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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 **October 24, 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.**

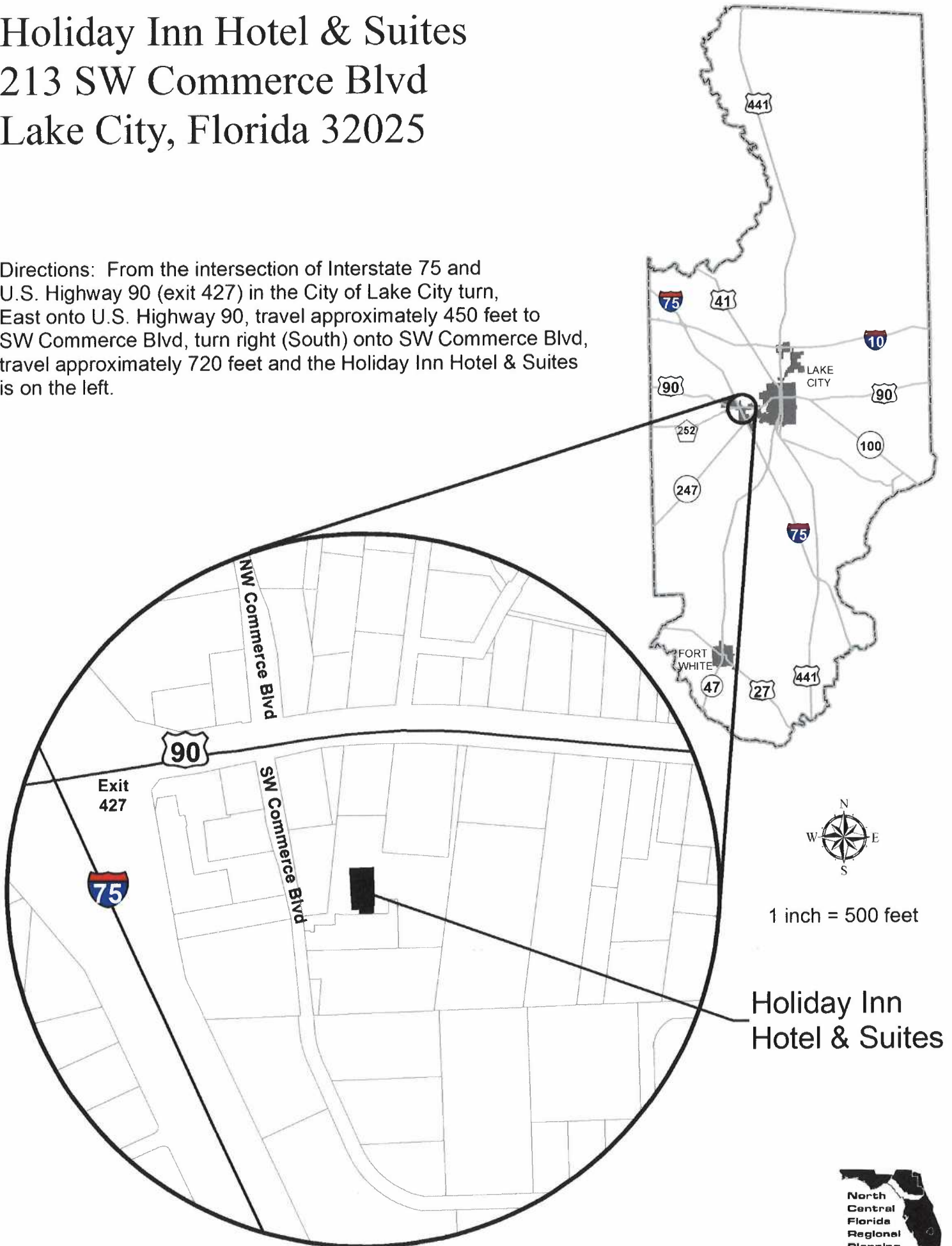
DIAL IN NUMBER: Toll Free 1.888.585.9008

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

October 24, 2024
6:00 p.m.

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III. PROGRAM REPORT - None	
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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. If you would like to address the Committee, please complete a form, come forward when you are called, and state your name 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

August 22, 2024
6:00 p.m.

