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## MEETING NOTICE

### NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

There will be a meeting of the North Central Florida Regional Planning Council on **May 23, 2024**. The meeting will be held as a hybrid meeting in-person at the **Drury Inn and Suites, Orange Blossom Room/Sweetwater Room, 4000 Southwest 40th Boulevard, Gainesville, Florida**, and via Communications Media Technology at **7:00 p.m.**

To join the meeting from your computer, tablet or smartphone:

<https://meet.goto.com/408138813>

DIAL IN NUMBER:     **Toll Free: 1.866.899.4679**

ACCESS CODE:         **408-138-813**

### MEETING STARTS AT 7:00 P.M.

*Please email [koons@ncfrpc.org](mailto:koons@ncfrpc.org) by May 22, 2024 to let us know if you will be attending the meeting in-person or via communications media technology. **THANK YOU.***

*Please be advised that the Council meeting packet is posted on the Council website at <http://ncfrpc.org> (click on Upcoming Meetings and Meeting Packets, then click on North Central Florida Regional Planning Council Full Packet.)*





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## AGENDA

### NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

Hybrid Public Meeting  
Drury Inn and Suites  
4000 Southwest 40th Boulevard  
Gainesville, Florida and  
Via Communications Media Technology

May 23, 2024  
7:00 p.m.

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- VI. NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL PRESENTATION  
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- VII. CHAIR REPORT
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    - 1. Stephen Clark

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.

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IX. EX-OFFICIO MEMBER REPORTS

X. PUBLIC COMMENTS

The Council welcomes you to this meeting. This time is set aside for our citizens and general public to address the Council on any matter not included on the agenda. This is not a question or answer time, it is not a political forum, nor is it a time for personal accusations or derogatory remarks to or about Council personnel. If you would like to address the Council, please complete a form, come to the podium when you are called, speak into the microphone and state your name and address for the record. Please also limit your comments to not more than three minutes. Your participation is welcomed.

XI. EXECUTIVE DIRECTOR REPORT

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XII. COUNCIL MEMBER ANNOUNCEMENTS

This agenda item provides an opportunity for Council members to make announcements concerning community events and local government projects.

XIII. NEXT MEETING - June 27, 2024

\* See Attachment

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MINUTES

**IV.A.**

Hybrid Public Meeting  
Holiday Inn Hotel & Suites  
Lake City, Florida and  
Via Communications Media Technology

April 25, 2024  
7:00 p.m.

MEMBERS PRESENT  
IN PERSON

**Anthony Adams, Lafayette County**  
Mary Alford, Alachua County  
Patricia Bouie Hutchinson, City of Hawthorne  
**Robert Brown, Hamilton County**  
Thomas Demps, Taylor County  
Shirlie Hampton, City of Perry  
Jhelecia Hawkins, City of Jasper  
**Fletcher Hope Jr., City of Archer**  
**Janice Mortimer, City of Starke**  
Maurice Perkins, Suwannee County  
Daniel Riddick, Bradford County  
David Stegall, City of Lake Butler  
*Lorene Thomas, Dixie County*  
Donnie Waldrep, Madison County

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(FOR QUORUM)

Ed Book, City of Gainesville  
Charles Chestnut IV, Alachua County  
Frank Davis, City of Live Oak  
Louie Davis, City of Waldo  
Desmon Duncan-Walker, City of Gainesville  
Donna Jackson, Union County  
Casey Willits, City of Gainesville

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(NOT FOR QUORUM)

Byron Poore, City of Madison

MEDIA TECHNOLOGY  
VIA COMMUNICATIONS  
NON-VOTING DELEGATE PRESENT

Kristyn Adkins, City of High Springs

MEMBERS ABSENT

Rick Coleman, City of Newberry  
Rocky Ford, Columbia County  
**John Meeks, Levy County**  
Edward Potts, City of Alachua  
Anna Prizzia, Alachua County  
Jody Stephenson, Dixie County  
Kenrick Thomas, Gilchrist County  
Byran Williams, City of High Springs  
Stephen Witt, City of Lake City

EX-OFFICIO MEMBERS PRESENT

Will Hinton, Florida Fish and Wildlife  
Conservation Commission - Virtual  
David Tyler, Florida Department of  
Transportation - Virtual

COUNCIL ATTORNEY ABSENT

Jonathan Wershow

OTHERS PRESENT

Katherine Beck - In-Person  
Diana Davis - Virtual  
Stew Lilker - In-Person  
Russell Mullins - In-Person

STAFF PRESENT

Scott Koons - In Person  
Lauren Yeatter - In Person

**Executive Committee Members names are bold**  
*Gubernatorial Members*

I. INVOCATION

Chair Janice Mortimer noting a quorum being present called the meeting to order at 7:00 p.m. Councilwoman Hawkins gave the invocation.

II. PLEDGE OF ALLEGIANCE

The Council and guests pledged allegiance to the flag of the United States of America.

III. INTRODUCTIONS

Chair Mortimer welcomed Russell Mullins, City Manager, City of Starke; and Stew Lilker, Columbia County Observer. Also in attendance at the meeting virtually was Diana Davis, Executive Director, Alachua County League of Cities and wife of Council Member Louie Davis.

IV. APPROVAL OF CONSENT AGENDA

Chair Mortimer asked that the consent agenda be approved.

**ACTION: Commissioner Alford made the motion, with a second by Commissioner Bouie Hutchinson, to approve the consent agenda. The motion carried unanimously.**

- A. Minutes - March 28, 2024
- B. Monthly Financial Report - March 2024
- C. Local Government Comprehensive Planning Services Agreement  
Fiscal Year 2023-24 - Suwannee County

V. APPROVAL OF REGULAR AGENDA

Chair Mortimer asked that the regular agenda be approved.

**ACTION: Commissioner Waldrep made the motion, with a second by Commissioner Demps, to approve the regular agenda. The motion carried unanimously.**

VI. GUEST SPEAKER - Katherine Beck, Coordinator  
Florida Main Street Program

Scott Koons, Executive Director, introduced Katherine Beck, Coordinator, Florida Main Street Program. Ms. Beck made a presentation concerning the Florida Main Street Program and downtown redevelopment. Chair Mortimer thanked Ms. Beck for her presentation.

VII. CHAIR REPORT - None

### III. COMMITTEE REPORTS

#### A. Executive Committee -

##### 1. Proclamation Proclaiming May 6-10, 2024 Economic Development Week

Scott Koons, Executive Director, stated that the Executive Committee recommends that the Council adopt a proclamation proclaiming May 6-10, 2024 Economic development Week in the north central Florida region. He further stated that Economic Development Week is declared by the International Economic Development Council to highlight the work done by local governments and economic development organizations in promoting economic well-being and quality of life for communities creating, retaining and expanding jobs that facilitate growth, enhance wealth and provide a stable tax base.

**ACTION: Commissioner Perkins made the motion, with a second by Commissioner Demps to adopt the proclamation proclaiming May 6-10, 2024 Economic Development Week, which has been attached hereto and made a part of these minutes. The motion carried unanimously.**

##### 2. Proclamation Proclaiming May 19-25, 2024 Travel and Tourism Week

Mr. Koons stated that the Executive Committee recommends that the Council adopt a proclamation proclaiming May 19-25, 2024 Travel and Tourism Week in the north central Florida region. He further stated that National Travel and Tourism Week is declared by the Travel Industry Association to highlight activities planned throughout the United States and Florida to support and celebrate the tourism industry.

**ACTION: Commissioner Alford made the motion, with a second by Mayor Stegall to adopt the proclamation proclaiming May 19-25, 2024 Travel and Tourism Week, which has been attached hereto and made a part of these minutes. The motion carried unanimously.**

#### B. Clearinghouse Committee - Committee Level Comprehensive Plan Review Items

Commissioner Bouie Hutchinson, Chair of the Clearinghouse Committee, reported that the Clearinghouse Committee met in person and virtually via communications media technology earlier in the evening and reviewed the following local government comprehensive plan amendments which were included on the Council agenda for consideration.

- #26 - City of Starke Comprehensive Plan Adopted Amendment (FC No. 24-1ESR)
- #27 - City of Newberry Comprehensive Plan Adopted Amendment (FC No. 23-4ESR)
- #28 - City of Newberry Comprehensive Plan Adopted Amendment (FC No. 23-5ESR)
- #29 - Town of Horseshoe Beach Comprehensive Plan Adopted Amendment (FC No. 23-1ESR)
- #32 - City of Chiefland Comprehensive Plan Draft Amendment (FC No. 24-1ESR)

Commissioner Bouie Hutchinson stated with regards to these items, the Committee found that the local government comprehensive plans, as amended, were not anticipated to result in significant adverse impacts to regional facilities, Natural Resources of Regional Significance or adjacent local governments. She stated that the Committee recommends forwarding these findings to the respective local governments and FloridaCommerce.

**ACTION:** Commissioner Bouie Hutchinson made the motion, with a second by Commissioner Demps, to approve the Clearinghouse Committee recommendations concerning Item #26 - City of Starke Comprehensive Plan Adopted Amendment (FC No. 24-1ESR); Item #27 - City of Newberry Comprehensive Plan Adopted Amendment (FC No. 23-4ESR); Item #28 - City of Newberry Comprehensive Plan Adopted Amendment (FC No. 23-5ESR); Item #29 - Town of Horseshoe Beach Comprehensive Plan Adopted Amendment (FC 23-1ESR); and Item #32 - City of Chiefland Comprehensive Plan Draft Amendment (FC 24-1ESR). The motion carried unanimously.

IX. EX-OFFICIO MEMBER REPORTS

David Tyler, Rural Planning Manager, Florida Department of Transportation District 2, reported that the District will be hosting a Rural Transportation Planning Summit on August 24, 2024 in Live Oak.

Will Hinton, Land Use Planning Biologist, Florida Fish and Wildlife Conservation Commission, North Central Region, stated that the Commission offers wildlife conservation planning services to landowners and local governments throughout the region.

X. PUBLIC COMMENTS

Stew Lilker, Columbia County Observer, discussed regional workforce and CareerSource Crown, regional rural transportation and the Council website.

XI. EXECUTIVE DIRECTOR REPORT

A. Florida Regional Councils Association Monthly Activity Report

Mr. Koons reported that the Florida Regional Councils Association is the statewide organization of the ten regional planning councils. He stated that the Association strengthens Florida's regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning councils programs to ensure they add value to state, regional and local initiatives. Mr. Koons also stated that the Association strives to accomplish these goals by carrying out the activities listed in the March 2024 activity report included in the Council meeting packet. He reviewed the activities listed in the March 2024 report.

B. Florida Chamber Foundation Scorecard™

Mr. Koons reported that the Florida Chamber Foundation has developed the Florida Scorecard™ to provide Florida leaders the metrics needed to secure Florida's future. He stated that the Florida Chamber Foundation's objective to developing a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan. Mr. Koons noted that the Scorecard reports metrics for each of the following Six Pillars: Talent and Supply Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems, and Quality of Life and Quality Places. He reviewed the April 2024 Scorecard™ that was included in the Council meeting packet.



C. Regional Joint Mitigation Resiliency Project

Mr. Koons reported that the Council entered into an interagency agreement with the East Central Florida Regional Planning Council in 2022, along with other five regional planning councils that have counties that were declared federal disaster areas as a result of Hurricane Irma, to assist in completing a Regional Joint Mitigation Resiliency Project.

