

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
FULL COUNCIL  
MINUTES

The Gathering Café  
Branford, Florida

October 26, 2006  
7:30 p.m.

MEMBERS PRESENT

Rick Bryant, City of Gainesville  
John Carlson, Alachua County  
**David Dodge, Bradford County**  
Jack Donovan, City of Gainesville  
**Roy Ellis, Madison County**  
Sandra Haas, Suwannee County  
Donnie Hamlin, Lafayette County  
**Randy Hatch, Suwannee County**  
**John Hersey, Bradford County**  
**Eddie Martin, Alachua County**  
**Charles Maultsby, Taylor County**  
**Garth Nobles, Jr., City of Live Oak**  
Gerald O'Neil, Alachua County  
Malcolm Page, Taylor County  
James Painter, Alachua County  
**Lee Pinkoson, Alachua County**  
Tracy Reeves, Madison County  
**Lorene Thomas, Dixie County**  
**Myra Valentine, City of Madison**

GUESTS PRESENT

Gene Boles  
Cindy Futch  
Steve Futch  
Gail Garrard  
Peggy Hersey  
Roberta Hodges, City of Archer  
John Lacquey  
Peggy Maloney  
Carolyn Spooner, City of Starke  
Jon Wershow

MEMBERS ABSENT

Paul Alcantar, City of Archer  
Martha Butler, Hamilton County  
Mike Byerly, Alachua County  
Melaine Clyatt, Union County  
Gib Coerper, City of Alachua  
**Louie Davis, City of Waldo**  
Paula DeLaney, Alachua County  
**Dixie Donovan, Columbia County**  
John Driggers, Dixie County  
Kirk Eppenstein, City of High Springs  
Mitchell Gentry, Gilchrist County  
John Glanzer, City of Newberry  
Matthew Hawkins, City of Jasper  
Scherwin Henry, City of Gainesville  
**Emily Weed Ketring, City of Perry**  
John Martin, City of Hawthorne  
Heather Neill, Lafayette County  
Andrew Smith, Union County  
**Lewis Vaughn, Hamilton County**  
Stephen Witt, City of Lake City

EX-OFFICIO MEMBERS PRESENT

Jordan Green, FL Dept. of Transportation

STAFF PRESENT

Robin Barnes  
Steve Dopp  
Scott Koons  
Carol Laine

**Board Members names are bolded**

I. INVOCATION, PLEDGE OF ALLEGIANCE, INTRODUCTIONS

Chair Thomas called the meeting to order at 7:33 p.m. with an invocation given by Steve Futch, and a pledge of allegiance to the flag. Chair Thomas stated that there was a quorum of the Board of Directors and she announced that, due to the changes made to the organization policy, all Council members were able to vote.

Chair Thomas introduced and welcomed guests present at the meeting.

II. APPROVAL OF MINUTES - September 28, 2006

Chair Thomas asked that the minutes of the September 28, 2006 meeting be approved as written.

**ACTION: Commissioner Pinkoson made the motion, with a second by Dr. O'Neal, to approve the minutes of the September 28, 2006, meeting as written. The motion carried unanimously.**

III. CONSENT AGENDA

- A. Removal of Surplus Property from List of Capital Assets (attached to these minutes and made a part thereof)
- B. Transportation Disadvantaged Program - Board Membership Certifications
  - 1. Columbia County
  - 2. Madison County
  - 3. Suwannee County

Chair Thomas asked if there were questions regarding the items on the Consent Agenda and requested that these items be approved.

**ACTION: Commissioner Page made the motion, with a second by Dr. O'Neal, to approve the items on the Consent Agenda. The motion carried unanimously.**

IV. CHAIRMAN'S REPORT

Chair Thomas read letters from Charles and Carolyn Justice thanking the Council members and staff for the retirement reception given on September 29, 2006, and also for the testimonials, proclamations and gifts that were presented to them during the evening.

