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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 **February 26, 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.**

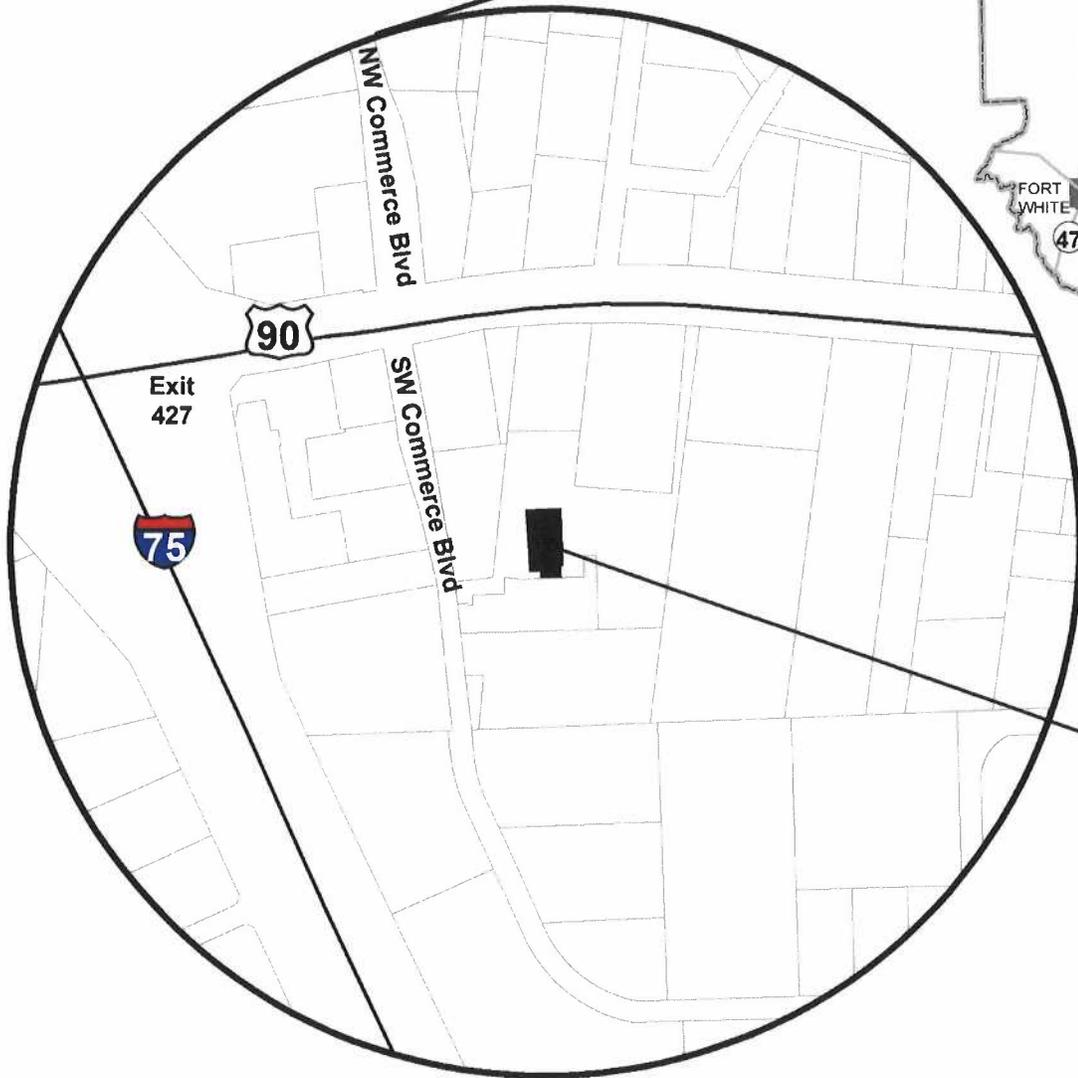
DIAL IN NUMBER: Toll Free 1.888.585.9008

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

February 26, 2026
6:00 p.m.

	<u>Page</u>
* I. APPROVAL OF MINUTES - January 22, 2026	5
II. CONTRACTS AND APPLICATIONS	
* A. Small Quantity Generator Agreement with Northeast Florida Regional Council Fiscal Year 2025-26	7
III. PROGRAM REPORT	
* A. Transportation Disadvantaged Local Coordinating Board Appointments	9
IV. GENERAL ADMINISTRATION -	
* A. Employee Health Insurance Proposal	11
* B. Land, Building and Warehouse	15
* C. Council Legal Services	17
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

January 22, 2026
6:00 p.m.

MEMBERS PRESENT
IN PERSON

Mary Alford, Chair
Jhelecia Hawkins, Treasurer
Fletcher Hope Jr., Immediate Past Chair
Patricia Bouie Hutchinson, Secretary

VIA COMMUNICATIONS
MEDIA TECHNOLOGY
(FOR QUORUM)

(NOT FOR QUORUM)
VIA COMMUNICATIONS
MEMBERS PRESENT
MEDIA TECHNOLOGY

None

Noting a quorum being present, Chair Alford called the meeting to order at 6:06 p.m.

