
5. <u>2022 Legislative Session Report – Chris Doolin, Small County Coalition</u>	
6. <u>Executive Director’s Report – Chris Rietow, ARPC Executive Director</u>	C-1
a) *Financial Reports	
b) Staff Program Reports	
1. Economic Development & Community Planning	C-2
2. Disaster Resiliency Coordination	C-4
3. Emergency Planning	C-6
4. Revolving Loan Fund	C-9
5. *Transportation Planning	C-14
6. Environmental Planning	C-20
7. Geographic Information Systems (GIS)	C-21
8. Housing	C-23
9. Marketing & Communications	C-26
c) *ARPC Exec. Committee Update: 02.24.22 Meeting Minutes	D-1
7. <u>Board Member Reports / Local & Regional Issues Discussion</u>	
8. <u>Ex-Officio Member Updates</u>	
9. <u>Public Comment</u>	
10. <u>Adjournment (Lunch is available in the FPSI cafeteria immediately following meeting.)</u>	
11. <u>Next ARPC Board Meeting – Thursday, May 26, 2022 (Location T.B.D.)</u>	

AGENDA ITEM 3

**APALACHEE REGIONAL PLANNING COUNCIL
VIRTUAL MEETING**

BOARD MEETING MINUTES – January 27, 2022

Item 1: Call to Order and Introductions

Chair Dozier called the meeting to order at 10:08 am EST. As this was a virtual meeting, roll call was digitally recorded via the GoToMeeting platform. A quorum of the Apalachee Regional Planning Council (ARPC) was in attendance. The following Board members attended the virtual meeting:

ARPC Board Members in Attendance

Calhoun County	Don Stephens	Governor’s Appointee
Franklin County	Ricky Jones	County Commissioner
Franklin County	Despina George	Commissioner, City of Apalachicola
Gadsden County	Evelyn Goldwire	Commissioner, City of Gretna
Gadsden County	Henry Grant	Governor’s Appointee
Gulf County	Johnny Paul	Commissioner, City of Wewahitchka
Jackson County	Jim Peacock	County Commissioner
Jefferson County	John Jones	Councilman, City of Monticello
Jefferson County	Stephen Walker	County Commissioner
Leon County	Kristin Dozier	County Commissioner
Leon County	Jack Porter	Commissioner, City of Tallahassee
Wakulla County	Don Grimes	Mayor, City of St. Marks
Wakulla County	Quincee Messersmith	County Commissioner

Ex-Officio Members in Attendance

Michael Fuller – FL Dept. of Environmental Protection (FDEP)
Diane Scholz – FL Dept. of Economic Opportunity (DEO)
Maria Showalter – FL Dept. of Transportation (FDOT – District 3)

ARPC Staff in Attendance

Chris Rietow – Executive Director	Caroline Smith – Economic Development Manager
Kwentin Eastberg – Deputy Director	Anthony Carpanini – Emergency Planning Manager
Jana Williams – RLF Manager	Donald Morgan – Housing Manager
Josh Adams – Env’l Planning Manager	Melissa Franklin – Communications Coordinator
Sharrand Pinder – Urban Designer	Divina Lade – GIS Specialist
Amber Zies – Housing Planner	Ben Chandler – Disaster Resilience Coordinator
Rick McCraw – Senior Planner, Econ. Dev.	Pat Maurer – Commuter Assistance Coordinator
Joshua Pasqualone – ARPC Legal Counsel	

Others in Attendance

Greg Burke – CRTPA
Will Hill – FAMU RIDER Center
Sean Lewis – FL DEO

Natalie Knowles – Wakulla County Clerk of Courts
Shannon Metty – Jefferson County Planning
Somer Pell – Wakulla County Planning

Executive Director Rietow briefly explained how to use the GoToMeeting virtual meeting platform. Chair Dozier welcomed all attendees and explained that Wakulla County Commissioner Randy Merritt, Past Chairman of the ARPC Board, has decided against defending his Commission seat and consequently stepped down as a Board member of the ARPC. This, in turns, means that Councilman John Jones, Councilman for the City of Monticello, has returned to his position as Past Chairman of the ARPC Board. Additionally, the Wakulla County Board of County Commissioners appointed Wakulla County Commissioner Quincee Messersmith as the new Wakulla County representative on the ARPC Board. Chair Dozier praised Commissioner Merritt for his outstanding service and welcomed Commissioner Messersmith to the ARPC Board.

Item 2: Approval of the Agenda

Chair Dozier asked for a motion to approve the January 27, 2022 Agenda.

A motion was made by Councilman John Jones to approve the January 27, 2022 Agenda. The motion was seconded by Commissioner Stephen Walker. A vote was taken, and the motion carried unanimously.

Item 3: Approval of the Minutes

Chair Dozier inquired as to whether any changes to the minutes of the November 18, 2021 ARPC Full Council Board Meeting were required. There were no comments.

A motion was made by Commissioner Ricky Jones to approve the Minutes of the November 21, 2021 ARPC Full Council Board Meeting. The motion was seconded by Commissioner Jim Peacock. A vote was taken, and the motion carried unanimously.

Item 4: Resilient Infrastructure & Disaster Response (RIDER) Center – Will Hill, Strategic Initiatives Manager

Mr. Rietow introduced Will Hill, Strategic Initiatives Manager at the RIDER Center. Mr. Hill thanked Mr. Rietow and stated that the purpose of his presentation is to explain the purpose of the FAMU RIDER Center and how it benefits the Apalachee Region. The RIDER Center is located on the top floor of the Sliger Building at Innovation Park in Tallahassee. The mission of the RIDER Center is to help communities better plan for, recover from, and cope with the causes and effects of disasters. Their vision is to ensure that everyone in the Apalachee Region is equitably resilient to disaster. Along those lines, their goal is to ensure that their research, lab equipment and faculty are readily available to the rural communities outside of Tallahassee. The RIDER Center consists of eleven (11) in-house faculty, forty (40) graduate students, and

thirty (30) affiliate members from FAMU and FSU. There are five (5) core research laboratories at the RIDER Center, including (1) Water Sustainability and Coastal Hazards (WaSCH), which focuses on stormwater runoff, storm surge prediction and evacuation, flood events, and nature-based solutions to flooding in communities; (2) Resilient Materials and Structures (ReMS) which studies the impact of wind on natural and man-made structures; (3) Laboratory of Advanced Operations Research and Resilience Applications (LAORA), which studies logistics, supply chain, evacuation, drones, and road configuration impact on driver behavior; Sustainable Infrastructure Management (SIM), which focuses on how to effectively and efficiently remove debris after a disaster or from a demolition site; and (5) Methane Emissions Reduction Initiative (MERI), which studies landfills and solid waste management.

Mr. Hill stated that the RIDER Center is striving for more community collaboration and toward a multinetwork approach that begins and ends with the communities they want to help. He invited all Board members to come tour the RIDER Center and learn more about how their local governments can benefit from the RIDER Center's research initiatives. For further information, Mr. Hill can be contacted via email at jwh09d@fsu.edu or by phone at (239) 297-9695.

Chair Dozier thanked Mr. Hill and asked if anyone had any questions. Commissioner Peacock inquired as to whether the RIDER Center has performed any studies on hempcrete. Mr. Hill answered affirmatively, stating that their scientists have created a stronger hempcrete formula that can be extruded like toothpaste and used by 3D printers. Commissioner Peacock also asked if he could receive a copy of the RIDER Center's research on the impact of wind on trees. Mr. Hill said that he would send the information to Mr. Rietow so that it can be distributed to the entire Board. Chair Dozier praised the RIDER Center for filling the gap between academic research and community implementation. Commissioner Peacock followed up by asked Mr. Hill if he would regularly attend the ARPC Board Meetings so that our local governments can stay up to date with RIDER Center research activities. Mr. Hill stated he would be happy to attend.

Commissioner Ricky Jones stated that working with FEMA representatives during the aftermath of Hurricane Michael has proven to be particularly challenging. Commissioner Peacock also indicated that Jackson County is currently in arbitration with FEMA due to their lack of progress related to recovering from Hurricane Michael. Mr. Hill suggested that the first order of action between the ARPC and the RIDER Center could be to coordinate a follow-up meeting to discuss how to address the lack of communication between FEMA and our rural communities, focusing on how FEMA could streamline their disaster-recovery and funding procedures. Mr. Rietow also suggested to Mr. Hill that the RIDER Center could be a perfect partner for the Apalachee Strong initiative and Mr. Hill agreed.

Item 5: Executive Director's Report

Item 5A – Financial Report: Mr. Rietow referred attendees to Section 5A of the *Board Package* for a detailed review of the financial status of the ARPC. Mr. Rietow addressed the following action items:

- 1) Financial Reports for November and December 2021
- 2) FY 2021/2022 Total Revenue / Expense Summary

A motion was made by Commissioner Ricky Jones to accept the ARPC Financial Reports for the period ending November 30, 2021 and December 31, 2021. The motion was seconded by Commissioner Quincee Messersmith. A vote was taken, and the motion carried unanimously.

Item 5B – Staff Reports: Mr. Rietow referred attendees to pp. C-2 through C-24 of the *Board Package* for Program Area overviews of current ARPC programs and projects, as prepared by ARPC staff. ARPC staff highlights include:

1) *Item 5 – B – 1: Economic Development/Community Planning Program*

The ARPC's grant proposal to Phase 1 of the Economic Development Administration (EDA) *Build Back Better Regional Challenge* on behalf of the Apalachee Region was not funded. The EDA only selected one project within the State of Florida, which was led by the Osceola County Board of County Commissioners and proposes to support a semiconductor manufacturing cluster within the broader Orlando region. Despite the ARPC's proposal not being selected, partnerships were strengthened, and regional collaboration will continue moving forward. Additionally, ARPC staff are currently assisting Wakulla County and Liberty County with *Broadband Feasibility Study* projects, which are being funded by FL Dept. of Economic Opportunity (FDEO) Rural Infrastructure Fund (RIF) grants. The ARPC has partnered with Florida State University's (FSU) Department of Urban and Regional Planning (DURP) to assist with project implementation.

2) *Item 5 – B – 5: Transportation Planning*

ARPC staff continues to work with FL Dept. of Transportation (FDOT) District 3 to re-establish *Transportation Regional Incentive Program (TRIP)* partnerships around the Region. ARPC staff is on the agenda for Board of County Commission meetings in Calhoun, Franklin, Gulf, Jackson, and Liberty counties to request formation of a rural regional partnership through an interlocal agreement.

3) *Item 5 – B – 6: Environmental Planning*

Construction on Phase 1 of the Franklin-98 Living Shoreline resiliency project is expected to begin in April, should the FDEP permit process remain on its current track.

4) *Item 5 – B – 8: Housing*

The ARPC Housing Program has expanded to administering Calhoun County's *State Housing Initiatives Partnership (SHIP) program* in addition to administering the SHIP program in Jackson County.

5) *Item 5 – B – 9: Marketing & Communications*

Registration for the 850 Industrial Hemp 2022 Summit is now open! ARPC staff is still planning for an in-person summit. Registration, Sponsorship, and Vendor information can be found at www.850hempsummit.org. Ticket discounts are available for farmers.

Item 5C – ARPC Executive Committee Update: Mr. Rietow next directed the Board's attention to the meeting minutes of the January 25, 2022 ARPC Executive Committee Meeting. At this

meeting, Councilman John Jones was welcomed back to the Executive Committee to reprise his role of Past Chair. Next, the Executive Committee approved a second \$25,000 REVIVE! RLF loan to Boss Chic Hair & Beauty Supply, LLC. Compensation for Executive Director Chris Rietow was the final discussion item at this meeting. Chair Dozier remarked that Mr. Rietow has been a phenomenal advocate of the ARPC, essentially rebuilding it since 2013 into an incredible, well-respected organization that is doing great work throughout the Apalachee Region. She also stated that he is the lowest paid Regional Planning Council (RPC) Executive Director in the state. To remedy this situation, the Executive Committee approved an increase to Mr. Rietow's salary that brings him in line commensurate with his experience and with his RPC peers within Florida. They also approved to add a new policy within the ARPC bylaws that directs the Executive Committee to review the Executive Director's compensation on an annual basis during the budget process. Ex-Officio Board Member Diane Scholz commented that the raise and bylaws change are absolutely well-deserved by Mr. Rietow, as he is a fantastic leader. Mr. Rietow thanked the Executive Committee, Board Members, and ARPC staff, stating that he is immensely proud of what the ARPC has accomplished.