A. Council Resolutions of Appreciation

1. P. Steven Futch
2. Gail Garrard

Chair Thomas asked that Resolutions of Appreciation for past services to the Council be approved for Mr. P. Steven Futch, representing the City of Starke and Ms. Gail Garrard, representing Lafayette County.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Hatch, to approve the Resolutions of Appreciation for Mr. Futch and Ms. Garrard. The motion carried unanimously.**

B. Transportation Disadvantaged Program Resolution of Appreciation - Gail Garrard

Chair Thomas asked that a Resolution of Appreciation for past services be approved for Ms. Gail Garrard, who served as a member of Lafayette County's Transportation Disadvantaged Coordinating Board.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Hatch, to approve the Resolution of Appreciation for Ms. Garrard. The motion carried unanimously.**

C. Appointment of Clearinghouse Committee Member - Lewis Vaughn

Chair Thomas asked that the appointment of Lewis Vaughn to the Clearinghouse Committee be approved as recommended by the Chair.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Hatch, to approve the appointment of Lewis Vaughn to the Clearinghouse Committee, as recommended by the Chair. The motion carried unanimously.**

V. COMMITTEE REPORTS

A. Executive Committee

Mr. Koons thanked the Council for their confidence in him by selecting him to be the new executive director of the Council. He also stated that he is looking forward to guiding the organization as it fulfills its mission.

1. Appointment of ADCO Members

Mr. Koons stated that the annual meeting of the Areawide Development Company (ADCO) would be held immediately after the Council meeting. He stated that ADCO's Articles of Incorporation require that the Council make appointments on even years for two year terms. Mr. Koons stated that since 25 members are required to be appointed to ADCO, the Executive Committee recommended that action be taken to appoint the 19 Council members in attendance at the Council meeting tonight plus an additional 6 individuals: Louie Davis, Paula DeLaney, Emily Weed Ketring, Heather Neill, Jim Poole and Lewis Vaughn.

**ACTION: Mr. Maultsby made the motion, with a second by Commissioner Hersey, to appoint the 19 Council members present at the Council meeting plus Louie Davis, Paula DeLaney, Emily Weed Ketring, Heather Neill, Jim Poole and Lewis Vaughn. The motion carried unanimously.**

2. Florida Regional Councils Association Memorandum of Understanding Regarding Provision of Technical Assistance

Mr. Koons reported that for many years the regional planning councils in Florida have supported one another in the provision of technical assistance. He added that this support consisted of coordinating the provision of technical assistance across regional planning council boundaries, providing mutual aid by relying on the expertise of another regional planning council to mutually provide technical assistance and providing technical assistance on a coordinated statewide level. Mr. Koons stated that in order to memorialize these on-going practices, the Executive Directors Advisory Committee of the Florida Regional Planning Councils Association has recommended that each regional planning council enter into a memorandum of understanding between the regional planning councils that comprise the Florida Regional Councils Association regarding the provision of technical assistance. Mr. Koons stated that the Executive Committee recommended that the Council approve the Florida Regional Councils Association Memorandum of Understanding and to authorize the Chair to sign the memorandum of understanding on behalf of the Council.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Pinkoson, to approve the Florida Regional Councils Association Memorandum of Understanding Regarding Technical Assistance and authorize the Chair to sign the memorandum of understanding on behalf of the Council. The motion carried unanimously.**

3. Employee Length of Service Recognition Program

Mr. Koons stated that the strength and stability of an organization is based upon the experience and institutional knowledge of its senior, long-serving employees. He added that currently on the Council staff, there is one employee with at least 10 years of service, one employee with at least 15 years of service, four employees with at least 20 years of service, one employee with at least 25 years of service and one employee with at least 30 years of service. He stated that the Executive Committee recommended that the Council's Personnel Regulations be amended by adding a new Section 11 entitled Employee Length of Service Program.

**ACTION: Mr. Dodge made the motion, with a second by Ms. Haas, to adopt an amendment to the Personnel Regulations to add a new Section 11 establishing an Employee Length of Service Program. The motion carried unanimously.**

4. Installation of Flag Pole at Council Office Building

Mr. Koons stated that, since the Council is a governmental agency authorized by the laws of Florida, it is appropriate for the Council to identify its office building as a public building by installing a flag pole to fly the American and State of Florida flags. Mr. Koons reported that the Executive Committee recommended that authorization be given to install an illuminated flag pole at the Council office building for flying the American and State of Florida flags

**ACTION: Commissioner Pinkoson made the motion, with a second by Commissioner Page, to authorize the installation of an illuminated flag pole at the Council office building for flying the American and State of Florida flags. The motion carried unanimously.**

5. Council Meeting Location

Mr. Koons reported that, during the past few months the Executive Committee has been discussing the possibility of finding an alternate meeting location. He added that after a request to research possible meeting locations in Lake City, the following is a summary of the estimated annual costs for the two proposed meeting location options.

