

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
FULL COUNCIL  
MINUTES

Quality Inn and Conference Center  
Lake City, Florida

December 1, 2005  
7:30 p.m.

MEMBERS PRESENT

Gib Coerper, City of Alachua  
**David Dodge, Bradford County**  
**Roy Ellis, Madison County**  
**Steve Futch, City of Starke**  
Mitchell Gentry, Gilchrist County  
Sandra Haas, Suwannee County  
Matthew Hawkins, City of Jasper  
**John Hersey, Bradford County**  
Eddie Martin, Alachua County  
John Martin, City of Hawthorne  
**Charles Maultsby, Taylor County**  
Heather Neill, Lafayette County  
**Garth Nobles, Jr., City of Live Oak**  
Gerald O'Neil, Alachua County  
James Painter, Alachua County  
Tracy Reeves, Madison County  
Andrew Smith, Union County  
**Lorene Thomas, Dixie County**  
**Lewis Vaughn, Hamilton County**

Rick Bryant, City of Gainesville  
Chuck Chestnut, City of Gainesville  
Martha Butler, Hamilton County  
**John Carlson, Alachua County**  
Melaine "Red" Clyatt, Union County  
Gordon Dasher, Gilchrist County  
**Louie Davis, City of Waldo**  
Paula DeLaney, Alachua County  
**Dixie Donovan, Columbia County**  
Jack Donovan, City of Gainesville  
John Driggers, Dixie County  
Kirk Eppenstein, City of High Springs  
**Gail Garrard, Lafayette County**  
John Glanzer, City of Newberry  
**Randy Hatch, Suwannee County**  
Emily Weed Ketring, City of Perry  
Rodney Long, Alachua County  
Malcolm Page, Taylor County  
**Lee Pinkoson, Alachua County**  
**Myra Valentine, City of Madison**

STAFF PRESENT

Steve Dopp  
Charles Justice  
Scott Koons  
Carol Laine  
Jayne Moraski

GUESTS PRESENT

Jon Wershow

**Board Members names are bolded**

EX-OFFICIO MEMBERS PRESENT

Jordan Green, representing Charles Baldwin,  
Florida Department of Transportation  
Jim Poole, Enterprise Florida, Inc.

MEMBERS ABSENT

Chairman Maultsby called the meeting to order at 7:30 p.m., noting that there was not a quorum of the Council. He stated that there was a quorum of the Board of Directors and he announced that, due to the changes made to the organization policy, all Council members were able to vote.

Chairman Maultsby asked that Item II., Florida's Transportation Disadvantaged Program - TD Board Membership Certification and Item IV.A.6., Resolution of Support for IFAS Appropriations Request be added to the agenda.

**ACTION: Mayor Futch made the motion, with a second by Mr. Dodge, to add Item VII., Florida's Transportation Disadvantaged Program - TD Board Membership Certification and Item IV.A.6., Resolution of Support for IFAS Appropriations Request, to the agenda. The motion carried unanimously.**

I. APPROVAL OF MINUTES - October 27, 2005

Chairman Maultsby asked that the minutes of the October 27, 2005 meeting be approved as written.

**ACTION: Mr. Dodge made the motion, with a second by Mayor Futch, to approve the minutes of the October 27, 2005, meeting as written. The motion carried unanimously.**

II. CONSENT AGENDA - Florida's Transportation Disadvantaged Program - TD Board Membership Certification (added to agenda)

Chairman Maultsby asked if there were questions regarding the Transportation Disadvantaged board membership certification, and requested that this item be approved.

**ACTION: Mr. Eddie Martin made the motion, with a second by Mr. Smith, to approve the Transportation Disadvantaged board membership certification. The motion carried unanimously.**

III. CHAIRMAN'S REPORT

Chairman Maultsby introduced and welcomed Commissioner Gib Coerper, a new member from the City of Alachua, Commissioner John Martin, a new member from the City of Hawthorne and Mr. Eddie Martin, a gubernatorial appointee for Alachua County.

IV. COMMITTEE REPORTS

A. Executive Committee

1. Contract with Florida Department of Community Affairs (DCA) Re: Technical Assistance to Local Governments

Mr. Justice stated that the Planning Council is proposing to enter into a technical assistance agreement with DCA on behalf of Columbia County/City of Lake City, Hamilton County, Taylor County, City of Madison, Town of Micanopy, City of Starke and the City of Waldo on a fixed fee basis to provide assistance with the Rural Community Initiative Program. He stated that the Executive Committee is recommending that the Council enter into this agreement for a total amount of \$70,000.

