

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
FULL COUNCIL  
MINUTES

Holiday Inn Restaurant  
Lake City, Florida

May 22, 2003  
7:30 p.m.

MEMBERS PRESENT

Ed Braddy, City of Gainesville  
John Carlson, Alachua County  
**Louie Davis, City of Waldo**  
David Dodge, Bradford County  
**Roy Ellis, Madison County**  
Mitchell Gentry, Gilchrist County  
Alan Hammock, Union County  
John Hersey, Bradford County  
**Eddie Martin, Hawthorne**  
**Charles Maultsby, Taylor County**  
L. B. Nelson, City of Archer  
**Emory Philman, Gilchrist County**  
**Edd Sadler, Taylor County**  
**Lorene Thomas, Dixie County**  
Myra Valentine, City of Madison  
Penny Wheat, Alachua County

STAFF PRESENT

Robin Barnes  
Steve Dopp  
W.D. Higginbotham  
Charles Justice  
Scott Koons  
Carol Laine

MEMBERS ABSENT

William Alexander, City of Perry  
**Chuck Chestnut, City of Gainesville**  
Cynthia Moore Chestnut, Alachua County  
Bill Coughlin, City of High Springs  
Minnie Crevasse, Alachua County  
Tony Domenech, City of Gainesville  
**Dixie Donovan, Columbia County**  
John Driggers, Dixie County  
Steve Futch, City of Starke  
**Gail Garrard, Lafayette County**  
Sandra Haas, Suwannee County  
Grady Hartzog, City of Newberry  
Matthew Hawkins, City of Jasper  
Ricky Jenkins, Union County  
James King, Madison County  
**Ray Kirkland, City of Lake City**  
**James Montgomery, Columbia County**  
**Garth Nobles, Jr., City of Live Oak**  
Lee Pinkoson, Alachua County  
Tamara Robbins, City of Alachua  
Paul L. Remzey Samarra, Town of Micanopy  
Douglas Udell, Suwannee County  
**Lewis Vaughn, Hamilton County**

EX-OFFICIO MEMBERS PRESENT

Joye Brown, DOT  
Marvin Miller, DEP

GUESTS PRESENT

Diana Davis  
Consuelo Dodge  
Buddy Humphries  
Jon Wershow

**Board Members names are bolded**

Chairman Davis called the meeting to order at 7:42 p.m. and noted that there was not a quorum of the Council or the Board. Chairman Davis stated that there was a quorum of the Executive Committee and he announced that, due to the changes made to the organization policy, all Council members were able to vote.

Chairman Davis asked that Item IV.B #87, Columbia County Comprehensive Plan Draft Amendments, Item IV.B #88, Bradford County Comprehensive Plan Adopted Amendments and Item IV.B #89, City of Hawthorne Comprehensive Plan Draft Amendments, be added to the agenda.

**ACTION: Commissioner Braddy made the motion, with a second by Commissioner Martin, to add Item IV.B #87, Columbia County Comprehensive Plan Draft Amendments, Item IV.B #88, Bradford County Comprehensive Plan Adopted Amendments and Item IV.B #89, City of Hawthorne Comprehensive Plan Draft Amendments to the agenda. The motion carried unanimously.**

I. APPROVAL OF MINUTES - April 24, 2003

Chairman Davis asked that the minutes of the April 24, 2003 meeting be approved as written.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Nelson, to approve the minutes of the April 24, 2003, meeting as written. The motion carried unanimously.**

II. CONSENT AGENDA - Meeting Schedule for 2003-2004

Chairman Davis asked if there were any questions regarding the Meeting Schedule for 2003-2004, and requested that the schedule be approved.

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

III. CHAIRMAN'S REPORT - Louie Davis

A. Resolution of Appreciation for Willie Naulls

Chairman Davis asked that a resolution of appreciation for past services as a member of the Planning Council be approved for Willie Naulls from Alachua County.

