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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 22, 2026**. 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.**

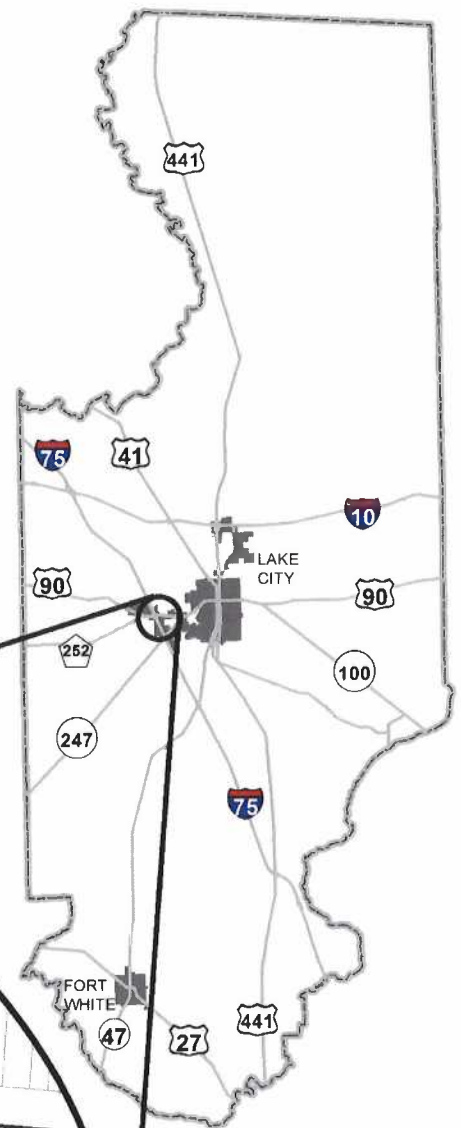
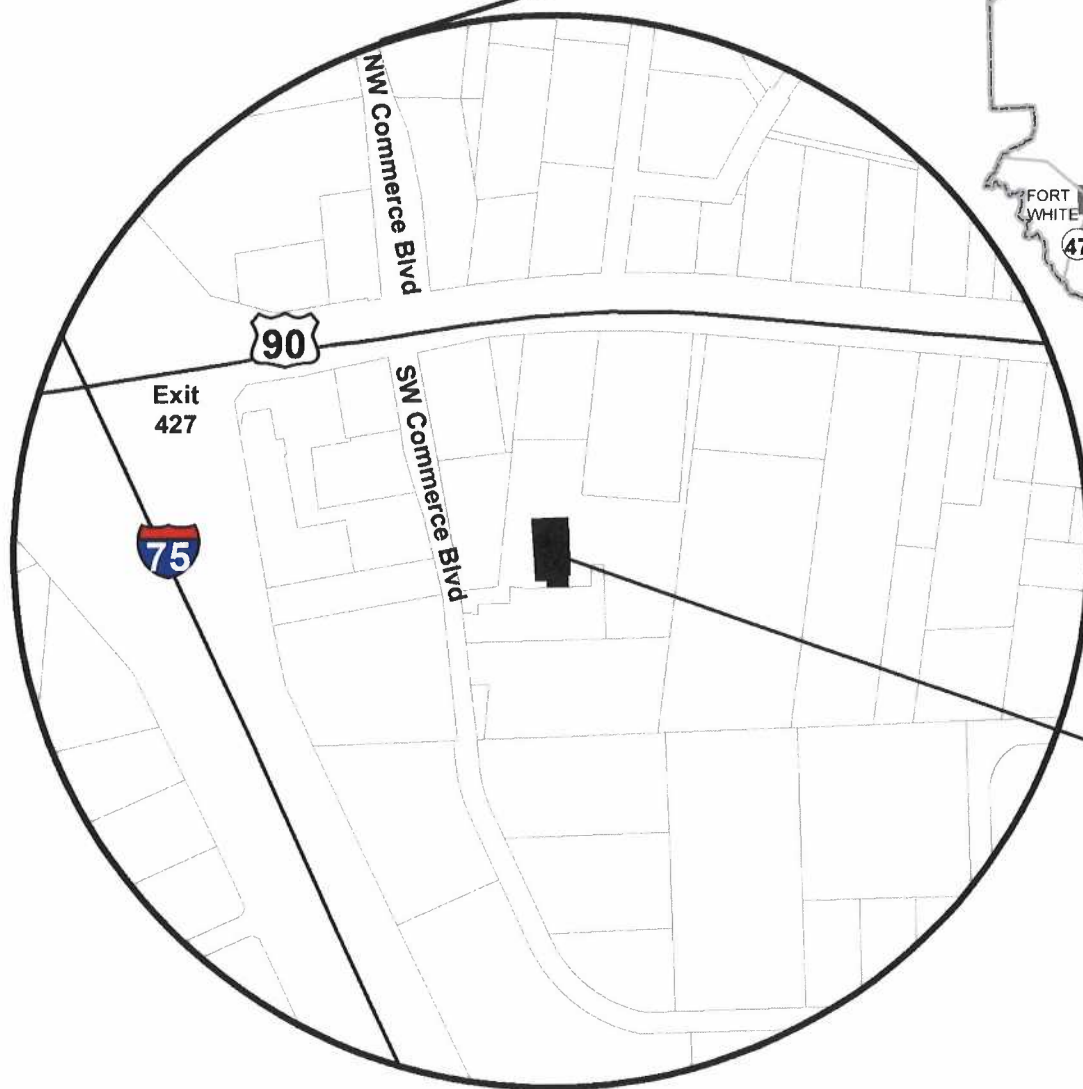
DIAL IN NUMBER: Toll Free 1.888.585.9008