Lauren Yeatter, Senior Planner, made a presentation concerning an update on the status of the project. She stated that regional planning councils are engaging in cross collaboration to provide a seamless network of community partners setting forth a single consistent methodology for vulnerability, risk analysis and assessments with reduced focus on county boundaries in order to identify potential multi-jurisdictional or multi-county solutions. Ms. Yeatter also noted that the project will fill an identified gap in resilience efforts by focusing on the impacts of flooding hazards to the inland counties in Florida.

D. Middle and Lower Suwannee River and Withlacoochee River Task Force

Mr. Koons reported that the City of Valdosta, Georgia experienced numerous raw sewage spills in 2018. He stated that these spills resulted in the release of raw sewage into the Withlacoochee River, which flows into the Suwannee River, and raw sewage into Mud Creek which flows into the Alapahoochee River then into the Alapaha River and then into the Suwannee River and travels through the north central Florida region to the Gulf of Mexico. Mr. Koons noted that since this problem affected several counties on a regional scale, the Madison County Board of County Commissioners requested the assistance of the Council to help develop a cohesive plan to remedy the situation and restore the reputation of the Middle and Lower Suwannee River and Withlacoochee River as a tourist destination.

Mr. Koons reported that in response to this request, along with support from counties throughout the north central Florida region, the Council established the Middle and Lower Suwannee River and Withlacoochee River Task Force comprised of a county commissioner from each of the 12 counties in the region to address the issues of raw sewage spills by the City of Valdosta, Georgia. He stated that the Council agreed to provide administrative support to the Task Force. Mr. Koons noted that the Task Force held several joint workshops with the City of Valdosta, Georgia City Council, in 2019, and that the Task Force has been inactive since June 2020.

Mr. Koons reported that on April 12, 2024, the City of Valdosta experienced another significant raw sewage spill. He stated that, as a result of this most recent spill, the Madison County Board of County Commissioners has voted to request the Council reactivate the Task Force to address the issues of raw sewage spills by the City of Valdosta, Georgia.

XII. COUNCIL MEMBER ANNOUNCEMENTS

Chair Mortimer announced that the Concerned Citizens of Bradford County, in conjunction with Bradford County, the City of Starke and the Bradford County Health Department, will be holding a community wellness event, on May 4, 2024 at 1:00 p.m. in Starke.

Commissioner Perkins announced Rhino, Inc. will be conducting a groundbreaking ceremony on April 30, 2024 for the construction of its floating dock manufacturing plant resulting in 50 jobs in Suwannee County.

Commissioner Alford announced that the Florida Springs Council, in conjunction with the Alachua County Department of Environmental Protection, Florida Fish and Wildlife Foundation, and Visit Gainesville/Alachua County, will be holding the Santa Fe Springs Celebration on April 27, 2024 at 12:00 p.m. at Poe Springs Park in Alachua County.

XIII. NEXT MEETING

Chair Mortimer stated that the next Council meeting is scheduled to be held on May 23, 2024.

The meeting was adjourned at 8:11 p.m.

\_\_\_\_\_  
Janice D. Mortimer, Chair

5/23/24  
Date



# PROCLAMATION

## PROCLAIMING MAY 6-10, 2024 AS ECONOMIC DEVELOPMENT WEEK

WHEREAS, the North Central Florida Regional Planning Council is an economic development district designated by the United States Department of Commerce, Economic Development Administration; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses which is the hallmark of the American economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial and federal governments, public-private partnerships, chambers of commerce, universities and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers working in the north central Florida region support the expansion of career opportunities and quality of life.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of May 6-10, 2024 as *Economic Development Week* throughout the north central Florida region.

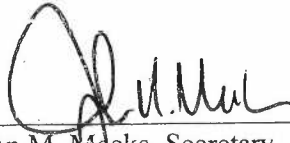
DULY ADOPTED AND PROCLAIMED this 25th day of April 2024.

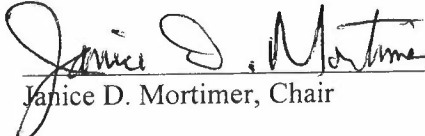
ATTEST:

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

ATTEST:

SEAL

  
\_\_\_\_\_  
John M. Meeks, Secretary

  
\_\_\_\_\_  
Janice D. Mortimer, Chair



# PROCLAMATION

## PROCLAIMING MAY 19-25, 2024 AS TRAVEL AND TOURISM WEEK

WHEREAS, tourism brings over 137 million visitors annually to the State of Florida, generates an estimated 105 billion dollars in economic activity, estimated eight billion dollars in annual sales tax revenues and employs over one million persons;

WHEREAS, the North Central Florida Regional Planning Council recognizes the importance of tourism to the north central Florida regional economy and quality of life;

WHEREAS, local governments, tourist development councils and the North Central Florida Regional Planning Council support tourism opportunities in north central Florida; and

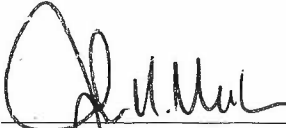
WHEREAS, local governments, businesses, chambers of commerce, visitors bureaus, tourist development councils and the North Central Florida Regional Planning Council are working together to support this vital part of north central Florida's economy and all who play a role in tourism to ensure that north central Florida continues to be a place where traditions will be created and continued for years to come.


NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of May 19-25, 2024 as *Travel and Tourism Week* throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 25th day of April 2024.

ATTEST:

SEAL

  
\_\_\_\_\_  
John M. Meeks, Secretary

  
\_\_\_\_\_  
Janice D. Mortimer, Chair



## IV.B.

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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Monthly Financial Report - April 2024

Please find attached a copy of the Monthly Financial Report for the Council's activities for April 2024. The following paragraphs discuss revenues and expenditures to the budget for the month and year to date.

### Revenue

The total revenue for the Council for year to date is within budgeted figures. Revenue at the end of seven months is 55 percent of budget.

### Expenditures

The total expenditures for the Council for year to date are within budgeted figures. Total expenditures at the end of seven months are 48 percent of budget.

### Conclusion

In conclusion, staff is pleased with the financial condition of the Council. The adjusted general fund balance should remain at an acceptable level at the end of the fiscal year.

Overall, as is regularly reported, the financial condition of the Council is sound. Staff is not aware of anything in the current fiscal year that will change this situation.

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 Financial Statement (Unaudited)**  
**April 30, 2024**

**BALANCE SHEET**

ASSETS

Current Assets

Checking / Savings	2,317,585
Accounts Receivable	835,235
Other Current Assets	60,341

Total Current Assets	<u>3,213,161</u>
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TOTAL ASSETS	<u>3,213,161</u>
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LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	21,247
Other Current Liabilities	174,139

Total Liabilities	<u>195,386</u>
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Equity	<u>3,017,775</u>
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TOTAL LIABILITIES & EQUITY	<u>3,213,161</u>
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**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**April 30, 2024**

**SUMMARY STATEMENT**

	<b>Adopted Budget FY 2023-24</b>	<b>April</b>	<b>2024</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
<b>Revenue</b>	1,629,100		2,413	896,153	55%
<b>Expenses</b>	1,629,100		106,344	775,621	48%



**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**April 30, 2024**

**REVENUE**

<b>Account</b>	<b>Adopted Budget FY 2023-24</b>	<b>April 2024</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
Program Development	61,700	2,413	54,146	88%
Regional Planning				
Regional Planning & Review	70,000	0	70,065	100%
Regional Mitigation Resiliency	102,800	0	3,200	3%
Public Safety & Regulatory Compliance				
Hazardous Waste Monitoring	58,900	0	0	0%
Local Emergency Planning Committee	70,000	0	14,600	21%
Hazards Analyses	0	0	0	
Transportation				
Gainesville Urbanized Area Transportation Planning	234,000	0	356,123	152%
Gainesville Urbanized Area Mass Transit	248,600	0	0	0%
Transportation Disadvantaged - Alachua County	26,000	0	9,425	36%
Transportation Disadvantaged - Region	216,500	0	109,337	51%
Economic Development				
Economic Strategy & Technical Assistance	115,000	0	79,993	70%
Original Florida Tourism Task Force Staffing	36,500	0	14,866	41%
Original Florida Tourism Task Force	68,900	0	74,101	108%
Vision North Central Florida	0	0	0	
Local Government Assistance				
General Technical Services	20,000	0	19,921	100%
City & County Planning Services	244,200	0	90,376	37%
Community Development Block Grant Administration	56,000	0	0	0%
<b>Total Revenue</b>	<b>1,629,100</b>	<b>2,413</b>	<b>896,153</b>	<b>55%</b>

**NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**Summary Financial Statement (Unaudited)**  
**April 30, 2024**

**EXPENDITURES**

<b>Account</b>	<b>Adopted Budget FY 2023-24</b>	<b>April 2024</b>	<b>Year to Date</b>	<b>Percent of Budget</b>
Audit	18,000	0	0	0%
Building Occupancy & Grounds	29,000	3,966	31,408	108%
Contractual Services	20,000	2,226	30,768	154%
Dues, Publications, Subscriptions & Training	31,000	5,729	29,505	95%
Furniture & Equipment	25,000	0	0	0%
Insurance & Bonding	25,000	0	14,247	57%
Legal Services & Public Notices	11,000	676	3,452	31%
Machine Rental & Maintenance	3,000	0	2,385	80%
Meeting Expenses	20,000	1,633	9,668	48%
Office Supplies	13,000	6,398	20,092	155%
Personnel	1,164,900	78,217	562,269	48%
Postage	5,000	190	2,656	53%
Printing	2,000	0	0	0%
Reproduction	10,000	0	1,319	13%
Telephone	4,000	445	2,905	73%
Travel	30,000	2,874	15,373	51%
Original Florida Tourism Task Force	68,900	3,990	49,574	72%
Contingency	149,300	0	0	0%
<b>Total Expenses</b>	<b>1,629,100</b>	<b>106,344</b>	<b>775,621</b>	<b>48%</b>



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May 16, 2024

TO: Council Members  
 FROM: Scott R. Koons, AICP, Executive Director  
 SUBJECT: Agency Regulatory Plan  
 Fiscal Year 2024-25

RECOMMENDATION:

**Approve the Fiscal Year 2024-25 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.**

BACKGROUND:

Effective July 1, 2015 Chapter 2015-162, Laws of Florida amended Section 120.74, Florida Statutes, as amended, regarding the procedures for submission and the content of agency regulatory plans.

The new requirements specify that the agency regulatory plan must include statements concerning laws enacted or amended during the previous 12 months related to rulemaking responsibilities, laws expected to be implemented by rulemaking prior to July 1st of the succeeding year, whether the agency desires to update the regulatory plan for the previous year, and that the agency officials with rulemaking authority have reviewed the plan and existing agency rules and whether existing rules are consistent with the rulemaking authority agency.

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

Attachment

o:\council.mtg\cnc\mtgmemos\agency regulatory plan 2024.docx





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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

May 23, 2024

Mr. Kenneth J. Plante, Coordinator  
Joint Administrative Procedures Committee  
Room 680, Pepper Building  
111 West Madison Street  
Tallahassee, FL 32399-1400

RE: Agency Regulatory Plan  
Fiscal Year 2024-25

Dear Mr. Plante:

The following is the Agency Regulatory Plan for Fiscal Year 2024-25 for the North Central Florida Regional Planning Council.

