

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
FULL COUNCIL  
MINUTES

Holiday Inn Restaurant  
Lake City, Florida

May 27, 2004  
7:30 p.m.

MEMBERS PRESENT

Gordon Dasher, Gilchrist County  
**Louie Davis, City of Waldo**  
**Dixie Donovan, Columbia County**  
**Roy Ellis, Madison County**  
Steve Futch, City of Starke  
**Gail Garrard, Lafayette County**  
Sandra Haas, Suwannee County  
John Hersey, Bradford County  
**Eddie Martin, City of Hawthorne**  
Roselyn Mattingly, Alachua County  
**Charles Maultsby, Taylor County**  
**James Montgomery, Columbia County**  
**Garth Nobles, Jr., City of Live Oak**  
Gerald O'Neil, Alachua County  
James Painter, Alachua County  
**Edd Sadler, Taylor County**  
Andrew Smith, Union County  
**Lorene Thomas, Dixie County**  
**Myra Valentine, City of Madison**  
Penny Wheat, Alachua County

STAFF PRESENT

Robin Barnes  
Steve Dopp  
Charles Justice  
Scott Koons  
Carol Laine

MEMBERS ABSENT

William Alexander, City of Perry  
Ed Braddy, City of Gainesville  
Rick Bryant, City of Gainesville  
John Carlson, Alachua County  
David Dodge, Bradford County  
John Driggers, Dixie County  
Mitchell Gentry, Gilchrist 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**  
Rodney Long, Alachua County  
Craig Lowe, City of Gainesville  
L. B. Nelson, City of Archer  
Lee Pinkoson, Alachua County  
Paul L. Remzey Samarra, Town of Micanopy  
Douglas Udell, Suwannee County  
**Lewis Vaughn, Hamilton County**

EX-OFFICIO MEMBERS PRESENT

Bill Henderson, DOT  
Dennis T. Murrin, representing Mario Taylor,  
DEP

GUESTS PRESENT

Diana Davis  
Jon Wershow  
Kim Worley, City of Waldo

**Board Members names are bolded**

Chairman Davis called the meeting to order at 7:30 p.m., noting that there was not a quorum of the Council. Chairman Davis stated that there was a quorum of the Board 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.A.6, Contract with the Florida Department of Transportation for GIS Work, FY July 2004-2005, Item IV.B - # 69, City of Alachua Comprehensive Plan Evaluation and Appraisal Report Draft Amendments (DCA No. 04-1ER) and Item IV.B - # 73, Gilchrist County Comprehensive Plan Draft Amendment (DCA No. 04-1) be added to the agenda.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to add Item IV.A.6, Contract with the Florida Department of Transportation for GIS Work, FY July 2004-2005, Item IV.B - # 69, City of Alachua Comprehensive Plan Evaluation and Appraisal Report Draft Amendments (DCA No. 04-1ER) and Item IV.B - # 73, Gilchrist County Comprehensive Plan Draft Amendment (DCA No. 04-1) to the agenda. The motion carried unanimously.**

I. APPROVAL OF MINUTES - April 22, 2004

Chairman Davis asked that the minutes of the April 22, 2004, meeting be approved as written.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the minutes of the April 22, 2004, meeting as written. The motion carried unanimously.**

II. CONSENT AGENDA

- A. Meeting Schedule for 2004-2005
- B. Modification to Terrorism Exercise Contract

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

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

### III. CHAIRMAN'S REPORT

#### A. Resolution of Appreciation - Transportation Disadvantaged Program

Chairman Davis asked that a Resolution of Appreciation be approved for Ms. Millie Freeman, Citizen Advocate - User representative on the Dixie County Transportation Disadvantaged Coordinating Board.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve a Resolution of Appreciation for Ms. Millie Freeman. The motion carried unanimously.**

#### B. Introduction of New Members

Chairman Davis welcomed and introduced three new members appointed by the Governor from Alachua County, Ms. Rosalyn Mattingly, Mr. James Painter and Mr. Andrew Smith, a new member from Gilchrist County, Mr. Gordon Dasher, and a new member from Union County, Dr. Gerald O'Neil. Chairman Davis also introduced and welcomed Ms. Kim Worley, the City Manager for the City of Waldo.

