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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 **August 25, 2016**. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida at 6:00 p.m.

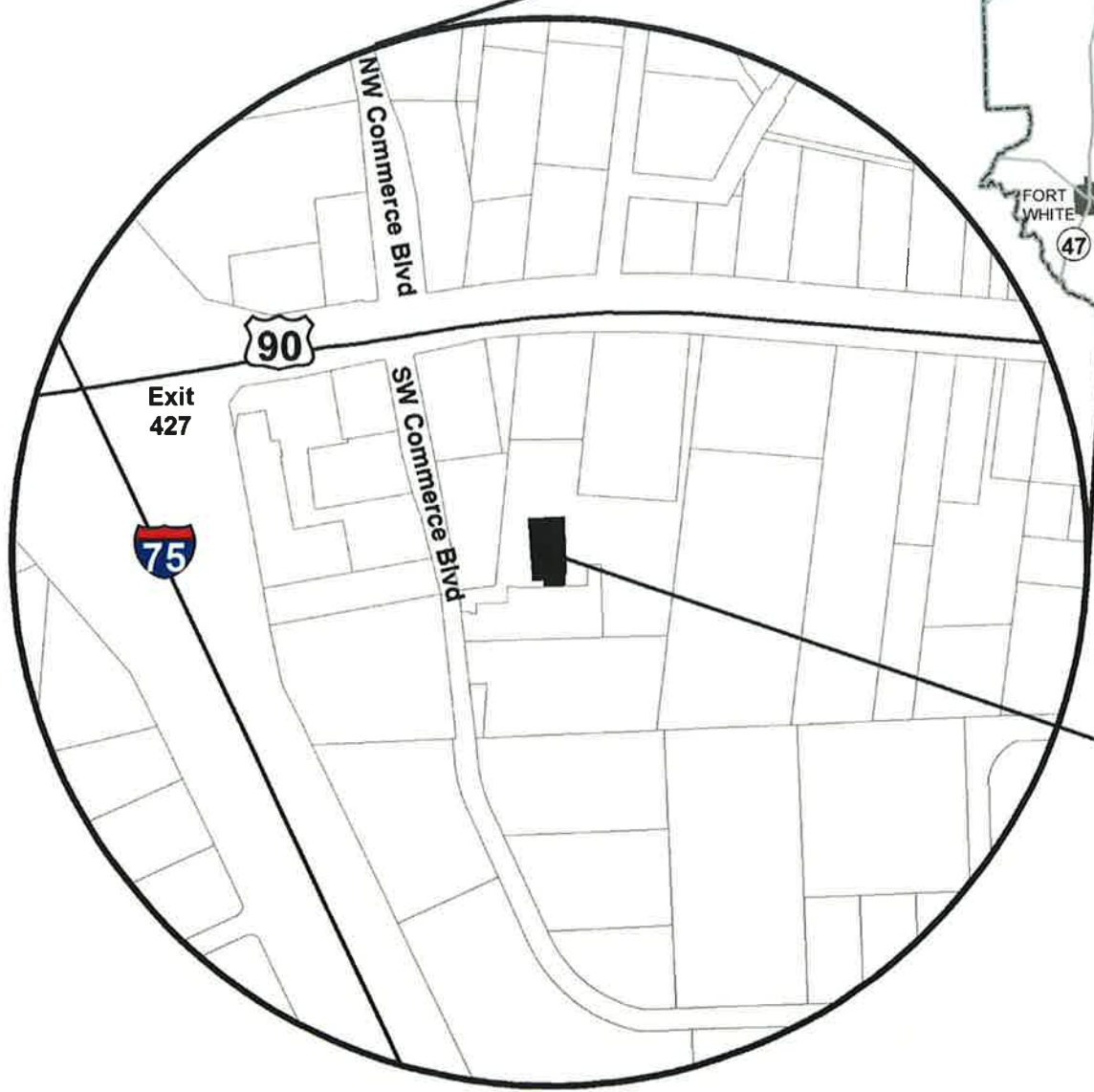
(Location Map on Back)

Dedicated to improving the quality of life of the Region's citizens,  
by coordinating growth management, protecting regional resources,  
promoting economic development and providing technical services to local governments.