- a. No laws were enacted or amended during the previous 12 months;
- b. No new laws are expected to be implemented by rulemaking before the following July 1, 2025;
- c. There is no desired update to the regulatory plan for the prior year; and
- d. The Council Chair, Executive Director, and Council Attorney certify that they have reviewed this plan and the agency regularly reviews all its rules. The existing rules were most recently reviewed in association with preparation of this plan. The existing rules were determined to remain consistent with the agency's rulemaking authority and the laws implemented. However, the Council intends to amend Rule 27E-5 by adopting an amended North Central Florida Strategic Regional Policy Plan prior to July 1, 2025.

Certification:

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Janice D. Mortimer  
Council Chair

---

Scott R. Koons, AICP  
Executive Director

---

Jonathan F. Wershow, Esq.  
Council Attorney

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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

May 16, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Agreement with the Florida Division of Emergency Management for  
Local Emergency Planning Committee - Fiscal Year 2024-25

RECOMMENDATION:

**Authorize the Chair to execute an agreement with the Florida Division of Emergency Management for Fiscal Year 2024-25 to provide the services to the North Central Florida Local Emergency Planning Committee for an anticipated amount not to exceed \$70,000.**

BACKGROUND:

This item concerns an annual contract which the Council enters into with the Division of Emergency Management to cover the costs of the Council’s emergency planning activities.

These funds are used to provide Council staff support to the North Central Florida Local Emergency Planning Committee, including providing assistance with meetings, plan updates and training exercises.

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







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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Meeting Schedule Program Year 2024-25

RECOMMENDATION:

**Approve the attached Council Meeting Schedule for 2024-25.**

BACKGROUND:

Please find attached the Council meeting schedule for 2024-25. Generally, Council meetings are held on the fourth Thursday of each month. Please note that there is no meeting in November and the December meeting will be held on the second Thursday, December 12, 2024.

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

### MEETING SCHEDULE

2024-25

June 27, 2024

July 25, 2024

August 22, 2024

September 26, 2024

October 24, 2024

December 12, 2024

January 23, 2025

February 27, 2025

March 27, 2025

April 24, 2025

May 22, 2025

All Council meetings start at 7:00 p.m.

o:\council.mtg\meeting schedule\meeting schedule 2024-25.docx

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## VII.A.

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May 16, 2024

TO: Council Members

FROM: Janice D. Mortimer, Chair

SUBJECT: Mayor Louie Davis Receives 40 Years of Service Award as an Elected Official

The Florida League of Cities recently recognized Mayor Louie Davis as a recipient of the John Land 40 Years of Service Award as an Elected Official. The award was presented at a recent meeting of the City of Waldo City Council.

Founded in 1922, the Florida League of Cities is the united voice for Florida's municipal governments. Its goals are to promote local self-government and serve the needs of Florida's cities. Florida's cities are formed by their citizens and governed by their citizens. The League is founded on the belief that local self-government is the keystone of American democracy.

Mayor Louie Davis has served as a member of the Council since February 1996 and is a former two-time Chair of the Council.

Congratulations Mayor Davis.

o:\council.mtg\cnc\mtgmemos\davis louie 40 years of service.docx





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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Middle and Lower Suwannee River and Withlacoochee River Appointment

RECOMMENDATION:

**Ratify the appointment by the Chair of Hamilton County Commissioner James Murphy to the Middle and Lower Suwannee River and Withlacoochee River Task Force.**

BACKGROUND:

Pursuant to a request by the Madison County Board of County Commissioners, the Council authorized the Executive Director to convene and facilitate a meeting with representatives from Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison and Suwannee Counties to develop a plan to promote our area and help restore the reputation of the Middle and Lower Suwannee River and Withlacoochee River as a result of raw sewage spills from the City of Valdosta, Georgia. On September 19, 2018, Council staff convened and facilitated a meeting of county commissioners, and county administrators, coordinators and managers at the Madison County Agricultural Extension office in Madison. Representatives from Columbia, Dixie, Hamilton, Lafayette, Levy and Madison Counties were in attendance at the meeting.

By consensus, the county commissioners present requested the Council to establish a task force comprised of a county commissioner from each of the following counties, Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Suwannee and Union Counties, in the Suwannee River Basin, including the Santa Fe River Basin, to address the issues of raw sewage spills by the City of Valdosta, Georgia. The county commissioners present also requested that the Council authorize its Executive Director to provide administrative support to the Task Force and to develop, in conjunction with county administrators, coordinators and managers, a strategic action plan to address the issue of raw sewage spills by the City of Valdosta, Georgia.

Pursuant to the request, at the Council meeting on September 27, 2018, the Council established the Middle Lower Suwannee River and Withlacoochee River Task Force to be compromised of Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, Suwannee, Taylor and Union Counties.

The Hamilton County Board of County Commissioners has nominated County Commissioner James Murphy to serve on the Middle and Lower Suwannee River and Withlacoochee River Task Force replacing former County Commissioner Josh Smith.

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

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May 16, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Program Resolution of Appreciation

RECOMMENDATION:

**Approve the attached resolution of appreciation for Stephen Clark.**

BACKGROUND:

The attached resolution of appreciation is regarding Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. Stephen Clark served as the voting Public Education Representative on the Lafayette County Transportation Disadvantaged Coordinating Board.

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

Attachment



## RESOLUTION

*WHEREAS, Stephen Clark has served as the voting Public Education Representative on the Lafayette County Transportation Disadvantaged Coordinating Board since April 2022; and*

*WHEREAS, Stephen Clark, ably discharged the duties as the voting Public Education Representative on the Lafayette County Transportation Disadvantaged Coordinating Board;*

*NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the North Central Florida Regional Planning Council do hereby express their appreciation to Stephen Clark for dedicated service rendered to the Lafayette County Transportation Disadvantaged Coordinating Board and concern for the transportation disadvantaged needs of Lafayette County and the State of Florida; and*

*BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the North Central Florida Regional Planning Council for all citizens of the community to view and recognize the accomplishments and service of Stephen Clark.*

---

*Janice D. Mortimer, Chair*

**ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

May 23, 2024

Date





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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Removal of Surplus Property from List of Capital Assets

RECOMMENDATION:

**Declare the property listed on the attached schedule to be surplus property, and authorize its removal from the Council’s list of capital assets, and disposal of it in accordance with Council policy.**

BACKGROUND:

The property item listed on the attached table is printer hardware of outdated technology. It is requested that it be declared surplus property. It is further requested that approval be given to dispose of this equipment in accordance with Council policy, which will result in transporting it to the Leveda Brown Hazardous Waste Collection Center in Alachua County, donating the equipment to a governmental agency or nonprofit organization, or recycling the equipment.

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

Attachment

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May 16, 2024

TO: Fixed Asset File  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Surplus Inventory

Number	Original Cost	Description	Serial Number	Purchased
3193	\$4,077.00	HP Designjet Z5200 44" Plotter	SG4BC5900J	01/08/15
	\$4,077.00	Sum * All fully depreciated		

The above item is either broken or of such outdated technology that it is no longer being used.  
We need to have it taken off the inventory list so it can be disposed of in accordance with Council policy.

z:\word2000\inventoryremoval2024may.docx

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May 16, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Middle and Lower Suwannee River and Withlacoochee River Reactivation

RECOMMENDATION:

**Reactivate the Middle and Lower Suwannee River and Withlacoochee River Task Force to address raw sewage spills by the City of Valdosta, Georgia.**

BACKGROUND:

The City of Valdosta, Georgia experienced numerous raw sewage spills in 2018. These spills resulted in the release of raw sewage into the Withlacoochee River, which flows into the Suwannee River, and raw sewage into Mud Creek which flows into the Alapahoochee River then into the Alapaha River and then into the Suwannee River and travels through the north central Florida region to the Gulf of Mexico. Since this problem affected several counties on a regional scale, the Madison County Board of County Commissioners requested the assistance of the Council to help develop a cohesive plan to remedy the situation and restore the reputation of the Middle and Lower Suwannee River and Withlacoochee River as a tourist destination.

In response to this request, along with support from counties throughout the north central Florida region, the Council established the Middle and Lower Suwannee River and Withlacoochee River Task Force comprised of a county commissioner from each of the 12 counties in the region to address the issues of raw sewage spills by the City of Valdosta, Georgia. The Council agreed to provide administrative support to the Task Force. In 2019, the Task Force held several joint workshops with the City of Valdosta, Georgia City Council. The Task Force last met on May 20, 2020. Since that time, the Task Force has been inactive.

On April 12, 2024, the City of Valdosta experienced another significant raw sewage spill. As a result of this most recent spill, the Madison County Board of County Commissioners has requested the Council reactivate the Task Force to address the issues of raw sewage spills by the City of Valdosta, Georgia (see attached letter).

It is recommended that the Council reactivate the Task Force to address raw sewage spills by the City of Valdosta, Georgia (see attached list of current Task Force members).

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

Attachments

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**ADMINISTRATIVE OFFICE OF THE  
BOARD OF COUNTY COMMISSIONERS**

229 S.W. Pinckney Street, Madison, FL 32340  
Mail: P.O. Box 539, Madison, FL 32341  
850-973-3179  
www.madisoncountyfl.com

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April 30, 2024

Mr. Scott Koons  
North Central Florida Regional Planning Council  
2009 NW 67<sup>th</sup> Place  
Gainesville, FL 32653

RE: Middle and Lower Suwannee River and Withlacoochee River Task Force

Mr. Koons,

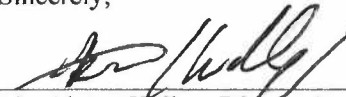
As you may have heard, the City of Valdosta has experienced numerous raw sewage spills over the last several years. The most recent occurred on April 12, 2024, resulting in 6.7 million gallons overflowing from their catch basin, 1.34 million gallons being raw sewage. Back in 2018 Madison County requested assistance from your organization, which resulted in the creation of a multi-county effort known as the Middle and Lower Suwannee River and Withlacoochee River Task Force. After this most recent spill, we feel it is important to reactivate this Task Force to continue with efforts to protect our rivers. Madison County is hereby requesting the North Central Florida Regional Planning Council reconvene the Middle and Lower Suwannee River and Withlacoochee River Task Force to develop a cohesive plan to remedy the situation and restore the reputation of the Withlacoochee and Suwannee River as a tourist destination.


All the counties in the Suwannee River Basin, with the assistance of the North Central Florida Regional Planning Council, have worked extremely hard to promote our rivers as eco-tourism destinations and have advertised our area as a great place to live and do business. The continued sewage spills are a real hazard to human health and safety and we believe they continue to tarnish our reputation.

Therefore, we request to continue with the Task Force's efforts to develop a plan to promote our areas and help restore the reputation of our rivers.

By copy of this letter, we are asking all the other counties in the Task Force to join in this request.