MEMBERS PRESENT
IN PERSON

Mary Alford, Secretary
Fletcher Hope, Chair
Janice Mortimer, Immediate Past Chair

VIA COMMUNICATIONS
MEDIA TECHNOLOGY
(FOR QUORUM)

None

MEMBERS PRESENT
VIA COMMUNICATIONS
MEDIA TECHNOLOGY
(NOT FOR QUORUM)

None

Noting a quorum being present, Chair Hope called the meeting to order at 6:00 p.m.

I. APPROVAL OF MINUTES - JULY 25, 2024

ACTION: Commissioner Mortimer made the motion, with a second by Commissioner Alford, to approve the minutes for the July 25, 2024 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS -

A. Local Government Comprehensive Planning Services Agreements
Fiscal Year 2024-25

ACTION: Commissioner Alford made the motion, with a second by Commissioner Mortimer, to recommend that the Council authorize the Chair to execute technical assistance services agreements on a fixed fee basis to assist counties and cities with implementing their comprehensive plans and land development regulations for Fiscal Year 2024-25. The motion carried unanimously.

B. Hazardous Waste Monitoring Verification and Notification Services Agreements
Fiscal Year 2024-25

ACTION: Commissioner Alford made the motion, with a second by Commissioner Mortimer, to recommend that the Council authorize the Chair to execute agreements with Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Suwannee and Union Counties for hazardous waste monitoring for Fiscal Year 2024-25. The motion carried unanimously.

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION - None

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS -

Stew Lilker, Columbia County Observer, discussed in person and virtual guest speaker presentations at Council meetings.

The meeting adjourned at 6:12 p.m.

Fletcher J. Hope Jr., Chair

10/24/24
Date



II.A.

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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Local Government Comprehensive Planning Services Agreement
Fiscal Year 2024-25 City of Lake City

RECOMMENDATION:

Authorize the Chair to execute a Fiscal Year 2024-25 agreement with the City of Lake City to provide local government comprehensive planning assistance services in the amount of \$23,500.

BACKGROUND:

The Council proposes to enter into a technical assistance agreement with the City of Lake City to provide local government comprehensive planning assistance to prepare public notices, draft ordinances, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments. The amount of the agreement will be \$23,500.

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

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October 17, 2024

TO: Council Members

FROM: Scott Koons, AICP, Executive Director 

SUBJECT: Community Development Block Grant Federal Fiscal Year 2022
Administrative Services Agreement - Town of Mayo

RECOMMENDATION:

Authorize the Chair to sign an agreement with the Town of Mayo to provide Community Development Block Grant administrative technical assistance services for their Hosing Rehabilitation Project for a fixed fee amount of \$92,500.

BACKGROUND:

The Council proposes to enter into a technical assistance agreement with the Town of Mayo to provide assistance with the administration of their Federal Fiscal Year 2022 Community Development Block Grant Housing Rehabilitation Project. This agreement will be funded with Community Development Block Grant Program funds. The amount of the administrative technical assistance services agreement with the Town will be a fixed fee amount of \$92,500.

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

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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Agreement with Treasure Coast Regional Planning Council for
Regional Joint Resiliency Mitigation Project - Fiscal Year 2024-25

RECOMMENDATION:

Authorize the Executive Director to execute an agreement with the Treasure Coast Regional Planning Council for Fiscal Year 2024-25 for the Regional Joint Resiliency Mitigation Project planning and design services for an amount of \$20,000.

BACKGROUND:

The Florida Department of Economic Opportunity has awarded a \$1.499 million Rebuild Florida Community Development Block Grant General Planning Support Program grant to the East Central Florida Regional Planning Council to complete a Regional Joint Mitigation Resiliency Project.

The East Central Florida Regional Planning Council has entered into interagency agreements with the regional planning councils that have counties that were declared federal disaster areas as a result of Hurricane Irma to assist in completing the project. These regional planning councils include Central Florida Regional Planning Council, Northeast Florida Regional Council, North Central Florida Regional Planning Council, Tampa Bay Regional Planning Council and the Treasure Coast Regional Planning Council.

As part of this project, the Council proposes to enter into an agreement with the Treasure Coast Regional Planning Council to have the Treasure Coast Regional Planning Council to provide planning and design services for small area mitigation project plans. These services will include the preparation of location maps, plan views and perspective views to conceptually depict two conceptual projects. The amount of the agreement will be \$20,000.

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

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II.D.

