

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
FULL COUNCIL
MINUTES

Holiday Inn Restaurant
Lake City, Florida

December 6, 2001
8:00 p.m.

MEMBERS PRESENT

John Barrow, City of Gainesville
Wilbur Bush, Gilchrist County
Gib Coerper, City of Alachua
John Cooper, Bradford County
Minnie Crevasse, Alachua County
Louie Davis, City of Waldo
David Dodge, Bradford County
Dixie Donovan, Columbia County
Gail Garrard, Lafayette County
Alan Hammock, Union County
Eddie Martin, Hawthorne
Charles Maultsby, Taylor County
L. B. Nelson, City of Archer
Emory Philman, Gilchrist County
Tom Robinson, Alachua County
Edd Sadler, Taylor County
Myra Valentine, City of Madison
Lewis Vaughn, Hamilton County

EX-OFFICIO MEMBERS PRESENT

Joye Brown, FDOT

STAFF PRESENT

Steve Dopp
Charles Justice
Charles Kiester
Scott Koons
Candy Ramseur
Marcy Wilson

MEMBERS ABSENT

William Alexander, City of Perry
John Carlson, Alachua County
Chuck Chestnut, City of Gainesville
Melaine "Red" Clyatt, Union County
Bill Coughlin, City of High Springs
John Driggers, Dixie County
Steve Elder, Town of Micanopy
Roy Ellis, Madison County
Steve Futch, City of Starke
Sandra Haas, Suwannee County
Grady Hartzog, City of Newberry
Matthew Hawkins, City of Jasper
Robert Hutchinson, Alachua County
James King, Madison County
Ray Kirkland, City of Lake City
James Montgomery, Columbia County
William Naulls, Alachua County
Dave Newport, Alachua County
Warren Nielsen, City of Gainesville
Garth Nobles, Jr., City of Live Oak
Lorene Thomas, Dixie County
Jim Tompkins, Hamilton County
Douglas Udell, Suwannee County
Penny Wheat, Alachua County

GUESTS PRESENT

Buddy Crevasse
Diana Davis
Ed Jennings, Jr.
Tom Moffses, Sr.
Jon Wershow

Board Members Names Bolded

Vice-Chairman Davis called the meeting to order at 8:00 p.m., noting that there was neither a quorum of the Council or Board of Directors, so that only the Executive Committee could vote on actions.

Vice-Chairman Davis asked that Item V.B. #14, Columbia County Comprehensive Plan Adopted Amendment, be added to the agenda.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to add Item V.B. #14, Columbia County Comprehensive Plan Adopted Amendment to the agenda. The motion carried unanimously.

I. APPROVAL OF MINUTES - October 25, 2001

Vice-Chairman Davis reported that the minutes had an error on Page 6, in the third action listed. He noted that the organization should be listed as Florida Forestry Association rather than Division of Forestry. He asked that the minutes of the October 25, 2001, meeting be approved as amended.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the minutes of the October 25, 2001, meeting as amended. The motion carried unanimously.

II. CONSENT AGENDA

A. Community Development Block Grant Contracts for Administration

1. City of Madison
2. Taylor County
3. Bradford County

B. Transportation Disadvantaged Program

1. Coordinating Board Membership Certification - Columbia, Hamilton, Madison and Suwannee Counties
2. Community Transportation Coordinator Annual Performance Evaluations - Bradford, Dixie, Gilchrist and Union Counties

Vice-Chairman Davis asked if there were questions regarding the items listed on the Consent Agenda, and requested that these items be approved.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the items listed on the Consent Agenda. The motion carried unanimously.

III. PRESENTATION OF FRCA AWARD TO REPRESENTATIVE ED JENNINGS, JR.

Vice-Chairman Davis presented Representative Ed Jennings, Jr., with an award of appreciation from the Florida Regional Councils Association, for his support of regional planning councils.

Representative Jennings then spoke to Council members and answered questions and concerns raised by members.

IV. CHAIRMAN'S REPORT

A. Committee Appointment - This item was put off until the Council's next meeting.

B. Transportation Disadvantaged Program: Resolution of Appreciation

Vice-Chairman Davis asked that a resolution of appreciation be approved for Ms. Edna Hindson, who recently resigned as Public Education representative for Columbia County Transportation Disadvantaged Coordinating Board.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve a resolution of appreciation for Edna Hindson. The motion carried unanimously.

V. COMMITTEE REPORTS

A. Executive Committee

1. Establish Charges for Reproducing Video Tapes and Faxed Material

Mr. Justice reported that the Executive Committee had recommended establishing a charge for reproducing video tapes and sending faxed materials. He noted that the reproduction of video tapes would be \$20 per tape, and faxed material would be \$0.25 per page.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve establishing a charge for reproducing video tapes at \$20 per tape and sending faxed materials at \$0.25 per page. The motion carried unanimously.

