

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
MINUTES

Holiday Inn Hotel & Suites  
Lake City, Florida

May 27, 2010  
7:30 p.m.

MEMBERS PRESENT

Stephen Bailey, Columbia County  
David Biddle, Gilchrist County  
Thomas Collett, Alachua County  
**Louie Davis, City of Waldo**  
David Dodge, Bradford County  
Alphonso Dowdell, City of Perry  
**Roy Ellis, Madison County**  
Wesley Eubank, Alachua County  
**Sandra Haas, Suwannee County**  
Thomas Hawkins, City of Gainesville  
**John Hersey, Bradford County**  
Gene Higginbotham, Dixie County  
Robert Krames, Alachua County  
**Eddie Martin, Alachua County**  
**Charles Maultsby, Taylor County**  
James Montgomery, Columbia County  
Harry Nichols, City of Newberry  
**Garth Nobles, Jr., City of Live Oak**  
**Rudolph Parker, Taylor County**  
Lauren Poe, City of Gainesville  
Eleanor Randall, City of Hawthorne  
Andrew Smith, Union County  
**Carolyn Spooner, City of Starke**  
Kenrick Thomas, Gilchrist County  
**Lorene Thomas, Dixie County**  
**Myra Valentine, City of Madison**  
Mike Williams, Madison County  
**Stephen Witt, City of Lake City**

GUESTS PRESENT

Diana Davis

COUNCIL ATTORNEY PRESENT

Jon Wershow

MEMBERS ABSENT

Adeniyi Aderibigbe, Lafayette County  
Mike Byerly, Alachua County  
William Coughlin, City of High Springs  
Gib Coerper, City of Alachua  
Paula DeLaney, Alachua County  
Jack Donovan, City of Gainesville  
Ken Green, City of Archer  
**Donnie Hamlin, Lafayette County**  
Scherwin Henry, City of Gainesville  
Ann Lessman, City of Jasper  
Rodney Long, Alachua County  
Lee Pinkoson, Alachua County  
James Tallman, Union County  
**Lewis Vaughn, Hamilton County**  
Wesley Wainwright, Suwannee County  
Randy Wells, City of Gainesville  
Charles Williams, Hamilton County  
Ronald Williams, Columbia County

EX-OFFICIO MEMBER PRESENT

Bill Henderson, FL Dept. of Transportation

STAFF PRESENT

Steve Dopp  
Scott Koons  
Carol Laine  
Jean Strong

**Board Members names are bolded**

I. INVOCATION, PLEDGE OF ALLEGIANCE AND INTRODUCTIONS

Chair Myra Valentine called the meeting to order at 7:30 p.m. with an invocation given by Mr. Eddie Martin, and the pledge of allegiance to the flag. Chair Valentine stated that there was a quorum of the Council and all Council members were able to vote. Chair Valentine then introduced and welcomed Diana Davis, wife of Mayor Davis, to the Council meeting.

II. APPROVAL OF MINUTES - April 22, 2010

Chair Valentine asked that the minutes of the April 22, 2010 meeting be approved as written.

**ACTION: Mr. Smith made the motion, with a second by Mr. Martin, to approve the minutes of the April 22, 2010 meeting as written. The motion carried unanimously.**

III. CONSENT AGENDA

- A. Meeting Schedule Program Year 2010-11
- B. Contract with the Florida Department of Community Affairs - Division of Community Planning, Fiscal Year 2010-11
- C. Contract with the Florida Department of Community Affairs - Division of Emergency Management, Fiscal Year 2010-11
- D. Amendment to Agreement with Northeast Florida Regional Council for State Regional Evacuation Study

Chair Valentine asked if there were any questions regarding the items on the Consent Agenda and requested that these items be approved.

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

IV. CHAIR'S REPORT - Introduction of New Members

Chair Valentine reported that there were no new members present to introduce.

V. COMMITTEE REPORTS

A. Executive Committee

1. Executive Director Employment Contract Extension

Chair Valentine stated that Mr. Scott Koons, our current Executive Director, was selected by the Council as our executive director effective October 1, 2006 and to formalize that decision, an employment contract was negotiated and executed with Mr. Koons, which terminates on September 30, 2010. She reported that the existing employment contract includes a provision that the parties may mutually agree to additional four-year extensions of the contract and that such extensions would result in all other terms and conditions of the employment remaining in full force and effect.

Chair Valentine stated that all of the annual evaluations of the performance of Mr. Koons conducted by the Executive Committee during his current term of employment have resulted in either “above average performance” or “exceeds job requirements” levels for all evaluation criteria. She further stated that based upon these performance evaluations, the Executive Committee recommended to the Council that the employment contract with Mr. Koons be amended by extending the term of the employment contract for an additional four-year term, beginning on October 1, 2010 and terminating on September 30, 2014, with all other terms and conditions of employment remaining in full force and effect.

**ACTION:** **Mr. Smith made the motion, with a second by Commissioner Parker, to approve and authorize the Chair and Secretary-Treasurer to execute an amendment to the employment contract with Scott R. Koons as executive director, extending the term of the employment contract for an additional four-year term, beginning October 1, 2010 and terminating on September 30, 2014, with all other terms and conditions of employment remaining in full force and effect. The motion carried unanimously.**

2. Authorization to Begin Auditor Selection Process

Chair Valentine stated 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. 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. She reported that the current firm, Powell and Jones Certified Public Accountants, has just completed its third year as auditor and it is time to begin the process to select a firm for the next three years.

Chair Valentine reported that the Executive Committee recommended that the Executive Committee, along with a representative from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, be designated to serve as the Audit Committee, authorize the Audit Committee to establish selection criteria, begin the auditor selection process, negotiate a contract for audit services and bring a recommendation for auditing services to the Council for approval. She further reported that the Executive Committee also recommended that the auditor selected complete an audit of the pension program each year and that the cost of the pension plan is to be included in the primary contract the Council will have with the auditor.

**ACTION:** **Mr. Martin made the motion, with a second by Commissioner Spooner to designate the Executive Committee, along with a representative from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, to serve as the Audit Committee, and authorize the Audit Committee to establish selection criteria, begin the auditor selection process, negotiate a contract for audit services and bring a recommendation for auditing services to the Council for approval. The motion carried unanimously.**

B. Clearinghouse Committee

Clearinghouse Committee Chair Sandra Haas gave the Clearinghouse Committee report. She stated that the Clearinghouse Committee met earlier in the evening with a quorum present and reviewed five local government comprehensive plan amendments. Ms. Haas stated that the items have been grouped for purposes of presentation.

#81 - City of Lake Butler Comprehensive Plan Adopted Amendment  
#83 - City of Archer Comprehensive Plan Adopted Amendment

Ms. Haas reported that the Clearinghouse Committee found the comprehensive plans, as amended remained consistent with the regional plan. Ms. Haas stated that the Clearinghouse Committee recommended forwarding these findings to the respective local governments and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Commissioner Spooner, to approve the Clearinghouse Committee recommendations concerning Item #81, City of Lake Butler Comprehensive Plan Adopted Amendment and Item #83, City of Archer Comprehensive Plan Adopted Amendment. The motion carried unanimously.**

#86 - City of Gainesville Comprehensive Plan Draft Amendment  
#87 - Alachua County Comprehensive Plan Draft Amendment  
#88 - Taylor County Comprehensive Plan Draft Amendment

Ms. Haas reported that the Clearinghouse Committee found the comprehensive plans, as amended as proposed remained consistent with the regional plan. Nevertheless, Ms. Haas reported that the Committee recommended forwarding one comment and recommendation on Item #86, City of Gainesville Comprehensive Plan Draft Amendment, regarding potential adverse impacts to segments of the regional road network and local roads located within unincorporated areas of Alachua County. Ms. Haas stated that the Clearinghouse Committee recommended forwarding these findings to the respective local governments and the Florida Department of Community Affairs as regional comment.

**ACTION: Ms. Haas made the motion, with a second by Mr. Smith, to approve the Clearinghouse Committee recommendations concerning Item #86, City of Gainesville Comprehensive Plan Draft Amendment, Item #87, Alachua County Comprehensive Plan Draft Amendment and Item #88, Taylor County Comprehensive Plan Draft Amendment. The motion carried unanimously.**

C. Program Committee - Overall Program Design, Program Year 2010-11

Mayor Louie Davis, Program Committee Chairman, stated that the Program Committee met on March 25, 2010, to develop an Overall Program Design for the Council's consideration for Program Year 2010-11. He stated that except for editorial revisions, the document is essentially the same as the current year edition.

Mayor Davis reported that the Program Committee recommended approval of the Overall Program Design for Program Year 2010-11.

**ACTION: Mayor Davis made the motion, with a second by Commissioner Spooner, to approve the Overall Program Design for Program Year 2010-11 as recommended by the Program Committee. The motion carried unanimously.**

D. Finance Committee - Budget, Fiscal Year 2010-11

Mr. Eddie Martin, Finance Committee Chair, stated that the Finance Committee met on May 14, 2010, to review the proposed budget for Fiscal Year 2010-11. He stated that the anticipated expenditures for next year will be \$2,119,900, which is \$92,700 less than the current year budget. It was reported that members pay dues, which are proposed to remain at \$.30 per capita for the 29th year, producing \$120,500, or approximately \$1,600 more than last year.

Mr. Martin reviewed the most significant policy decisions to be made with respect to the budget which are personnel items. He stated that in the line item descriptions in the budget, there is a provision for a total of 16 full-time staff positions, plus funds for part-time positions, which was the same number of positions budgeted for the current year. The budget includes a nonrecurring payment across the board for all employees, including the Executive Director, equal to two percent of the salary of each employee.

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

Mr. Martin reported that the Finance Committee recommended approval of the proposed budget for Fiscal Year 2010-11.

**ACTION: Mr. Martin made the motion, with a second by Commissioner Poe, to approve the Committee recommendation to approve the Fiscal Year 2010-11 budget. The motion carried unanimously.**

E. Nominating Committee

1. Election of Officers - Program Year 2010-11
2. Election of Board of Directors - Program Year 2010-11

Commissioner Roy Ellis, Chair of the Nominating Committee, reported that the Nominating Committee met on May 4, 2010 to make, for the Council's consideration, recommendations regarding all officer positions, including the additional Executive Committee member, and other members of the Board of Directors to a one-year term for Program Year 2010-11. The Nominating Committee recommendations for the officer positions are, as follows.

Chair - