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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 12, 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.**

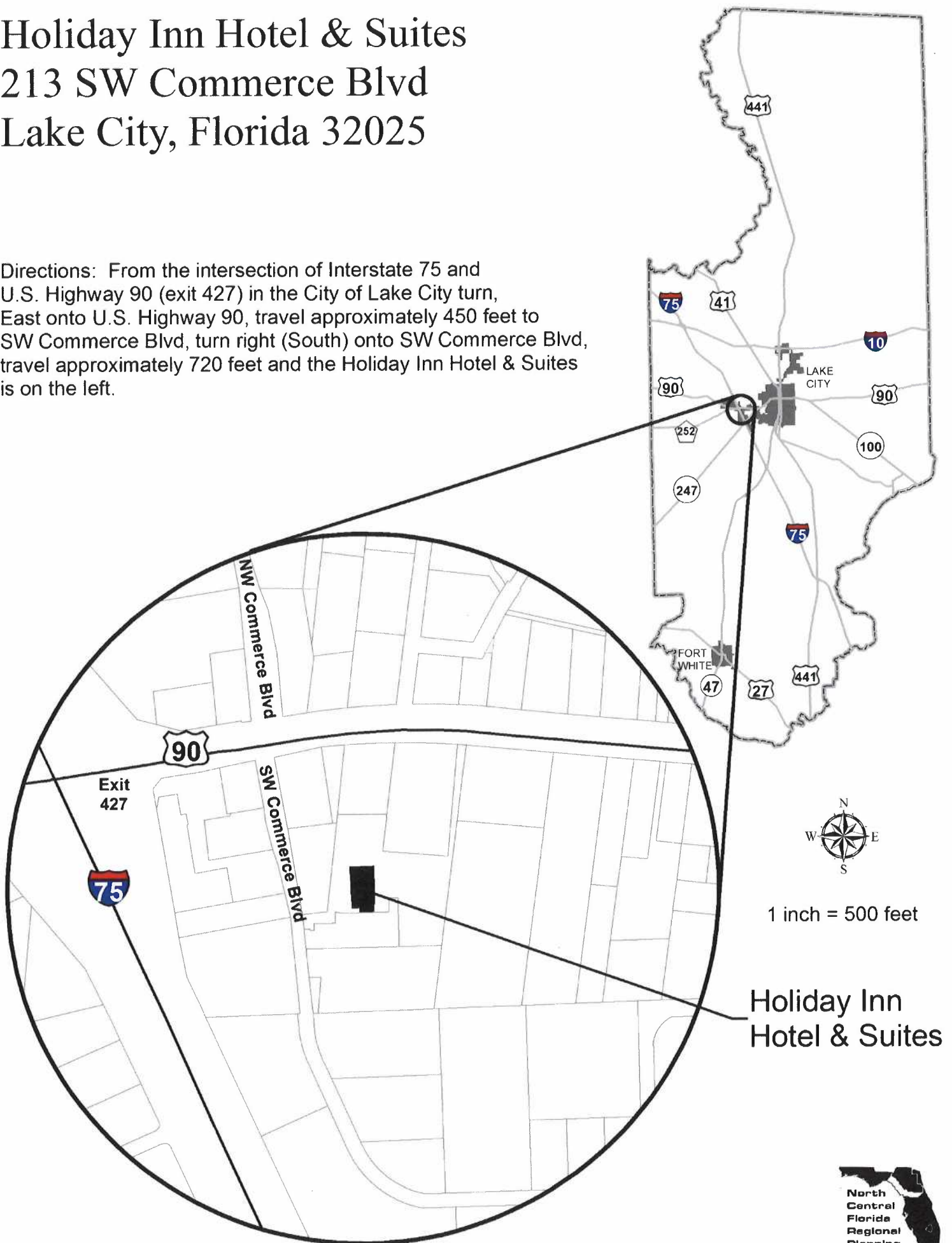
DIAL IN NUMBER: Toll Free 1.888.585.9008

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

December 12, 2024
6:00 p.m.