A motion was made by Commissioner Walker to ratify the actions made by the ARPC Executive Committee resulting from the January 25, 2022 Executive Committee meeting. The motion was seconded by Commissioner John Jones. A vote was taken, and the motion carried unanimously.

Item 5D – 2020-2021 ARPC Annual Report: Mr. Rietow reminded the Board that the *2020-2021 ARPC Annual Report* was recently emailed to Board Members and is also available on the website. Among its contents, the *Annual Report* includes a listing of notable ARPC Press Headlines, an overview of project clusters within each Program Area, a summary of ARPC innovations and 'big wins', a budget overview (per sector and per program), and key population & demographic information. Mr. Rietow also pointed out the following key take-aways: the ARPC had a remarkable \$43 to \$1 return on member counties' regional investments in FY 20/221; the ARPC had the third highest number of RPC staff in the State of Florida in FY 20/21; and the ARPC budget has grown from \$600,000 in 2013 to over \$3 million in 2021, further indicating the tremendous progress the ARPC has made over the past eight (8) years.

Item 5E – 2021 ARPC Goals Evaluation & Proposed 2022 Goals: Mr. Rietow directed Board Members to pp. E-1 and E-2 within the Board Package, concerning the 2021 ARPC Goals and the five (5) proposed 2022 ARPC Goals. Of the five (5) 2021 goals, ARPC staff successfully achieved three, partially achieved one, and did not achieve one goal (but is still making headway). Mr. Rietow and ARPC staff are excited to work on the five (5) goals proposed for 2022.

Item 6: Board Member Reports / Local & Regional Issues Discussion

ARPC staff, Caroline Smith and Sharrand Pinder, recently facilitated the first Competitive Florida public meeting for the City of St. Marks and Mayor Grimes commended them on their effort.

Item 7: Ex-Officio Member Updates

No comment.

Item 8: Public Comment

Chair Dozier asked for any further Board or public comments and there were none. She reminded everyone that the next Board meeting is scheduled for March 24, 2022. There being no further business, the meeting was adjourned at 11:21 am EST.

APPROVED BY: THE APALACHEE REGIONAL PLANNING COUNCIL
 MEETING IN REGULAR SESSION ON March 24, 2022

SIGNED:

ATTEST:

Kristin Dozier
Chair

Chris Rietow
Executive Director

AGENDA ITEM 6

EXECUTIVE DIRECTOR'S REPORT

Chris Rietow

The following items will be reported and discussed with the Board:

- I. ***Financial Reports:** Included in the Board Packet are the following items for Board review and approval:
 - A. January 2022 Financial Report
 - January 2022 Budget / Expenditure Report
 - B. February 2022 Financial Report
 - February 2022 Budget / Expenditure Report
 - C. FY 2021/2122 Summary
 - FY 2021/2022 Total Revenue / Expense Summary
- II. **Staff Reports:** Staff program reports are included on the following pages. Staff will be present at the meeting to answer any questions and report on any additional program updates.
- III. **ARPC Executive Committee Update:** February 24, 2022 Meeting Minutes

ACTIONS NEEDED

- *Motion to approve the Financial Report for January 2022.
- *Motion to approve the Financial Report for February 2022.
- Best Workplaces for Commuters (BWC) Award Presentation
- *Motion to approve **ARPC Resolutions No. 22-1, 22-2, and 22-3**, (pending approval from Local Coordinating Boards); **ARPC Resolution No. 22-4** (pending approval from Local Coordinating Board and City of Tallahassee Commission); and **ARPC Resolution No. 22-5** (Agenda Item 5 – b – 5, Transportation Planning Program).
- * Motion to approve actions by the ARPC Executive Committee resulting from the February 24, 2022 ARPC Executive Committee meeting.

**Apalachee Regional Planning Council
Budget Report as of 1/31/22**

Bal. 12/31/21
154,071.72

Bal. 9/30/21
301,558.80

LINE-ITEM	FY 21/22	January	FY-To-Date	Budget	Budget
General Revenue	Draft Budget	2022	as of 1/31/22	Balance	Used
EDA Planning Grant	70,000	17,500.00	35,000.00	35,000	50%
EDA CARES Planning	150,000	50,000.00	100,000.00	50,000	67%
Legacy RLF - Admin	20,000	-	-	20,000	0%
CARES RLF - Admin	10,000	-	-	10,000	0%
REVIVE RLF - Admin	10,000	-	-	10,000	0%
FDEM - Hazards Analyses	23,000	-	-	23,000	0%
FDEM - HMEP Planning	25,000	-	20,000.00	5,000	80%
FDEM - HMEP Training	25,000	-	14,182.00	10,818	57%
FDEM - LEPC Support Staff	80,000	-	-	80,000	0%
Leon County Exercise	48,000	-	-	48,000	0%
Wakulla CDBG Risk	75,000	-	-	75,000	0%
Small Emergency Planning Contracts	10,000	-	-	10,000	0%
EPA - Brownfield	80,000	-	-	80,000	0%
NFWF Franklin 98 - Admin	200,000	-	41,106.93	158,893	21%
NFWF Franklin 98 - Project	1,500,000	-	382,300.00	1,117,700	25%
FDEP - SQG	35,000	-	-	35,000	0%
Small Environmental Contracts	10,000	3,000.00	3,000.00	7,000	30%
Calhoun HHRP - Admin	125,000	10,000.00	36,050.00	88,950	29%
Gadsden Housing	30,000	-	-	30,000	0%
Jackson SHIP	30,000	7,000.00	7,000.00	23,000	23%
Wakulla CDBG Shelter	75,000	-	-	75,000	0%
ARPC County Dues	70,000	17,486.50	34,973.00	35,027	50%
Big Bend Healthcare - Admin	120,000	32,500.00	65,000.00	55,000	54%
CoC - Admin	30,000	2,500.00	10,000.00	20,000	33%
FRCA - Admin	60,000	6,600.00	26,100.00	33,900	44%
FDEO - Bristol Competitive FL	35,000	-	-	35,000	0%
FDEO - St. Marks Competitive FL	35,000	-	-	35,000	0%
FDEO - Liberty Broadband	165,000	-	-	165,000	0%
FDEO - Wakulla Broadband	190,000	-	-	190,000	0%
DFDEO - Havana RIF	30,000	-	-	30,000	0%
Misc. Small TA Contracts	40,000	3,185.00	23,998.45	16,002	60%
CTD - Transportation Disadvantaged	185,000	-	42,087.02	142,913	23%
FDOT - RideOn	125,000	-	33,375.75	91,624	27%
Small Transportation Projects	10,000	-	5,000.00	5,000	50%
TOTAL REVENUE	3,726,000	149,771.50	879,173.15	2,846,827	24%
General Expenses					
Salaries	1,100,000	86,800.00	395,170.00	704,830	36%
Fringe Benefits (FICA, CHP & FRS)	330,000	27,457.19	120,177.25	209,823	36%
Travel	50,000	2,715.61	13,879.73	36,120	28%
Consultants (Contract Required)	1,895,000	-	383,740.00	1,511,260	20%
Accounting	1,000	44.00	184.00	816	18%
Advertising	4,000	-	678.16	3,322	17%
Audit	25,000	10,000.00	26,500.00	(1,500)	106%
Board Meeting Expenses	3,000	-	125.00	2,875	4%
Dues (FRCA, NADO, SERDI & Other)	29,000	5,925.00	15,050.00	13,950	52%
Equipment Lease - Copiers	12,000	841.99	4,036.16	7,964	34%
Insurance (Work Comp, Liability)	20,000	-	11,322.38	8,678	57%
IT Tech Support & Equipment	30,000	4,905.00	12,016.70	17,983	40%
Legal	5,000	-	157.50	4,843	3%
Licenses (REMI)	6,000	-	-	6,000	0%
Miscellaneous	500	-	-	500	0%
Office Supplies	5,000	685.22	4,186.81	813	84%
Postage	3,500	-	528.92	2,971	15%
Rent	57,000	4,575.00	18,675.00	38,325	33%
Subscriptions & Publications	500	-	-	500	0%
Telephone & Internet	14,500	1,762.70	4,739.04	9,761	33%
Contingency & Project Pass-Thru	135,000	355.82	11,789.61	123,210	9%
TOTAL EXPENSES	3,726,000	146,067.53	1,022,956.26	2,703,044	27%
	Bal. 1/31/22	157,775.69	157,775.69	Bal. 1/31/22	
	Operating Acct. Balance 1/31/22		157,775.69		

(0.00)

**Apalachee Regional Planning Council
Budget Report as of 2/28/22**

Bal. 12/31/21
157,775.69

Bal. 9/30/21
301,558.80

LINE-ITEM	FY 21/22	February	FY-To-Date	Budget	Budget
General Revenue	Draft Budget	2022	as of 2/28/22	Balance	Used
EDA Planning Grant	70,000	-	35,000.00	35,000	50%
EDA CARES Planning	150,000	-	100,000.00	50,000	67%
Legacy RLF - Admin	20,000	-	-	20,000	0%
CARES RLF - Admin	10,000	-	-	10,000	0%
REVIVE RLF - Admin	10,000	-	-	10,000	0%
FDEM - Hazards Analyses	23,000	7,867.07	7,867.07	15,133	34%
FDEM - HMEP Planning	25,000	-	20,000.00	5,000	80%
FDEM - HMEP Training	25,000	-	14,182.00	10,818	57%
FDEM - LEPC Support Staff	80,000	-	-	80,000	0%
Leon County Exercise	48,000	-	-	48,000	0%
Wakulla CDBG Risk	75,000	-	-	75,000	0%
Small Emergency Planning Contracts	10,000	-	-	10,000	0%
EPA - Brownfield	80,000	3,892.50	3,892.50	76,108	5%
NFWF Franklin 98 - Admin	200,000	29,729.53	70,836.46	129,164	35%
NFWF Franklin 98 - Project	1,500,000	142,370.00	524,670.00	975,330	35%
FDEP - SQG	35,000	-	-	35,000	0%
Small Environmental Contracts	10,000	-	3,000.00	7,000	30%
Calhoun HHRP - Admin	125,000	8,100.00	44,150.00	80,850	35%
Gadsden Housing	30,000	-	-	30,000	0%
Jackson SHIP	30,000	7,000.00	14,000.00	16,000	47%
Wakulla CDBG Shelter	75,000	-	-	75,000	0%
ARPC County Dues	70,000	-	34,973.00	35,027	50%
Big Bend Healthcare - Admin	120,000	-	65,000.00	55,000	54%
CoC - Admin	30,000	2,500.00	12,500.00	17,500	42%
FRCA - Admin	60,000	-	26,100.00	33,900	44%
FDEO - Bristol Competitive FL	35,000	-	-	35,000	0%
FDEO - St. Marks Competitive FL	35,000	-	-	35,000	0%
FDEO - Liberty Broadband	165,000	-	-	165,000	0%
FDEO - Wakulla Broadband	190,000	-	-	190,000	0%
FDEO - Havana RIF	30,000	-	-	30,000	0%
Misc. Small TA Contracts	40,000	32,200.00	56,198.45	(16,198)	140%
CTD - Transportation Disadvantaged	185,000	-	42,087.02	142,913	23%
FDOT - RideOn	125,000	36,339.10	69,714.85	55,285	56%
Small Transportation Projects	10,000	-	5,000.00	5,000	50%
TOTAL REVENUE	3,726,000	269,998.20	1,149,171.35	2,576,829	31%
General Expenses					
Salaries	1,100,000	91,480.00	486,650.00	613,350	44%
Fringe Benefits (FICA, CHP & FRS)	330,000	28,004.51	148,181.76	181,818	45%
Travel	50,000	4,274.01	18,153.74	31,846	36%
Consultants (Contract Required)	1,895,000	146,262.50	530,002.50	1,364,998	28%
Accounting	1,000	228.00	412.00	588	41%
Advertising	4,000	120.00	798.16	3,202	20%
Audit	25,000	-	26,500.00	(1,500)	106%
Board Meeting Expenses	3,000	-	125.00	2,875	4%
Dues (FRCA, NADO, SERDI & Other)	29,000	1,902.50	16,952.50	12,048	58%
Equipment Lease - Copiers	12,000	1,162.53	5,198.69	6,801	43%
Insurance (Work Comp, Liability)	20,000	1,005.00	12,327.38	7,673	62%
IT Tech Support & Equipment	30,000	804.00	12,820.70	17,179	43%
Legal	5,000	-	157.50	4,843	3%
Licenses (REMI)	6,000	-	-	6,000	0%
Miscellaneous	500	-	-	500	0%
Office Supplies	5,000	364.82	4,551.63	448	91%
Postage	3,500	100.00	628.92	2,871	18%
Rent	57,000	4,700.00	23,375.00	33,625	41%
Subscriptions & Publications	500	34.65	34.65	465	7%
Telephone & Internet	14,500	2,544.87	7,283.91	7,216	50%
Contingency & Project Pass-Thru	135,000	1,067.01	12,856.62	122,143	10%
TOTAL EXPENSES	3,726,000	284,054.40	1,307,010.66	2,418,989	35%
	Bal. 2/28/22	143,719.49	143,719.49	Bal. 2/28/21	
	Operating Acct. Balance 2/28/22		143,719.49		

