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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

## **MEETING NOTICE**

### **EXECUTIVE COMMITTEE**

There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **December 14, 2023**. The meeting will be held as a hybrid meeting in-person at the **Holiday Inn Hotel and Suites, Santa Fe Room, 213 Southwest Commerce Boulevard, Lake City, Florida**, and via Communications Media Technology at **6:00 p.m.**

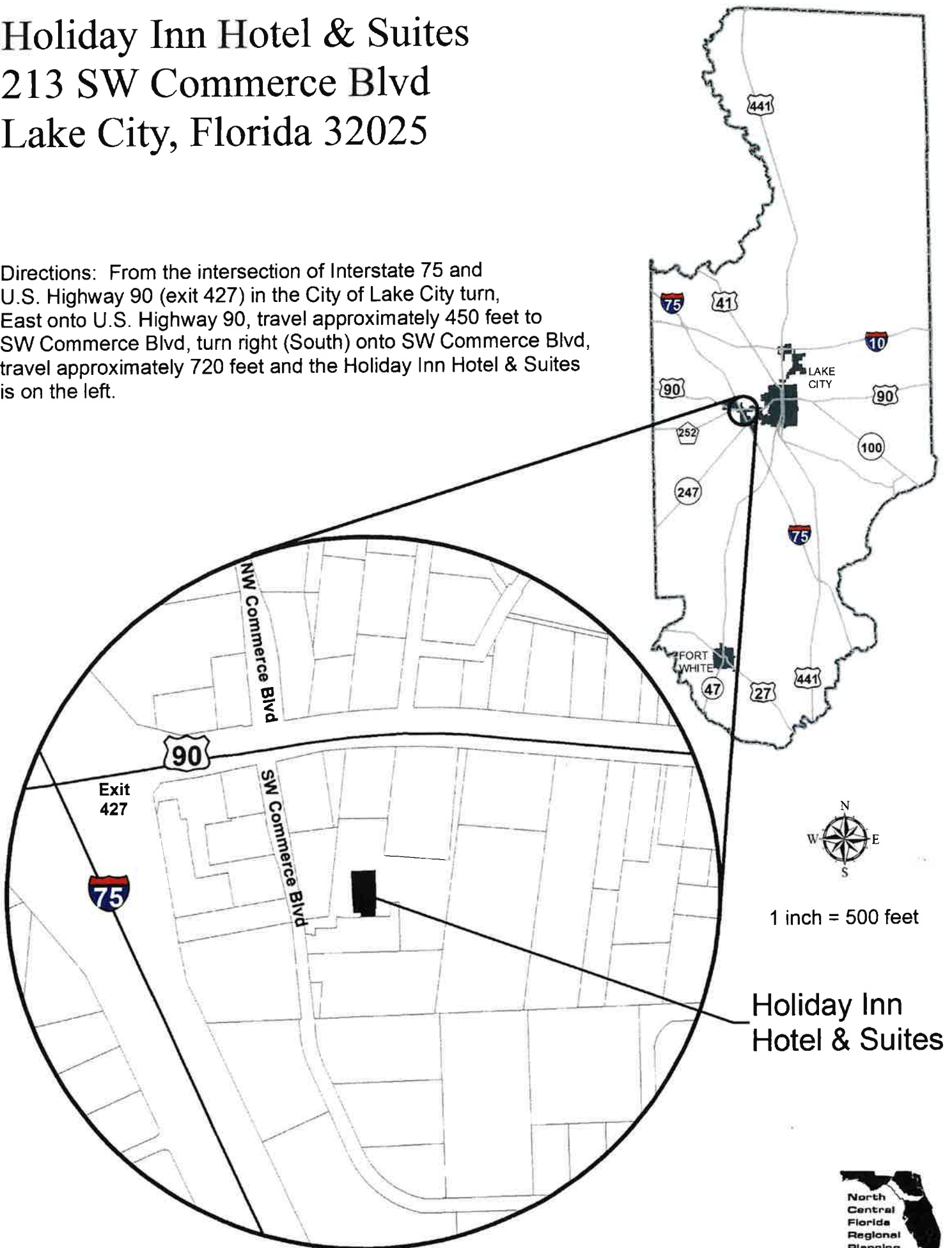
**DIAL IN NUMBER: Toll Free 1.888.585.9008**

**CONFERENCE CODE: 568 124 316**

# Holiday Inn Hotel & Suites

213 SW Commerce Blvd  
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.





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## AGENDA

### EXECUTIVE COMMITTEE

Hybrid Public Meeting  
Holiday Inn Hotel & Suites  
213 Southwest Commerce Boulevard  
Lake City, Florida and  
Via Communications Media Technology

December 14, 2023  
6:00 p.m.

