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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 22, 2020**. Due to the COVID-19 Public Health Emergency, the meeting will be held virtually via communications media technology at **6:00 p.m.**

DIAL IN NUMBER: Toll Free 1.888.585.9008

CONFERENCE CODE: 568 124 316



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AGENDA

EXECUTIVE COMMITTEE

Virtual Public Meeting
Via Communications Media Technology
Gainesville, Florida

October 22, 2020
6:00 p.m.

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* I. APPROVAL OF MINUTES - September 24, 2020	5
II. CONTRACTS AND APPLICATIONS - None	
III. PROGRAM REPORT -	
* A. Florida Transportation Disadvantaged Program Community Transportation Coordinator Selections for Dixie, Gilchrist and Union Counties	7
* B. Appointment of North Central Florida Areawide Development Co., Inc. Members	9
IV. GENERAL ADMINISTRATION - None	
V. OTHER BUSINESS - Florida Regional Councils Association Policy Board Meeting Tallahassee - January 8, 2021	
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

Virtual Meeting
Via Communications Media Technology

September 24, 2020
6:00 p.m.

MEMBERS PRESENT

Charles Chestnut IV, Chair
Anthony Adams, Secretary-Treasurer
Thomas Demps, Vice-Chair
Janice Mortimer, Member
Robert Wilford, Immediate Past Chair

STAFF PRESENT

Scott Koons

OTHERS PRESENT

Stew Lilker,
Columbia County Observer

Chair Chestnut called the meeting to order at 6:03 p.m.

I. APPROVAL OF MINUTES - July 23, 2020

Chair Chestnut asked that the minutes for the July 23, 2020 Executive Committee meeting be approved as written.

ACTION: Commissioner Mortimer made the motion, with a second by Commissioner Demps to approve the minutes for July 23, 2020 meeting as written. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS -

A. Purchase Order with Northeast Florida Regional Council for Update of Statewide Regional Evacuation Study

ACTION: Commissioner Adams made the motion, with a second by Vice-Mayor Wilford to recommend that the Council assist the Northeast Florida Regional Council with updating the Statewide Regional Evacuation Study pursuant to a purchase order for a fixed fee amount of \$71,600. The motion carried unanimously.

B. Local Government Comprehensive Plan Evaluation Agreements Fiscal Year 2020-21 Service Agreement - Town of Horseshoe Beach.

ACTION: Vice-Mayor Wilford made the motion, with a second by Commissioner Demps to recommend that the Council authorize the Chair to execute the Local Government Comprehensive Plan Evaluation Agreements Fiscal Year 2020-21 Service Agreement with the Town of Horseshoe Beach for a fixed fee amount of \$10,000. The motion carried unanimously.

C. Community Redevelopment Plan Amendments Fiscal Year 2020-21 Services Agreement - City of Lake Butler

ACTION: Commissioner Demps made the motion, with a second by Commissioner Mortimer to recommend that the Council authorize the Chair to execute the Community Redevelopment Plan Amendments Fiscal Year 2020-21 Service Agreement with the City of Lake Butler for a fixed fee amount of \$7,500. The motion carried unanimously.

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION

A. Proclamation Declaring October 2020 as Community Planning Month

ACTION: Vice-Mayor Wilford made the motion, with a second by Commissioner Adams to recommend that the Council adopt a proclamation declaring October 2020 as Community Planning Month in the north central Florida region. The motion carried unanimously.

B. Proclamation Declaring October 2, 2020 as Manufacturing Day

ACTION: Commissioner Mortimer made the motion, with a second by Commissioner Demps to recommend that the Council adopt a proclamation declaring October 2, 2020 as Manufacturing Day in the north central Florida region. The motion carried unanimously.

C. Proclamation Declaring October 19-25, 2020 Florida City Government Week

ACTION: Vice-Mayor Wilford made the motion, with a second by Commissioner Adams to recommend that the Council adopt a proclamation declaring October 19-25, 2020 as Florida City Government Week in the north central Florida region. The motion carried unanimously.

D. Executive Director Annual Evaluation

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

ACTION: Commissioner Mortimer made the motion, with a second by Commissioner Demps 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 "above average performance" or "exceeds job requirements" for all evaluation criteria and resulting in an overall score of 4.9 on a 5.0 scale and to concur with the request by Mr. Koons to defer his merit pay increase for Fiscal Year 2020 and Fiscal Year 2021 to Fiscal Year 2022. The motion carried unanimously.