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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Agreement with Florida Department of Environmental Protection for
Regional Resiliency Meetings - Fiscal Year 2024-25

RECOMMENDATION:

Authorize the Executive Director to execute an agreement with the Florida Department of Environmental Protection for Fiscal Year 2024-25 to conduct regional resiliency meetings for an amount of \$7,000.

BACKGROUND:

The Florida Department of Environmental Protection is proposing to enter into agreements with the ten regional planning councils in Florida to conduct regional resiliency meetings. Each regional planning council will conduct meetings to coordinate with city and county governments and other entities across their region.

The meetings will serve to provide a forum for collaboration and communication, share best practices, and receive information related to program implementation. The regional planning councils will facilitate coordination on a variety of resilience priorities such as vulnerability assessments, adaptation plans, and implementation projects through a minimum of four regional meetings with the local governments, working groups, and committees. The amount of the agreement will be \$7,000.

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

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IV.A.

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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Proclaiming October 2024 as Community Planning Month

RECOMMENDATION:

Approve the attached proclamation proclaiming October 2024 as Community Planning Month in the north central Florida region.

BACKGROUND:

The month of October 2024 has been designated to celebrate National Community Planning Month. The American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of life in communities and the environment.

It is recommended that the Council join in the celebration of National Community Planning Month by proclaiming October 2024 as Community Planning Month to recognize the valuable contributions made by professional community and regional planners and to extend its thanks for the continued commitment to public service by these professionals (see attached Proclamation).

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

Attachment

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PROCLAMATION

PROCLAIMING OCTOBER 2024 AS COMMUNITY PLANNING MONTH

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, rural areas, regions, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October 2024 is designated as National Community Planning Month throughout the United States of America and its territories; and

WHEREAS, the celebration of National Community Planning Month provides an opportunity to publicly recognize the participation and dedication of the members of planning and zoning boards and other citizen planners who have contributed their time and expertise to the improvement of the north central Florida region; and

WHEREAS, the celebration of National Community Planning Month provides an opportunity to publicly recognize the many valuable contributions made by professional community and regional planners in the north central Florida region and extend our heartfelt thanks for the continued commitment to public service by these professionals.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the month of October 2024 as ***Community Planning Month*** throughout the north central Florida region in conjunction with the celebration of National Community Planning Month.

DULY ADOPTED AND PROCLAIMED this 24th day of October 2024.

Attest:

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

SEAL

Mary C. Alford
Secretary

Fletcher J. Hope Jr.
Chair



IV.B.

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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Proclaiming October 21-27, 2024 as Florida City Government Week

RECOMMENDATION:

Approve the attached proclamation proclaiming October 21-27, 2024 as Florida City Government Week in the north central Florida region.

The Florida League of Cities has designated the week of October 21-27, 2024 as Florida City Government Week. The League encourages cities to promote their cities through civic education activities.

Florida City Government Week is part of an ongoing effort sponsored by the League to raise public awareness about services that cities perform and to educate the public about how city government works. Cities are encouraged to involve their local schools, businesses, media and civic clubs in their Florida City Government Week activities.

It is recommended that the Council join in the recognition of city government by proclaiming the week of October 21-27, 2024 as Florida City Government Week (see attached Proclamation).

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

Attachment

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PROCLAMATION

PROCLAIMING OCTOBER 21-27, 2024 AS FLORIDA CITY GOVERNMENT WEEK

WHEREAS, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along understanding of public services and their benefits; and

WHEREAS, Florida City Government Week is a very important time to recognize the important role played by city government in our lives; and

WHEREAS, this week offers important opportunity to spread the word to all citizens of Florida that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, Florida City Government Week offers an important opportunity to convey to all citizens of Florida that they can shape and influence government through their civic involvement.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of October 21-27, 2024 as *Florida City Government Week* throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 24th day of October 2024.

Attest:

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

SEAL

Mary C. Alford
Secretary

Fletcher J. Hope, Jr.
Chair



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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Resolution No. 2024-12 Recognizing 200th Anniversary of Alachua County

RECOMMENDATION:

Adopt the attached resolution recognizing the 200th Anniversary of Alachua County.

BACKGROUND:

Alachua County, originally part of the Spanish Arredondo Grant, was formed on December 29, 1824, being among the first six counties in the Florida Territory, stretching from the Georgia border on the north to Charlotte Harbor on the south. In recognition of the 200th Anniversary of the establishment of Alachua County, the attached resolution is recommended for approval by the Council.

