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# **MEETING NOTICE**

## **EXECUTIVE COMMITTEE**

There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **January 25, 2024**. 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.**

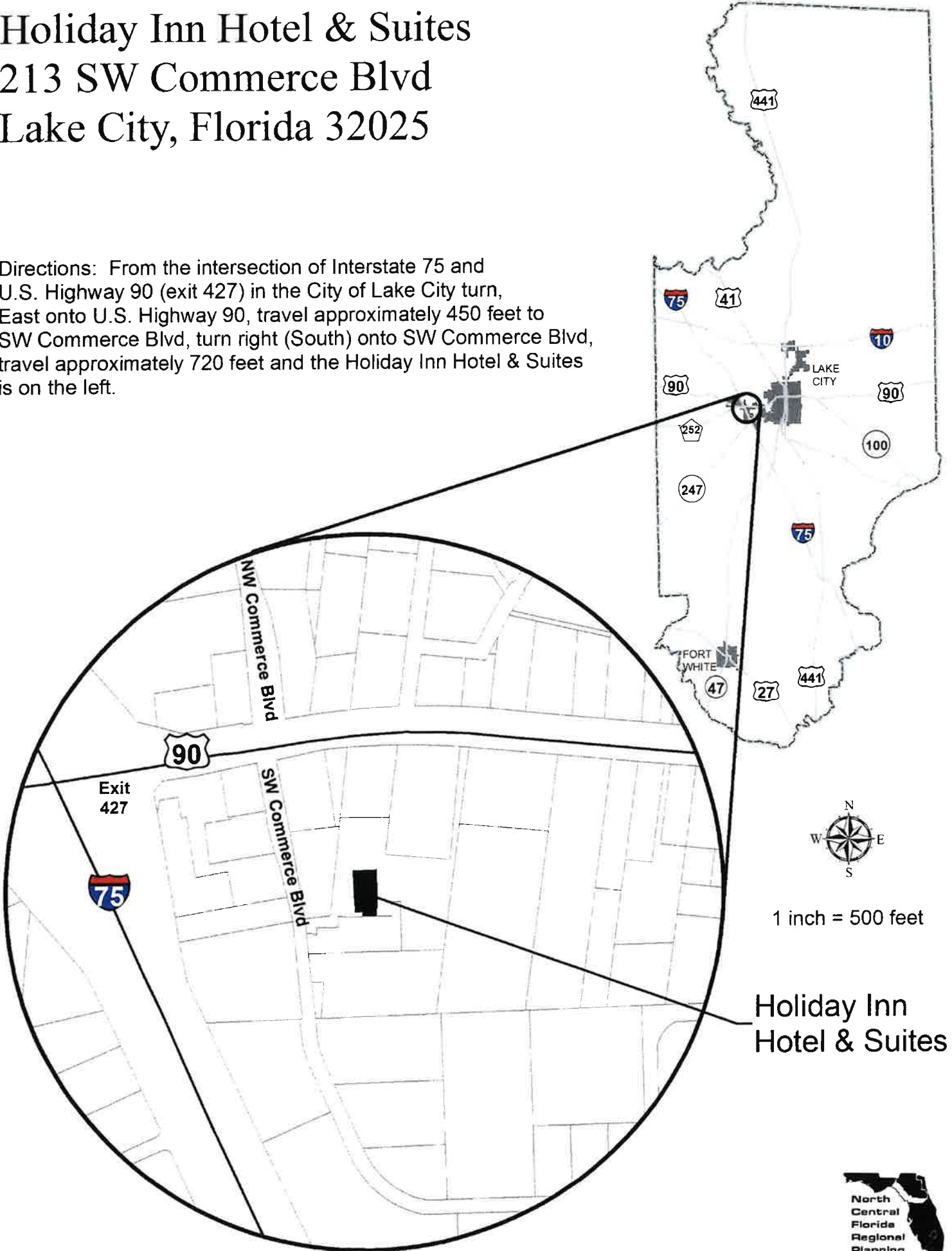
**DIAL IN NUMBER: Toll Free 1.888.585.9008**

**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

January 25, 2024  
6:00 p.m.

	<u>Page</u>
* I. APPROVAL OF MINUTES - December 14, 2023	5
II. CONTRACTS AND APPLICATIONS - None	
III. PROGRAM REPORT -	
* A. Transportation Disadvantaged Local Coordinating Board Appointments	9
IV. GENERAL ADMINISTRATION -	
* A. Proclamation Proclaiming February 19-25, 2024 Hazardous Materials Awareness Week	11
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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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
EXECUTIVE COMMITTEE  
MINUTES

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

December 14, 2023  
6:00 p.m.