I. APPROVAL OF MINUTES - DECEMBER 11, 2025

ACTION: Mayor Hope made the motion, with a second by Vice-Mayor Bouie Hutchinson, to approve the minutes for the December 11, 2025 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS -

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

ACTION: Vice-Mayor Bouie Hutchinson made the motion, with a second by Councilwoman Hawkins, to recommend that the Council authorize the Chair to execute a technical assistance services agreement for a fixed fee amount of \$75,000 to assist the Town of Cross City with updating their land development regulations for Fiscal Year 2025-26. The motion carried unanimously.

- B. Local Government Comprehensive Planning Services Agreement
Fiscal Year 2025-26 - Town of Bronson

ACTION: Councilwoman Hawkins made the motion, with a second by Vice-Mayor Bouie Hutchinson, to recommend that the Council authorize the Chair to execute a technical assistance services agreement for a fixed fee amount of \$5,250 to assist the Town of Bronson with implementing their comprehensive plan and land development code for Fiscal Year 2025-26. The motion carried unanimously.

III. PROGRAM REPORT -

- A. Transportation Disadvantaged Local Coordinating Board Appointment

ACTION: Councilwoman Hawkins made the motion, with a second by Mayor Hope, to recommend that the Council appoint Johnny Hiers Chair of the Levy County Transportation Disadvantaged Coordinating Board. The motion carried unanimously.

IV. GENERAL ADMINISTRATION -

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

ACTION: Vice-Mayor Bouie Hutchinson made the motion, with a second by Councilwoman Hawkins to recommend that the Council adopt a proclamation proclaiming February 23, 2026 - March 1, 2026 Hazardous Materials Awareness Week in the north central Florida region. The motion carried unanimously.

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS -

Stew Lilker, Columbia County Observer, discussed the Council website and transportation disadvantaged coordinating board meeting agendas and meeting packets.

The meeting adjourned at 6:16 p.m.

Mary C. Alford, Chair

2/26/26
Date



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February 19, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Small Quantity Hazardous Waste Generator Agreement with
Northeast Florida Regional Council - Fiscal Year 2025-26

RECOMMENDATION:

Authorize the Executive Director to execute a Small Quantity Hazardous Waste Generator Agreement with Northeast Florida Regional Council in the amount of \$9,998.66 for Fiscal Year 2025-26.

BACKGROUND:

The Northeast Florida Regional Council has requested assistance from the Council to complete small quantity hazardous waste generator inspections in Baker County and Nassau County.

The Council will verify onsite inspections and the waste management practices of at least 20 percent of the facilities identified on the small quantity hazardous waste generator assessment roll for Baker County and Nassau County. The amount of the agreement will be \$9,998.66.

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



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February 19, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Program Local Coordinating Board Appointments

RECOMMENDATION:

- **Appoint Dalton Elliot as the voting Florida Department of Children and Families Representative on the Bradford County, Dixie County, Gilchrist County and Levy County Transportation Disadvantaged Coordinating Boards.**
- **Appoint Timothy Hannon as the alternate Florida Department of Elder Affairs Representative on the Alachua 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 Dalton Elliot be appointed the voting Florida Department of Children and Families Representative on the Bradford County, Dixie County, Gilchrist County and Levy County Transportation Disadvantaged Coordinating Boards. It is recommended Timothy Hannon be appointed the alternate Florida Department of Elder Affairs Representative on the Alachua County Transportation Disadvantaged Coordinating Board.

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



IV.A.

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February 19, 2026

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director
SUBJECT: Employee Health Insurance Proposal

RECOMMENDATION:

Review health insurance alternative proposals and either select the replacement plan or select an alternative plan for employee health insurance for the year beginning April 1, 2026.

BACKGROUND:

United Healthcare has offered to continue health insurance coverage for the Council with an increase in premiums for the coming year beginning April 1, 2026. The total change in the cost to the Council for the coming year would be \$8,124 or 16.1 percent. The resulting total monthly cost to the Council would be \$4,882.

Staff has secured alternative proposals for health insurance from United Healthcare for your consideration. Attached is a summary of the renewal plan and two alternative plans with coverage and costs. The alternative proposals include changes to benefits for employees.

The Executive Committee will make a recommendation to the Council at its February 26, 2026 meeting concerning employee health insurance and life insurance for the year beginning April 1, 2026.