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.



1 inch = 500 feet

Holiday Inn
Hotel & Suites





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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 22, 2026
6:00 p.m.

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* A. Proclamation February 23 -March 1, 2026 Hazardous Materials Awareness Week	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

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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

December 11, 2025
6:00 p.m.

MEMBERS PRESENT
IN PERSON

Mary Alford, Chair
Patricia Bouie Hutchinson, Secretary

VIA COMMUNICATIONS
MEDIA TECHNOLOGY
(FOR QUORUM)

Jhelecia Hawkins, Treasurer

(NOT FOR QUORUM)
VIA COMMUNICATIONS
MEMBERS PRESENT
MEDIA TECHNOLOGY

None

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

I. APPROVAL OF MINUTES - OCTOBER 23, 2025

ACTION: Vice-Mayor Bouie Hutchinson made the motion, with a second by Councilwoman Hawkins, to approve the minutes for the October 23, 2025 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - None

III. PROGRAM REPORT -

A. Transportation Disadvantaged Local Coordinating Board Appointment

ACTION: Vice-Mayor Bouie Hutchinson made the motion, with a second by Councilwoman Hawkins, to recommend that the Council appoint Delacia Griffin, Child Protective Investigator Supervisor, the voting Florida Department of Children and Families Representative on the Madison County Transportation Disadvantaged Coordinating Board. The motion carried unanimously.

IV. GENERAL ADMINISTRATION - None

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS - None

The meeting adjourned at 6:03 p.m.

Mary C. Alford, Chair

1/22/26
Date



II.A.

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January 15, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Local Government Land Development Regulations Update Services Agreement
Fiscal Year 2025-26 - Town of Cross City

RECOMMENDATION:

Authorize the Chair to execute an agreement with the Town of Cross City to provide technical assistance to prepare updates to their land development regulations and official zoning atlas for a fixed fee amount of \$75,000.

BACKGROUND:

The Town of Cross City has requested the Council assist them with updates to their land development regulations and official zoning atlas. The updates will be prepared pursuant to a Community Planning Technical Assistance Grant awarded to the Town by the Florida Department of Commerce.

The Council will be responsible for providing technical assistance to the Town to prepare updates to their land development regulations and official zoning atlas for a fixed fee amount of \$75,000.

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

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II.B.

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January 15, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Local Government Comprehensive Planning Services Agreement
Fiscal Year 2025-26 - Town of Bronson

RECOMMENDATION:

Authorize the Chair to execute a Fiscal Year 2025-26 agreement with the Town of Bronson to provide local government comprehensive planning assistance services in the amount of \$5,250.

BACKGROUND:

The Council proposes to enter into a technical assistance agreement with the Town of Bronson 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 \$5,250.

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

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January 15, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Local Coordinating Board Appointment

RECOMMENDATION:

Appoint Commissioner Tim Hodge as Chair of the Levy 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 Tim Hodge be appointed Chair of the Levy County Transportation Disadvantaged Coordinating Board.

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

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January 15, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Proclamation Proclaiming February 23, 2026 - March 1, 2026
Hazardous Materials Awareness Week

RECOMMENDATION:

Approve the attached proclamation proclaiming the week of February 23, 2026 - March 1, 2026 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 23, 2026 - March 1, 2026 as Hazardous Materials Awareness Week. It is recommended that the Council join in this public outreach effort by proclaiming the week of February 23, 2026 - March 1, 2026 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 23, 2026 - MARCH 1, 2026 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 23, 2026 - March 1, 2026 as *Hazardous Materials Awareness Week* throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 22nd day of January 2026.

ATTEST:

SEAL

Paricia B. Hutchinson, Secretary

Mary C. Alford, Chair

