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MEETING NOTICE

EXECUTIVE COMMITTEE

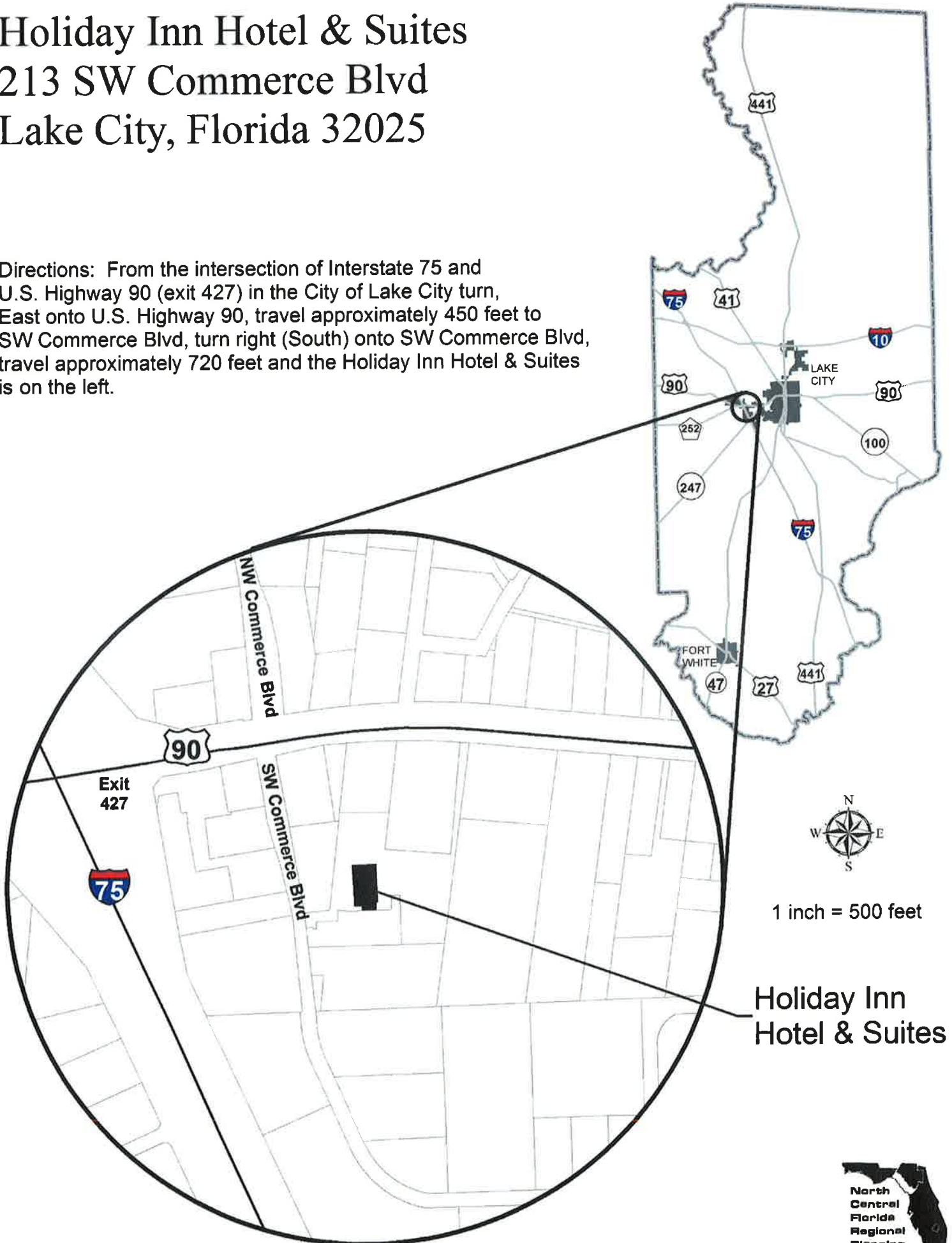
There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **October 24, 2019**. The meeting will be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard, Lake City, Florida, at 6:00 p.m.

(Location Map on Back)

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.



Holiday Inn
Hotel & Suites





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AGENDA EXECUTIVE COMMITTEE

Holiday Inn Hotel & Suites
Lake City, Florida

October 24, 2019
6:00 p.m.

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* I. APPROVAL OF MINUTES - September 26, 2019	5
* II. CONTRACTS AND APPLICATIONS - 2020-22 U.S. Economic Development Administration Partnership Planning Grant Application	9
III. PROGRAM REPORT - None	
* IV. GENERAL ADMINISTRATION - Council Membership - City of Lake Butler	11
V. OTHER BUSINESS - Florida Regional Councils Association Policy Board Meeting Tallahassee - January 10, 2020	
VI. CITIZEN COMMENTS	

This agenda item provides an opportunity for citizens to address the Committee on any matter not included on the agenda. The comment period is limited to three minutes for each individual.

* See Attachments

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EXECUTIVE COMMITTEE
MINUTES

Holiday Inn Hotel & Suites
213 Southwest Commerce Boulevard
Lake City, Florida

September 26, 2019
6:00 p.m.

MEMBERS PRESENT

Robert Wilford, Chair
Charles Chestnut IV, Vice-Chair
Thomas Demps, Secretary-Treasurer
Louie Davis, Immediate Past Chair

STAFF PRESENT

Scott Koons

MEMBERS ABSENT

Anthony Adams, Executive Committee Member

OTHERS PRESENT

Stew Lilker, Columbia County Observer
Johnathan Wershow, Council Attorney

Chair Wilford called the meeting to order at 6:00 p.m.