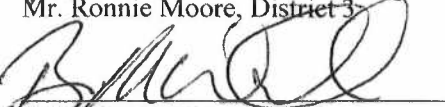
Sincerely,

  
\_\_\_\_\_  
Mr. Alston Kelley, District 1

  
\_\_\_\_\_  
Mr. Donnie Waldrep, District 2

  
\_\_\_\_\_  
Mr. Ronnie Moore, District 3

  
\_\_\_\_\_  
Mr. Alfred Martin, District 4

  
\_\_\_\_\_  
Mr. Brian Williams, District 5

---

Alston Kelley  
District 1

Donnie Waldrep  
District 2

Ronnie Moore  
District 3

Alfred Martin  
District 4

Brian Williams  
District 5



MIDDLE AND LOWER SUWANNEE RIVER AND WITHLACOOCHEE RIVER TASK FORCE

MEMBERS

May 16, 2024

Alachua County - Mary Alford

Bradford County - Daniel Riddick

Columbia County - Ronald Williams

Dixie County - Jody Stephenson

Gilchrist County - William Martin

Hamilton County - Vacant

Lafayette County - Anthony Adams

Levy County - John Meeks, Chair

Madison County - Brian Williams

Suwannee County - John Hale, Vice-Chair

Taylor County - Thomas Demps

Union County - James Tallman





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May 16, 2024

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Resolution No. 2024-11 Honoring Mayor Louie Davis for 40 Years as Elected Official

RECOMMENDATION:

**Adopt the attached resolution honoring Mayor Louie Davis for 40 years as elected official.**

BACKGROUND:

The Florida League of Cities recently recognized Mayor Louie Davis as a recipient of the John Land 40 Years of Service Award as an Elected Official. The award was presented at a recent meeting of the City of Waldo City Council.

Founded in 1922, the Florida League of Cities is the united voice for Florida’s municipal governments. Its goals are to promote local self-government and serve the needs of Florida’s cities. Florida’s cities are formed by their citizens and governed by their citizens. The League is founded on the belief that local self-government is the keystone of American democracy.

Mayor Louie Davis has served as a member of the Council since February 1996 and is a former two-time Chair of the Council.

Attachment

o:\council.mtg\cnc\mtgmemos\davis louie 40 years of service res.docx





RESOLUTION NO. 2024-11

A RESOLUTION OF THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL HONORING MAYOR LOUIE DAVIS FOR 40 YEARS OF ELECTED SERVICE, RECOGNIZING HIS UNSELFISH COMMITMENT TO MUNICIPAL LEADERSHIP AND GOVERNANCE

WHEREAS, America's municipal governments have long relied upon the unselfish leadership of their citizens for local self-government, and Florida's municipal governments share the time-honored role as the level of government closest to the people; and

WHEREAS, this reliance places extraordinary responsibilities upon municipal elected officials as citizen legislators who make significant sacrifices of their time and energies on behalf of their citizenry, often for little to no compensation, making this commitment a true labor of love; and

WHEREAS, municipal leaders strive for excellence in the governance of their city, town or village, and commit themselves to providing quality services, governing effectively and working to improve the quality of life; and

WHEREAS, the Florida League of Cities presented the John Land Award to Mayor Louie Davis recognizing 40 years of elected service; and

WHEREAS, Mayor Louie Davis has served on the North Central Florida Regional Planning Council as the representative for City of Waldo for 28 years; and

WHEREAS, Mayor Louie Davis served as Chair of the North Central Florida Regional Planning Council in 2003-04 and 2010-11.

NOW, THEREFORE, BE IT RESOLVED, that the North Central Florida Regional Planning Council congratulates Mayor Louie Davis;

That Mayor Louie Davis is commended for his dedication to the City of Waldo and is hereby recognized as an outstanding public servant in north central Florida.

DULY ADOPTED BY THE NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL THIS 23rd DAY OF MAY 2024.

Attest:

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

SEAL

\_\_\_\_\_  
Scott R. Koons, Executive Director

\_\_\_\_\_  
Janice D. Mortimer, Chair





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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Fiscal Year 2024-25 Overall Program Design

RECOMMENDATION:

**Approve the Fiscal Year 2024-25 Overall Program Design as recommended by the Program Committee.**

BACKGROUND:

The Program Committee met on March 28, 2024 to develop and recommend for your consideration an Overall Program Design for Fiscal Year 2024-25. A copy of the document is attached for your information.

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

Attachment

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# Overall Program Design Fiscal Year 2024-25



North Central Florida  
Regional Planning Council

May 23, 2024





# Overall Program Design Fiscal Year 2024-25

North Central Florida Regional Planning Council  
2009 NW 67th Place  
Gainesville, Florida 32653-1603  
352.955.2200

May 23, 2024







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# Introduction

The Overall Program Design is a planning and management tool which is used to assist the Council approach its work program in an orderly and comprehensive manner. It provides a detailed outline of the Council's work program for the fiscal year. Strategies, standards, objectives and long-range elements are re-evaluated, based upon previously identified problems and priorities. This is the 50th annual update of the work program.

The Program Committee is responsible for reviewing and evaluating the overall work program of the organization and making recommendations for alterations in it to the Council. Several indicators have been used to determine the future direction proposed by the Program Committee. However, primary guidance came from priorities established in past years with consideration being given to recent actions taken by the Council.

During the current program year, Council activities and discussions at meetings have highlighted the need for continued emphasis on economic development programs and for the provision of technical assistance and support to local governments. Regional planning has also continued to be a topic of discussion.

These program areas are reflected in this Overall Program Design to the extent possible, as they have been in previous years.

## Program Committee

Fletcher Hope, Chair  
Jody Stephenson, Vice-Chair  
Desmon Duncan-Walker  
Rocky Ford  
Maurice Perkins  
Edward Potts  
David Stegall  
Kenrick Thomas  
Lorene Thomas



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## Mission Statement

To improve 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.



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# Chapter I: Executive Management

In order to maintain and improve the effectiveness of the Council's operations, the proper administration of the several planning programs requires activities which are not directly attributable to any one program. Several tools are useful, including updating the Overall Program Design and periodic program evaluations. These and other activities ensure that the Council's goals and objectives are being implemented.

Goal: To implement the goals and objectives of the Council by:

- management of a well-qualified and organized staff;
- efficient and economical use of personnel and funds; and
- coordination of all phases of work to prevent overlap and duplication.

## A. General Administration

### 1. Objective

To ensure the efficient and effective utilization of Council staff and resources.

### 2. Work Elements and End Products

#### a. Grants Management

Work Element: Bookkeeping, request for payments, billing and allocation of costs are some of the activities necessary for proper grants management. (Continuing Activity)

End Product consists of management of fiscal affairs.

#### b. Personnel

Work Element: Interviewing, hiring, ensuring a diversified workforce, orienting new employees and maintaining personnel files are some of the necessary personnel administration responsibilities. (Continuing Activity)

End Product consists of the management of personnel affairs.



## **B. Overall Program Design and Evaluation**

### **1. Objective**

To update the Overall Program Design and conduct periodic program evaluation.

### **2. Work Element and End Product**

#### **a. Overall Program Design**

Work Element: Update of the Overall Program Design.

End Product consists of the Overall Program Design. (Continuing Activity)

## **C. Program Development**

### **1. Objective**

To investigate and develop new programs that have been identified by the Council as potentially beneficial.

### **2. Work Element and End Product**

#### **a. Program Development**

Work Element: Examination of planning needs and services in the region and the preparation of Council responses. (Continuing Activity)

End Product consists of periodic staff reports to the Council and the preparation of applications for program assistance.





## Chapter II: Public Information and Participation

Awareness of issues and participation in programs by the public is essential for effective government. The Council is committed to providing information about Council programs and opportunities for effective citizen participation.

Goal: To provide ample opportunities for citizens to be informed and involved.

### A. Communications Program

#### 1. Objective

To share information about planning issues generally and Council programs specifically.

#### 2. Work Elements and End Products

##### a. Annual Report

Work Element: Annual report prepared at the end of each fiscal year summarizing the Council's accomplishments. The annual report is sent to interested persons, as well as posted on the Council's website. (Continuing Activity)

End Product consists of an Annual Report.

##### b. Website

Work Element: Website maintained by the Council located at <http://ncfrpc.org>. General information about the Council can be viewed at the site. Links to other related websites such as The Original Florida Tourism Task Force at <http://naturalnorthflorida.com> and the North Central Florida Local Emergency Planning Committee at <http://ncflepc.org>, are also available on the Council website.

End Product consists of a website.



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## Chapter III: Regional Planning

The Florida Regional Planning Council Act, passed in 1980 and subsequently amended in 1982, 1992 and again in 1993, requires that each regional planning council prepare and adopt a Strategic Regional Policy Plan. The Strategic Regional Policy Plan must be based upon studies of the region's resources and be consistent with the State Comprehensive Plan. The Act requires that once the Strategic Regional Policy Plan is adopted, it must be utilized by regional planning councils as "the basis for regional review of developments of regional impact, regional review of federally assisted projects, and other regional comment functions."

The Act directs that the Strategic Regional Policy Plan contain goals and policies specifically to address growth management issues. The plan must identify key regional issues, document trends, forecast future conditions, and analyze the problems, needs, and opportunities associated with growth in the region. Further, the regional goals and policies shall be used to develop a coordinated program of regional actions directed at resolving the identified problems and needs.

The Strategic Regional Policy Plan must, at a minimum, address affordable housing, economic development, emergency preparedness, natural resources of regional significance, and regional transportation. It may also address other subjects which relate to the particular needs and circumstances of the regional planning district as determined by the regional planning council. Furthermore, consideration must be given to existing state, regional, and local plans in preparing the Strategic Regional Policy Plan.

In addition to the preparation of the Strategic Regional Policy Plan and its maintenance, the Council also undertakes specific regional programs as are necessary or deemed appropriate. Other on-going programs include economic development, public safety and transportation disadvantaged program.

Goal: To address regional issues in a comprehensive way by offering realistic solutions to problems and providing leadership to take advantage of identified opportunities.

### A. Strategic Regional Policy Plan

#### 1. Objective

To maintain a long-range guide for the physical, economic and social development of the region.

#### 2. Work Element and End Product

##### a. Strategic Regional Policy Plan

Work Element: The Strategic Regional Policy Plan "shall be developed through a collaborative process that emphasizes consensus and coordination between local governments, regional entities, state and federal agencies, other appropriate organizations, and the public. Thus, the plan is a plan for the region, not merely for the regional planning council. Regional goals and policies shall be used to develop a coordinated program of regional actions directed at resolving identified problems and needs. At a minimum, the plan shall contain regional goals and policies that address affordable housing, economic development, emergency preparedness, natural resources of regional significance, and regional



transportation, and shall identify significant regional resources and facilities. The Strategic Regional Policy Plan shall be strategic rather than comprehensive in nature and need not address all goals and policies in the State Comprehensive Plan. However, goals and policies included in the Strategic Regional Policy Plan shall be consistent with and further the State Comprehensive Plan." (Rule 27E-5, Rules of Practice and Procedure Pertaining to Strategic Regional Policy Plans)

During the 1995-96 program year, the Council completed the development of the Strategic Regional Policy Plan, and it was amended during the 1996-97 program year, 2002-03 program year, 2011-12 program year and 2017-18 program year. It is important to continually evaluate the plan to determine when further changes are necessary for it to remain as an appropriate document to guide the development of the region. The Council updates its Strategic Regional Policy Plan every five years.