# 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

Holiday Inn Hotel & Suites  
Lake City, Florida

August 25, 2016  
6:00 p.m.

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* I. APPROVAL OF MINUTES - July 28, 2016	5
II. CONTRACTS AND APPLICATIONS	
* A. Local Government Comprehensive Plan Services Agreements - Fiscal Year 2016-17	7
* B. Hazardous Waste Monitoring Verification and Notification Services Agreements - Fiscal Year 2016-17	11
III. PROGRAM REPORT - None	
* IV. GENERAL ADMINISTRATION - None	
V. OTHER BUSINESS - None	

\* See Attachments

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EXECUTIVE COMMITTEE  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

July 28, 2016  
6:00 p.m.

MEMBERS PRESENT

Rick Davis, Chair  
Lorene Thomas, Vice-Chair  
Robert Wilford, Member

MEMBERS ABSENT

Louie Davis, Secretary-Treasurer  
Daniel Riddick, Immediate Past Chair

STAFF PRESENT

Scott Koons

OTHERS PRESENT

Stew Lilker

Chair Rick Davis called the meeting to order at 6:02 p.m.

I. APPROVAL OF MINUTES - June 23, 2016

Chair Davis asked that the minutes for the June 23, 2016 Executive Committee meeting be approved as written.

**ACTION: Vice-Mayor Wilford made the motion, with a second by Ms. Thomas to approve the minutes for June 23, 2016, as written. The motion carried unanimously.**

II. CONTRACTS AND APPLICATIONS

A. Local Government Comprehensive Plan Services Agreement  
Fiscal Year 2016-17 Town of LaCrosse

**ACTION: Ms. Thomas made the motion, with a second by Vice-Mayor Wilford to recommend that the Council authorize the Chair to execute an agreement with the Town of LaCrosse to provide local government comprehensive planning assistance services in the amount of \$6,000. The motion carried unanimously.**

B. Purchase Order with Northeast Florida Regional Council to  
Assist with Exercise Planning, Evaluation and Documentation

**ACTION: Vice-Mayor Wilford made the motion, with a second by Ms. Thomas to recommend that the Council authorize the Council to provide services pursuant to a purchase order with the Northeast Florida Regional Council to assist with exercise planning, evaluation and preparing documentation for the annual hurricane training exercise for a fixed fee amount of \$1,220. The motion carried unanimously.**

III. PROGRAM REPORT

A. Agency Regulatory Plan - Fiscal Year 2016-17

**ACTION:** Vice-Mayor Wilford made the motion, with a second by Ms. Thomas to recommend that the Council approve the agency regulatory plan and authorize the Chair, Executive Director and Council Attorney to sign the letter transmitting the plan to the Joint Administrative Procedures Committee. The motion carried unanimously.

B. I-75 Relief Task Force

**ACTION:** Vice-Mayor Wilford made the motion, with a second by Ms. Thomas to recommend that the Council authorize the Chair to sign a letter to the Interstate 75 Relief Task Force with a recommendation that the Interstate 75 Relief Task Force include in its report to the Florida Department of Transportation:

1. recommendations that are consistent with the North Central Florida Strategic Regional Policy Plan;
2. a recommendation to amend state statutes to enable the Florida Department of Transportation to allocate State Highway System/Strategic Intermodal System funds to projects on local-maintained facilities that provide congestion relief to adjacent State Highway System/Strategic Intermodal System facilities; and
3. a recommendation to add a guiding principle statement to the beginning of the Framework for Enhanced and New Transportation Corridors stating that any transportation capacity, operational or safety deficiencies within the region's transportation system should first be met by improvements to existing transportation corridors. New transportation corridors should only be considered as alternatives once significant improvements have been planned and programmed to existing corridors. The motion carried unanimously.