**ACTION: Commissioner Hammock made the motion, with a second by Commissioner Martin, to approve the Resolution of Appreciation for Willie Naulls. The motion carried unanimously.**

#### IV. COMMITTEE REPORTS

##### A. Executive Committee

1. Comprehensive Economic Development Strategy, 2002-2003 Annual Report (CEDS)

Mr. Justice reported that each year the Council prepares a report for submittal to the U.S. Economic Development Administration (EDA) to meet our contractual requirement with that agency regarding the funding it provides the Council's economic development program. He stated that the information included in the report regarding the listing of projects was received as a result of contacts with our local governments. He added that this list of projects includes those that could be funded through the EDA as well as projects which could be funded through other revenue sources. Mr. Justice reported that the Executive Committee recommended that the CEDS Report be approved for submission to the counties for their review and concurrence and also to approve forwarding the CEDS Report to EDA.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Nelson, to approve submission of the Comprehensive Economic Development Strategy 2002-2003 Annual Report to the counties and the U.S. Economic Development Administration. The motion carried unanimously.**

2. Resolution Authorizing Addendum to Revenue Note Issued on August 4, 1999

Mr. Justice stated in December 2002, the Council authorized officers of the Council and the Council attorney to pursue securing a reduction in interest rates on the note that was issued in 1999 for the purpose of purchasing the Council office building. He reported that the bank had agreed to reduce the rate from 5.35% to 4.54%. He added that in order to reduce the interest rate, a resolution authorizing an addendum to the note is one of the documents that must be executed before the lender, South Trust Bank, will take the necessary action to reduce the interest rate on the subject note. Mr. Justice reported that the Executive Committee recommended that the Council approve a resolution authorizing the execution and delivery of an addendum for the purpose of modifying the interest rate on the revenue note dated August 4, 1999.

**ACTION: Commissioner Sadler made the motion, with a second by Commissioner Martin, to approve the Resolution Authorizing an Addendum for the Purpose of Modifying the Interest Rate on the Revenue Note dated August 4, 1999. The motion carried unanimously.**

3. Contract with Department of Community Affairs for Growth Management Funds, FY July 2003-2004

Mr. Justice reported that the Executive Committee recommended that the Council authorize the Chairman to execute an agreement with the Florida Department of Community Affairs (DCA) to provide the services for which it is anticipated that the State will pay the Council from \$190,000 to \$220,000, depending upon the amount appropriated by the Legislature. He added that the standard contract entered into with the State each year contains two scopes or work: base funding which includes money to support the Council's general review activities including the review of local plan amendments, maintaining and implementing the Strategic Regional Policy Plan, and activities in support of the DRI process not covered by a fee system; and hazardous materials planning which includes assistance to the Local Emergency Planning Committee (LEPC), plan updates and exercises.

**ACTION: Commissioner Sadler made the motion, with a second by Commissioner Martin, to authorize the Chairman to execute an agreement with DCA for growth management funds for Fiscal Year July 2003-2004. The motion carried unanimously.**

4. Local Mitigation Strategy Update Technical Assistance Grants

Mr. Justice stated that in December 2002, the Council authorized the Chairman to enter into a contract with the Florida Department of Community Affairs (DCA) to assist counties with updating their Local Mitigation Strategies to comply with the federal Disaster Mitigation Act of 2000. He stated that each county was projected to receive an allocation of \$30,000 to be expended over a three year period.

Mr. Justice reported that DCA has since changed the contracting procedure and allocation amounts for this program. He added that each county was notified that a \$20,000 allocation would be made available to be expended over a two year period and that DCA would be contracting directly with each individual county. Mr. Justice reported that the Executive Committee has recommended that the Council authorize the Chairman execute agreements with the individual counties to update their

Local Mitigation Strategies to comply with the federal Disaster Mitigation Act of 2000.

**ACTION: Commissioner Ellis made the motion, with a second by Commissioner Nelson, to authorize the Chairman to execute agreements with individual counties to update their Local Mitigation Strategies to comply with the federal Disaster Mitigation Act of 2000. The motion carried unanimously.**

B. Clearinghouse Committee

Local Government Comprehensive Plan Amendments

#75 - Hamilton County Comprehensive Plan Adopted Amendment (DCA No. 03-1)

#76 - City of Madison Comprehensive Plan Adopted Amendment (DCA 02-1)

#88 - Bradford County Comprehensive Plan Adopted Amendments (DCA No. 03-1) - added to agenda

Mr. Dopp reported that the Clearinghouse Committee met without a quorum and reviewed six Committee-level items which require Council action. He stated that the recommendations being put forth were unofficial Committee recommendations.