End Product consists of the maintenance of the North Central Florida Strategic Regional Policy Plan.



## **B. Economic Development**

### **1. Objective**

To study the regional economy, to plan for its diversification and to make it more resilient through business attraction, business retention and expansion, and business entrepreneurship economic development strategies; and to analyze the fiscal and environmental impacts of development and redevelopment.

### **2. Work Elements and End Products**

#### **a. Comprehensive Economic Development Strategy**

Work Element: The Council is an Economic Development District designated by the U.S. Economic Development Administration. To maintain this designation, the Council updates its Comprehensive Economic Development Strategy every five years. (Continuing Activity)

End Product consists of a Comprehensive Economic Development Strategy Update, maintenance of current data files, meetings, correspondence, grant and loan applications, conferences and reports.

#### **b. Program for Tourism Development**

Work Element: In 1992, the Council, with grants provided by the U.S. Economic Development Administration and in conjunction with facility owners, local governments, other agencies and environmental organizations, developed a comprehensive program to promote increased tourism in the region and established an implementation program. From 1993 through 1998, this program was pursued by The Original Florida Tourism Task Force, which was created as part of the Council.

In 1998, the Council, in cooperation with members of the Task Force, county tourist development councils and facility owners assisted the counties of north central Florida with creating The Original Florida Tourism Task Force, as a separate, stand-alone task force, through an interlocal agreement.

End Product consists of providing staff support to the Task Force to implement its regional tourism marketing program by coordinating Task Force representatives attendance at travel shows, printing brochures, as well as maintaining its website.

#### **c. Regional Economic Impact Modeling**

Work Plan: The Council has a license to use an econometric model which provides the Council, its local governments, economic development agencies, and others with a dynamic tool for economic and demographic analysis and forecasting. The model can be used to review system-wide effects over both short- and long-range time horizons, including economic and fiscal impact analyses, policy impact analyses, and economic development/redevelopment analyses. The model can be configured to either address the entire region, any number of county-based subsets of the region or an individual county.

End Product consists of providing economic and fiscal impact analyses for local governments, and analyses of specific projects for economic development partners.



## **C. Public Safety**

### **1. Objective**

To study and plan for the safety and security of the population of the region.

### **2. Work Elements and End Products**

#### **a. North Central Florida Local Emergency Planning Committee**

Work Element: Council staff provides staff services for the North Central Florida Local Emergency Planning Committee, which was established by the State Emergency Response Commission. The North Central Florida Local Emergency Planning Committee is responsible for data gathering and management, and establishing a structure to coordinate emergency response activities within the region by preparing a plan which compliments county emergency preparedness planning efforts.

End Product consists of a comprehensive emergency response plan for the region and the development of a regional emergency response capacity.

#### **b. North Central Florida Regional Hazardous Materials Emergency Response Team**

Work Element: In 2000, three cities and five counties in the region, at the request of the North Central Florida Local Emergency Planning Committee, adopted an interlocal agreement creating the North Central Florida Regional Hazardous Materials Emergency Response Team. The Team provides equipment for first responders within the jurisdictions of its members.

End Product consists of providing staff support to the North Central Florida Regional Hazardous Materials Emergency Response Team by assisting with the maintenance of fully equipped trailers to be used by participating county and city first responders.



## **D. Transportation Disadvantaged Program**

### **1. Objective**

To assist in securing resources for counties in the region to provide increased services to citizens determined to be transportation disadvantaged because of age, disability or income status by serving as the designated official planning agency, staffing local coordinating transportation disadvantaged boards, preparing annual transportation disadvantaged service plans and recommending the designation of community transportation coordinators.

### **2. Work Element and End Product**

#### **a. Designated Official Planning Agency**

Work Element: The Council, as the Designated Official Planning Agency, is responsible for appointing coordinating board members for Bradford; Columbia Hamilton Suwannee; Dixie; Gilchrist; Lafayette; Levy; Madison; and Union Counties. As the Designated Official Planning Agency, the Council provides staff services for those boards. The Designated Official Planning Agency is to ensure, through this structure, that there is a review and analysis of the transportation disadvantaged problems, and further, that the program is continuously monitored.

End Product consists of providing staff support to local coordinating boards by assisting with preparation of transportation disadvantaged plans and development of recommendations regarding designation of community transportation coordinators.



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## Chapter IV: Plan Implementation

The Council performs several activities to implement regional plans.

Goal: To implement regional plans and programs by reviewing and commenting on federal grant and loan applications that may have an impact on the physical environment, local government comprehensive plan amendments, and other agency plans.

### A. Review Responsibilities

#### 1. Objective

To review and comment on applications for Federal assistance, local government comprehensive plans and other agency plans concerning their potential impact on regional resources and facilities as identified in the North Central Florida Strategic Regional Policy Plan.

#### 2. Work Elements and End Products

##### a. Federal Assistance

Work Element: The Council, through its Clearinghouse Committee and staff, reviews applications for Federal assistance, direct Federal projects and some State plans as provided for under Federal Office of Management and Budget guidelines in accordance with a program developed by the Governor's Office, to identify conflicts and duplications between programs and inconsistencies with local and regional plans. (Continuing Activity)

End Product consists of staff reports, committee recommendations and Council action.

##### b. Local Government Comprehensive Plans

Work Element: The Council reviews and comments on local government comprehensive plans and plan amendments for consistency with regional plans in accordance with the Community Planning Act of 2011. (Continuing Activity)

End Product consists of comments and recommendations submitted to local governments and the Florida Department of Economic Opportunity.



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## Chapter V: Council Assistance

The Council responds to requests for assistance from local, State and Federal agencies.

Goal: To provide, on a continuing basis, a variety of technical assistance.

### A. Gainesville Urbanized Area Transportation Planning

#### 1. Objective

To foster the establishment of a continuing, cooperative and comprehensive transportation system development program that is in accordance with the planned development of the Gainesville Urbanized Area.

#### 2. Work Element and End Product

##### a. Gainesville Urbanized Area Transportation Planning

Work Element: Provide professional staff services to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to plan and program transportation projects in the Gainesville Urbanized Area. Council staff performs tasks as identified in the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Unified Planning Work Program and maintains the planning certification for the urbanized area. (Continuing Activity)

End Product consists of the following.

- Continuity of Operations Plan
- List of Priority Projects
- Long-Range Transportation Plan
- Multi-Modal Level of Service Report
- Public Participation Plan
- Transit Monitoring Ridership Report
- Unified Planning Work Program



## **B. Local Government Comprehensive Plans**

### **1. Objective**

To assist local governments in the preparation and maintenance of local comprehensive plans, ordinances and regulations.

### **2. Work Element and End Product**

#### **a. Local Government Comprehensive Plans**

Work Element: Local governments contract with the Council for assistance to meet their long-range and day-to-day planning needs. (Continuing Activity)

End Product consists of local government comprehensive plans, ordinances and regulations.



## **C. General Technical Services**

### **1. Objective**

To provide local governments with information about and assistance in the preparation of State and Federal grant and loan applications.

### **2. Work Elements and End Products**

#### **a. Grant Application Assistance**

Work Element: Local governments are provided with information and assistance on State and Federal programs and applications. (Continuing Activity)

End Product consists of application assistance responses and grant and loan applications.

#### **b. County Hazardous Waste Monitoring Program**

Work Element: The Council assists counties in carrying out their legal responsibilities for monitoring small quantity generators of hazardous waste.

End Product consists of completion of surveying and reporting of activities associated with small quantity generation of hazardous waste.



## **D. Community Development Block Grant Administration**

### **1. Objective**

To assist local governments in the effective management and administration of their Community Development Block Grant Programs.

### **2. Work Element and End Product**

#### **a. Community Development Project Grant Administration**

Work Element: The services of the Council to local governments include grant application preparation and project administration, including bid specifications, legal notices, progress reports, and compliance with Federal regulations and State rules. Projects address housing rehabilitation, neighborhood revitalization, commercial revitalization and economic development needs.

End Product consists of the preparation of Community Development Block Grant applications and administration of Community Development Block Grant projects.

---

# North Central Florida Regional Planning Council

## *Overall Program Design*

- \* Scott R. Koons, AICP, Executive Director

\*Primary Responsibility



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## North Central Florida Regional Planning Council

2009 NW 67th Place, Gainesville, FL 32653-1603



352.955.2200  
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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Fiscal Year 2024-25 Budget

RECOMMENDATION:

**Approve the Fiscal Year 2024-25 budget as recommended by the Finance Committee.**

BACKGROUND:

A meeting of the Finance Committee was held on May 15, 2024. The purpose of the meeting was to consider a recommendation to the Council for the Fiscal Year 2024-25 budget. For your information, please find attached a proposed budget as prepared by staff.

As you can see, the anticipated expenditures for next year will be \$1,680,200 which is \$51,000 more than the current year budget.

As usual, almost all funds to be expended by the Council are received through contracts for services and grants. There is one exception: Member local governments pay dues, which are proposed to remain at \$0.30 per capita for the 43rd year, and will produce approximately \$174,500.

The most significant policy decision that must be made with respect to the budget is related to personnel. There is provision for a total of seven full-time staff positions, plus funds for part-time positions, which is same number of staff positions budgeted for the current year. The budget includes a recurring increase across the board for all employees, including the Executive Director, equal to three percent of the salary for each employee.

Overall, this budget provides for significant services to be rendered to member cities and counties. This is to be done by effectively using resources, and at the same time, ensuring that the Council remains in a sound financial condition.

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

Attachment

o:\council.mtg\cnc\mtgmemos\24-25 budget memo.docx



NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

PROPOSED BUDGET

FISCAL YEAR OCTOBER 1, 2024 - SEPTEMBER 30, 2025

Expenses by Line Item  
May 23, 2024

AUDIT

This item includes fees for audit performed by a certified public accounting firm for the Council.

**Indirect: \$18,000**

BUILDING OCCUPANCY AND GROUNDS

This item includes costs associated with maintaining the Council office building such as electricity, heat/air, water, sanitary sewer, custodial services, pest control services, lawn services, maintenance and repairs.

**Indirect: \$22,000**

CONTRACTUAL SERVICES

This item includes costs to be incurred through charges related to the hazardous materials preparedness training program.

**Indirect: 33,000**

**Direct: \$1,000**

DUES, PUBLICATIONS AND SUBSCRIPTIONS

This item includes membership dues in organizations such as National Association of Development Organizations, National Regional Councils Association, Florida Regional Councils Association, subscriptions to newspapers and periodicals, and books. The Florida Regional Councils Association costs pay for a cooperative program with other regional planning councils to work with state agencies, the Governor's Office, and the Legislature.

**Indirect: \$24,000**

**Direct: \$8,000**

FURNITURE AND EQUIPMENT

This item includes computer upgrades and replacement of office equipment costing more than \$5,000.

**Direct: \$25,000**

INSURANCE AND BONDING

This item includes general liability, fire and casualty, workers' compensation and fidelity, and officers and directors liability insurance.

**Indirect: \$33,000**

LEGAL SERVICES AND PUBLIC NOTICES

This item includes expenses for required publication of legal notices. Also included are funds for legal services from the Council Attorney.

**Indirect: \$4,000**

**Direct: \$5,000**

MACHINE RENTAL/MAINTENANCE

This item includes lease of a postage meter and maintenance contract for a check writing machine.