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

Attachment

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NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

**SUMMARY OF HEALTH INSURANCE BENEFIT PLANS
UNITED HEALTHCARE**

February 19, 2026

	<u>DEDUCTIBLE</u> (Individual/Family)	<u>CO-INSURANCE</u> (In Network/Out Network)	<u>OUT-OF-POCKET</u> <u>MAXIMUM</u> (Individual/Family)	<u>PRESCRIPTIONS</u> (Generic/Brand/ Non-Preferred)
<u>CURRENT PLAN</u> DY-YL/RXL27S	\$3,500/\$7,000	90%/60%	\$7,000/\$14,000	\$10/\$40/\$150
<u>RENEWAL PLAN</u> EP-9T/RX/L28S	\$3,500/\$7,000	90%/60%	\$8,000/\$16,000	\$5/\$40/\$150
<u>OPTION #1</u> EQ-AW/RXL28S	\$8,200/\$16,400	50%/N/A	\$10,150/\$20,300	\$5/\$40/\$150
<u>OPTION #2</u> EQ-AX/RXL28S	\$7,000/\$14,000	80%/50%	\$10,150/\$20,300	\$5/\$40/\$150

Council Cost per Month/Annum

	<u>Month / Annum</u>	<u>Annual Change</u>	<u>Percent Change</u>
Current Plan - Existing Cost	\$4,205 / \$50,460	N/A	N/A
Renewal Plan - Proposed Cost	\$4,882 / \$58,584	\$8,124	16.1%
Option #1 - EQ-AW/RXL28S	\$4,299/ \$51,588	\$1,128	2.2%
Option #2 - EQ-AX/RXL28S	\$4,555 / \$54,660	\$4,200	8.3%

N/A - Not Applicable



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February 19, 2026

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director
SUBJECT: Land, Warehouse and Office Building

RECOMMENDATION

Authorize the Executive Director to have an appraisal of the land, warehouse and office building completed by a licensed appraiser.

BACKGROUND

On August 4, 1999, the Council purchased the office building and warehouse located at 2009 NW 67th Place, Gainesville, Florida. The office building and warehouse of pre-engineered steel construction were constructed in 1980. The Council had been renting the office building and warehouse for the previous seven years beginning on November 1, 1992.

The purchase price for the 7,560 square foot office building and 1,989 square foot warehouse located on a 4.4-acre site was \$490,400. Along with \$31,400 in cash, the Council secured a 15-year promissory note from SouthTrust Bank in the amount of \$459,000 to purchase the office building and warehouse. Since the Council is a governmental agency and is prohibited from mortgaging real property to secure a promissory note, the Council pledged certain revenues to repay the promissory note.

The January 1, 2014 payment in the amount of \$3,134.95 constituted the final payment in full satisfying the promissory note. Thus, the Council currently does not have any outstanding long-term debt. The average annual building and grounds occupancy cost, including insurance; utilities; custodial services; heating, ventilation and air conditioning services; and termite and pest control services is \$45,000.

On January 13, 2020, Emerson Appraisal Company, Inc., an appraiser, consultant and market analyst company, completed an appraisal of the property. The appraised value was determined to be \$970,000.

The Alachua County Property Appraiser 2025 assessed value of the land is \$548,856, and the assessed value of the buildings is \$742,035. Thus, the total assessed value of land and buildings is \$1,290,891.

A commercial real estate broker has contacted Council staff indicating that potential buyers may be interested in purchasing the land, warehouse and office building owned by the Council.

It is recommended that the Council authorize the Executive Director to have an appraisal of the land, warehouse and office building completed by a licensed appraiser.

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

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February 19, 2026

TO: Council Members
FROM: Scott R. Koons, AICP, Executive Director
SUBJECT: Council Legal Services

RECOMMENDATION:

Authorize the Executive Director to contact attorneys to obtain proposed letters of engagement for legal services for review, selection and approval by the Council.

BACKGROUND:

Council Attorney Jonathan Wershow has resigned effective March 1, 2026 (see attached letter).

It is recommended that the Council authorize the Executive Director to contact attorneys to obtain proposed letters of engagement for legal services for review, selection and approval by the Council.

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

Attachment



SCRUGGS, CARMICHAEL & WERSHOW, P.A.

ATTORNEYS AT LAW

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Gainesville, Florida 32606

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William Richard Ezzell
Maury W. Ivey*
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† Florida Bar Board Certified - Real Estate

+ Certified Family Law Mediator

* LL.M. (Taxation)

January 28, 2026

North Central Florida Regional Planning Council

2009 NW 87th Place

Gainesville, FL 32653

Attn: Scott Koon

Sent via email to: koons@ncfrpc.org

RECEIVED

JAN 28 2026

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Re: Retirement from Council

Dear Scott,

I have been either a board member, including Chairman, or the attorney for the Council since 1974. I have enjoyed this experience immensely. The time has come for me to resign as the attorney for the Council. I am trying to work fewer hours and only practice in certain areas of the law. Additionally, my wife, Pam, has retired and we want to have more time to travel and to do other things that interest us. Consequently, please accept this letter of resignation effective March 31, 2026. This should provide you and the Council adequate time to retain the services of another attorney.

Sincerely,

Jonathan F. Wershow

JFW/kc