IV. GENERAL ADMINISTRATION - Employee Health Insurance Proposal

**ACTION:** Vice-Chair Wilford made the motion, with a second by Ms. Thomas to recommend that the Council accept the renewal proposal received from UnitedHealthcare for the current Plan 8X-J/RX316 for health insurance, Plan F 3450 for dental insurance and life insurance for the year beginning September 1, 2016. The motion carried unanimously.

VI. OTHER BUSINESS - None

The meeting adjourned at 6:35 p.m.

\_\_\_\_\_  
Rick Davis, Chair


8/25/16  
\_\_\_\_\_  
Date



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August 18, 2016

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director   
SUBJECT: Local Government Comprehensive Planning Assistance Services Agreements -  
Fiscal Year 2016-17

RECOMMENDATION:

**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 2016-17.**

BACKGROUND:

Each year the Council enters into technical assistance services agreements to assist local governments with implementing their comprehensive plans and land development regulations. The scope of services are, as follows.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations.
- II. Amendment Assistance - all Level I services, plus preparing public notices, draft ordinance, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.
- III. Development Review Assistance - all Level I and II services, plus reviewing site and development plans, subdivision plats and other development proposals for comprehensive plan and land development regulations compliance.

The names of the counties and cities and the fixed fee amount of each associated agreement are as listed on the attached list.

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

Attachment

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FISCAL YEAR 2017

LOCAL GOVERNMENT COMPREHENSIVE PLANNING ASSISTANCE SERVICES

AGREEMENTS

The North Central Florida Regional Planning Council proposes to enter into technical assistance services agreements on a fixed fee basis to assist counties and cities with implementing comprehensive plans and land development regulations. The scope of services and amount of each agreement are as listed below.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations.

<u>Local Government</u>	<u>Amount</u>
N/A	N/A

- II. Amendment Assistance - all Level I services, plus preparing 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.

<u>Local Government</u>	<u>Amount</u>
1. Bradford County	\$ 23,500
2. Dixie County	\$ 13,000
3. Lafayette County	\$ 13,000
4. Taylor County	\$ 12,500
5. Union County	\$ 3,500
6. Archer	\$ 7,000
7. Chiefland	\$ 7,000
8. Dunnellon	\$ 7,000
9. Fanning Springs	\$ 5,250
10. Inglis	\$ 7,000
11. Lake Butler	\$ 7,000
12. Madison, City	\$ 17,000
13. Perry	\$ 9,000
14. Starke	\$ 10,000
15. Williston	\$ 7,000

- III. Development Review Assistance - all Level I and II services, plus reviewing site and development plans, subdivision plats and other development proposals for comprehensive plan and land development regulations compliance.

<u>Local Government</u>	<u>Amount</u>
1. Columbia County	\$ 85,000
2. High Springs	\$ 10,000





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August 18, 2016

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director *SRK*  
SUBJECT: Hazardous Waste Monitoring Verification and Notification Services Agreements - Fiscal Year 2016-17

RECOMMENDATION:

**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 2016-17.**

BACKGROUND:

Florida Statutes require each county to annually monitor the waste management practices of 20 percent of the government organizations and businesses that may potentially generate small quantities of hazardous waste. The majority of these operations involve motor vehicle maintenance. On-site visits are required to collect information that is entered into an on-line database.

During these site visits, Council staff will provide recommendations on correcting problems with management techniques. A one-page summary of how to avoid the most common mistakes will also be provided to the facility operators.

These services will be provided on a fixed fee basis to the counties in the amounts as listed below.

Bradford	\$7,882	Lafayette	\$ 1,409
Columbia	\$9,731	Levy	\$16,500
Dixie	\$2,717	Madison	\$ 4,880
Gilchrist	\$2,697	Suwannee	\$ 7,421
Hamilton	\$2,899	Union	\$ 2,778

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