Mr. Dopp reported that comprehensive plan adopted amendments were reviewed from Hamilton County (#75), City of Madison (#76) and Bradford County (#88) and the Committee concluded that the comprehensive plans, as amended, remain consistent with the regional plan and recommends forwarding this finding to the respective local governments and to the Florida Department of Community Affairs as regional comment.

**ACTION: Commissioner Sadler made the motion, with a second by Commissioner Gentry, to forward the Clearinghouse Committee findings to Hamilton County, the City of Madison, Bradford County and the Florida Department of Community Affairs as regional comment. The motion carried unanimously.**

#74 - Lafayette County Comprehensive Plan Adopted Amendment (DCA No. 03-1)

Mr. Dopp reported that the Lafayette County comprehensive plan adopted amendment remains consistent with the regional plan. Mr. Dopp stated that a typographical error was noted in Policy I.1.6(c) with the word "foot" missing from the policy. He stated that the Committee recommends a comment be added requesting that Lafayette County correct the sentence in Policy I.1.6(c) to state "that the development shall provide a minimum of a 200 **foot** buffer." Mr. Dopp reported that the Committee recommends forwarding the comment and finding to Lafayette County and the Florida Department of Community Affairs as regional comment.

**ACTION:** Commissioner Sadler made the motion, with a second by Commissioner Martin, to forward the Clearinghouse Committee comment and finding to Lafayette County and the Florida Department of Community Affairs as regional comment. The motion carried with one nay vote.

#87 - Columbia County Comprehensive Plan Draft Amendments (DCA No. 03-1) - added to agenda

Mr. Dopp reported that the Columbia County Comprehensive Plan Draft Amendments would not adversely impact adjacent local governments, regional facilities, or natural resources of regional significance provided the County adopt its EAR-based amendments as previously reviewed by the Council at the October 24, 2002 meeting and the Committee recommends forwarding this comment and 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 Braddy, that the Columbia County Comprehensive Plan Draft Amendments would not adversely impact adjacent local governments, regional facilities, or natural resources of regional significance provided the EAR-based amendments are adopted by the County and to forward this comment and finding to Columbia County and the Florida Department of Community Affairs as regional comment. The motion carried unanimously.

#89 - City of Hawthorne Comprehensive Plan Draft Amendments (DCA No. 03-1) - added to agenda

Mr. Dopp reported that the Committee recommended the preparation of an Objections, Recommendations, and Comments (ORC) report for City of Hawthorne Amendment CPA 02-1 to address impacts to the Floridan Aquifer and Areas of High Recharge Potential to the Floridan Aquifer and the following items.

1. The adequacy of emergency preparedness and hazardous materials policies to prevent adverse regional impacts in light of adding 80 industrial acres to the City;
2. To address potential impacts on wells and the Floridan Aquifer in nearby unincorporated Alachua County;
3. To address the adequacy of policy direction regarding requirements for hookup to municipal wastewater treatment and central water supply;
4. To address adequacy of plan policies and the concurrency management element to protect State Road 20 from adverse impacts; and

5. To address the adequacy of fire rescue resources and the adequacy of the City's plan policies and capital improvements elements to provide such resources in light of the proposed amendment.

Mr. Dopp further stated that the Committee further recommended that the evaluation section of the report be rewritten to make the evaluation findings consistent with the recommendations for an expanded ORC report.

**ACTION: Mr. Philman made the motion, with a second by Commissioner Wheat, to forward the Clearinghouse Committee comments to the City of Hawthorne and the Florida Department of Community Affairs as regional comment. The motion carried unanimously.**

- C. Program Committee - Overall Program Design, FY 2003-2004

Commissioner Sadler reported that the Program Committee met on April 24, 2003 and reviewed the Overall Program Design (OPD) and noted that there are no changes proposed in the OPD which include new programs not previously discussed and/or approved by the Council. He did note one significant change on page 14, where it is proposed that a new program of technical assistance be added for the purpose of offering member local governments support in meeting terrorism-related responsibilities. Commissioner Sadler reported that the Program Committee recommends the adoption of the FY 2003-2004 Overall Program Design.