**Indirect: \$3,000**

MEETING EXPENSES

This item includes expenses for Council and committee meetings.

**Indirect: \$9,000**

**Direct: \$16,000**

OFFICE SUPPLIES

This item includes supplies for office use. Also included in this item is furniture, equipment and computer programs costing \$5,000 or less, computer program licenses, not purchased, such as Regional Economic Models, Inc., as well as maintenance and support costs for such programs.

**Indirect: \$15,000**

**Direct: \$2,000**

PERSONNEL

Total Payroll	\$859,200
Fringe Benefits	<u>\$360,900</u>
Total Personnel Costs	\$1,220,100

This item includes payroll costs. Total payroll includes a proposal for a recurring increase across the board for all employees, including the Executive Director, equal to 3.0 percent of the salary for each employee. Fringe Benefits include employer social security, health insurance and retirement plan contributions.

(Note: The total proposed full-time staff level is seven positions, plus part-time labor.)

**Indirect: \$212,400**

**Direct: \$1,007,700**

POSTAGE

This item includes costs for administrative mail and program mail.

**Indirect: \$3,000**

**Direct: \$2,000**

PRINTING

This item includes cost of printing of the Annual Report, Regional Directory, letterhead and business cards.

**Indirect: 5,000**

REPRODUCTION

This item includes cost of photocopier maintenance.

**Indirect: \$5,000**

TELEPHONE

This item includes charges for local and long distance telephone calls.

**Indirect: \$4,000**

TRAVEL

This item includes automobile travel at the U. S. Internal Revenue Service rate, currently \$0.67 per mile, and per diem of \$80 per day (or \$36 a day for meals, plus lodging and air travel). These expenses are staff travel for program related meetings and attending training conferences and workshops, and Council members travel for attending Council meetings and conferences such as the Florida Regional Councils Association.

**Indirect: \$20,000**

**Direct: \$10,000**

ORIGINAL FLORIDA TOURISM TASK FORCE

This item includes all expenditures approved by and paid for by The Original Florida Tourism Task Force, including travel trade show attendance and printing promotional material.

**Direct: \$64,500**

CONTINGENCY

This item includes funds for unanticipated expenditures.

**Direct: \$128,600**

## INDIRECT COSTS

Indirect costs are defined by the Code of Federal Regulations 200.414: Cost Principles for as which are: (1) incurred for a common or joint purpose benefitting more than one cost objective, and (2) not readily assignable to the cost objective specifically benefitted, without effort disproportionate to the results achieved. All indirect costs are accumulated in a pool and distributed as charges to each program by use of an indirect cost rate. The indirect cost rate is the total indirect cost divided by total direct personnel dollars. Thus, indirect costs are distributed based upon the number of salary dollars for each program. This method provides an equitable distribution of costs. The Indirect Rate for Fiscal Year 2024-25 is estimated to be approximately 41 percent.

TABLE I  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
BUDGET - Adopted May 25, 2023  
FISCAL YEAR OCTOBER 1, 2023 - SEPTEMBER 30, 2024

EXPENSES	INDIRECT EXPENSES	DIRECT EXPENSES	REVENUE	
Audit	\$18,000		Program Development	\$61,700
Building Occupancy & Grounds	\$29,000		Regional Planning	
Contractual Services	\$20,000		Regional Planning & Review	\$70,000
Dues, Pubs., Subs. & Training	\$16,000	\$15,000	Regional Resiliency Mitigation Study	\$102,800
Furniture & Equipment		\$25,000	Public Safety & Regulatory Compliance	
Insurance & Bonding	\$25,000		Hazardous Waste Monitoring	\$58,900
Legal Services & Public Notices	\$2,000	\$9,000	Local Emergency Planning Committee	\$70,000
Machine Rental & Maintenance	\$3,000		Transportation	
Meeting Expenses	\$9,000	\$11,000	Gainesville Urbanized Area Transportation Planning	\$234,000
Office Supplies	\$12,000	\$1,000	Gainesville Urbanized Area Mass Transit	\$248,600
Personnel	\$199,100	\$965,800	Transportation Disadvantaged - Alachua County	\$26,000
Postage	\$3,000	\$2,000	Transportation Disadvantaged - Region	\$216,500
Printing	\$2,000		Economic Development	
Reproduction	\$10,000		Economic Strategy & Technical Assistance	\$115,000
Telephone	\$4,000		Original Florida Tourism Task Force Staffing	\$36,500
Travel	\$20,000	\$10,000	Original Florida Tourism Task Force	\$68,900
Original Florida Tourism Task Force		\$68,900	Local Government Assistance	
Contingency		\$149,300	General Technical Services	\$20,000
			City & County Planning Services	\$244,200
			Community Development Block Grant Administration	\$56,000
Total Indirect Expenses	\$372,100			
Total Direct Expenses		\$1,257,000		
TOTAL EXPENSES (Direct & Indirect)		\$1,629,100	TOTAL REVENUE	\$1,629,100

TABLE II  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
REVENUE BY PROGRAM - Adopted May 25, 2023  
FISCAL YEAR OCTOBER 1, 2023 - SEPTEMBER 30, 2024

REVENUE	FEDERAL FUNDS	STATE FUNDS	MEMBER DUES	MTPO* FUNDS	SERVICE CONTRACTS	TOURISM TASK FORCE FUNDS	OTHER INCOME	TOTAL	TOTAL BY PROGRAM	% TOTAL BY PROGRAM
PROGRAM DEVELOPMENT			\$36,700				\$25,000	\$61,700	\$61,700	4%
REGIONAL PLANNING										
Regional Planning & Review			\$70,000					\$70,000		
Regional Resiliency Mitigation Study					\$102,800			\$102,800		
									\$172,800	11%
PUBLIC SAFETY & REGULATORY COM										
Hazardous Waste Monitoring					\$58,900			\$58,900		
Local Emergency Planning Committee		\$70,000						\$70,000		
Hazards Analyses								\$0		
									\$128,900	8%
TRANSPORTATION										
Gainesville Urbanized Area Trans Planning				\$234,000				\$234,000		
Gainesville Urbanized Area Mass Transit				\$248,600				\$248,600		
Trans Disadvantaged - Alachua Co				\$26,000				\$26,000		
Trans Disadvantaged - Region		\$216,500						\$216,500		
									\$725,100	44%
ECONOMIC DEVELOPMENT										
Economic Strategy & Technical Assistance	\$70,000		\$45,000					\$115,000		
Original Florida Tourism Task Force Staffing		\$11,500					\$25,000	\$36,500		
Original Florida Tourism Task Force		\$38,500					\$30,400	\$68,900		
									\$220,400	13%
LOCAL GOVERNMENT ASSISTANCE										
General Technical Services			\$20,000					\$20,000		
City & County Planning Services					\$244,200			\$244,200		
Community Development Block Grant Admin					\$56,000			\$56,000		
									\$320,200	20%
TOTAL	\$70,000	\$336,500	\$171,700	\$508,600	\$461,900	\$55,400	\$25,000	\$1,629,100	\$1,629,100	100%

\* Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area



TABLE III  
 NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
 EXPENSES BY PROGRAM - Adopted May 25, 2023  
 FISCAL YEAR OCTOBER 1, 2023 - SEPTEMBER 30, 2024

TOTAL	EXPENSES	REGIONAL PUBLIC SAFETY & REGULATORY COM				ECONOMIC DEVELOPMENT				TRANSPORTATION		LOCAL GOVERNMENT ASSISTANCE			TOTAL	
		PROGRAM DEVELOP	STATE PLANNING & REVIEW	REGIONAL RESILIENCY MITIGATION STUDY	HAZARDOUS WASTE MONITORING	LOCAL EMERGENCY PLANNING COMMITTEE	COMP ED STRATEGY & TECHNICAL ASSIST	TOURISM TASK FORCE STAFFING	TOURISM TASK FORCE	TRANS DISADVANT	GAINESVILLE URBANIZED AREA TRANS PLANNING	GAINESVILLE URBANIZED AREA MASS TRANSIT	GENERAL TECHNICAL SERVICES	LOCAL PLANNING SERVICES		COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN
\$0	Contractual Services															\$0
\$15,000	Dues, Pubs., Subs. & Training	\$7,000				\$8,000										\$15,000
\$25,000	Furniture & Equipment	\$25,000														\$25,000
\$9,000	Legal Services & Public Notices					\$1,000				\$8,000						\$9,000
\$11,000	Meeting Expenses	\$11,000														\$11,000
\$1,000	Office Supplies	\$1,000														\$1,000
\$965,800	Personnel		\$42,300	\$71,600	\$37,700	\$37,700	\$71,800	\$22,700		\$155,000	\$151,700	\$168,400	\$11,500	\$163,900	\$31,500	\$965,800
\$2,000	Postage		\$100				\$100			\$1,500			\$100	\$100	\$100	\$2,000
\$10,000	Travel						\$500			\$4,500	\$2,500		\$500	\$500	\$1,500	\$10,000
\$68,900	Original FL Tourism Task Force								\$68,900							\$68,900
\$149,300	Contingency	\$17,700	\$11,303	\$3,614	\$6,675	\$8,775	\$14,937	\$5,054	\$0	\$13,782	\$21,354	\$15,320	\$3,469	\$16,553	\$10,764	\$149,300
\$372,100	Indirect Costs*		\$16,297	\$27,586	\$14,525	\$14,525	\$27,663	\$8,746		\$59,718	\$58,446	\$64,881	\$4,431	\$63,147	\$12,136	\$372,100
\$1,629,100	TOTAL	\$61,700	\$70,000	\$102,800	\$58,900	\$70,000	\$115,000	\$36,500	\$68,900	\$242,500	\$234,000	\$248,600	\$20,000	\$244,200	\$56,000	\$1,629,100

\* See Table I for line item expenses of Indirect Costs. Total indirect expenses are distributed among programs at the rate of 38.53% of Direct Personnel costs.

TABLE IV  
 NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
 MEMBER LOCAL GOVERNMENT DUES - Adopted May 25, 2023  
 FISCAL YEAR OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	POPULATION*		DUES @ .30** PER CAPITA
	JURISDICTION	TOTAL COUNTY	
Alachua County		287,009	
County Government	112,574		\$33,772
Alachua	10,844		\$3,253
Archer	1,151		\$750
Gainesville	145,278		\$43,583
Hawthorne	1,480		\$750
High Springs	6,741		\$2,022
Newberry	8,066		\$2,420
Waldo	875		\$750
 Bradford County		 24,852	
County Government	18,996		\$5,699
Starke	5,856		\$1,757
 Columbia County		 67,511	
County Government	55,356		\$16,607
Lake City	12,155		\$3,647
 Dixie County		 15,558	
County Government	15,558		\$4,667
 Gilchrist County		 18,041	
County Government	18,041		\$5,412
 Hamilton County		 12,003	
County Government	9,387		\$2,816
Jasper	2,616		\$785
 Lafayette County		 7,015	
County Government	7,015		\$2,105
 Levy County		 44,288	
County Government	44,288		\$13,286
 Madison County		 17,290	
County Government	14,288		\$4,286
Madison	3,002		\$901
 Suwannee County		 42,709	
County Government	35,825		\$10,748
Live Oak	6,884		\$2,065
 Taylor County		 19,978	
County Government	12,965		\$3,890
Perry	7,013		\$2,104
 Union County		 11,684	
County Government	9,680		\$2,904
Lake Butler	2,004		\$750
 TOTAL	 567,938	 567,938	 \$171,729

\*Official State estimates used for Revenue Sharing purposes: April 1, 2022.