### IV. COMMITTEE REPORTS

#### A. Executive Committee

##### 1. Comprehensive Economic Development Strategy 2003-2004 Annual Report (CEDS)

Mr. Justice reported that each year the Council prepares a report for submittal to the Economic Development Administration (EDA) to meet our contractual requirement with that agency regarding the funding it provides the Council's economic development program. Mr. Justice stated that the information included in the report regarding the listing of projects was received as a result of contacts with the local governments in our region. Mr. Justice stated that the Executive Committee recommended that the Council approve the CEDS 2003-2004 Annual Report for submittal to counties within the region and the EDA.

**ACTION: Commissioner Montgomery made the motion, with a second by Commissioner Futch, to approve the CEDS 2003-2004 Annual Report for submittal to counties within the region and the EDA. The motion carried unanimously.**

2. Contract with Florida Department of Community Affairs, Division of Emergency Management, for State Appropriated Funds, FY July 2004-2005

Mr. Justice reported that the Council has been asked to enter into a contract with the State which would provide \$40,900 to cover the Council's costs in providing staff support to the Local Emergency Planning Committee (LEPC). He added that this contract provides for assistance by staff to the LEPC for meetings, plan updates and exercises and that this funding was previously included in the standard Florida Department of Community Affairs (DCA) contract.

3. Contract with Florida Department of Community Affairs for Growth Management Funds, FY July 2004-2005

Mr. Justice reported that the Council has also been asked to enter into a contract with the State which would provide approximately \$150,000 to \$160,000 to cover the costs of the Council's growth management 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.

Mr. Justice stated that the Executive Committee recommended that the Council authorize the Chairman to execute an agreement with DCA for Growth Management Funds for FY 2004-2005, and to authorize the Chairman to execute an agreement with DCA for State appropriated funds for the support of the LEPC for FY 2004-2005.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to authorize the Chairman to execute an agreement with DCA for Growth Management funds for FY 2004-2005, and to authorize the Chairman to execute an agreement with DCA for State appropriated funds for the support of the LEPC for FY 2004-2005. The motion carried unanimously.**

4. Authorization to Begin Auditor Selection Process

Mr. Justice reported that the Council goes through an auditor selection process every three years with the intent of selecting a firm to perform audits on the Council's financial activity for each of the succeeding three years. He added that a new contract for the auditor services is executed each year, but it is expected that the same firm will be used unless some specific reason is found that causes the Council to terminate its services.

He stated that the current firm, Powell and Jones CPAs, has completed its third year as auditor and it is time to begin the process to select a firm for the next three years.

Mr. Justice added that in past years, the same auditor has been retained by the Metropolitan Transportation Planning Organization (MTPO) to audit its financial activities and that the MTPO has been invited to select one of its members to meet with the Executive Committee during the ranking process and the negotiations procedure. Mr. Justice stated that the Executive Committee recommended that the Executive Committee be authorized to begin the auditor selection process with the intent of bringing a final recommendation for the Council's consideration at the August 2004 meeting.

**ACTION: Commissioner Futch made the motion, with a second by Commissioner Montgomery, to authorize the Executive Committee, expanded to include a member of the MTPO, to begin the auditor selection process with the intent of bringing a final recommendation for the Council's consideration at the August 2004 meeting. The motion carried unanimously.**

5. Contract with the Commission for the Transportation Disadvantaged to do Medicaid Program Monitoring

Mr. Justice stated that the Council is the designated planning agency for nine of the counties in the region (Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties) and in that capacity, staff is responsible for planning and monitoring the service providers for the program. He reported that the Florida Commission for the Transportation Disadvantaged is negotiating with the Florida Agency for Healthcare Administration to provide Medicaid nonemergency transportation. Mr. Justice stated that the Commission has asked the planning agencies to monitor the Medicaid nonemergency transportation providers for \$2,000 per county. Mr. Justice stated that the Executive Committee recommended that the Council authorize the Chairman to issue a letter of intent to enter into an agreement with the Florida Commission for the Transportation Disadvantaged to monitor the Medicaid nonemergency transportation for the nine counties listed.

**ACTION:** Commissioner Sadler made the motion, with a second by Commissioner Montgomery, to authorize the Chairman to issue a letter of intent to enter into an agreement with the Florida Commission for the Transportation Disadvantaged to monitor the Medicaid nonemergency transportation for Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee and Union Counties at \$2,000 per county. The motion carried unanimously.