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

- D. Finance Committee - FY 2003-2004 Proposed Budget

Commissioner Martin reported that the Finance Committee met on April 24, 2003 and prepared a proposed budget for the coming year. He noted that the anticipated expenditures for next year will be \$1,753,148, which is \$124,505 more than the budget for the current year, almost all of which is a result of increases in homeland security and local assistance programs. Commissioner Martin also reported that the Council also has unencumbered funds which may be appropriated, and it is requested that \$30,000 of this reserve be made available to increase services to members and to make capital purchases.

Commissioner Martin noted that there is a provision for a total of 18 full-time staff positions, plus limited funds for part-time positions, which is the same staff complement as for the current year. He noted that the budget includes a three percent salary increase across the board for all employees, and one percent for merit increases. Commissioner Martin reported that the Finance Committee recommends approval of the FY 2003-2004 Budget.

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

V. DIRECTOR'S REPORT

A. Legislative Review

Mr. Justice reported that Florida State University is considering eliminating the Conflict Resolution Consortium.

B. Status of ADCO

Mr. Justice stated that last month the Council authorized staff to negotiate with the Areawide Development Company (ADCO) and other certified development companies in an effort to change the process by which SBA 504 loans will be made available to small businesses in our region. He reported that a proposal was received from Florida First Capital Finance Corporation (FFCFC) which would relieve the Council from subsidizing the 504 Program with the understanding that such an agreement will generally conform to the provisions of the proposal which the Council attorney will approve as to form. Mr. Justice requested that the Chairman be authorized to enter into an agreement with FFCFC for the purpose of receiving compensation in the amount of 1/2 of all servicing and processing fees received in relation to any ADCO-authorized loans and for allowing FFCFC to assume responsibility for ADCO's portfolio of loans.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Nelson, to authorize the Chairman to enter into an agreement with FFCFC to receive compensation in the amount of 1/2 of all servicing and processing fees received in relation to any ADCO-authorized loans and for allowing FFCFC to assume responsibility for ADCO's portfolio of loans. The motion carried with unanimously.**

C. Quarterly Financial Report - March 31, 2003

Mr. Justice reported that the overall expenditure pattern for the operation of the Council for the six months just ended is on target when compared to the budgeted figures. He reported that only two programs areas have been significantly over expended, "Regional" and "Economic Development", however, it is expected that there will be some increases in revenues from increased DRI activity, providing terrorism-related support to member counties and receiving an additional \$30,000 from the Florida Department of Community Affairs to provide assistance to six counties with comprehensive planning issues. Therefore, he stated that the year should end with revenues matching expenditures. He stated that the financial



condition of the Council is sound and that the fund balance should remain unchanged at the end of the year.

D. Update Re: DRI Fee Challenge by WACO Properties, Inc.

Mr. Wershow stated that a number of depositions have been taken during the last few weeks concerning the Alachua West fee challenge administrative hearing set for June 11-13, 2003. Mr. Wershow also reported that, due to the large volume of material and the number of witnesses to be called, he has obtained the services of an attorney who is a trial lawyer and is familiar with the administrative hearing process to assist with this case.

Mr. Justice also reported that the Executive Committee recommended that the Council authorize the Executive Director to accept a reasonable settlement from WACO Properties, Inc.

**ACTION: Commissioner Sadler made the motion, with a second by Commissioner Hammock, to authorize the Executive Director to accept a reasonable settlement from WACO Properties, Inc. The motion carried with unanimously.**

E. Distribution of Small Business Disaster Survival Kits

Mr. Justice reported in December the Council approved entering into an agreement with the Tampa Bay Regional Planning Council for the purpose of establishing a public information and promotional campaign relating to the distribution of a small business disaster survival kit. He reported that staff is working on a way to distribute the kits to small businesses in the region.

Mr. Justice reported that there will be a City/County Administrator Growth Management meeting on June 27, 2003 at the Quail Heights Country Club in Lake City for city and county staff in our region. He added that a meeting notice and agenda would be mailed next week.

Chairman Davis stated that next meeting would begin at 7:30 p.m. at the Holiday Inn in Lake City on July 24, 2003.

The meeting was adjourned at 8:52 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date