**Apalachee Regional Planning Council
Revenue & Expenses 21/22**

\$ 301,558.80 Balance 10/1/21

LINE-ITEM	Total	10/21	11/21	12/21	1/22	2/22
General Revenue						
EDA - Planning	35,000.00		17,500.00	-	17,500.00	
EDA - CARES	100,000.00			50,000.00	50,000.00	
Legacy RLF - Admin	-		-	-		
CARES RLF - Admin	-		-	-		
REVIVE RLF - Admin	-		-	-		
FDEM - Hazards Analyses	7,867.07		-	-		7,867.07
FDEM - HMEP Planning	20,000.00		20,000.00	-		
FDEM - HMEP Training	14,182.00		14,182.00	-		
FDEM - LEPC Support Staff	-		-	-		
Wakulla CDBG Risk	-		-	-		
Leon County Exercise	-		-	-		
Small Emergency Planning Contracts	-		-	-		
EPA - Brownfield	3,892.50		-	-		3,892.50
NFWF Franklin 98 - Admin	70,836.46		-	41,106.93		29,729.53
NFWF Franklin 98 - Project	524,670.00		-	382,300.00		142,370.00
FDEP - SQG	-		-	-		
Small Environmental Contracts	3,000.00		-	-	3,000.00	
Calhoun HHRP - Admin	44,150.00	9,000.00	9,100.00	7,950.00	10,000.00	8,100.00
Gadsden Housing	-		-	-		
Jackson SHIP	14,000.00		-	-	7,000.00	7,000.00
Wakulla CDBG Shelter	-		-	-		
ARPC County Dues	34,973.00		8,006.50	9,480.00	17,486.50	
Big Bend Healthcare - Admin	65,000.00	32,500.00	-	-	32,500.00	
CoC - Admin	12,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
FRCA - Admin	26,100.00	5,200.00	5,800.00	8,500.00	6,600.00	
FDEO - Bristol Competitive FL	-		-	-		
FDEO - St. Marks Competitive FL	-		-	-		
FDEO - Liberty Broadband	-		-	-		
FDEO - Wakulla Broadband	-		-	-		
FDEO - Havana RIF	-		-	-		
Misc. Small TA Contracts	56,198.45	5,000.00	12,500.00	3,313.45	3,185.00	32,200.00
CTD - Transportation Disadvantaged	42,087.02		-	42,087.02		
FDOT - RideOn	69,714.85		-	33,375.75		36,339.10
Small Transportation Projects	5,000.00	2,500.00	2,500.00	-		
TOTAL REVENUE	1,149,171.35	56,700.00	92,088.50	580,613.15	149,771.50	269,998.20
General Expenses						
Salaries	486,650.00	85,240.00	94,220.00	128,910.00	86,800.00	91,480.00
Fringe Benefits (FICA, CHP & FRS)	148,181.76	26,325.93	29,147.22	37,246.91	27,457.19	28,004.51
Travel	18,153.74	2,378.10	5,830.01	2,956.01	2,715.61	4,274.01
Consultants (Contract Required)	530,002.50		1,440.00	382,300.00		146,262.50
Accounting	412.00	46.00	46.00	48.00	44.00	228.00
Advertising	798.16	46.52	546.50	85.14		120.00
Audit	26,500.00		-	16,500.00	10,000.00	
Board Meeting Expenses	125.00		125.00	-		
Dues (FRCA, NADO, SERDI & Other)	16,952.50		-	9,125.00	5,925.00	1,902.50
Equipment Lease - Copiers	5,198.69	1,172.55	854.47	1,167.15	841.99	1,162.53
Insurance (Work Comp, Liability)	12,327.38	6,012.19	-	5,310.19		1,005.00
IT Tech Support & Equipment	12,820.70	4,250.00	1,333.52	1,528.18	4,905.00	804.00
Legal	157.50		-	157.50		
Licenses (REMI)	-		-	-		
Miscellaneous	-		-	-		
Office Supplies	4,551.63	730.44	739.82	2,031.33	685.22	364.82
Postage	628.92	100.00	361.75	67.17		100.00
Rent	23,375.00	4,700.00	4,700.00	4,700.00	4,575.00	4,700.00
Subscriptions & Publications	34.65		-	-		34.65
Telephone & Internet	7,283.91	1,331.91	1,123.52	520.91	1,762.70	2,544.87
Contingency & Project Pass-Thru	12,856.62	845.00	9,327.70	1,261.09	355.82	1,067.01
TOTAL EXPENSES	1,307,010.66	133,178.64	149,795.51	593,914.58	146,067.53	284,054.40

\$ 143,719.49 Balance 02/28/22

AGENDA ITEM 6 – b – 1

ECONOMIC DEVELOPMENT / COMMUNITY PLANNING PROGRAM

Caroline Smith – Sharrand Pinder

Comprehensive Economic Development Strategy (CEDS)

ARPC staff will soon commence activities associated with the five-year re-write of the Apalachee Region's *Comprehensive Economic Development Strategy (CEDS)*, which will cover the years 2022 through 2027. The CEDS will be informed by input from the CEDS Committee.

To create a CEDS that is representative of the Region and in line with regional needs and assets, ARPC staff seek to expand the existing CEDS Committee. Anyone interested in joining the CEDS Committee may contact Caroline Smith, ARPC Economic Development Manager, at csmith@arpc.org for more information and to become a member of the CEDS Committee.

Other Technical Assistance

ARPC staff continues to assist regional partners with economic development planning, intergovernmental coordination, COVID-19 economic recovery, grant writing, and other tasks.

FL Dept. of Economic Opportunity (DEO) Competitive Florida Partnership Grant, FY 2021-2022

The City of St. Marks and the City of Bristol have both been awarded the *Competitive Florida Partnership Grant* for the 2021-2022 fiscal year to create *Economic Development Plans* for their communities. The first public workshop for St. Marks was held in late January 2022. The first public workshop for Bristol will take place in March 2022. ARPC staff will continue grant activities through June 2022.



Figure 1: First public workshop for St. Marks Competitive Florida Partnership Project.

FL DEO Rural Infrastructure Fund (RIF) Grant

ARPC staff are actively collaborating with the Florida State University (FSU) Department of Urban and Regional Planning (DURP) Studio group to create broadband feasibility studies for both Liberty and Wakulla counties. These projects are funded by grants through the Florida Department of Economic Opportunity (DEO) Rural Infrastructure Fund. Recently, the project team conducted outreach and the first public meetings for each county. A survey is also currently underway. These community engagement activities will inform the feasibility studies.



Figure 2: Community engagement at Liberty County's broadband workshop.

Partnership with University of Florida (UF)'s Shimberg Center for Housing Studies

The ARPC and UF Shimberg Center recently partnered with The Data Center, based in Louisiana, on a grant application to the National Academies of Sciences (NAS), Engineering, and Medicine Gulf Research Program under the following funding opportunity: *Bridging Knowledge to Action – Using Data to Develop Equitable Outcomes or Solutions to Climate Hazards and Other Disasters*. The joint proposal was entitled “Democratizing Data for Equitable Recovery,” which was **selected for funding**. ARPC staff participated in an initial project call in February 2022 and currently await the contract and scope of work so that grant activities may begin.

Upcoming Grant Opportunities

The annual grant application cycle for the DEO *Competitive Florida Partnership Grant* and the DEO *Community Planning Technical Assistance (CPTA)* grant window has officially opened and **applications are due on April 11th**. These recurring planning grants can be used to advance economic and community development activities. No local match is required. Any interested communities may contact Caroline Smith, ARPC Economic Development Manager, at csmith@arpc.org for additional information and/or application assistance.

AGENDA ITEM 6 – b – 2

**ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)
DISASTER RESILIENCE & RECOVERY PROGRAM**

Ben Chandler

Program Summary

Through the CARES Act planning grant awarded to the ARPC by the U.S. Department of Commerce’s Economic Development Administration (EDA), the *Disaster Resilience & Recovery Program* continues to partner with federal, state, and regional agencies, as well as local government officials, in the implementation of ongoing initiatives in response to Hurricane Michael and the COVID-19 pandemic. Since the January ARPC Board meeting, the program has maintained local government and regional support and assistance in the following areas:

- Liberty County *Communications Infrastructure Master Plan*
- Rural Recreational Economy Alliance (RREA) *Prospectus* Development
- Town of Havana – Support Technical Services

Liberty County *Communications Infrastructure Master Plan*

The ARPC has entered into an administrative agreement with Liberty County to perform the scope of work for a Florida Department of Economic Opportunity (DEO) *Community Planning Technical Assistance (CPTA)* grant to develop a countywide *Communications Infrastructure Master Plan*. The grant award in the amount of **\$15,000.00** was executed in January between Liberty County and DEO. The ARPC has since facilitated the first of a series of workshops with County department representatives.



As stated in the previous board report, updating and enhancing the County’s communication infrastructure is consistent with the primary goals and objectives of the *Liberty County Long-Term Recovery Plan* from Hurricane Michael. The primary purpose for developing this plan is to have a defined project (or set of prioritized projects) as a foundational basis for all future grant funding requests to physically procure the needed updated communications equipment and/or otherwise to rehabilitate, repair, or construct the necessary infrastructure to support reliable and effective countywide communications among internal departments and external partners.

Rural Recreational Economy Alliance (RREA) – Prospectus Development

The RREA is a regional working group established to support long-term recovery from Hurricane Michael. Originally, the Federal Emergency Management Agency (FEMA) and the U.S. Environmental Protection Agency (EPA) provided support to six cities in the Florida Panhandle with a technical assistance effort called the *Recovery and Resiliency Partnership Project (R²P²)*. As discussed in previous reports, participating jurisdictions in our Region included the cities of Chattahoochee, Marianna, and Quincy. Other agencies/organizations involved included: the ARPC, Emerald Coast Regional Council (ECRC), Florida Department of Emergency Management (FDEM), Florida Department of Environmental Protection (FDEP), the Northwest Florida Water Management District (NFWMD), U.S. Army Corps of Engineers, U.S. Housing and Urban Development (HUD), Health and Human Services (HHS), National Park Service (NPS), the Economic Development Administration (EDA), and local Main Street organizations.

Work efforts continue to develop a *Regional Recreation Economy Prospectus* document that highlights private investment opportunities to support the Region’s recreation economy. EPA Region 4, the ARPC, and the ECRC are providing capacity support for RREA to guide activities in the development of the prospectus in close coordination with city leadership and the RREA participants. Currently, the ARPC is assisting in refining the lists of regional recreational investment opportunities to highlight in the prospectus document, as well as providing regional statistical data to support the effort. This project is anticipated to be completed late Spring/early Summer 2022.

Town of Havana – Support Technical Services

In 2021, the ARPC assisted the Town of Havana in preparing a set of ordinances to establish a Central Business District (CBD) with provisions for historic preservation (see Figure 1). Since its adoption in the summer of 2021, the Town of Havana has requested revisions to the ordinance language preserving single-family residential use in the CBD and allowing flexibilities to current owners on how the property may be used going forward. The revised ordinance has been drafted and has received support from the local residents living in the CBD following two (2) workshops. The proposed ordinance change is anticipated to go before the Town Council for its first reading in April.

In addition to preparing this ordinance language, the ARPC continues to provide technical assistance to the Town of Havana in reviewing zoning certificate applications.

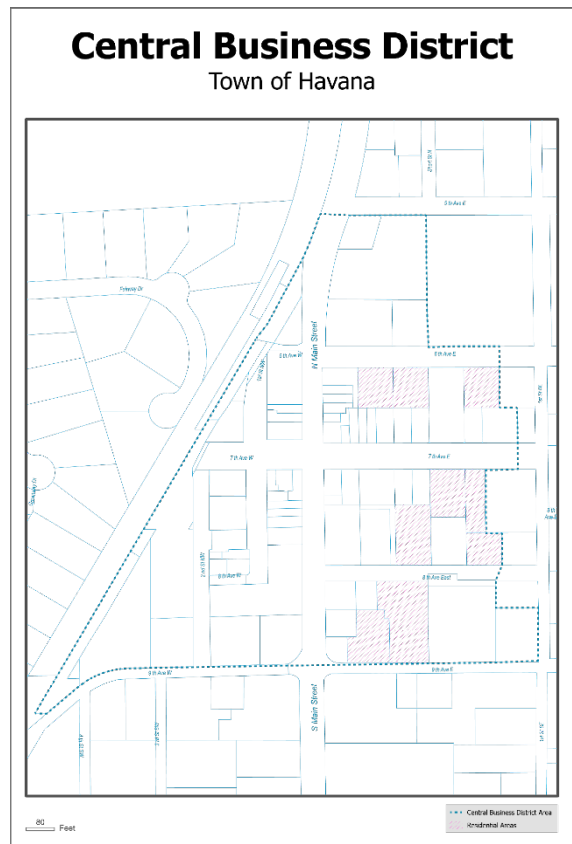


Figure 1: Proposed CBD, Town of Havana, Feb.2022.

AGENDA ITEM 6 – b – 3

EMERGENCY PLANNING PROGRAM

Anthony Carpanini – Denise Imbler – Christian Levings

Regional Hazardous Materials Program

The ARPC staffs the Apalachee Local Emergency Planning Committee (LEPC) which is responsible for implementing the federal Emergency Planning and the Community Right-To-Know Act (EPCRA) for the ARPC Region. The four primary activities of the Apalachee LEPC are hazardous materials planning, training, emergency exercises, and public outreach.



Quarterly Meetings

ARPC staff held the most recent meeting of the Apalachee LEPC on March 2, 2022, at the Tallahassee Fire Training Division. During the meeting, the LEPC membership discussed the activities that occurred during the previous quarter, as well as training and exercise opportunities. The next LEPC meeting will be in June of 2022. The location has yet to be determined.

Hazardous Materials Training

The following training sessions were distributed virtually in the Region over the past quarter:

- Ethanol Safety & Steel Drum 101 (TRANSCAER)
- Ethanol Training & Emergency Response (TRANSCAER)
- Steel Drum 101 Webinar for First Responders, Train-the-Trainer (TRANSCAER)
- Ethanol Emergency Response - Train the Trainer Webinar (TRANSCAER)

The following trainings were held in the Apalachee LEPC district over the past quarter:

Table 1: Apalachee LEPC-Sponsored Training Dates

Date	Course	Number of Students
02/11/22	EPCRA and E-Plan Training	8
02/15/22	8-Hr HAZWOPER Technician Refresher	18
02/25/22	4-Hr HazMat Awareness	10

The following trainings are scheduled to be held in the Apalachee LEPC region during this quarter:

- 160-hr HAZWOPER Technician
- Rail Car Incident Response for Crude, Ethanol & Other Flammable Liquids

Hazard Analysis

ARPC staff completed the second deliverable of the 2021-2022 *Hazard Analysis Contract*. This includes performing approximately thirty (30) site visits to those facilities storing extremely

hazardous substances across the Apalachee Region to ensure first responder and public safety in the event of a chemical release.

Commodity Flow Study

As part of the *Hazardous Materials Emergency Preparedness (HMEP) Grant*, ARPC staff continues the *2022 Apalachee LEPC Commodity Flow Study*. This is a transportation flow study of the hazardous materials shipped through the nine-county district. The information collected will be added to the *2022 LEPC Regional Hazardous Material Response Plan* and will provide first responders details as to the most commonly shipped hazardous materials through the Region.

2022 Apalachee Local Emergency Planning Committee Hazardous Materials Emergency Plan

The *2022 Apalachee LEPC Hazardous Materials Plan* revision was formally adopted by the Apalachee LEPC at the March 2, 2022 quarterly meeting.

Liberty County HazMat Tabletop Exercise

In conjunction with Liberty County Emergency Management, ARPC staff has developed and will facilitate a hazardous materials tabletop exercise in Bristol on March 23, 2022.

Big Bend Healthcare Coalition (BBHCC)

ARPC staffs the Big Bend Healthcare Coalition (BBHCC), which held its most recent general membership meeting on March 7, 2022, with more than fifty (50) participants from throughout the Region. During the meeting, the National Weather Service in Tallahassee provided an update on the forecast for the Spring Season and a preliminary hurricane season forecast. The next BBHCC general membership meeting is scheduled for June 7, 2022.



The BBHCC continues to support its regional healthcare partners through regional plan development, training and exercise opportunities, and member project program.

Plans Under Development

The BBHCC is currently developing several regional plans including a *Burn Surge Plan*, *Crisis Standard of Care Plan*, *Shelter-in-Place Plan*, and *Evacuation Plan*. All plans serve as guides to the healthcare community for emergency preparedness and response.

Training and Exercises

The BBHCC is hosting several exercises in the coming months, including an exercise of the regional Florida Infectious Disease Transportation Network team, a Medical Response and Surge Exercise (MRSE,) and exercises for Coalition members on “Burn Surge” mass casualty incidents and “Crisis of Standard of Care.” For more information on exercise and training events, please visit <https://www.bigbendhcc.org/>.

Member Projects

Each year the BBHCC offers funding to its members to enhance their emergency preparedness and response capabilities. Technical assistance webinars will be provided on March 15th and March 29th. Previous funded projects include a mobile mini unit for the Bond Community Health Center (see Figure 1), cots for the Leon County Special Needs Shelter, and Mobile First Aid Station for Weems Memorial Hospital.



Figure 1: Mobile mini unit for the Bond Community Health Center.

Wakulla County Disaster Risk Analysis Plan

The ARPC assisted Wakulla County to secure a grant to develop a *Disaster Risk Analysis Plan*. The plan will provide a vulnerability assessment that considers future impacts of freshwater flooding and sea level rise and include an outreach component to inform the public of the potential impacts. The project is scheduled to begin in March 2022 and should take approximately eighteen (18) months to complete.

Leon County Sheriff's Office *Family Reunification Plan* and Exercise

The ARPC continues working with the Leon County Sheriff's Office in the development of a *Family Reunification Plan*. This *Plan* will establish guidelines for the Office to follow when recovering from incidents involving active threat(s)/criminal mass casualty events, and for the deputies to respond and coordinate the debriefing, evidence collection, and reunification process quickly and effectively. Once the *Family Reunification Plan* has been established, the ARPC will develop and facilitate two exercises: (1) a table-top exercise in March, and (2) a full-scale exercise in June.

AGENDA ITEM 6 – b – 4a

REVOLVING LOAN FUND (RLF) REPORT

LEGACY RLF

Jana Williams

The Legacy RLF program launched in 1984 with an initial Economic Development Administration (EDA) award of \$1 million and an ARPC match through a Community Development Block Grant (CDBG) of \$335,000. Over the past 37 years, the ARPC



has transformed the original sum of money into over \$5 million dollars of loans to small businesses within the rural communities of the Apalachee Region.

New Loan Applications

No new loan applications have been received for the Legacy RLF.

Approved Loan Applications

The Executive Committee has not approved any Legacy RLF loan applications since the last meeting.

Summary Status

As of 03/08/22, there are thirteen (13) active loans in the ARPC Legacy RLF and there is approximately \$46,000 in unobligated funds available for lending in the Legacy RLF. Currently, the main priorities for ARPC staff regarding the Legacy RLF is to service the existing loans and provide technical assistance (upon request) to the Legacy RLF borrowers.

AGENDA ITEM 6 – b – 4b

REVOLVING LOAN FUND (RLF) REPORT

CARES Act RLF

Jana Williams

ARPC CARES Act RLF

The CARES Act Revolving Loan Fund (RLF) program is a Revolving Loan Fund (RLF) seeking to provide small business owners within the Apalachee Region with gap financing to help them survive and recover from the impacts of the pandemic. Beginning with a balance of \$580,000, all of the CARES Act funds will be officially disbursed by the end of March, thus meeting the June 2022 deadline stipulated by the Economic Development Administration (EDA).

New Loan Applications

There are currently no new loan applications under review.

Approved Loan Application

The ARPC Executive Committee approved two (2) CARES Act RLF loans, totaling \$64,000, during the February 24, 2022 ARPC Executive committee meeting.

Table 1. Newly Approved CARES Act Revolving Loan Fund Recipients

Business Name	County	Loan Amt	Loan Closed in	Purpose of Loan
Chef Shac, LLC	Leon	\$24,000	March 2022*	To purchase a cargo van for her catering service, and kitchen equipment (sandwich station and three heat lamps).
Seafood, Wings And Things (SWAT), LLC	Leon	\$40,000	March 2022*	To purchase a second custom food truck.

**Anticipated closing date*

Chef Shac, LLC: Ms. Shacafrica Simmons (“Chef Shac”) is the managing owner of Chef Shac, LLC, a Tallahassee-based minority- and woman-owned business that has been in operation since 2014. Chef Shac and her partner, Chef Kay, share decades of catering experience and their newest venture is re-opening the turn-key café, Soulful, located within the Goodwood Museum and Gardens in midtown Tallahassee. Chef Shac has a large and loyal customer base, both locally and nationally. In fact, she won the 2017 season of ‘Chopped’ on the Food Network.



Figure 1: Chef Shac with Ted Allen, host of ‘Chopped.’



Figure 2: The Soulful sign (and logo).

Chef Shac received a loan for \$24,000 to purchase a cargo van for her catering service, and kitchen equipment (sandwich station and three heat lamps) for Soulful. She has been working with ARPC staff, the FAMU Federal Credit Union, and the Northwest Florida Black Business Investment Corporation since October 2021 to obtain the funds necessary to expand her business. As a result of this partnership, two (2) existing full-time jobs will be retained, and Chef Shac anticipates hiring another eight (8) positions by the end of 2022.

Seafood Wings And Things (SWAT), LLC: Mr. Je’Won Brown is the founder and owner of Seafood Wings And Things (“SWAT”), a successful Tallahassee-based minority-owned food truck that has been in operation since 2019. SWAT specializes in fried seafood, fried chicken tenders and wings, and their famous house lemonade. The food truck offers quality food in larger portion sizes and lower prices as compared to fried seafood and fried chicken competitors. The SWAT food truck has a permanent location within the parking lot of the Dollar Corner strip mall at the corner of West Tennessee Street and High Road (across the street from the FSU Target).

Mr. Brown received a loan for \$40,000 to purchase a second custom food truck, which will allow him to expand his business and continue operations until the business is self-sustainable. Mr. Brown will locate his second food truck in southside Tallahassee at another high traffic and high market demand intersection. Having a second food truck will also enable SWAT to keep one truck permanently located while moving the other to various locations when special events deem necessary. The business will retain two (2) full-time jobs, two (2) part-time jobs, and (1) seasonal position. The addition of a second food truck will employ two (2) additional full-time positions.