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\* I. APPROVAL OF MINUTES - October 26, 2023

II. CONTRACTS AND APPLICATIONS - None

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION

\* A. Removal of Surplus Property from List of Capital Assets

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V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS

The Committee welcomes you to this meeting. This time is set aside for our citizens and general public to address the Committee on any matter not included on the agenda. This is not a question or answer time, it is not a political forum, nor is it a time for personal accusations or derogatory remarks to or about Council personnel. If you would like to address the Committee, please complete a form, come forward when you are called, and state your name and address for the record. Please also limit your comments to not more than three minutes. Your participation is welcomed.

See Attachments

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Dedicated to improving the quality of life of the Region's citizens,  
by enhancing public safety, protecting regional resources,  
promoting economic development and providing technical services to local governments.



NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
EXECUTIVE COMMITTEE  
MINUTES

Hybrid Meeting  
Holiday Inn Hotel & Suites  
Lake City, Florida and  
Via Communications Media Technology

October 26, 2023  
5:30 p.m.

MEMBERS PRESENT  
IN PERSON

Robert Brown, Treasurer  
Fletcher Hope, Vice-Chair

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(FOR QUORUM)

John Meeks, Secretary  
Janice Mortimer, Chair

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(NOT FOR QUORUM)

None

MEMBERS ABSENT

Anthony Adams, Immediate Past Chair

STAFF PRESENT

Scott Koons - In Person

OTHERS PRESENT

Stew Lilker, Columbia County Observer - In Person  
Jonathan Wershow, Council Attorney - Virtual

Chair Janice Mortimer requested that Vice-Chair Fletcher Hope serve as the presiding officer for the meeting. Noting a quorum being present, Vice-Chair Hope called the meeting to order at 5:32 p.m.

I. APPROVAL OF MINUTES - September 28, 2023

**ACTION:** Commissioner Brown made the motion, with a second by Commissioner Meeks, to approve the minutes for the September 28, 2023 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - None

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION

A. GENERAL ADMINISTRATION - Assigned Fund Balance - Capital Reserve

**ACTION:** Commissioner Brown made the motion, with a second by Commissioner Meeks to recommend that the Council encumber \$4,000 of the Council's unassigned fund balance as part of the assigned fund balance to increase the Capital Reserve Fund balance for accumulated depreciation of building and equipment costs to \$581,000. The motion carried unanimously.

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS - None

The meeting adjourned at 5:39 p.m.

\_\_\_\_\_  
Janice D. Mortimer, Chair

12/14/23  
Date



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December 7, 2023

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Removal of Surplus Property from List of Capital Assets

RECOMMENDATION:

**Declare the property listed on the attached schedule to be surplus property, and authorize its removal from the Council’s list of capital assets, and disposal of it in accordance with Council policy.**

BACKGROUND:

The property items listed on the attached table are photocopy and computer hardware of outdated technology. It is requested that they be declared surplus property. It is further requested that approval be given to dispose of this equipment in accordance with Council policy, which will result in transporting it to the Leveda Brown Hazardous Waste Collection Center in Alachua County, donating the equipment to a governmental agency or nonprofit organization, or recycling the equipment.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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December 7, 2023

TO: Fixed Asset File

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Surplus Inventory

Number	Original Cost	Description	Serial Number	Purchased
3184	\$12,497.50	Canon Advanced C9065 Pro V2 Base Model Color Copier	HJX50682	06/18/12
	\$3,300.00	Accessories for Canon Advanced C9065 Pro V2 Copier	2988B001AA	11/08/12
	\$15,797.50	Sum * All fully depreciated		

The above items are either broken or of such outdated technology that they are no longer being used.

We need to have them taken off the inventory list so they can be disposed of in accordance with Council policy.

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