6. Contract with the Florida Department of Transportation for GIS Work, FY July 2004-2005 - added to agenda

Mr. Justice reported that the Florida Department of Transportation (FDOT) informed the Council that funds would be available for next year to prepare a Geographic Information System (GIS) for \$100,000 and that a reimbursement agreement would have to be signed prior to June 30, 2004. He stated that the scope of work has not been finalized, however, the information discussed included existing and future land use by jurisdiction, location of critical facilities, DRI sites, historical structures, marinas, business districts, etc. Mr. Justice stated that the Executive Committee recommended that the Council, by resolution, authorize the Chairman to execute a reimbursement agreement with FDOT for GIS work, as described, for an anticipated payment of \$100,000.

**ACTION:** Mr. Painter made the motion, with a second by Commissioner Montgomery, that the Council, by resolution, authorize the Chairman to execute a reimbursement agreement with FDOT for GIS work, as described above, for an anticipated payment of \$100,000. The motion carried unanimously.

A copy of Resolution 2004-04 is attached to, and thereby made a part of these minutes.

#### B. Clearinghouse Committee

##### Local Government Comprehensive Plan Amendments

Ms. Haas reported that the Clearinghouse Committee met without a quorum and reviewed five Committee-level items which require Council action. He stated that the recommendations being put forth are unofficial Committee recommendations.

Ms. Haas stated that, concerning the City of Gainesville Comprehensive Plan Adopted Amendments, the Clearinghouse Committee members present concluded that the comprehensive plan, as amended, remains consistent with the regional plan and the unofficial recommendation is to forward the same four comments made by the Council on the draft version of the amendments. She stated that the comments note that adverse impacts may occur to segments of the regional road network and local roads located in unincorporated Alachua County as a result of the amendments. Ms. Haas stated that the Clearinghouse Committee members present recommended forwarding these findings to the City of Gainesville and the Florida Department of Community Affairs as regional comment.

**ACTION: Commissioner Martin made the motion, with a second by Ms. Donovan, to approve the Clearinghouse Committee members unofficial recommendation concerning Item # 66. The motion carried unanimously.**

# 68 - City of Newberry Comprehensive Plan Draft Amendments (DCA No. 04-1)

# 69 - City of Alachua Comprehensive Plan Evaluation and Appraisal Report Draft Amendments (DCA No. 04-1ER) - added to agenda

# 73 - Gilchrist County Comprehensive Plan Draft Amendment (DCA No. 04-1) - added to agenda

Ms. Haas stated that, concerning the City of Newberry Comprehensive Plan Draft Amendments, the City of Alachua Comprehensive Plan Evaluation and Appraisal Report Draft Amendments and the Gilchrist County Comprehensive Plan Draft Amendment, the Clearinghouse Committee members present unofficially finds that the amendments do not adversely affect natural resources of regional significance, regional facilities or adjacent local governments. She stated that the Clearinghouse Committee members present do not recommend the preparation of Objections, Recommendations and Comments Reports. Ms. Haas stated that the Clearinghouse Committee members present recommended forwarding these findings to the respective local governments and to the Florida Department of Community Affairs as regional comment.

**ACTION: Commissioner Martin made the motion, with a second by Ms. Donovan, to approve the Clearinghouse Committee members unofficial recommendations concerning Items # 68, # 69 and # 73. The motion carried unanimously.**

# 67 - Alachua County Comprehensive Plan Draft Amendments (DCA No. 04-1)

Ms. Haas stated that, concerning the Alachua County Comprehensive Plan Draft, as amended, the Clearinghouse Committee members present unofficially recommended forwarding one comment noting potential adverse impacts to the Floridan Aquifer and Areas of High Recharge Potential to the Floridan Aquifer, Natural Resources of Regional Significance as identified and mapped in the regional plan, are not anticipated as a result of the proposed amendments provided the County amends County Conservation and Open Space Element Policy 4.5.3 to reflect an implementation date of no later than the next regularly-scheduled County EAR amendment cycle, and that such amendment be part of the next regular County amendment package after conclusion of the current legal challenge to the County Comprehensive Plan. Ms. Haas added that the Clearinghouse Committee members present do not recommend the preparation of an Objections, Recommendations and Comments Report. Ms. Haas stated that the Clearinghouse Committee members present recommend forwarding this finding to Alachua County and to the Florida Department of Community Affairs as regional comment.