**ACTION: Mayor Futch made the motion, with a second by Commissioner Gentry, to enter into a technical assistance agreement with DCA on behalf of the above named local governments to provide assistance with the Rural Community Initiative Program for a total amount of \$70,000. The motion carried unanimously.**

2. Contracts with Local Governments Re: Technical Assistance Sponsored by State Growth Management Funds

Mr. Justice stated that the Planning Council is proposing to enter into technical assistance agreements with the following 24 local governments: Bradford County, Columbia County, Dixie County, Hamilton County, Lafayette County, Suwannee County, Taylor County, Union County, Town of Bell, Town of Branford, Town of Cross City, City of Fanning Springs, City of Hampton, Town of Horseshoe Beach, Town of Jennings, Town of LaCrosse, City of Lake City, Town of Lawtey, Town of Lee, City of Live Oak, Town of Mayo, Town of Raiford, City of Starke and City of Trenton. These agreements would be on a fixed fee basis to provide assistance with updating of the Capital Improvements Element of the Comprehensive Plan as required by Senate Bill 360. He stated that the Executive Committee is recommending that the Council enter into these contracts for a total amount of \$280,000.

**ACTION:** Mr. Dodge made the motion, with a second by Commissioner Gentry, to enter into agreements with the above named 24 local governments on a fixed fee basis to provide assistance with updating of the Capital Improvements Element of the Comprehensive Plan as required by Senate Bill 360 for a total amount of \$280,000. The motion carried unanimously.

3. Comprehensive Economic Development Strategy (CEDS) Committee

Mr. Justice reported that the Council has been a designated Economic Development District (EDD) since 1978 and that the Executive Committee has served to review and recommend the CEDS report to the membership during that period. He stated that the Economic Development Administration has amended the rules which requires a change in the composition of EDDs. Mr. Justice stated that the Executive Committee recommended that the Council create a CEDS Committee to be made up of a majority of elected officials and at least thirty-five percent private sector representatives in order to satisfy the new federal requirement, as follows:

Elected Officials

Mitchell Gentry, Gilchrist County, Chair  
Gib Coerper, City of Alachua  
Steve Futch, City of Starke  
Emily Ketring, City of Perry  
Lewis Vaughn, Hamilton County

Representatives of Private Enterprise

Paula Arnold, Madison County  
Rick Breer, Taylor County  
J. Brent Christensen, Alachua County  
Jim Poole, Columbia County

He added that the Executive Committee recommended that the membership be appointed annually in the manner that other Council committees are appointed.

**ACTION:** Ms. Haas made the motion, with a second by Mayor Futch, that the Council create a CEDS Committee to be made up of a majority of elected officials and at least thirty-five percent private sector representatives as listed above, with the membership appointed

**annually in the manner that other Council committees are appointed. The motion carried unanimously.**

4. Amendments to Personnel Regulations

a. Sick Leave to Care for Family Members

Mr. Justice reported that staff has requested that the Personnel Regulations be amended to allow sick leave to be taken to care for an immediate family member regardless of whether that person lives with the employee. Mr. Justice stated that the Executive Committee recommended that the Personnel Regulations Section 8(2)(e) be amended to provide that employees may take up to five days of sick leave annually to care for immediate family members regardless of whether the person lives with the employee.

**ACTION: Commissioner Gentry made the motion, with a second by Mr. Dodge, that the Council amend the Personnel Regulations Section 8(2)(e) to provide that employees may take up to five days of sick leave annually to care for immediate family members regardless of whether the person lives with the employee. The motion carried unanimously.**

b. Adding Veterans' Day as a Holiday

Mr. Justice stated that, since Veterans' Day is an observed holiday by virtually all governmental entities in the region and that most of the agencies the Council works with are closed on Veterans' Day, the Executive Committee recommended that the Council amend the Personnel Regulations Section 7 to add Veterans' Day as a holiday.

**ACTION: Mr. Smith made the motion, with a second by Commissioner Vaughn, that the Council amend the Personnel Regulations Section 7 to add Veterans' Day as a holiday. The motion carried unanimously.**

c. Increase Levels of Traveling Expenses

Mr. Justice reported that it has been several years since the state's reimbursement rates for per diem, meals and mileage have been increased and that this has placed a substantial burden upon those who travel on behalf of the Council. Mr. Justice stated that the Executive Committee recommended that the Personnel Regulations Section 5 be amended as follows:

The per diem rate to be increased from \$50 to \$80; meal rates to be increased from \$3 to \$8 for breakfast, \$6 to \$10 for lunch and \$12 to \$20 for dinner; and the mileage allowance increased from \$0.29 to a fixed rate per mile equal to the amount allowed by the Internal Revenue Service for tax purposes, or the common carrier fare for such travel, as determined by the Executive Director.