Figures 3 & 4: The SWAT food truck located at W. Tennessee St. & High



AGENDA ITEM 6 – b – 4c

REVOLVING LOAN FUND (RLF) REPORT

REVIVE! RLF

Jana Williams

ARPC REVIVE! RLF

The *Regional Economies Vested in Vital Enterprises (REVIVE!)* program is a \$1 million Revolving Loan Fund (RLF) to help establish new businesses and create employment opportunities or expand existing businesses and save existing jobs in Leon County/Tallahassee. ARPC staff is directing full attention toward promoting the REVIVE! RLF program to women- and minority-owned business owners in Leon County/Tallahassee and guiding loan applicants through the REVIVE! RLF loan application process. Beginning with a balance of \$1 million, the REVIVE! RLF currently has \$560,000 available for lending.



New Loan Applications

ARPC staff is currently reviewing one (1) loan application and plans to present it at the next ARPC Executive Committee meeting.

Approved Loan Applications

The ARPC Executive Committee approved two (2) REVIVE! RLF loans, totaling \$135,000, during the February 24, 2022 ARPC Full Board Meeting.

Table 1. Newly Approved REVIVE! Revolving Loan Fund Recipients

Business Name	County	Loan Amt	Loan Closed in	Purpose of Loan
Phenomenal Tresses, LLC	Leon	\$45,000	March 2022*	To use as working capital for expansion of a youth braiding camp, including the purchase of additional inventory and products, as well as minor interior renovations.
Tremont Construction, Inc.	Leon	\$90,000	March 2022*	To use as working capital and towards the purchase of a replacement dump truck.

**Anticipated closing date*

Phenomenal Tresses, LLC: Ms. Tamar Williams is the managing owner of Phenomenal Tresses, LLC, a Tallahassee-based minority and woman-owned hair salon that has been in operation since 2014. In addition to styling hair for African American women (ages 8 and over), Ms. Williams is also the teacher and leader of the Phenomenal Tresses Youth Braiding Camp, which she started during the summer of 2020. The three-week course covers the history of braiding and primary hair braiding techniques so that the students leave camp with a valuable life skill that they can use at home or as future occupation. Ms. Ford has also launched an all-natural

hair product line, which she sells at her salon and online (in addition to wigs and hair bundles) at www.phenomtresses.com.

Ms. Williams was approved for a \$45,000 loan to be used as working capital to prepare her summer camp to service one hundred students, for inventory and products, and for minor interior renovations within the salon to better facilitate the camp and retail product placement. The salon will retain its three (3) existing full-time and two (2) part-time jobs and Ms. Williams hopes to hire four (4) more part-time positions to assist with her braiding camp sessions.



Figure 1: Ms. Williams, owner

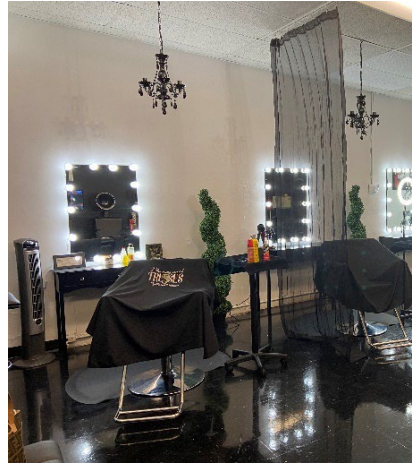


Figure 2: Salon services area



Figure 3: Youth Braiding Camp

Tremont Construction, Inc.: Mr. Calvin Ford is the managing owner of Tremont Construction, Inc., a Tallahassee-based minority business that has been in operation since 2003. The business is based in Leon County, but also provides commercial and industrial concrete, excavating and paving services to contractors in Gadsden, Jefferson, Liberty and Wakulla counties.

Mr. Ford received a loan for \$90,000 for working capital and towards the purchase of a replacement dump truck.

The business will retain its twenty-seven (27) existing full-time jobs and with the continued growth currently being experienced in Tallahassee's commercial construction market, the business should be able to add another (3) full-time jobs at the end of twelve (12) months.



Figure 4: Mr. Calvin Ford, owner

AGENDA ITEM 6 – b – 5

TRANSPORTATION PLANNING PROGRAM

Kwentin Eastberg – Pat Maurer

Best Workplaces for Commuters

Best Workplaces for Commuters (BWC) is an innovative membership program that provides national recognition to employers offering outstanding commuter benefits. Florida State University (FSU) received this distinction in January and will be recognized at our March Board Meeting.



ACTION NEEDED

**BWC Award Presentation
Mr. Richard Rind, Director
Transportation and Parking Services
Florida State University**

Transportation Disadvantaged (TD) Program

ARPC staff has completed and billed for all second quarter deliverables for FY 2021-2022. ARPC staff is now gearing up for the third quarter meeting of the Transportation Disadvantaged Local Coordinating Boards in all nine (9) counties. Items on this quarter’s agenda include a review of the *Annual Operating Report*, in addition to a review of the quarterly reports. Meetings are open to the public and all are invited to attend. Meeting notices are published in each local county newspaper, as well as on the ARPC website. A meeting calendar for the remainder of Fiscal Year 2021-2022 is provided below, in Table 1. *Please note, highlighted meeting dates have been updated since the last ARPC Full Board meeting.

Table 1: Transportation Disadvantaged Coordinating Boards: 2021 - 2022 Meeting Calendar

<i>COUNTY</i>	<i>MARCH 2022</i>	<i>JUNE 2022</i>
Calhoun 1:00 PM CT	29 Tuesday	7 Tuesday
Franklin 10:00 AM ET	30 Wednesday	8 Wednesday
Gadsden 2:00 PM ET	31 Thursday	16 Thursday
Gulf 12:00 PM ET	30 Wednesday	8 Wednesday
Jackson 10:00 AM CT	29 Tuesday	7 Tuesday
Jefferson	31	16

10:00 AM ET	Thursday	Thursday
Leon 2:00 PM ET	16 Wednesday	15 Wednesday
Liberty 3:30 PM ET	29 Tuesday	7 Tuesday
Wakulla 10:00 AM ET	16 Wednesday	15 Wednesday

Community Transportation Coordinator Selection

Every five (5) years, the designation for the Community Transportation Coordinator (CTC) goes out for bid. As the Designated Official Planning Agency, the ARPC is tasked with undertaking the procurement process for the CTC in each county and recommending the best transportation service provider for the county to the Commission for the Transportation Disadvantaged (CTD), who will ultimately enter into a service agreement with that transportation entity for the five-year term. During this cycle, Franklin, Gadsden, Gulf, Leon, and Liberty counties were up for designation. In Leon and Liberty counties, the local government is the transportation operator, and in this case can be exempt from competitive solicitation if the local government decides it would like to continue to serve as the CTC via resolution/board vote. In Franklin, Gadsden, and Gulf counties, ARPC staff followed the procurement process and published a *Request for Interest and Qualification (RFQ)* in the following media channels: the *Florida Administrative Register*, the largest circulating newspaper in each respective county, the ARPC website, and via the CTD email groups.

Due to the timing of various board meeting schedules, the Local Coordinating Boards (LCB) in each county typically provide their support before bringing the decision to the ARPC Board. However, due to the scheduling of ARPC Board meetings, Commission for Transportation Disadvantaged Board meetings, and LCB meetings, difficulty arises with scheduling them all in order. Therefore, any action needs to be made in such a way to include the caveat of moving forward, assuming the Local Coordinating Board (LCB) is also in support of the same outcome.

Franklin, Gadsden, and Gulf Counties

The RFQ process began advertising on February 21st with a deadline of submission by 5:00 pm on March 14th. At the time of this writing, the RFQ process remains open. However, ARPC staff will have time between the close of the RFQ and the March ARPC Board meeting to compile all information on responses and will be able to provide additional information at the ARPC Board meeting on March 24th.

Pending the outcomes of the RFQ, ARPC staff will either recommend moving to the next phase of the procurement process (if two or more eligible responses are received) or, if only one eligible response is received, ARPC staff may recommend the ARPC Board to move forward to authorize, by Resolution, the recommendation of the single eligible applicant, pending approval by the LCB.

ACTION NEEDED

Either

Motion to approve any or all ARPC Resolution(s) 22-1, 22-2, and 22-3 (pending approval from Local Coordinating Boards)

Or

Recommend moving to the next phase of the procurement process

Leon County

As a governmental entity, Leon County/City of Tallahassee (Star Metro), is exempt from competitive procurement as long as the governmental organization is willing to continue to provide transportation services. This item will be on the March 16th LCB meeting agenda, and the City of Tallahassee meeting agenda on March 23rd. As mentioned above, this information was not available as of the writing of this report, however ARPC staff will inform the ARPC Board of any updates that took place at those meetings to again request a recommendation of approving the recommendation via resolution or taking the next step in the procurement process.

ACTION NEEDED

Either

Motion to approve any or all of ARPC Resolution 22-4 [pending approval from Local Coordinating Board (March 16th) and City of Tallahassee Commission (March 23rd)]

Or

Recommend moving to the next phase of the procurement process

Liberty County

As a governmental entity, the Liberty County Board of County Commission d/b/a Liberty County Transit, is exempt from competitive procurement as long as the governmental organization is willing to continue to provide transportation services. This item was addressed at the Liberty County Board of County Commission Meeting on December 9, 2021. The Board voted to remain as the Community Transportation Coordinator (CTC) for Liberty County. The letter requesting to remain as the CTC is attached, below.

Liberty County Transit has a history of providing safe and affordable transportation and has the experience and expertise to provide this service for another five-year period. As such, ARPC staff recommends the ARPC Board move forward to authorize, by Resolution, the recommendation for the Liberty CTC designation as outlined in Resolution 22-5.

ACTION NEEDED

Motion to approve ARPC Resolution 22-5



**Liberty County Board
of County Commissioners**

P.O. Box 399
Bristol, FL 32321
Phone: (850) 643-5404



Dewayne Branch, Chairman

Doyle Brown

Jim Johnson, Vice-Chairman

Hannah Causseaux

Scott Phillips

December 9, 2021

Kwentin Eastberg

Apalachee Regional Planning Council

2507 Callaway Road, Suite 200

Tallahassee, FL. 32303

Re: Desire to remain the Community Transportation Coordinator for Liberty County.

Dear Mr. Eastberg:

The Liberty County Board of County Commissioners would like to express the desire to remain the Community Transportation Coordinator for Liberty County. Liberty County Transit, a division of Liberty County Board of County Commissioners, has been the proud coordinator for Liberty County for the last 37 years, since 1984. Liberty County Transit has maintained high standards of excellence for the residents of Liberty County, with few complaints, excellent reviews and inspections, as well as being able to provide some of the lowest rates in the state.

Based on our continued commitment with the residents of Liberty County we request that the Community Transportation Coordinator remain with the Liberty County Board of County Commission/Liberty County Transit.

Sincerely,

Dewayne Branch, Chairman



APALACHEE REGIONAL PLANNING COUNCIL

Local Partnerships. Regional Impact.

RESOLUTION NO. 2022-05

A RESOLUTION OF THE APALACHEE REGIONAL PLANNING COUNCIL RECOMMENDING A COMMUNITY TRANSPORTATION COORDINATOR FOR LIBERTY COUNTY TO THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

WHEREAS, the Apalachee Regional Planning Council is the designated official planning agency for the Transportation Disadvantaged program in Liberty County; and

WHEREAS, as part of their statutory duty must recommend to the Florida Commission for the Transportation Disadvantaged a Community Transportation Coordinator; and

WHEREAS, the Apalachee Regional Planning Council has considered the need to supply services under this program that best meet the demand in a cost-effective and cost-efficient manner; and

WHEREAS, the existing Memorandum of Agreement between the Florida Commission for the Transportation Disadvantaged and the current Community Transportation Coordinator expires on June 30, 2022; and

WHEREAS, Liberty County Board of County Commissioners, d.b.a. Liberty County Transit has proven itself to be a highly effective Community Transportation Coordinator for the past five years; and

WHEREAS, Liberty County Board of County Commissioners, d.b.a. Liberty County Transit is knowledgeable of the available resources, demands, and needs of the transportation disadvantaged; and

NOW THEREFORE BE IT RESOLVED that the Apalachee Regional Planning Council recommends to the Florida Commission for the Transportation Disadvantaged that the Liberty County Board of County Commissioners, d.b.a. Liberty County Transit be retained as the Community Transportation Coordinator in Liberty County for a five-year period beginning July 1, 2022 through June 30, 2027.