**ACTION: Commissioner Montgomery made the motion, with a second by Ms. Donovan, to approve the Clearinghouse Committee members present unofficial recommendation concerning Item # 67. The motion carried unanimously.**

C. Program Committee - Overall Program Design FY 2004-2005

Commissioner Sadler reported that the Program Committee met on March 25, 2004, 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 noted three significant changes. The first change is in Section 302.3 which proposed that assistance be given to develop a fully operational Rural Area of Critical Economic Concern. He stated that the second change deleted Section 402 to eliminate reference to providing staff support to the North Central Florida Areawide Development Company (ADCO), which is no longer operating as a loan company. He stated that the third change added additional responsibility to Section 503.4 to agree to assist the State's Regional Domestic Security Task Force in carrying out training exercises. Commissioner Sadler reported that the Program Committee recommended the adoption of the FY 2004-2005 Overall Program Design.

**ACTION: Commissioner Sadler made the motion, with a second by Commissioner Futch, to approve the recommendation of the Program Committee to adopt the FY 2004-2005 Overall Program Design. The motion carried unanimously.**

D. Finance Committee - FY 2004-2005 Proposed Budget

Commissioner Martin reported that the Finance Committee met on



April 22, 2004, in Lake City to prepare a proposed budget for the coming year. He noted that anticipated expenditures for next year will be \$1,809,100, which is \$26,748 less than the current year budget, which is a result of most programs remaining in a stable position. Commissioner Martin also reported that the Council also has unencumbered funds which may be appropriated, and it is requested that \$12,000 of this reserve be made available to increase services to members.

Commissioner Martin noted that there is provision for a total of 17 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 recommended approval of the FY 2004-2005 budget.

**ACTION: Commissioner Martin made the motion, with a second by Commissioner Sadler, to approve the Finance Committee recommendation to approve the FY 2004-2005 budget. The motion carried unanimously.**

E. Nominating Committee

Commissioner Montgomery reported that the Nominating Committee met on May 5, 2004 and selected a slate of officers and Board of Directors for Council consideration.

1. Election of Officers

Edd Sadler, Chairman  
Eddie Martin, Vice-Chairman  
Charles Maulsby, Secretary/Treasurer  
Louie Davis, Immediate Past Chairman  
Lorene Thomas, Member

2. Election of Board of Directors

Lee Pinkoson, Alachua County  
John Hersey, Bradford County

Ray Kirkland, City of Lake City  
Gail Garrard, Lafayette County  
Roy Ellis, Madison County  
Myra Valentine, City of Madison  
Sonny Nobles, City of Live Oak  
John Carlson, Gubernatorial Appointee, Alachua County  
David Dodge, Gubernatorial Appointee, Bradford County  
Dixie Donovan, Gubernatorial Appointee, Columbia County

**ACTION: Commissioner Montgomery made the motion, with a second by Commissioner Futch, to elect the slate of nominees to the Executive Committee and Board of Directors as recommended by the Nominating Committee. The motion carried unanimously.**

V. DIRECTOR'S REPORT

A. Legislative Report

Mr. Justice reported that the regional planning councils collectively received an appropriation of \$2,350,000, an increase of \$250,000. He stated that the Council's share increased \$15,000 over the current appropriation.

Mr. Justice stated that the proposed Developments of Regional Impact (DRI) legislation has been withdrawn. He added that the Florida Department of Community Affairs will be required to create a study commission to come up with a recommendation for DRI legislation for next year.

Mr. Justice also stated that the Hometown Democracy Initiative will not be on the Fall ballot.

B. Quarterly Financial Report - March 31, 2004

Mr. Justice reported that the overall expenditure pattern for the operation of the Council for the past six months is on target when compared to the budgeted figures. He stated that only two program areas appear to have significant differences between budget and expenditures. He stated that "Local Technical Assistance" programs have only expended 42.7 percent of the budget, however this situation should change as a result of increased activity in both CDBG administration activities and local comprehensive planning work during the balance of the year. He reported that the other apparent significant under-expenditure is in the "Program Development" area and it is hoped that several thousand dollars will be unexpended at the end of the fiscal year to restore the level of the unencumbered fund balance. Mr. Justice reported that the overall

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

**ACTION: Commissioner Futch made the motion, with a second by Commissioner Sadler, to accept the Quarterly Financial Report for the period ending March 31, 2004. The motion carried unanimously.**

Mr. Justice reported on the status of the payment of the outstanding funds owed by the Town of White Springs.

Mr. Justice reported that the Executive Committee has met and approved an insurance plan from Blue Cross/Blue Shield for Council employees for the upcoming year.

Commissioner Sadler presented outgoing Chairman Davis with a framed print, and thanked him for his leadership over the past year.

Chairman Davis announced that the next meeting of the Council will be held on July 22, 2004. The meeting was adjourned at 8:17 p.m.

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Chairman

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Date