Alachua County, was named for the word Alachua of the indigenous Timucua people meaning big jug or sinkhole. In 1774, the British naturalist William Bartram visited the County and described the region's beauty and scenic wonders.

The Town of Wanton, present day Micanopy, the oldest inland European settlement in Florida, was the original county seat of Alachua County. In 1906, the County became the home to the University of Florida, a nationally recognized teaching and research public university. Today, the County is a tourist destination featuring both natural resources and cultural events "Where Nature and Culture Meet."

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

Attachment

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RESOLUTION NO. 2024-12

A RESOLUTION OF THE NORTH CENTRAL
FLORIDA REGIONAL PLANNING COUNCIL
RECOGNIZING THE 200TH ANNIVERSARY OF
ALACHUA COUNTY

WHEREAS, Alachua County, originally part of the Spanish Arredondo Grant, was formed on December 29, 1824 being among the first six counties in the Florida Territory stretching from the Georgia border on the north to Charlotte Harbor on the south; and

WHEREAS, Alachua County, was named for the word Alachua of the indigenous Timucua people meaning big jug or sinkhole; and

WHEREAS, in 1774, the British naturalist William Bartram visited Alachua County and described the region's beauty and scenic wonders; and

WHEREAS, the Town of Wanton, present day Micanopy, the oldest inland European settlement in Florida, was the original county seat of Alachua County; and

WHEREAS, in 1906, Alachua County became the home to the University of Florida, a nationally recognized teaching and research public university; and

WHEREAS, Alachua County is a tourist destination featuring both natural resources and cultural events "Where Nature and Culture Meet."

NOW, THEREFORE, BE IT RESOLVED, that the North Central Florida Regional Planning Council congratulates Alachua County on its 200th Anniversary.

DULY ADOPTED by the North Central Florida Regional Planning Council this 24th day of October 2024.

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Attest:

Scott R. Koons, Executive Director

Fletcher J. Hope Jr., Chair



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October 17, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Appointment of Areawide Development Co., Inc. Members

RECOMMENDATION:

Appoint members for two-year terms to the North Central Florida Areawide Development Co., Inc.

BACKGROUND:

The Articles of Incorporation of the small business loan company, the North Central Florida Areawide Development Co., Inc., (ADCO) require that the Council make appointments of its members. These appointments are to be made on even numbered years for two-year terms.

A list of individuals to be considered for appointment is attached.

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

Attachment

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NORTH CENTRAL FLORIDA
AREAWIDE DEVELOPMENT CO., INC.
GENERAL MEMBERSHIP NOMINATIONS

October 24, 2024

MEMBERS

Anthony Adams, Lafayette County
Mary Alford, Alachua County
Edwin Book, Alachua County
Patricia Bouie Hutchinson, Alachua County
Charles Chestnut IV, Alachua County
Frank Davis, Suwannee County
Louie Davis, Alachua County
Thomas Demps, Taylor County
Rocky Ford, Columbia County
Jhelecia Hawkins, Hamilton County
Fletcher Hope, Alachua County
Donna Jackson, Union County
John Meeks, Levy County
Janice Mortimer, Bradford County
Maurice Perkins, Suwannee County
Byron Poore, Madison County
Edward Potts, Alachua County
Daniel Riddick, Bradford County
Kevin Sheilley, Marion County
Jody Stephenson, Dixie County
Joe Stephenson, Union County
Kenrick Thomas, Gilchrist County
Lorene Thomas, Dixie County
Donnie Waldrep, Madison County
Casey Willits, Alachua County




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October 17, 2024

TO: Executive Committee
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Executive Director Annual Performance Evaluation

The employment contract between the Executive Director and the Council specifies that the Executive Committee shall adopt performance standards to annually review and evaluate the Executive Director. It further specifies that the annual review and evaluation of the Executive Director shall be conducted by the Executive Committee. It also specifies that at its discretion, the Executive Committee is authorized to provide a merit increase to the Executive Director on an annual basis commencing October 1st of each year.

Committee members have received the annual performance evaluation form and are returning the form for tabulation. The results of the tabulation will be reviewed and ratified by the Executive Committee at their October 24, 2024 meeting.

The action of the Committee concerning the Executive Director annual performance evaluation and merit pay adjustment will be reported to the Council by the Committee at the October 24, 2024 Council meeting.

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

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