- a. Holiday Inn - \$7,150.40
- b. Tuckers Fine Dining - \$3,998.40

After further discussion concerning the advantages and disadvantages of each location, the Executive Committee recommended that the Council meet at Tuckers Fine Dining in December, January and February and at the Holiday Inn during March, April and May.

**ACTION: Mr. Maulsby made the motion, with a second by Dr. O'Neil, to schedule the December, January and February Council meetings at Tuckers Fine Dining in Lake City and the March, April and May Council meetings at the Holiday Inn. The motion carried unanimously.**

B. Clearinghouse Committee

Clearinghouse Committee Chair Sandra Haas, reported that the Clearinghouse Committee met earlier in the evening and reviewed four items which require action by the Council. The reviewed items were:

Local Government Comprehensive Plan Amendments

#2 - City of Starke Comprehensive Plan Adopted Amendment (DCA No. 06-1)

#3 - Town of LaCrosse Comprehensive Plan Draft Amendments (DCA No. 06-1)

#4 - Town of LaCrosse Comprehensive Plan Draft Amendments (DCA No. 06-2)

#6 - City of High Springs Comprehensive Plan Draft Amendments  
(DCA No. 06-1)

Chair Haas reported that the first item reviewed by the Committee was #2, City of Starke Comprehensive Plan Adopted Amendment. She reported that the Committee found that the City Comprehensive Plan, as amended, remains consistent with the regional plan. She further reported that the Committee recommends forwarding this finding to the City of Starke and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Commissioner Hatch, to approve the Clearinghouse Committee recommendations concerning Item #2. The motion carried unanimously.**

Ms. Haas stated that, concerning Item #3, Town of LaCrosse Comprehensive Plan Draft Amendments, the Committee found that the amendments have no significant adverse impacts to regional facilities, natural resources of regional significance, or nearby local governments. Therefore, the Committee does not recommend the preparation of an Objections, Recommendations and Comments Report. Ms. Haas reported that the Committee found that the Town Comprehensive Plan, if amended as proposed, will remain consistent with the regional plan and added that the Committee recommends forwarding these findings to the Town of LaCrosse and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Commissioner Hatch, to approve the Clearinghouse Committee recommendations concerning Item #3. The motion carried unanimously.**

Ms. Haas stated that, concerning Item #4, Town of LaCrosse Comprehensive Plan Draft Amendments, the Committee found that Town item CPA 06-5 will have no significant adverse impacts to regional facilities, natural resources of regional significance, or nearby local governments. She further reported that the Committee also found that Town item CPA 05-4 will have no significant adverse impacts to natural resources of regional significance. However, the item may have significant adverse impacts to State Road 235 as well as County Road 231, which is part of the regional road network. Therefore, the Committee recommends the preparation of an Objections, Recommendations and Comments Report for Town item CPA 05-4 to address an Objection and Recommendation regarding adverse impacts to State Road 235 and County Road 231.

Ms. Haas stated that the Committee found that the Town Comprehensive Plan, if amended as proposed by Town item CPA 06-5, would remain consistent with the regional plan. Should the Town Comprehensive Plan be amended as proposed by Town item CPA 05-4, it will be inconsistent with Regional Goal 5.1 and Regional Policy 5.1.9 of the regional plan. However, this inconsistency is not so great as to render the Town Plan inconsistent with the regional plan. Therefore, the Town Comprehensive Plan, if amended as proposed by Town item CPA 05-4 will remain consistent with the regional plan. Ms. Haas stated that the Committee recommends forwarding these findings to the Town of LaCrosse and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Mr. Dodge, to approve the Clearinghouse Committee recommendations concerning Item #4. The motion carried unanimously.**