MEMBERS PRESENT  
IN PERSON

Anthony Adams, Immediate Past Chair  
Robert Brown, Treasurer  
Fletcher Hope, Vice-Chair  
John Meeks, Secretary

STAFF PRESENT

Scott Koons - In Person

OTHERS PRESENT

Stew Lilker, Columbia County Observer - In Person

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(FOR QUORUM)

Janice Mortimer, Chair

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(NOT FOR QUORUM)

None

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 6:06 p.m.

I. APPROVAL OF MINUTES - October 26, 2023

**ACTION:** Commissioner Meeks made the motion, with a second by Commissioner Brown, to approve the minutes for the October 26, 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 - Removal of Surplus Property from the Fixed Asset List

**ACTION:** Commissioner Brown made the motion, with a second by Commissioner Adams, to recommend that the Council declare the items listed on the schedule, which is attached herein and made a part of these minutes, as surplus property and to approve the disposal of this equipment in accordance with Council policy. The motion carried unanimously.

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS

Stew Lilker, Columbia County Observer, discussed public comments concerning items not on the Committee agenda.

The meeting adjourned at 6:11 p.m.

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Janice D. Mortimer, Chair

1/25/24

Date



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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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January 18, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Local Coordinating Board Appointments

RECOMMENDATION:

- **Appoint Commissioner Desiree Mills Chair of the Levy County Transportation Disadvantaged Coordinating Board; and**
- **Appoint Lisa Payne the voting Florida Agency for Healthcare Administration Representative on the Dixie and Lafayette County Transportation Disadvantaged Coordinating Board.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the local Transportation Disadvantaged Coordinating Boards. It is recommended Commissioner Desiree Mills be appointed Chair of the Levy County Transportation Disadvantaged Coordinating Board. It is recommended Lisa Payne be appointed the voting Florida Agency for Healthcare Administration Representative on the Dixie and Lafayette County Transportation Disadvantaged Coordinating Boards.

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





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January 18, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Proclaiming February 19, 2024 - February 25, 2024  
Hazardous Materials Awareness Week

RECOMMENDATION:

**Approve the attached proclamation proclaiming the week of February 19, 2024 - February 25, 2024 as Hazardous Materials Awareness Week in the north central Florida region.**

BACKGROUND:

The North Central Florida Local Emergency Planning Committee has the job of increasing the safety of our communities from chemical releases. Public outreach and education are important to increasing chemical safety in our communities. The North Central Florida Local Emergency Planning Committee has designated the week of February 19, 2024 - February 25, 2024 as Hazardous Materials Awareness Week. It is recommended that the Council join in this public outreach effort by proclaiming the week of February 19, 2024 - February 25, 2024 as Hazardous Materials Awareness Week (see attached Proclamation).

One goal of Hazardous Materials Awareness Week is to let the public know that facilities, first responders and emergency management are working together to ensure that our communities are as prepared as possible for both accidental and deliberate releases of hazardous materials. A second goal is to encourage local governments to take advantage of free hazardous materials training classes offered by the Local Emergency Planning Committee.

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

Attachment

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# PROCLAMATION

## PROCLAIMING FEBRUARY 19, 2024 - FEBRUARY 25, 2024 AS HAZARDOUS MATERIALS AWARENESS WEEK

WHEREAS, the safe use of hazardous materials is essential to citizens, business, industry and local governments to maintain economic stability and the public health; and

WHEREAS, the North Central Florida Regional Planning Council recognizes the importance of protecting our communities from both accidental and deliberate releases of hazardous materials and joins the North Central Florida Local Emergency Planning Committee, and numerous municipalities, counties and school boards, in publicly promoting community hazardous materials safety; and

WHEREAS, it is essential for local governments, regional planning councils and local emergency planning committees to work together to increase community safety by encouraging emergency responders to attend free training on how to safely respond to releases of hazardous materials; and

WHEREAS, citizens need to know that local governments, businesses, emergency responders and emergency planners are working together to ensure that our communities are as prepared as possible for both accidental and deliberate releases of hazardous materials.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of February 19, 2024 - February 25, 2024 as *Hazardous Materials Awareness Week* throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 25th day of January 2024.

ATTEST:

SEAL

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John M. Meeks, Secretary

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Janice D. Mortimer, Chair