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II. CONTRACTS AND APPLICATIONS -	
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III. PROGRAM REPORT -	
* A. Transportation Disadvantaged Local Coordinating Board Appointment	11
IV. GENERAL ADMINISTRATION -	
* A. Removal of Surplus Property from List of Capital Assets	13
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

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
EXECUTIVE COMMITTEE
MINUTES

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

October 24, 2024
6:00 p.m.

MEMBERS PRESENT
IN PERSON

Mary Alford, Secretary
Robert Brown, Vice-Chair
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 - AUGUST 22, 2024

ACTION: Commissioner Alford made the motion, with a second by Commissioner Brown, to approve the minutes for the August 22, 2024 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS -

A. Local Government Comprehensive Planning Services Agreement
Fiscal Year 2024-25 - City of Lake City

ACTION: Commissioner Alford made the motion, with a second by Vice-Mayor Mortimer, to recommend that the Council authorize the Chair to execute a technical assistance services agreement for a fixed fee amount of \$23,500 to assist the City of Lake City with implementing their comprehensive plan and land development regulations for Fiscal Year 2024-25. The motion carried unanimously.

- B. Community Development Block Grant Administrative Services Agreements
Federal Fiscal Year 2022

ACTION: Commissioner Alford made the motion, with a second by Commissioner Brown, to recommend that the Council authorize the Chair to execute a community development block grant administrative services agreement with the Town of Mayo for a fixed fee amount of \$92,500 for Federal Fiscal Year 2022. The motion carried unanimously.

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

ACTION: Vice-Mayor Mortimer made the motion, with a second by Commissioner Alford, to recommend that the Council authorize the Executive Director to execute a Regional Joint Resiliency Mitigation Project agreement with the Treasure Coast Regional Planning Council for a fixed fee amount of \$20,000 for Fiscal Year 2024-25. The motion carried unanimously.

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

ACTION: Vice-Mayor Mortimer made the motion, with a second by Commissioner Alford, to recommend that the Council authorize the Executive Director to execute a Regional Resiliency Meetings agreement with the Florida Department of Environmental Protection for a fixed fee amount of \$7,000 for Fiscal Year 2024-25. The motion carried unanimously.

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION -

- A. Proclamation Proclaiming October 2024 as Community Planning Month

ACTION: Commissioner Alford made the motion, with a second by Commissioner Brown, to recommend that the Council adopt a proclamation proclaiming October 2024 as Community Planning Month in the north central Florida region. The motion carried unanimously.

- B. Proclamation Proclaiming October 21-27, 2024 as Florida City Government Week

ACTION: Commissioner Brown made the motion, with a second by Vice-Mayor Mortimer, to recommend that the Council adopt a proclamation proclaiming October 21-27, 2024 as Florida City Government Week in the north central Florida region. The motion carried unanimously.

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

ACTION: Commissioner Alford made the motion, with a second by Vice-Mayor Mortimer, to recommend that the Council adopt Resolution No. 2024-12 recognizing the 200th Anniversary of the Alachua County. The motion carried unanimously.

D. Appointment of North Central Florida Areawide Development Co., Inc. Members

ACTION: Vice-Mayor Mortimer made the motion, with a second by Commissioner Alford, to recommend that the Council appoint 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; and Casey Willits, Alachua County for two-year terms effective October 24, 2024 to the North Central Florida Areawide Development Co., Inc. The motion carried unanimously.

E. Executive Director Annual Evaluation

ACTION: Vice-Mayor Mortimer made the motion, with a second by Commissioner Brown, to award the Executive Director a five percent merit pay adjustment, based upon the performance evaluation conducted by the members of the Executive Committee resulting in an overall score of 4.5 on a 5.0 scale and to concur with the request by Scott Koons, Executive Director, to defer his merit pay increase for Fiscal Year 2024 and Fiscal Year 2025 to Fiscal Year 2026. The motion carried unanimously.