Ms. Haas stated that, concerning Item #6, City of High Springs Comprehensive Plan Draft Amendments, the Committee found that City items CPA 2005-73 and CPA 2006-20 will have no significant adverse impacts to regional facilities, natural resources of regional significance, or nearby local governments. She reported that the Committee also found that City item CPA 2006-17 will have no significant adverse impacts to natural resources of regional significance. However, City item 2006-17 may have significant adverse impacts to segments of U.S. Highway 27 and U.S. Highway 441, which are part of the regional road network. Therefore, the Committee recommends the preparation of an Objections, Recommendations and Comments Report for City item CPA 2006-17 to address one Objection and Recommendation regarding adverse impacts to these two U.S. Highways.

Ms. Haas stated that the Committee found that the City Comprehensive Plan, if amended as proposed by City items CPA 2005-73 and CPA 2006-20, will remain consistent with the regional plan. Should the City Comprehensive Plan be amended as proposed by City item CPA 2006-17, it will be inconsistent with Regional Goal 5.1 and Regional Policy 5.1.9 of the regional plan. However, this inconsistency is not so great as to render the City Plan inconsistent with the regional plan. Therefore, the City Comprehensive Plan, if amended as proposed by City item CPA 2006-17, will remain consistent with the regional plan. Ms. Haas stated that the Committee recommends forwarding these findings to the City of High Springs and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Mr. Martin, to approve the Clearinghouse Committee recommendations concerning Item #6. The motion carried unanimously.**

## VI. EXECUTIVE DIRECTOR'S REPORT

### A. Appointment of Assistant Executive Director

Mr. Koons reported that with his recent selection as the new executive director of the Council, his former position as assistant executive director was vacated. He stated that on October 2, 2006 he appointed Mr. Marlie Sanderson, Director of Transportation Planning, to fill this vacant position. As assistant executive director, Mr. Sanderson will be responsible for assisting with general administrative matters and the execution of the approved work program of the Council.

### B. Nominating Committee Meeting - Executive Committee Member Vacancy

Mr. Koons reported that the Nominating Committee will meet during November to nominate a member of the Council to fill the vacant position on the Executive Committee.

### C. Status Report on Roof Poly-Sealant Coating Project

Mr. Koons discussed the progress of the roof repairs and the application of a poly-sealant to the roof of the Council office building and warehouse. He stated that all repairs are anticipated to be completed in the next three to four weeks.

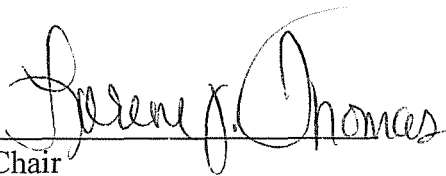
D. Regional Evacuation Study

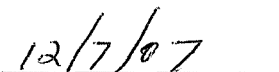
Mr. Koons discussed the comprehensive state-wide assessment that is being conducted concerning regional evacuation studies which includes evacuation needs other than hurricanes. He reported that this study includes detailed computer models being tested by the National Hurricane Center to generate the extent of storm surge by various category hurricanes. He reported that during the final phase of the study, the Division of Emergency Management will contract with regional planning councils to identify critical facilities, available shelters and the preparation of transportation modeling. He stated that the Northeast Regional Council will be the lead agency for this study.

E. Transportation Proportionate Share Ordinance Technical Assistance

Mr. Koons reported that in 2005, the Florida Legislature reformed growth management laws to ensure roads, schools and water are available to meet the needs of growing communities. The Proportionate Fair-Share Transportation Program addresses transportation concurrency deficiencies by providing for developers to pay their proportionate fair-share of the cost of improvements. He reported that Council staff is currently assisting 9 counties and 21 cities with the adoption of a transportation fair share ordinance which is based upon a model ordinance developed by the Center for Urban Transportation Research at the University of South Florida and approved by the Florida Department of Transportation.

Chair Thomas stated that the next Council meeting would be held at Tuckers Fine Dining in Lake City, if scheduling permits, on December 7, 2006. The meeting was adjourned at 8:17 p.m.

  
Chair

  
Date