I. APPROVAL OF MINUTES - August 22, 2019

Chair Wilford asked that the minutes for the August 22, 2019 Executive Committee meeting be approved as written.

ACTION: Commissioner Demps made the motion, with a second by Commissioner Chestnut to approve the minutes for August 22, 2019 meeting as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS - None

III. PROGRAM REPORT - Transportation Disadvantaged
Local Coordinating Board Appointment

ACTION: Mayor Davis made the motion, with a second by Commissioner Chestnut to recommend that the Council appoint Karen Cossey as Chair of the Union County Transportation Disadvantaged Coordinating Board. The motion carried unanimously.

IV. GENERAL ADMINISTRATION -

A. Proclamation Declaring October 2019 as Community Planning Month.

ACTION: Commissioner Chestnut made the motion, with a second by Commissioner Demps to recommend that the Council adopt a proclamation declaring October 2019 as Community Planning Month in the north central Florida region. The motion carried unanimously.

B. Proclamation Declaring October 4, 2019 as Manufacturing Day

ACTION: Commissioner Chestnut made the motion, with a second by Commissioner Demps to recommend that the Council adopt a proclamation declaring October 4, 2019 as Manufacturing Day in the north central Florida region. The motion carried unanimously.

C. Proclamation Declaring October 21-27, 2019 Florida City Government Week

ACTION: Commissioner Demps made the motion, with a second by Mayor Davis to recommend that the Council adopt a proclamation declaring October 21-27, 2019 as Florida City Government Week in the north central Florida region. The motion carried unanimously.

D. Bylaws Amendment

ACTION: Commissioner Demps made the motion, with a second by Commissioner Chestnut to recommend that the Council amend its Bylaws to add a Civility Pledge to Section 17: Public Participation. The motion carried unanimously.

E. Florida Sunshine Law

Scott Koons, Executive Director, stated that the Council is a governmental agency created pursuant to Section 163.01, Florida Statutes, local government interlocal agreement among counties and cities in the north central Florida region. Therefore, the Council is subject to the open meeting provisions of the Florida Sunshine Law.

Johnathan Wershow, Council Attorney, reviewed the requirements of Section 286.01, Florida Statute, concerning public notice of all Council and Council committee meetings and the prohibition of communications between two or more Council members outside a publicly noticed Council or Council committee meeting concerning any matter that may reasonably be expected to be voted on by the Council at a future meeting.

F. Executive Director Annual Performance Evaluation

Following discussion by the Executive Committee, the following action was taken.

ACTION: Commissioner Demps made the motion, with a second by Commissioner Chestnut, 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 "exceeds job requirements" for all evaluation criteria and resulting in an overall score of 5.0 on a 5.0 scale and to concur with the request by Mr. Koons to defer his merit pay increase for Fiscal Year 2019, along with the deferred Fiscal Year 2018 merit pay increase, to Fiscal Year 2020. The motion carried unanimously.

V. OTHER BUSINESS - National Association of Development Organizations
Annual Training Conference - Reno, NV - October 18-23, 2019

Mr. Koons stated that the National Association of Development Organizations Annual Training Conference will be held in Reno, Nevada on October 18-23, 2019.

VI. CITIZEN COMMENTS - None

The agenda item provides an opportunity for citizens to address the Committee on any matter not included on the agenda. The comment period is limited to three minutes for each individual.

The meeting adjourned at 6:27 p.m.

Robert Wilford, Chair

10/24/19
Date




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October 17, 2019

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: 2020-22 U. S. Economic Development Administration Partnership
Planning Grant Application

RECOMMENDATION:

Authorize the Executive Director to submit and authorize the Chair to sign an Application for Federal Assistance for a three-year Partnership Planning investment grant to the U.S. Economic Development Administration in the amount of \$210,000 and authorize the Chair to execute 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. Every three years the Council applies for and receives a planning grant from the Economic Development Administration to fund a portion of the Council's economic development program.

The Atlanta Regional Office of the U. S. Economic Development Administration has invited the Council to submit an Application for Federal Assistance for a three-year Partnership Planning investment grant in the amount of \$210,000. Based upon the Administration's preliminary analysis of the economic distress of the region, this invitation in the amount of \$210,000 will require a local match of \$52,500.

As you will recall, this program consists, in part, of the preparation of the Comprehensive Economic Development Strategy and assistance to local governments in submitting applications for state and federal assistance for various development projects in the region.

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

o:\council.mtg\cnc\mtgmemos\eda three year application.docx




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October 17, 2019

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Council Membership - City of Lake Butler

The City of Lake Butler City Commission recently approved having the City become a member local government of the North Central Florida Regional Planning Council. The City will be the first new municipal member of the Council since January 2000.

As provided for in the interlocal agreement creating the Council, the process for a local government to become a member of the Council is for its governing body to approve a resolution adopting the interlocal agreement by reference. Following adoption of the above referenced resolution by the City Commission, the city will become a member local government of the Council. As a member local government with a population of 99,999 or less, the City will be entitled to one local elected official to serve as their Council representative. In addition, the City will be responsible for payment of annual membership dues as determined by the Council during the budget process each year.

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