*Duly adopted by the Apalachee Regional Planning Council Board of Directors
on this 24th day of March, 2022.*

SIGNED:

ATTEST:

Kristin Dozier, ARPC Chair

Chris Rietow, Executive Director

www.arpc.org

2507 Callaway Rd, Suite 200 Tallahassee, FL 32303

850.488.6211

Serving Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Leon, Liberty, and Wakulla counties & their municipalities

Regional Commuter Assistance Program

RideOn Commuter Services is the Regional Commuter Assistance Program for the Florida Department of Transportation (FDOT) District 3 (D3). Commuter Assistance Programs offer free transportation consulting to local governments, employers, community stakeholders, and individuals. The program mission is to improve mobility in ways that are both economically beneficial and environmentally sustainable.



ARPC/*RideOn* staffs a toll-free hotline (1-888-454-RIDE) with information about various programs, local transit services, and other regional partners. To follow *RideOn* activities and events: visit Facebook at: <https://www.facebook.com/RideOnTogether>; download the *RideOn* App; or visit the website at: www.RideOnTogether.org.

Transportation Regional Incentive Program (TRIP)

Throughout the month of February, ARPC staff attended the Board of County Commission Meetings in Calhoun, Franklin, Gulf, Jackson, and Liberty counties to seek the joint approval from all five counties to join, through interlocal agreement, a Regional Transportation Area (RTA) encompassing all five counties. ARPC staff is happy to report that the above-referenced counties all unanimously approved to sign the *Interlocal Agreement* effectively establishing the RTA. ARPC staff will now work with each county to identify eligible funding projects under the TRIP umbrella, to which these counties now have access under the agreement.

Florida Bicycle Month - LoveToRide Challenge

ARPC staff has been preparing for the local launch of this statewide campaign, another partnership with the behavior-change-focused LoveToRide platform. In addition to community education and outreach events, refinements are being made to the *Cycle the Arts* project developed last fall by ARPC staff and the Council on Culture and Arts (COCA). Routes are being adjusted to improve comfort levels for beginning riders, who are also the focus of LoveToRide.



Figure 1: Florida Bicycle Month poster

Additional Program Area Information

During this period, Kwentin Eastberg and Pat Maurer both completed training with FDOT to be certified bike helmet fitters. This designation will allow them to request safety materials, including free bike helmets, from the Florida Bike/Ped Resource Center, thus allowing ARPC staff greater ability to engage with citizens of the Region to promote safe and equitable bicycle transportation.

Mr. Eastberg and Ms. Maurer continue to serve on the Capital Region Transportation Planning Agency (CRTPA)'s *Technical Advisory Committee*. Ms. Maurer is also an active member of the Leon County Community Traffic Safety Team and the *Transportation & Land Use Committee* of Sustainable Tallahassee.

AGENDA ITEM 6 – b – 6

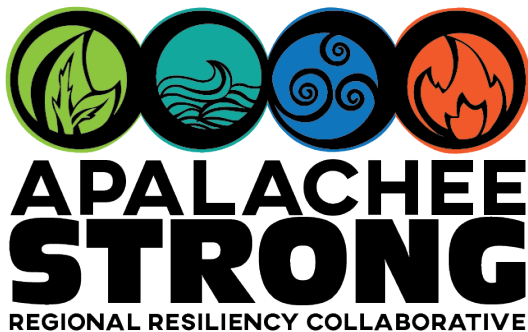
ENVIRONMENTAL PLANNING PROGRAM

Josh Adams – Evan Blythe

Franklin-98 (F-98) Living Shoreline Resiliency Project

The Franklin-98 (F-98) Shoreline Resiliency Project has finally received a *Request for Additional Information (RAI)* from the United States Army Corps of Engineers (USACE). This is the critical piece of information that the team has been waiting for in finalizing our 90% designs for the project area. Considering the feedback from USACE, ARPC staff have decided to cut the project in half, removing the eastern portion of the project due to lack of community desire to see it implemented along their portion of the project area. The project now seeks areas for restoration between Eastpoint and just east of the Franklin County School, at Yent Bayou.

The ARPC is currently looking into securing contractors for the marine construction work, with the hopes of developing a short list for contractors in early April. Should the project remain on-schedule, the construction will come at a perfect time for the reefs, allowing for enough time to establish before adding marsh, as well as being in place to capture the fall spat-set once water temperatures fall into the mid-60s. ARPC staff are expecting to receive the necessary Florida Department of Environmental Protection (FDEP) permit within a month of submitting updated plans to the Department.



Apalachee Strong – Resilience Collaborative

ARPC is excited to finally be working on its Regional Vulnerability Assessments. Partnering with Leon County, the ARPC has secured a \$247,000 grant from the FDEP to assess publicly owned infrastructure in in Apalachee Region, including all ARPC member counties and municipalities.

The project will analyze the vulnerability of publicly-funded critical assets (as defined in

Florida State Statute 380.093(2)(a)) to coastal and inland flooding over the course of the 2040 and 2070 Planning Horizons. This information will be the first vulnerability assessment in the Region under new statutory requirements. Once completed, ARPC staff will have a better understanding of potential impacts to the Region’s at-risk infrastructure. The information generated will also feed into the future *Florida Statewide Flooding and Sea Level Rise Resilience Plan*, key in identifying projects and securing potential funding opportunities.

AGENDA ITEM 6 – b – 7

Geographic Information Systems (GIS) Program Divina Lade

Franklin County GIS

ARPC staff recently developed two GIS web applications for Franklin County. The purpose of the first web application is to display information regarding Franklin County's flood zone areas (see Figure 1, below).

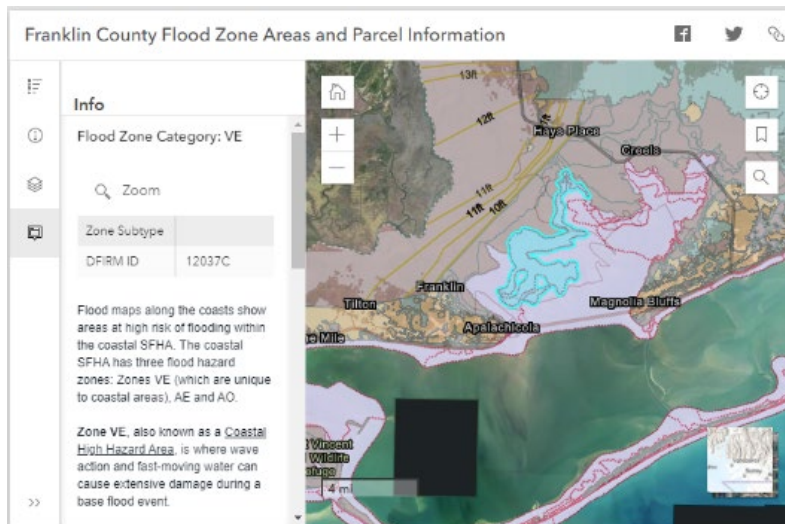


Figure 1: A desktop browser view of the Flood Zone Area web application.

The second web application, [Zoning Lookup](#), allows users to view zoning, parcel information, and land use information. The applications can be accessed using a web browser on any desktop computer, smartphone, tablet, or laptop (see Figures 2 and 3, below).

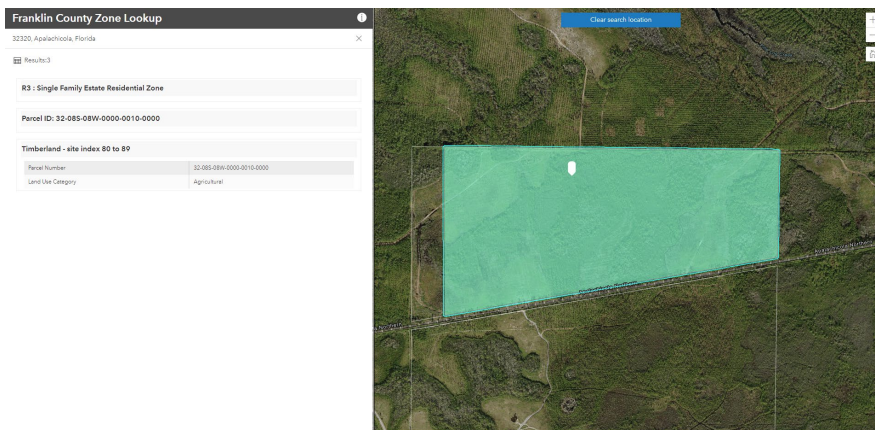


Figure 2, above: A desktop browser view of the Zoning Lookup web application.

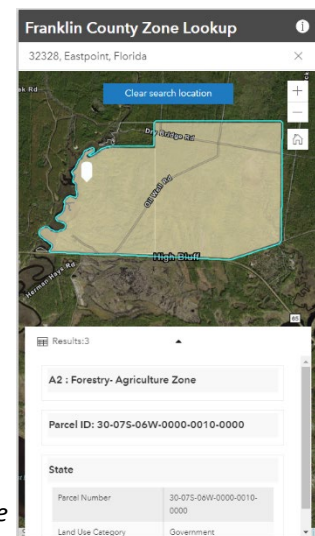


Figure 3, right: The same web application viewed via a mobile

Transportation

ARPC staff developed a *Regional Network and Transportation* map (see Figure 4) for five counties in the Region – Calhoun, Franklin, Gulf, Jackson, and Liberty. The map presents the Strategic Intermodal System facilities (SIS) within each county, including the location of any

strategic seaport, airport, highway, waterway, or railroad. The SIS GIS layers for this map were sourced from the Florida Department of Transportation (FDOT) website.

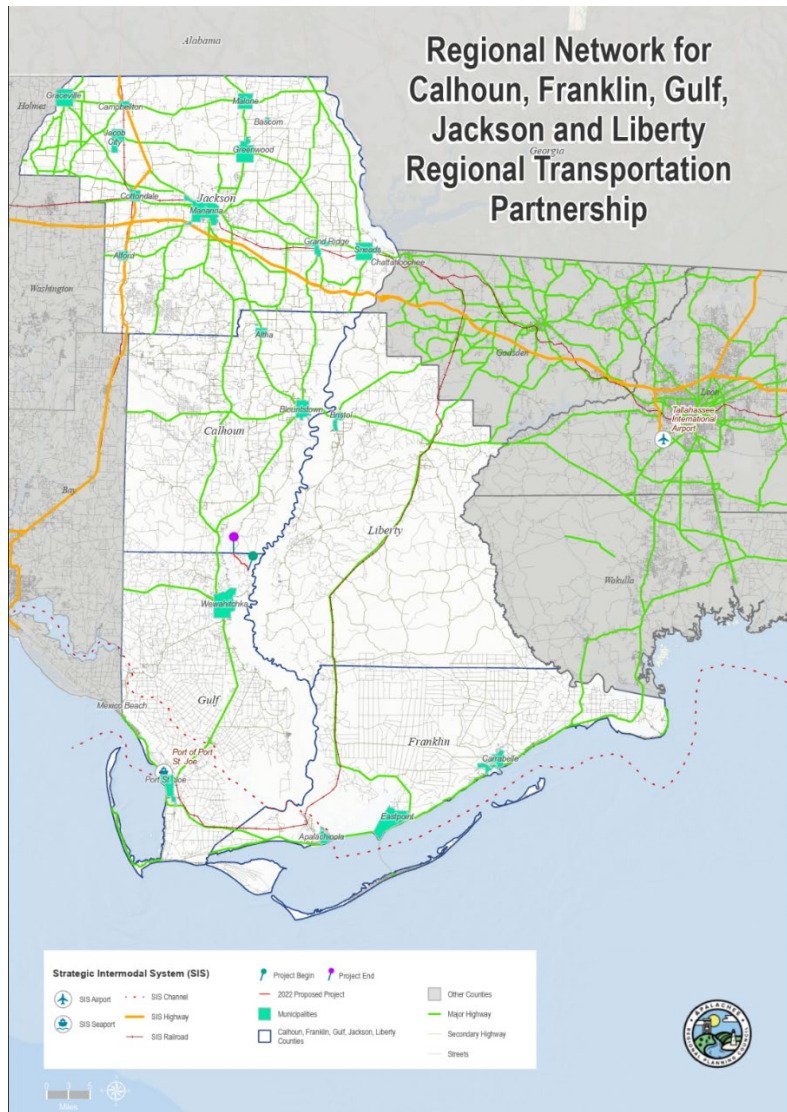


Figure 4. Regional Network and Transportation Map

Other Updates

1 - ARPC GIS staff updated the Franklin 98 project site GIS layers by adding an attribute table to show the following information:

- **Parcel Status:** this attribute indicates whether each property owner 'Approved' or 'Refused' to participate in the project.
- **Owner Information:** this attribute contains the name of the property owner, their address, and their contact information.
- **Field Notes:** this attribute refers to observations and notes taken during project site surveys.