\*\*Minimum dues paid by any member local government is \$750.

TABLE I  
 NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
 BUDGET - Proposed May 23, 2024  
 FISCAL YEAR OCTOBER 1, 2024 - SEPTEMBER 30, 2025

EXPENSES	INDIRECT EXPENSES	DIRECT EXPENSES	REVENUE	
Audit	\$18,000		Program Development	\$54,500
Building Occupancy & Grounds	\$22,000		Regional Planning	
Contractual Services	\$33,000	\$1,000	Regional Planning & Review	\$70,000
Dues, Pubs., Subs. & Training	\$24,000	\$8,000	Regional Resiliency Mitigation Study	\$112,900
Furniture & Equipment		\$25,000	Public Safety & Regulatory Compliance	
Insurance & Bonding	\$33,000		Hazardous Waste Monitoring	\$58,900
Legal Services & Public Notices	\$4,000	\$5,000	Local Emergency Planning Committee	\$70,000
Machine Rental & Maintenance	\$3,000		Transportation	
Meeting Expenses	\$9,000	\$16,000	Gainesville Urbanized Area Transportation Planning	\$572,600
Office Supplies	\$15,000	\$2,000	Transportation Disadvantaged - Alachua County	\$28,400
Personnel	\$212,400	\$1,007,700	Transportation Disadvantaged - Region	\$204,200
Postage	\$3,000	\$2,000	Economic Development	
Printing	\$5,000		Economic Strategy & Technical Assistance	\$115,000
Reproduction	\$5,000		Original Florida Tourism Task Force Staffing	\$36,500
Telephone	\$4,000		Original Florida Tourism Task Force	\$64,500
Travel	\$20,000	\$10,000	Local Government Assistance	
Original Florida Tourism Task Force		\$64,500	General Technical Services	\$35,000
Contingency		\$128,600	City & County Planning Services	\$207,700
			Community Development Block Grant Administration	\$50,000
Total Indirect Expenses	\$410,400			
Total Direct Expenses		\$1,269,800		
TOTAL EXPENSES (Direct & Indirect)		\$1,680,200	TOTAL REVENUE	\$1,680,200

TABLE II  
 NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
 REVENUE BY PROGRAM - Proposed May 23, 2024  
 FISCAL YEAR OCTOBER 1, 2024 - SEPTEMBER 30, 2025

REVENUE	FEDERAL FUNDS	STATE FUNDS	MEMBER DUES	MTPO* FUNDS	SERVICE CONTRACTS	TOURISM TASK FORCE FUNDS	OTHER INCOME	TOTAL	TOTAL BY PROGRAM	% TOTAL BY PROGRAM
PROGRAM DEVELOPMENT			\$24,500				\$30,000	\$54,500	\$54,500	3%
REGIONAL PLANNING										
Regional Planning & Review			\$70,000					\$70,000		
Regional Resiliency Mitigation Study					\$112,900			\$112,900		
									\$182,900	11%
PUBLIC SAFETY & REGULATORY COM										
Hazardous Waste Monitoring					\$58,900			\$58,900		
Local Emergency Planning Committee		\$70,000						\$70,000		
									\$128,900	8%
TRANSPORTATION										
Gainesville Urbanized Area Trans Planning				\$572,600				\$572,600		
Trans Disadvantaged - Alachua Co				\$28,400				\$28,400		
Trans Disadvantaged - Region		\$204,200						\$204,200		
									\$805,200	48%
ECONOMIC DEVELOPMENT										
Economic Strategy & Technical Assistance	\$70,000		\$45,000					\$115,000		
Original Florida Tourism Task Force Staffing		\$11,500				\$25,000		\$36,500		
Original Florida Tourism Task Force		\$38,500				\$26,000		\$64,500		
									\$216,000	13%
LOCAL GOVERNMENT ASSISTANCE										
General Technical Services			\$35,000					\$35,000		
City & County Planning Services					\$207,700			\$207,700		
Community Development Block Grant Admin					\$50,000			\$50,000		
									\$292,700	17%
TOTAL	\$70,000	\$324,200	\$174,500	\$601,000	\$429,500	\$51,000	\$30,000	\$1,680,200	\$1,680,200	100%

\* Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

TABLE III  
 NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
 EXPENSES BY PROGRAM - Proposed May 23, 2024  
 FISCAL YEAR OCTOBER 1, 2024 - SEPTEMBER 30, 2025

TOTAL	EXPENSES	REGIONAL PUBLIC SAFETY & REGULATORY COM					ECONOMIC DEVELOPMENT			TRANSPORTATION		LOCAL GOVERNMENT ASSISTANCE			TOTAL
		PROGRAM DEVELOP	STATE PLANNING & REVIEW	REGIONAL RESILIENCY MITIGATION STUDY	HAZARDOUS WASTE MONITORING	LOCAL EMERGENCY PLANNING COMMITTEE	COMP ED STRATEGY & TECHNICAL ASSIST	TOURISM TASK FORCE STAFFING	TOURISM TASK FORCE	TRANS DISADVANT	GAINESVILLE URBANIZED AREA TRANS PLANNING	GENERAL TECHNICAL SERVICES	LOCAL PLANNING SERVICES	COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN	
\$1,000	Contractual Services		\$1,000												\$1,000
\$8,000	Dues, Pubs., Subs. & Training	\$8,000													\$8,000
\$25,000	Furniture & Equipment	\$25,000													\$25,000
\$5,000	Legal Services & Public Notices								\$5,000						\$5,000
\$16,000	Meeting Expenses	\$16,000													\$16,000
\$2,000	Office Supplies	\$2,000													\$2,000
\$1,007,700	Personnel		\$37,800	\$72,000	\$39,200	\$39,200	\$73,500	\$23,100		\$143,200	\$386,600	\$23,100	\$145,700	\$24,300	\$1,007,700
\$2,000	Postage		\$100				\$100			\$1,500		\$100	\$100	\$100	\$2,000
\$10,000	Travel						\$500			\$4,500	\$2,500	\$500	\$500	\$1,500	\$10,000
\$64,500	Original FL Tourism Task Force								\$64,500						\$64,500
\$128,600	Contingency	\$3,500	\$15,706	\$11,577	\$3,735	\$14,835	\$10,966	\$3,992	\$0	\$20,080	\$26,052	\$1,892	\$2,062	\$14,204	\$128,600
\$410,400	Indirect Costs*		\$15,395	\$29,323	\$15,965	\$15,965	\$29,934	\$9,408		\$58,320	\$157,448	\$9,408	\$59,338	\$9,897	\$410,400
\$1,680,200	TOTAL	\$54,500	\$70,000	\$112,900	\$58,900	\$70,000	\$115,000	\$36,500	\$64,500	\$232,600	\$572,600	\$35,000	\$207,700	\$50,000	\$1,680,200

\* See Table I for line item expenses of Indirect Costs. Total indirect expenses are distributed among programs at the rate of 40.73% of Direct Personnel costs.

TABLE IV  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MEMBER LOCAL GOVERNMENT DUES - May 23, 2024  
FISCAL YEAR OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	POPULATION*		DUES @ .30** PER CAPITA
	JURISDICTION	TOTAL COUNTY	
Alachua County		292,146	
County Government	114,947		\$34,484
Alachua	11,015		\$3,305
Archer	1,160		\$750
Gainesville	147,202		\$44,161
Hawthorne	1,462		\$750
High Springs	6,975		\$2,093
Newberry	8,503		\$2,551
Waldo	882		\$750
Bradford County		25,290	
County Government	19,195		\$5,759
Starke	6,095		\$1,829
Columbia County		68,141	
County Government	55,995		\$16,799
Lake City	12,146		\$3,644
Dixie County		15,813	
County Government	15,813		\$4,744
Gilchrist County		18,305	
County Government	18,305		\$5,492
Hamilton County		12,085	
County Government	9,493		\$2,848
Jasper	2,592		\$778
Lafayette County		7,192	
County Government	7,192		\$2,158
Levy County		45,283	
County Government	45,283		\$13,585
Madison County		17,409	
County Government	14,431		\$4,329
Madison	2,978		\$893
Suwannee County		43,506	
County Government	36,617		\$10,985
Live Oak	6,889		\$2,067
Taylor County		20,208	
County Government	13,202		\$3,961
Perry	7,006		\$2,102
Union County		11,783	
County Government	9,782		\$2,935
Lake Butler	2,001		\$750
TOTAL	577,161	577,161	\$174,502

\*Official State estimates used for Revenue Sharing purposes: April 1, 2023.

\*\*Minimum dues paid by any member local government is \$750.



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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Election of Officers

RECOMMENDATION:

**Approve the Nominating Committee officer slate of nominees for the Program Year 2024-25.**

BACKGROUND:

The Nominating Committee met on May 15, 2024, to develop, for the Council’s consideration, recommendations concerning the Executive Committee positions. A list of those recommendations is attached.

Also attached, for your information, are excerpts from the Bylaws which govern the election of officers. Specifically, the Council is to elect individuals to the following positions.

- Chair
- Vice-Chair
- Treasurer
- Secretary
- Immediate Past Chair

NOTE: No more than one officer may be from representatives appointed by the same governmental unit.

In addition, if you want to make a nomination from the floor, please find attached a list of current Council members. Only local government representatives and gubernatorial appointees are eligible for election as officers.

If you have any questions concerning the election process, please do not hesitate to contact me.

Attachments

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## Section 6: Officers---Duties---Term of Office.

- (1) The members of the Council shall elect a Chair, Vice-Chair, Treasurer and Secretary to serve as officers of the Council. The officers shall be elected from among the members of the Council and may be elected or gubernatorial appointees no more than one (1) of who may be from representatives appointed by the same general purpose local governmental unit and no more than one (1) may be a gubernatorial appointee from the same county as another gubernatorial appointee. When a vacancy occurs among the officers, the vacancy shall be filled in the same manner in which the preceding officers were originally elected.
- (2) The officers shall perform the duties enumerated below and other duties prescribed by the Council:
  - (a) The Chair shall preside at meetings of the Council and of the Board; sign, with the counter-signature of the Secretary, or Executive Director, as authorized by the Council, any contracts or other instruments which is deemed in the Council's best interest; and perform such other duties incident to the office as may be prescribed by the Council.
  - (b) The Vice-Chair shall assist the Chair in the performance of the Chair's duties, and either in the absence of the Chair or in the event of the Chair's inability or refusal to act, shall have the powers and shall perform the duties of the Chair.
  - (c) The Treasurer shall, see that proper financial records of the Council are maintained in accordance with generally accepted governmental accounting principles. Further, the Treasurer shall, in general, perform all duties that may be assigned to him/her by the Chair or the Council.
  - (d) The Secretary shall see that minutes of the meetings and the records of the Council are kept; attest the signatures of the Council officers; and see that notices are duly given in accordance with the provisions of these Bylaws or as required by law. Further, the Secretary shall, in general, perform all duties that may be assigned to him/her by the Chair or the Council.
- (3) Each member elected to an office shall serve for one (1) year or until a successor is elected, and shall not be eligible for reelection to the same officer position in a succeeding year once their service for the one (1) year term of office has been completed and provided that the immediate past-Chair shall not be eligible to be elected to another officer position until two (2) years have elapsed following the end of their term as immediate past-Chair nor shall an elected official immediate past-Chair be succeeded in the office of Chair by a representative appointed by the same general purpose governmental unit or a gubernatorial appointee from the same county as another gubernatorial appointee.
- (4) Newly elected officers shall be declared installed following the election, and shall assume the duties of office upon adjournment of the Annual Meeting at which they are elected.



NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

2024-25  
May 23, 2024

**EXECUTIVE COMMITTEE MEMBERS**

Fletcher Hope, Chair  
Robert Brown, Vice-Chair  
John Meeks, Treasurer  
Mary Alford, Secretary  
Janice Mortimer, Immediate Past Chair





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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Florida Regional Councils Association Monthly Activity Report

The Florida Regional Councils Association is the statewide organization of the ten regional planning councils. The Association strengthens Florida’s regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning councils programs to ensure they add value to state, regional and local initiatives.

The Association strives to accomplish these goals by carrying-out the following objectives.

- Ensure regional planning councils are effective service organizations to the State of Florida, its local governments, and the citizens they serve;
- Ensure regional planning councils are consensus builders and problem solvers, and serve as conveners of the region by helping to articulate those multijurisdictional issues that need resolution;
- Encourage and promote opportunities for regional planning councils to become partners in state programs and initiatives, while promoting the unique themes of each region within the state and legislative environments;
- Monitor substantive state and federal legislative issues for the benefit of its members, and promote mutually supportive policy positions among the regional planning councils;
- Represent regional planning councils in national organizations, such as the National Association of Regional Councils, National Association of Development Organizations, and SouthEast Regional Directors Institute; and
- Foster relationships and partnerships and coordinate with state, regional, and national associations and organizations; non-profit entities; public-private partnerships; the Governor’s Office; state agencies; and others, on issues of mutual interest and concern, and with whom the Association shares mutual goals and programs.

Please find attached the April 2024 Monthly Activity Report highlighting the activities of the Association.

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

Attachment

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## MONTHLY ACTIVITY REPORT: April 2024

### **RESOURCE DEVELOPMENT/CAPACITY BUILDING and OUTREACH**

- Composed and distributed the March/April *FRCA Forward Newsletter*, collected articles for the March newsletter.
- Updated and maintained the email listserv for approximately 2,350 individuals who receive *FRCA Forward*.
- Updated the FRCA website and social media sites.
- To enhance partnerships, share best practices and strengthen the relationship between regional planning councils and their state and federal partners, organized, participated in or attended the following meetings and shared information:
  - RPC Resiliency Working Group Meeting,
  - RPC and Partners Geographic Information System Coordination Meeting,
  - Florida Division of Emergency Management and Local Emergency Planning Committee Coordination Meeting,
  - Florida Regional Resilience Collaborative Coordinators Forum.

### **ASSOCIATION MANAGEMENT**

- Hosted the April FRCA Executive Directors Advisory Committee (EDAC) meeting.
- Continued development of Articles of Incorporation for the Association.
- Attended meetings of the Southwest Florida and Emerald Coast Regional Planning Councils.
- Organizing an RPC Presentation for the June SWFRPC Board Meeting.
- Continued to coordinate logistics for the 2024 meeting and conference schedule.
- Shared, grant opportunities and information of interest from local, state and national organizations.







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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Florida Chamber Foundation Scorecard™

The Florida Chamber Foundation has developed the Florida Scorecard™ to provide Florida leaders the metrics needed to secure Florida's future. The Florida Chamber Foundation's objective of developing a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan.

The Scorecard reports metrics for each of the following Six Pillars.

- Talent and Supply Education;
- Innovation and Economic Development;
- Infrastructure and Growth Leadership;
- Business Climate and Competitiveness;
- Civic and Governance Systems; and
- Quality of Life and Quality Places.

Please find attached the May 2024 Scorecard.

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

Attachment

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## State of Florida Metrics

Click any metric to get more information! (what is this?)

FLORIDA POPULATION 05/14/2024

**23,149,114**

Florida FutureCast

<p> <b>JOB CHANGE</b></p> <p>Jobs Year Over Year Change</p> <p><b>211,100</b> (Positive)</p> <p>Growth Rate</p> <p><b>2.2%</b> (Positive)</p> <p><a href="#">View Statewide Heat Map</a></p> <p>Net New Jobs Needed by 2030</p> <p><b>1.33M</b></p>	<p> <b>CHILDREN IN POVERTY</b></p> <p><b>17.7%</b> (Decreasing)</p> <p><b>&lt;10%</b> 2030 Goal</p> <p><b>737,567</b> (Decreasing)</p>	<p> <b>3RD GRADE READING SCORES</b></p> <p><b>50%</b> (Declining)</p> <p><b>110,752</b> # Not Reading at Grade Level (Increasing)</p> <p><a href="#">View Statewide Heat Map</a></p> <p><b>100%</b> 2030 Goal</p> <p><a href="#">Florida Gap Map</a></p>	<p> <b>OPEN JOBS</b></p> <p><b>444,263</b> (Increasing)</p> <p><b>353,000</b> Unemployed Persons (Increasing)</p> <p><b>80</b> Unemployed People per 100 Jobs</p>
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<p> <b>UNEMPLOYMENT RATE</b></p> <p><b>3.2%</b> (Increasing)</p> <p><a href="#">View Statewide Heat Map</a></p> <p>Jobs Year Over Year Change</p> <p><b>211,100</b></p> <p><a href="#">View Statewide Heat Map</a></p>	<p> <b>STATE OF FLORIDA VISITORS</b></p> <p><b>\$105.1</b> Billion Visitor Spending</p> <p><b>137.6</b> Million Visitors</p>	<p> <b>STATE HOUSING STARTS &amp; SALES</b></p> <p><b>10,648</b> Starts (Declining)</p> <p><b>23,435</b> Sales (Declining)</p>	<p> <b>POVERTY RATE</b></p> <p><b>12.9%</b> (Better)</p> <p><a href="#">View Statewide Heat Map</a></p>
<p> <b>CONSUMER SENTIMENT</b></p> <p><b>73.3</b> (Improving)</p>	<p> <b>HIGH SCHOOL GRADUATION RATE</b></p> <p><b>88.0%</b> (Improving)</p> <p><a href="#">View Statewide Heat Map</a></p>	<p> <b>SALES TAX REVENUE</b></p> <p><b>\$3.528</b> Billion per Month (Declining)</p>	<p> <b>VOTER PARTICIPATION</b></p> <p><b>54%</b> (Declining)</p>
<p> <b>RIGHT / WRONG DIRECTION</b></p> <p><b>51%/42%</b></p>	<p> <b>LAND IN CONSERVATION</b></p> <p><b>31%</b></p>		



## State of Florida Metrics (What's This?)

State of Florida FutureCast

### Talent Supply & Education

Click any metric to get more information!



State of Florida Metrics (What is this?)  
Innovation & Economic Development

Score: 4 Florida FutureCast

Click any metric to get more information

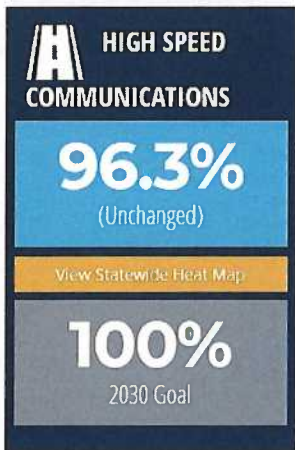
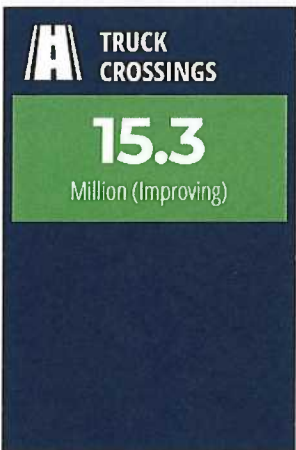
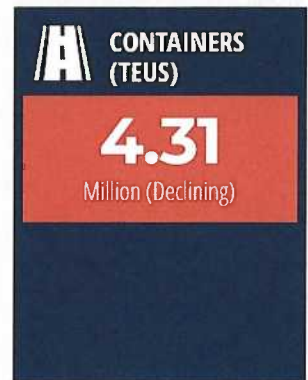


## State of Florida Metrics (What is this?)

State of Florida FutureCast

### Infrastructure & Growth Leadership

Click any metric to get more information!

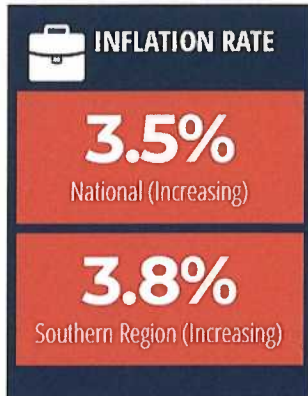


## State of Florida Metrics (What is this?)

State of Florida FutureCast

### Business Climate & Competitiveness

Click any metric to get more information!





### State of Florida Metrics (What is this?)

#### Civic & Governance Systems

State of Florida FutureCast

Click any metric to get more information!

<b>VOTER PARTICIPATION</b> <b>54%</b> <small>(Declining)</small>	<b>RIGHT / WRONG DIRECTION</b> <b>51%/42%</b>	<b>INMATE POPULATION</b> <b>112,659</b>	<b>DEPENDENCY RATIO</b> 2015 <b>56.5%</b> 2030 Estimate <b>70%</b>
<b>GOVERNMENT EMPLOYMENT</b> <b>237.3</b> <small>Thousand (State)</small> <b>704.8</b> <small>Thousand (Local)</small>	<b>VOLUNTEERISM</b> <b>22.8%</b> <small>of Floridians Volunteer</small> <b>50th</b> <small>Florida's Rank</small> <b>Top 3</b> <small>2030 Goal</small>	<b>STATE DEBT OUTSTANDING</b> <b>\$17.1</b> <small>Billion</small>	<b>CITIZENS INSURANCE EXPOSURE POLICIES</b> <b>\$522.2</b> <small>Billion Exposure</small> <b>1,169,427</b> <small>Policies</small>
<b>UNDERFUNDED STATE PENSION</b> <b>\$1120.0</b> <small>Million (Increasing)</small>			

## State of Florida Metrics (What is this?)

State of Florida FutureCast

### Quality of Life and Quality Places

Click any metric to get more information!





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May 16, 2024

TO: Council Members  
FROM: Scott R. Koons, AICP, Executive Director  
SUBJECT: Financial Disclosure Report Filing

All members of the Council are required to file a financial disclosure form by July 1st of each year.

The financial disclosure forms filed by county commissioners and city commissioners for their elected offices fulfill this requirement. Gubernatorial members must file a financial disclosure form electronically with the Florida Commission on Ethics via the Commission's online portal to fulfill this requirement. Council members should have received an email notice earlier this month concerning instructions for electronically filing the financial disclosure form.

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