V. OTHER BUSINESS - None

VI. CITIZEN COMMENT

Stew Lilker, Columbia County Observer, discussed the local government response to the COVID-19 pandemic and recording of Council committee meetings.

The meeting adjourned at 6:17 p.m.

Charles S. Chestnut IV, Chair

10/22/20
Date



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October 15, 2020

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Florida Transportation Disadvantaged Program -
 Community Transportation Coordinator Designations for
 Dixie, Gilchrist and Union Counties

RECOMMENDATION:

- **Recommend the use of the competitive request for proposals process to designate the Community Transportation Coordinators for Dixie, Gilchrist and Union Counties.**
- **Authorize the Executive Director to appoint a Technical Review Committee of at least three Council employees who have experience and knowledge of Florida’s Transportation Disadvantaged Program.**
- **Authorize the Technical Review Committee to review, assign points and establish a numerical rank order for the proposals and make recommendations to the Council concerning the designation of the Community Transportation Coordinators for Dixie, Gilchrist and Union Counties.**

BACKGROUND:

The Council is the Designated Official Planning Agency for the Transportation Disadvantaged Program for Dixie, Gilchrist and Union Counties. The Florida Commission for the Transportation Disadvantaged requires that the designated official planning agencies use the competitive request for proposals process to recommend the designation of non-governmental community transportation coordinators at the end of each contract period.

Suwannee River Economic Council, Inc. is the designated Community Transportation Coordinator for Dixie, Gilchrist and Union Counties. Suwannee River Economic Council, Inc.’s Memorandums of Agreement will expire June 30, 2021. Therefore, the Council must use a competitive requests for proposal process to recommend the Community Transportation Coordinators for Dixie, Gilchrist and Union Counties.

The Council will accept proposals from qualified agencies or firms for the award of a contract to coordinate transportation services for the transportation disadvantaged in Dixie, Gilchrist and Union Counties. The selected contractors will be the designated community transportation coordinators under Florida's Transportation Disadvantaged Program, as authorized by Chapter 427, Florida Statutes, and more fully described in Rule 41-2, Florida Administrative Code.

A Technical Review Committee will be appointed by the Executive Director. The Technical Review Committee will be comprised of at least three Council employees who have experience and knowledge of Florida's Transportation Disadvantaged Program. Each Technical Review Committee member will assign points to the proposals. A numerical rank order will be established by the Technical Review Committee for all proposals received by the Council.

The proposals and rankings by the Technical Review Committee will be provided to the Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards for review. The Boards may provide non-binding comments concerning the proposals to the Council.

The Council will review the recommendations of the Technical Review Committee and any comments provided by the Dixie, Gilchrist and Union County Transportation Disadvantaged Coordinating Boards and forward recommendations to the Florida Commission for the Transportation Disadvantaged concerning the designation of the community transportation coordinators including any terms of designation. The Florida Commission for the Transportation Disadvantaged will make the final designations.

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



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October 15, 2020

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Appointment of Areawide Development Co., Inc. Members

RECOMMENDATION:

Appoint members for two-year terms to the North Central Florida Areawide Development Co., Inc.

BACKGROUND:

The Articles of Incorporation of the small business loan company, the North Central Florida Areawide Development Co., Inc., (ADCO) require that the Council make appointments of its members. These appointments are to be made on even numbered years for two-year terms.

A list of individuals to be considered for appointment is attached.

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

Attachment

NORTH CENTRAL FLORIDA
AREAWIDE DEVELOPMENT CO., INC.
GENERAL MEMBERSHIP NOMINATIONS

October 22, 2020

MEMBERS

Anthony Adams, Lafayette County
David Arreola, Alachua County
Patricia Bouie Hutchinson, Alachua County
Robert Brown, Hamilton County
LaBarfield Bryant, Hamilton County
Jim Catron, Madison County
Charles Chestnut IV, Alachua County
Ken Cornell, Alachua County
Frank Davis, Suwannee County
Louie Davis, Alachua County
Rick Davis, Madison County
Thomas Demps, Taylor County
Don Hale, Suwannee County
John Meeks, Levy County
Janice Mortimer, Bradford County
David Pieklik, Levy County
Daniel Riddick, Bradford County
Reina Saco, Alachua County
Kevin Sheilley, Marion County
Gigi Simmons, Alachua County
James Tallman, Union County
Kenrick Thomas, Gilchrist County
Lorene Thomas, Dixie County
Robert Wilford, Alachua County
Stephen Witt, Columbia County