2. Amendments to Purchasing Procedures

Mr. Justice reported that a request was being made to simplify and make more efficient their purchasing procedures by changing the dollar limits of the following categories for purchasing, as listed in the "Property, Budgetary and Fiscal Control Procedures and Policies," Paragraph 3:

3. *Purchasing: The Executive Director, or his designee, shall make purchases to the extent authorized by the budget according to the following procedures:*
 - A. *Less than \$1,000 ~~\$500~~ - Outright Purchase*
 - B. *\$1,000 - \$4,999 ~~\$500 - \$2,999~~ - Telephone Quotes (3), or purchase under State Contract*
 - C. *\$5,000 - \$9,999 ~~\$3,000 - \$4,999~~ - Written Bids (3), or purchase under State Contract*
 - D. *\$10,000 ~~\$5,000~~ and over - Advertised Sealed Bids - with Executive Committee approval or purchase under State Contract. If award is over \$25,000, a Competitive Bid Report is presented to the Council for approval unless the purchase is made under State Contract. The Council will also be advised of any purchase made for \$25,000 ~~\$10,000~~ or more.*

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to amend the purchasing procedures as indicated. The motion carried unanimously.

3. Hazardous Materials Planning and Training Grants

Mr. Justice asked that the Chairman be authorized to execute an agreement with DCA for \$28,022 in grant money for the Council to sponsor hazardous materials training sessions for public employees who might discover or respond to a hazardous materials release. He noted that the grant also funds either an exercise or a planning project to benefit local responders.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to authorize the Chairman to execute an agreement with DCA to receive \$28,022 in grant money to be used as indicated. The motion carried unanimously.

4. Reimbursement from Travel Expenses

Mr. Justice asked that two travelers who recently visited London, England, on behalf of the Tourism Task Force be reimbursed for their expenses under State Statute 125.0104-Section 8, Paragraph C. He also asked that the Council consider, on a case-by-case basis, similar reimbursement.

ACTION: Commissioner Sadler made the motion, with a second by Commissioner Martin, to approve reimbursement of travel expenses to two travelers who visited England on behalf of the Tourism Task Force as requested. The motion carried unanimously.

B. Clearinghouse Committee - Chairman's Report

Local Government Comprehensive Plan Amendments

#13 - Town of Micanopy Comprehensive Plan Draft Amendment

Mr. Philman reported that the Committee reviewed item #13, Town of Micanopy Comprehensive Plan Draft Amendment. He noted that the Committee found that the draft amendment does not adversely affect natural resources of regional significance, regional facilities, or adjacent local governments, and recommends forwarding this finding to the Town of Micanopy and the Florida Department of Community Affairs as regional comment

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the recommendation of the Clearinghouse Committee. The motion carried unanimously.

#14 - Columbia County Comprehensive Plan Adopted Amendment - added to agenda.

Mr. Philman reported that the Committee also reviewed Item #14, Columbia County Comprehensive Plan Adopted Amendment. He noted that the Committee concluded that the Columbia County Comprehensive Plan, as amended, remains consistent with the regional plan. The Committee recommends forwarding this finding to Columbia County and the Florida Department of Community Affairs as regional comment.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the recommendation of the Clearinghouse Committee. The motion carried unanimously.

C. Regional Planning Committee - Chairman's Report

1. North Central Florida Strategic Regional Policy Plan - Evaluation and Appraisal Report Proposed Amendments

Commissioner Barrow reported on the next steps in the amendment process, noting that reviewing agencies and local governments will have 60 days to forward their comments to the Council. After receipt, the Council will have 90 days to make any changes suggested by the

reviewing agencies and to adopt by rule the amendments to the regional plan. He noted that it is anticipated that the amendments would be before the Council again for adoption at the March 28th, 2002, meeting.

Commissioner Barrow asked that the Council begin the adoption process for the proposed EAR-based amendments by authorizing Council staff to submit the proposed amendments to all applicable state agencies, regional agencies, and local governments for review as per Chapter 27E-5, Florida Administrative Code.

ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve beginning the adoption process for the proposed EAR-based amendments. The motion carried unanimously.

V. DIRECTOR'S REPORT

Mr. Justice reported that regional planning councils are still in the state budget, but not as a recurring budget item.

Mr. Justice reported that the Alachua West DRI would be on the agenda next month.

Vice-Chairman Davis announced that the next meeting of the Council was scheduled to be held at the Holiday Inn in Lake City on January 24, 2002.

With no further business to come before the Council, the meeting adjourned at 9:27 p.m.

Chairman

Date