2 - The Havana Central Business District (CBD) map was updated to highlight residential areas within the CBD.

AGENDA ITEM 6 – b – 8

HOUSING PROGRAM

Donald R. Morgan – Amber Zies

Calhoun County Hurricane Housing Recovery Program (HHRP)

ARPC staff continues to provide housing recovery assistance via the Hurricane Housing Recovery Program (HHRP) to Calhoun County residents impacted by Hurricane Michael. In conjunction with Calhoun County, ARPC has worked diligently to provide recovery assistance to residents whose homes and properties sustained significant damage by Hurricane Michael in 2018. Initially, **ninety-eight (98)** residents were conditionally approved to receive housing assistance under the HHRP. **Fifty-nine (59)** residents were officially approved with a total of **twenty-four (24)** projects in progress and **thirty-five (35)** projects that have been completed. Qualified Calhoun County residents are assisted through the following strategies identified by the Calhoun County Board of County Commissioners (BoCC) in the *Local Housing Assistance Plan (LHAP)*:

LHAP Strategies

- Purchase Assistance
- Owner-Occupied Housing Rehabilitation/Repairs
- Demolition/Reconstruction
- Foreclosure Prevention/Mortgage Assistance
- Land Acquisition and Construction (Mobile Home Placement)

ARPC staff is currently working to assist twenty-three (23) total residents in Calhoun County. These projects are inclusive of the following strategies:

- One (1) Purchase Assistance
- One (1) Land Acquisition and Construction
- Six (6) Rehabilitation projects
- Fifteen (15) new Mobile Home purchases that are representative of all Commission Districts.

The mobile home purchases are being completed by working with both U.S. Mobile Homes and Family Home Center of Dothan. These manufacturing companies have been excellent in communication with ARPC staff during this process and have been very accommodating to keep this program moving forward.

ARPC staff and the Calhoun BOCC are especially appreciative of the contractors who have



Figure 1: HHRP's second land acquisition took place on Tuesday, February 15th with Ray and Brenda at Calhoun-Liberty Abstract. Land was purchased in the Hugh Creek Community. The HHRP strategy includes the land and mobile home purchase. Congratulations!

performed rehabilitation and repair work on these homes. Throughout the program, ARPC staff has maintained a list of six qualified contractors who have been awarded bids.



Figure 2: Installation of new windows throughout a residence.



Figure 3: The addition of an ADA-compliant ramp added to a home.

The HHRP in Calhoun County has secured the services of General Contractor Jonas Bontrager to perform housing inspections. Staff has worked with Mr. Bontrager in other counties and can attest to his expertise. He will serve the program well and will certainly assist the County in moving their housing programs forward.

Calhoun County State Housing Initiatives Partnership (SHIP)

The ARPC was recently selected by the Calhoun BOCC to administer its SHIP Program. In addition to HHRP, ARPC staff members Donald Morgan and Amber Zies serve as the administrators of this program and are excited to lead yet another housing initiative in the County. Calhoun County receives an annual allocation of \$350,000 from the Sadowski Trust Fund (Florida Housing Finance Corporation) to assist residents in addressing housing repairs that impact life, safety, and code. The program serves as a vehicle to assist first-time home buyers with closing costs as well as residents who have fallen behind on mortgage payments and are at-risk for foreclosure (Foreclosure Prevention Program).

Wakulla County CDBG-MIT Grants

In July 2020, two applications were submitted to the Florida Department of Economic Opportunity (DEO) for the *Community Development Block Grant-Mitigation (CDBG-MIT)* on behalf of Wakulla County. The grant applications were proposals for the development of a

county-wide *Shelter Plan* and a *Disaster Risk Analysis and Adaptation Plan*, respectively. In January 2021, Governor DeSantis announced nearly \$20 million in awards, including both Wakulla proposals.

1. *Shelter Plan*: \$75,000 in CDBG-MIT (Community Development Block Grant – Mitigation) funding was awarded for the purpose of developing a *Shelter Plan*, which will enhance resiliency planning efforts and better equip Wakulla County in the provision of sufficient, safe, and effective sheltering for individuals in the event of a natural disaster or other emergency event.
2. *Disaster Risk Analysis and Adaptation Plan*: \$75,000 in CDBG-MIT (Community Development Block Grant – Mitigation) funding was awarded for the purpose of enhancing resiliency planning efforts through an update of Wakulla County's *Disaster Risk Analysis and Adaptation Plan*, which will include an analysis of potential hazards and an evaluation of existing conditions of the County's physical, social, economic, and environmental vulnerabilities.

The agreement for the *Shelter Plan* was fully executed on December 13, 2021, and work is in progress toward completing deliverables. The first deliverable is due in June. ARPC staff attended the Shelter Coordination Meeting hosted by the Wakulla County Sheriff's Office on March 7th. The purpose of the meeting was to discuss the County's current use of shelters and explore the feasibility of additional, potential shelter sites. This discussion will aid in the completion of the first deliverable, which is to identify and assess current and potential shelter sites in order to develop a coordination strategy. Stakeholders will have the opportunity to provide feedback through public meetings that will be held in the near future.

The *Disaster Risk Analysis and Adaptation Plan* is anticipated to be fully executed by the end of March 2022 and work shall begin thereafter.

Jackson County State Housing Initiatives Partnership (SHIP)

The ARPC is excited to announce a partnership with Jackson County to administer its *State Housing Initiatives Partnership (SHIP) program*. Since July 2021, the ARPC has been working with Jackson County residents to coordinate needed housing repairs, as well as to assist first-time home buyers with purchasing a home. ARPC staff is currently working with fifteen (15) residents to provide home repairs and two (2) first time home buyers. Notably, ARPC staff has also assisted a total of five (5) residents with the purchase of a new home -- providing closing, down payment, and other associated costs. This assistance greatly reduces the residents' monthly mortgage obligation and, most importantly, affords them the opportunity of a lifetime: home ownership!

AGENDA ITEM 6 – b – 9

MARKETING & COMMUNICATIONS PROGRAM

Melissa Franklin

850 Industrial Hemp 2022 Summit

To educate farmers, businesses, and interested individuals across North Florida about the economic opportunities for industrial hemp, the Apalachee Regional Planning Council is proud to present the Region’s second [850 Industrial Hemp Summit, April 26-28, 2022](#) in Tallahassee, FL. The focus of the Summit is to share information from North Florida’s farmers and the multitude of stakeholders across the State and nation. Attendees will have an opportunity to hear insights from national leaders in the industry, including, but not limited to, [Geoffrey Whaling](#), Chair of the [National Hemp Association](#); [Jacob Waddell](#), President of the [US Hemp Building Association](#); and [Holly Bell](#), Director of Cannabis of Florida Department of Agriculture and Consumer Services (FDACS).

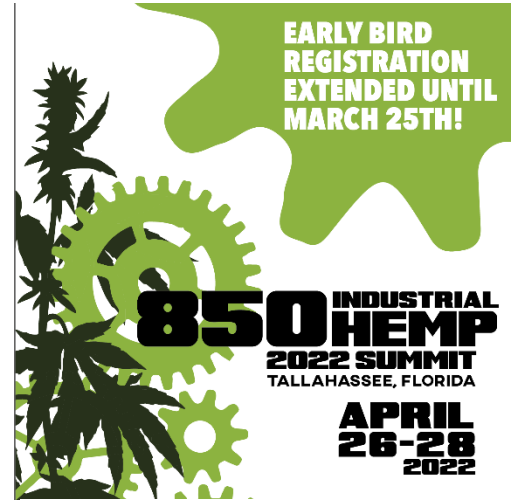


Figure 1: Click on the image to Register!

Media and Public Engagement

Education regarding the history and benefits of industrial hemp remains a top priority, and ARPC staff continue to utilize various points of engagement to increase public awareness. A recent example occurred on March 2nd at the Railroad Square Craft House. As part of the Women Wednesdays Speaker Series, ARPC staff coordinated a hybrid event entitled “The PowHER of Hemp.” As moderator, Leon County Commissioner Kristin Dozier led an informative and energetic panel of women working in the hemp industry. This event was both well-attended and well-received, and the community at-large was grateful for the opportunity to learn about the unlimited potential of industrial hemp for our Region.



Figure 2: Event panelists included Cetta Barnhart of Seedtime Harvest Farms, Ashley Guy of Tallulah CBD + Juicebar, and Brianna Kilcullen of ANACT.

Public awareness efforts continued on March 4th, as ARPC staff presented an 850 Industrial Hemp 2022 Summit information table at the First Friday event in Railroad Square. In addition, ARPC staff is participating in the 2022 Lemoyne Chain of Parks Festival. Planning and development of informational materials/craft activities have begun. This year, the ARPC booth will be focused on the versatility and innovation of industrial hemp. Local radio interviews leading up to the Summit are also being scheduled, including but not limited to, Tom Flanigan with WFSU and Terrance L. Barber with Heaven 98.3.

Marketing & Sponsorships

ARPC staff has established marketing partnerships with Domi Station, Women Wednesdays, US Hemp Building Association, Tallahassee-Leon County Office of Economic Vitality (OEV), and Oyster City Brewing Company. Staff continues to establish partners throughout the Region. **Please encourage your respective organizations and partners to help spread the word about the 850 Industrial Hemp 2022 Summit! [Sponsorship and Exhibitor opportunities are available!](#)**

ARPC General Communications

In January, ARPC staff developed and distributed the *January 2022 Board Notes* and continues to manage ARPC social media engagement, as well as website updates and document uploads. All websites (ARPC, BBHCC, and 850 Hemp) are monitored for updates on a weekly basis. In addition, ARPC staff provides general graphics and communications support throughout the organization’s numerous programs and projects, developing informative, professional, and eye-catching materials as needed.

APALACHEE REGIONAL PLANNING COUNCIL
BOARD NOTES: JANUARY 2022

RESILIENT INFRASTRUCTURE & DISASTER RESPONSE (RIDER) CENTER
 - WILL HILL, STRATEGIC INITIATIVES MANAGER

PRESENTATION HIGHLIGHTS

Will Hill, Strategic Initiatives Manager at the RIDER Center, provided an overview of the FAMU RIDER Center and the numerous ways in which their work benefits the Apalachee Region.

The RIDER Center is located on the top floor of the Slinger Building at Innovation Park in Tallahassee. The mission of the RIDER Center is to help communities better plan for, recover from, and cope with the causes and effects of disasters. Their vision is to ensure that everyone in the Apalachee Region is equitably resilient to disaster. Along those lines, their goal is to ensure that their research, lab equipment and faculty are readily available to the rural communities outside of Tallahassee. The RIDER Center consists of eleven (11) in-house faculty, forty (40) graduate students, and thirty (30) affiliate members from FAMU and FSU. There are five (5) core research laboratories at the RIDER Center, including (1) Water Sustainability and Coastal Hazards (WaSCH), which focuses on stormwater runoff, storm surge prediction and evacuation, flood events, and nature-based solutions to flooding in communities; (2) Resilient Materials and Structures (REMS) which studies the impact of wind on natural and man-made structures; (3) Laboratory of Advanced Operations Research and Resilience Applications (LAORRA), which studies logistics, supply chain, evacuation, drones, and road configuration impact on driver behavior; Sustainable Infrastructure Management (SIM), which focuses on how to effectively and efficiently remove debris after a disaster or from a demolition site; and (5) Methane Emissions Reduction Initiative (MERI), which studies landfills and solid waste management.