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS - None

The meeting adjourned at 6:20 p.m.

Fletcher J. Hope Jr., Chair

12/12/24
Date




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December 5, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: U. S. Economic Development Administration
Disaster Recovery Coordination Grant Application 2025-2029

RECOMMENDATION:

Ratify the submission of an Application for Federal Assistance for a five-year Disaster Recovery Program grant to the U.S. Economic Development Administration in the amount of \$500,000 by the Executive Director and authorize the Executive Director to accept the grant award if the application is approved.

BACKGROUND:

The Council is designated by the U. S. Department of Commerce, Economic Development Administration, as an Economic Development District.

The Atlanta Regional Office of the U. S. Economic Development Administration has invited the Council to submit an Application for Federal Assistance for a five-year grant serving as an Economic Development District to assist the north central Florida region with economic recovery due the impacts from the Hurricane Helene and Hurricane Milton that exacerbated the ongoing impacts of prior disasters and economic challenges. This invitation in the amount of \$500,000 of disaster recovery funds will not require any matching funds.

This program may include, but not be limited to, engagement, facilitation or otherwise involvement in the following activities.

- Support the North Central Florida Economic Development District's economic development, recovery/resiliency role; support recovery from the ongoing impacts; assist local governments and other entities to access disaster recovery funding - including grant application assistance; project budgeting; data collection, non-construction activities supporting member jurisdictions; and other associated tasks utilizing best practices and strategies for economic recovery efforts consistent with goals set forth in the approved North Central Florida Comprehensive Economic Development Strategy;
- Work with cities, towns, and counties to develop short-term guidance and/or a comprehensive, long-range planning process designed to increase regional resiliency and promote intergovernmental communication in the impact area;
- Prepare resource materials needed to assist in recovery, resiliency, or stabilization efforts;
- Assess unmet needs which may include business/tourism, industry, infrastructure, environmental infrastructure and housing;

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.

Disaster Recovery Coordination Grant Application

- Coordinate with non-governmental organizations, and other recovery entities to provide information to local businesses on emergency preparedness, resiliency, and recovery;
- Coordinate/collaborate with federal, state, and other recovery agencies, as applicable, to support recovery efforts;
- Work with local business communities to create a path and vision to recovery and resiliency;
- Assess the impacts of the disaster on local businesses and private citizens to determine effectiveness and perception of public response to the disaster (what went well, and what could be improved);
- Assess the past, present, and probable future impact of the disaster on local economies and communities; and
- Participate in activities that assist with post disaster economic recovery efforts, including but not limited to, meetings and training sessions for disaster management and recovery efforts.

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



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December 5, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Local Coordinating Board Appointment

RECOMMENDATION:

Appoint Commissioner Andrew Branch as Chair of the 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 Andrew Branch be appointed Chair of the Lafayette County Transportation Disadvantaged Coordinating Board.

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

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December 5, 2024

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 telephone 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

o:\council.mtg\cnc\mtgmemos\surplus property dec 2024.docx



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December 5, 2024

TO: Fixed Asset File
FROM: Scott R. Koons, AICP, Executive Director
SUBJECT: Surplus Inventory

Number	Original Cost	Description	Serial Number	Purchased
3046	\$23,641.00	Axxcessory Talk 4.1 Telephone System w/Voice Mail	OUS1N701012	03/17/97
3145	\$5,419.00	Dell Server Dual Core Xeon Processor 5130	6G6QQC1	04/04/07
3161	\$2,395.72	Dell Power Edge 840 Server	4TZKMH1	10/21/08
	\$31,455.72	Sum * All fully depreciated		

The above item is either broken or of such outdated technology that it is no longer being used.
We need to have it taken off the inventory list so it can be disposed of in accordance with Council policy.

z:\word2000\inventoryremoval2024dec.docx

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by enhancing public safety, protecting regional resources,
promoting economic development and providing technical services to local governments.