**ACTION:** Commissioner Vaughn made the motion, with a second by Mr. Eddie Martin, that the Council amend the Personnel Regulations Section 5 to increase the per diem rate from \$50 to \$80; meal rates to be increased from \$3 to \$8 for breakfast, \$6 to \$10 for lunch and \$12 to \$20 for dinner; and the mileage allowance increased from \$0.29 to a fixed rate per mile equal to the amount allowed by the Internal Revenue Service for tax purposes, or the common carrier fare for such travel, as determined by the Executive Director. The motion carried unanimously.

d. Increase Level of Moving Expenses

Mr. Justice reported that the level for reimbursement for moving expenses for duly appointed supervisory or professional employees has been at \$1,000 for more than thirty years. He added that it would be more appropriate to establish moving expenses for a newly hired executive director when negotiating a compensation package. Mr. Justice stated that the Executive Committee recommended that the Personnel Regulations Section 5 be amended to increase the level for reimbursement for moving expenses to \$4,000 and that moving expenses for a newly hired executive director should be established when negotiating a compensation package.

**ACTION:** Commissioner Gentry made the motion, with a second by Commissioner Vaughn, that the Council amend the Personnel Regulations Section 5 to increase the moving expenses incurred for duly appointed supervisory or professional employees to \$4,000 and to establish moving expenses for a newly hired executive director when negotiating a compensation package. The motion carried unanimously.

5. Future Staffing

Chairman Maultsby reported that, after 33 years of service to the north central Florida region, Mr. Justice has submitted his request to retire as the Council's Executive Director, effective September 30, 2006. Mr. Maultsby stated that a copy of the letter is being attached and made a part of the minutes. He then asked that Mr. Justice discuss the recommendation of the Executive Committee regarding the process of filling the position.

Mr. Justice stated that it has been a pleasure to serve as Executive Director for the past 33 years and thanked the Council for making this association an enjoyable experience. He stated that he hoped that, by making the announcement at this time, there would be adequate opportunity to find an acceptable replacement. Mr. Justice reported that the Executive Committee recommended that the Council accept his request to retire, effective September 30, 2006 and to award him an additional 33 days of annual leave during the current year.

**ACTION:** Dr. O'Neil made the motion, with a second by Mr. Eddie Martin, that the Council accept the request to retire from Mr. Justice, effective September 30, 2006, and to award him an additional 33 days of annual leave during the current year. The motion carried unanimously.

Mr. Justice further reported that the Executive Committee recommended a seven step selection process for consideration.

Step One: The Executive Committee recommended that the Council appoint a Search Committee made up of the five members of the Executive Committee and four other members selected in a manner to give the broadest possible representation of interests in the region, as follows:

Counties:

1. (Executive Committee) Roy Ellis - Madison County
2. (Executive Committee ) Randy Hatch - Suwannee County
3. Lee Pinkoson - Alachua County

Cities:

1. (Executive Committee) Louie Davis - City of Waldo
2. Rick Bryant - City of Gainesville
3. Garth R. Nobles, Jr. - City of Live Oak

Gubernatorial Appointees:

1. (Executive Committee) Charles Maultsby - Taylor County
2. (Executive Committee ) Lorene Thomas - Dixie County
3. Dixie Donovan - Columbia County

Step Two: Mr. Justice stated that the Executive Committee recommended that the Search Committee should meet before the February 2006 Council meeting to discuss the future of the Council and develop the required qualifications of the executive director position.

Step Three: Mr. Justice stated that the Executive Committee recommended that the Council should consider the recommendations of the Search Committee at its February 23, 2006 meeting and agree to broadly advertise the position within the state of Florida in March and April.

Step Four: Mr. Justice stated that the Executive Committee recommended that applications for the position should be taken through May 22, 2006.

Step Five: Mr. Justice stated that the Executive Committee recommended that the Search Committee develop a short list of five of the most qualified candidates and present the list to the Council for approval on June 22, 2006.

Step Six: Mr. Justice stated that the Executive Committee recommended that the Search Committee interview the short listed candidates in June and July and present a recommendation for the Council's consideration on July 27, 2006.



Step Seven: Mr. Justice stated that the Executive Committee recommended that authorization be given to the Executive Committee to negotiate a contract with the successful candidate, with instructions to have the newly appointed Executive Director employed effective October 1, 2006.

**ACTION:** Mr. Dodge made the motion, with a second by Dr. O'Neil, to approve the seven step process and schedule for filling the vacant executive director position as outlined above.

**Amendment:** After further discussion concerning step seven of the process for filling the vacant executive director position, Commissioner Hersey made the motion to amend the motion on the floor, with a second by Mr. Dodge to specify that the Council Chairman and Council Attorney, in lieu of the Executive Committee, be authorized to negotiate a contract with the successful candidate. Motion to amend passed unanimously.

**ACTION AS AMENDED:**

**Commissioner Hersey made the motion, with a second by Mr. Dodge to approve the original motion as amended approving the seven step process and schedule for filling the vacant executive director position as outlined; and authorizing the Council Chairman and Council Attorney to negotiate a contract with the successful candidate. Motion passed unanimously.**

6. Resolution of Support for IFAS Appropriations Request (added to agenda)

Mr. Justice reported that the legislative budget request of the University of Florida's Institute of Food and Agricultural Science (IFAS) may be in jeopardy. He stated that, since this region is heavily dependent upon agriculture and agribusiness, the existence of this organization is very important to the economy of our area. Mr. Justice stated that the Executive Committee recommended that the Council approve the Resolution supporting the legislative budget request of IFAS, which is attached to these minutes and made a part thereof, and to forward the Resolution to significant persons in the Legislature and government.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Gentry to approve the Resolution supporting the legislative budget request of IFAS, which is attached to these minutes and made a part thereof, and to forward the Resolution to significant persons in the Legislature and government. Motion passed unanimously.**

B. Clearinghouse Committee

Local Government Comprehensive Plan Amendments

Ms. Sandra Haas, Clearinghouse Committee Chair, reported that the Clearinghouse Committee met on November 18, 2005 and reviewed one item on behalf of the Council as per Clearinghouse Committee procedures for local government comprehensive plan amendments with response deadlines prior to the next regularly-scheduled Council meeting. The reviewed item was:

#4 - City of Trenton Comprehensive Plan Draft Amendments (DCA No. 05-2)

She reported that a copy of the Committee report and finding for this item was included in the packet mailed to each Council member.

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

#5 - City of Trenton Comprehensive Plan Adopted Amendments (DCA No. 05-1)

#7 - City of Perry Comprehensive Plan Adopted Amendment (DCA No. 03-1)

#8 - City of Jasper Comprehensive Plan Draft Amendment (DCA No. 05-1)

#9 - City of Lake City Comprehensive Plan Adopted Amendments (DCA No. 05-1)

Ms. Haas stated that, with regards to item #5, City of Trenton Comprehensive Plan Adopted Amendments, the Clearinghouse Committee members present found that City Comprehensive Plan, as amended by City item CPA 04-5, will remain consistent with the regional plan. Furthermore, the Clearinghouse Committee members present found that the City Comprehensive Plan, as amended by City item CPA 04-3, will be inconsistent with with Regional Plan transportation Goal 5.1 and Regional Plan Policy 5.1.9. However, the inconsistency is not enough to find the City plan as a whole inconsistent with the regional plan. Therefore, the City plan, as amended by City item CPA 04-3, will remain consistent with the regional plan. Changes were made to the adopted version of the amendments. The maximum allowable intensity of use was doubled in City item CPA 04-3. As a result of the increased intensity of use, the

Clearinghouse Committee members present recommended forwarding the following Objection and Recommendation on City item CPA 04-3:

Objection: City item CPA 04-3 may have adverse impacts to that segment of State Road 26 within the City limits.

Recommendation: It is recommended that the City perform a trip distribution analysis to take into account the impacts of City item CPA 04-3 on State Road 26. Should the analysis result in adverse impacts to State Road 26, it is recommended that the City amend its plan in a manner which does not result in adverse impacts to the road segment.

Ms. Haas stated that the Clearinghouse Committee members present recommended forwarding these findings to the City of Trenton and the Florida Department of Community Affairs as regional comment.

**ACTION: Mr. Eddie Martin made the motion, with a second by Mayor Futch, to approve the Clearinghouse Committee members unofficial recommendation concerning Item #5. The motion carried unanimously.**

Ms. Haas stated that, with regards to item #7, City of Perry Comprehensive Plan Adopted Amendment, the Clearinghouse Committee members present found that the City Comprehensive Plan, as amended, remains consistent with the regional plan and that the Clearinghouse Committee members present recommended forwarding this finding to the City of Perry and the Florida Department of Community Affairs as regional comment.

**ACTION: Mayor Futch made the motion, with a second by Ms. Thomas, to approve the Clearinghouse Committee members unofficial recommendation concerning Item #7. The motion carried unanimously.**

Ms. Haas stated that, with regards to Item #8, City of Jasper Comprehensive Plan Draft Amendment, the Clearinghouse Committee members present found that the amendment does not adversely affect natural resources of regional significance, regional facilities, or adjacent local governments. She said that the Clearinghouse Committee members present do not recommend the preparation of an Objections, Recommendations, and Comments report for the item. Finally, she stated that the Clearinghouse Committee members present found that the City of Jasper Comprehensive Plan, if amended as proposed, will remain consistent with the regional plan and that these findings should be forwarded to the City of Jasper and the Florida Department of Community Affairs as regional comment.

**ACTION: Mr. Dodge made the motion, with a second by Mr. Eddie Martin, to approve the Clearinghouse Committee members unofficial**

**recommendation concerning Item #8. The motion carried unanimously.**

Ms. Haas stated that, with regards to Item #9, City of Lake City Comprehensive Plan Adopted Amendments, the Clearinghouse Committee members present found that City Comprehensive Plan, as amended, remains consistent with the regional plan. Nevertheless, she stated that the Clearinghouse Committee members present recommended forwarding the same Comment made by the Council on the draft version of the amendments, which is as follows:

Comment: Adverse extrajurisdictional impacts could occur to segments of U.S. Highway 90 in unincorporated Columbia County located west of the City limits, as well as segments of U.S. Highways 41 and 441 in unincorporated Columbia County near the City limits as a result of City item CPA 05-3. These road segments have an adopted service standard of C in the Columbia County Comprehensive Plan. Higher traffic volumes allowed by the lowering of the service standard to D for segments of U.S. Highways 41, 90 and 441 in the City may result in higher traffic volumes in unincorporated Columbia County, thereby adversely impacting these road segments

Ms. Haas stated that the Clearinghouse Committee members present recommended forwarding these findings to the City of Lake City and the Florida Department of Community Affairs as regional comment.

**ACTION: Mayor Futch made the motion, with a second by Mr. Eddie Martin, to approve the Clearinghouse Committee members unofficial recommendation concerning Item #9. The motion carried unanimously.**

VI. DIRECTOR'S REPORT

A. Regional Boundaries Study

Mr. Justice reported that Office of Program Policy Analysis and Government Accountability (OPPAGA) met on November 3, 2005 to review possible options to be included in their report to the Legislature. The final report is due to the Legislature and the Governor by January 15, 2006. Mr. Justice reviewed the two draft versions of the boundary changes that were presented at the workshop on November 3<sup>rd</sup>. He stated that staff recommends that the Council authorize the Chairman to request local governments, if appropriate, to pass resolutions supporting the existing boundaries of the Regional Planning Council and further, to authorize the Executive Committee to employ a legislative representative to

look after the interests of this region in the event that such action would be necessary for an amount not to exceed \$24,999.

After further discussion, a recommendation was made that, if appropriate, gubernatorial appointees to the Council send letters to the Governor supporting the existing boundaries of the Regional Planning Council.

**ACTION: Commissioner Gentry made the motion, with a second by Mayor Futch, that the Council authorize the Chairman, if appropriate, to request local governments to pass resolutions supporting the existing boundaries of the Regional Planning Council, to request letters to the Governor from gubernatorial appointees to the Council supporting the existing boundaries of the Regional Planning Council, and further, to authorize the Executive Committee to employ a legislative representative to look after the interests of this region in the event that such action would be necessary for an amount not to exceed \$24,999. The motion carried unanimously.**

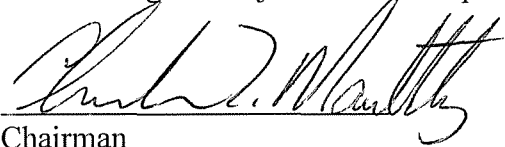
B. Other Legislative Issues

Mr. Justice stated that the Governor has requested the same level of funding for regional planning councils as the previous year, approximately three million dollars. He reported that the Council would receive approximately \$215,000.

Mr. Justice introduced Ms. Jayne Moraski, Economic Development Director for the Council, who spoke briefly about the Rural Tourism Summit being hosted by Visit Florida to be held on May 15-16, 2006. She invited all members of the Council to attend.

Mr. Justice reported that the Executive Committee met in Branford at The Gathering Cafe and suggested that this location might be an option for future Council meetings.

The meeting was adjourned at 8:45 p.m.

  
Chairman

1/26/06  
Date