The RIDER Center is striving for more community collaboration and toward a multinetwork approach that begins and ends with the communities they want to help. Mr. Hill invited all Board members to come tour the RIDER Center and learn more about how their local governments can benefit from the RIDER Center’s research initiatives. For further information, Mr. Hill can be contacted via email at whill04@fsu.edu or by phone at (239) 297-9695.

RIDER

NEXT ARPC BOARD MEETING: MARCH 24, 2022

AGENDA ITEM 6 – c

**APALACHEE REGIONAL PLANNING COUNCIL
Executive Committee Virtual Meeting**

Executive Committee Meeting Minutes - Thursday, February 24, 2022

Item 1. Welcome and Introductions

Chair Dozier called the meeting to order at 10:05 am. As this was a virtual meeting, roll call was digitally recorded via the GoToMeeting platform. Chair Dozier welcomed all attendees.

ARPC Executive Committee Members in Attendance

Kristin Dozier, Chair	Leon County Commissioner
Ricky Jones, Vice-Chair	Franklin County Commissioner
John Jones, Past Chair	City of Monticello Councilman
Lisa Miller, FRCA Policy Board Rep	Governor’s Appointee (Leon County)

ARPC Staff in Attendance

Chris Rietow	Executive Director
Janice Watson	Finance Director
Jana Williams	RLF Manager
Monica Pitts	Deputy Finance Director
Josh Pasqualone	ARPC Attorney

Item 2. Approval of Minutes.

Chair Dozier inquired as to whether the Executive Committee had any comments prior to approving the January 25, 2022 Executive Committee meeting minutes. Commissioner Ricky Jones indicated that a motion made under ‘Item 3. Executive Director Evaluation’ was incorrectly attributed to being both motioned and seconded by Commissioner Jim Peacock. Therefore, the minutes must be amended to reflect the correct order of the proceedings, which was that Commissioner Jim Peacock issued the motion and the motion was seconded by Commissioner Ricky Jones.

A motion was made by Governor’s Appointee Lisa Miller to approve the minutes of the January 25, 2022 ARPC Executive Committee Meeting as amended. The motion was seconded by Commissioner Ricky Jones. A vote was taken, and the motion carried unanimously.

Item 3. CARES Act & REVIVE! RLF Applications (Jana Williams)

- a. **Chef Shac, LLC – Leon County:** ARPC staff recommended approval of a loan request for \$24,000 from Ms. Shacafrika Simmons of Chef Shac, LLC, amortized for a period of 5 years at 6% interest with a monthly payment of \$475.00 to begin on July 1, 2022. The purpose of the loan is to purchase a cargo van for the catering service and kitchen equipment for her new restaurant, Souful. As collateral for the loan, the ARPC will hold a lien on the cargo van, UCC liens on the new kitchen equipment, and \$7,000 cash to

secure the remainder of the loan amount that is not covered by the liens. ARPC staff recommended that the loan should be funded from the CARES Act RLF.

A motion was made by Commissioner Ricky Jones to approve the CARES Act RLF loan for Chef Shac, LLC. The motion was seconded by Councilman John Jones. A vote was held, and the motion carried unanimously.

- b. Phenomenal Tresses, LLC – Leon County:** ARPC staff recommended approval of a loan request for \$45,000 from Tamar Williams (salon owner), amortized for a period of 10 years at 5% interest with the first monthly payment of approximately \$500.00 to begin on July 1, 2022. The loan will provide Ms. Williams with working capital to prepare her youth braiding summer camp to service one hundred students; for inventory and products; and for minor interior renovations within the salon to better facilitate the camp and retail product placement. To secure the loan, ARPC will hold the first position on a 3 bedroom/2 bath residential home located in Crawfordville, Florida. ARPC staff recommended that the loan should be funded from the REVIVE! RLF.

A motion was made by Commissioner Ricky Jones to approve the REVIVE! RLF loan for Phenomenal Tresses, LLC. The motion was seconded by Councilman John Jones. A vote was held, and the motion carried unanimously.

- c. Tremont Construction, Inc. – Leon County:** ARPC staff recommended approval of a loan request for \$90,000 from Mr. Calvin Ford (company owner), amortized for a period of 10 years at 5% interest with the first monthly payment of approximately \$975.00 to begin on July 1, 2021. Mr. Ford intends to use the loan for working capital and towards the purchase of a replacement dump truck. To secure the loan, Mr. Ford is offering the ARPC a first position on three (3) vacant residential lots in Leon County and Uniform Commercial Code (UCC) liens on three (3) pieces of John Deere heavy equipment. ARPC staff recommended that the loan should be funded from the REVIVE! RLF.

A motion was made by Commissioner Ricky Jones to approve the REVIVE! RLF loan for Tremont Construction, Inc. The motion was seconded by Councilman John Jones. A vote was held, and the motion carried unanimously.

- d. Seafood Wings And Things (SWAT), LLC – Leon County:** Initially, ARPC staff recommended approval of a \$50,000 loan to Mr. Je'Won Brown (company owner) for the purpose of buying a second food truck. After discussing Mr. Brown's loan application, the Executive Committee adjusted the proposed amount and terms of the loan as follows: if Mr. Brown agrees to invest at least 10% of his own money into the purchase of the second food truck, then the ARPC will lend him \$40,000 amortized for a period of 5 years at 6% interest with the first monthly payment of approximately \$975.00 to begin on July 1, 2021. To secure this loan, Seafood Wings And Things (SWAT), LLC is offering the ARPC a lien on the second food truck and attached equipment. As part of this agreement, the ARPC will be acknowledged as the lienholder and assigned as an Additional Insured on the food truck's insurance policy. The ARPC will hold the title

on the fully equipped truck until the loan has been paid off in full. ARPC staff recommended that the loan should be funded from the CARES Act RLF.

A motion was made by Commissioner Ricky Jones to approve the CARES Act loan for Seafood Wings And Things (SWAT), LLC as amended by the Executive Committee. The motion was seconded by Councilman John Jones. A vote was held, and the motion carried unanimously.

- e. **Rutabaga Café & Soiree Catering, LLC – Gadsden County:** Chef Billy Austin, current CARES Act RLF borrower and owner of Rutabaga Café & Soiree Catering, called ARPC staff with an emergency request for a \$3,500 ninety-day loan to use as working capital during the busy spring wedding season. ARPC staff recommended approval of the loan request, amortized for a period of 3 months at 6% interest, to be paid back in full by June 2, 2022. ARPC staff also recommends that the ARPC retain its second position on the mortgage of Mr. Austin’s property in Chattahoochee, FL, in addition to UCC liens on 3 restaurant appliances. The addition of the new loan with Mr. Austin’s existing principal balance is permissible via a future advance clause, as provided within Mr. Austin’s Mortgage Deed to the ARPC, executed on May 18, 2021. The loan will be funded from the CARES Act RLF.

A motion was made by Commissioner Ricky Jones to approve the CARES Act RLF loan for Rutabaga Café & Soiree Catering. The motion was seconded by Councilman John Jones. A vote was held, and the motion carried unanimously.

Item 4. Coalition Against Bigger Trucks (“CABT”)

- a. The ARPC received a request from the Coalition Against Bigger Trucks (“CABT”) to prepare a Letter of Support to the Region’s congressional delegation to oppose the following amendments if they are offered on the U.S. Legislative floor while debating the INVEST in America Act (H.R. 2):
 - Amendment #245: increasing weights for logging trucks on interstates in as many as 30 states,
 - Amendment #21: allowing 100,000-pound trucks carrying agricultural products on interstates in Connecticut, and
 - Amendment #246: allowing heavy truck weights on a proposed interstate in Texas.

According to documentation from the CABT, these three amendments set a dangerous precedent to expand truck weights across this country. Mr. Rietow stated that the Tampa Bay Regional Planning Council has already expressed their opposition to these amendments, but he was unaware of other RPCs following suit. The Executive Committee directed Mr. Rietow to gather more information surrounding this issue in time for the next ARPC Executive Committee so that they can come to a general consensus regarding whether or not the ARPC should issue a statement concerning the proposed amendments.

Item 5. Other Business

The March Executive Committee meeting is scheduled on the same day and time as the next ARPC Full Council Board Meeting. Mr. Rietow will send out a Doodle Poll to see if the Executive Committee members would like to reschedule the Executive Committee meeting to another date and time in March. There being no further business, the meeting was adjourned at 10:50 am.

APPROVED BY: THE APALACHEE REGIONAL PLANNING COUNCIL EXECUTIVE COMMITTEE
MEETING ON March *TBD*, 2022

SIGNED:

ATTEST:

Kristin Dozier
Chair

Chris Rietow
Executive Director



MONTHLY ACTIVITY REPORT: January 2022

RESOURCE DEVELOPMENT/CAPACITY BUILDING and OUTREACH

- Organized and distributed the January 2022 Florida Regional Councils Association (FRCA) Newsletter, *FRCA Forward*. Updated the FRCA website and Facebook page.
- Updated the email lists for and maintain the email listserv for approximately 2,350 individuals who receive *FRCA Forward*.
- Maintained and updated the FRCA website: www.flregionalcouncils.org.
- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, organized, participated in or attended the following meetings and shared information:
 - Economic Impact Dashboard Training hosted by the Apalachee RPC
 - Rural Economic Development Initiative Meeting hosted by Department of Economic Opportunity
 - Resiliency Collaborative Forum hosted by The Nature Conservancy
- Compiled the October – December quarterly report to the Department of Economic Opportunity on economic activities in each regional planning council area.
- Arranged for sponsorship of and attended the 3rd Annual Rural Counties Days which took place January 26-27, 2022, in Tallahassee.
- Arranged for sponsorship of the Policy and Planning Workshop hosted by the Florida Chapter of the American Planning Association scheduled for February 10-11, 2022, virtually.

ASSOCIATION MANAGEMENT

- Participated with the January FRCA Executive Directors Advisory Committee (EDAC) and the Winter Policy Board Forum held virtually.
- Prepared for the February and March EDAC and Partners Meetings.
- Organized and hosted FRCA Policy Board Working Group Meeting on Building Inspections legislation.
- Continued to coordinate logistics for the 2022 meeting and conference schedule.
- Distributed the FRCA Bill Report, grant opportunities and information of interest from local, state and national organizations.



MONTHLY ACTIVITY REPORT: February 2022

RESOURCE DEVELOPMENT/CAPACITY BUILDING and OUTREACH

- Organized and distributed the January 2022 Florida Regional Councils Association (FRCA) Newsletter, *FRCA Forward*. Updated the FRCA website and Facebook page.
- Updated the email lists for and maintain the email listserv for approximately 2,350 individuals who receive *FRCA Forward*.
- Maintained and updated the FRCA website: www.flregionalcouncils.org.
- To enhance partnerships and strengthen the relationship between regional planning councils and their state and federal partners, organized, participated in or attended the following meetings and webinars:
 - Florida Resilient Coastlines Program Quarterly Forum hosted by the Department of Environmental Protection
 - Policy and Planning Workshop hosted by the Florida Chapter of the American Planning Association
 - BRIDGES: Building Regional Readiness for Investment & Growth in the South
 - Rural Economic Development Initiative Meeting hosted by Department of Economic Opportunity
 - Florida Division of Emergency Management Meeting on the F-ROC Program

ASSOCIATION MANAGEMENT

- Hosted the February FRCA Executive Directors Advisory Committee (EDAC) and Executive Committee meeting and prepared for the March EDAC Meeting.
- Coordinated sponsorship of the annual Florida Association of County Conference scheduled for June 28-30, 2022, in Orlando.
- Continued to coordinate logistics for the 2022 meeting and conference schedule.
- Coordinated with the FRCA lobbyist and distributed the FRCA Bill Report
- Distributed grant opportunities and information of interest from local, state and national organizations.



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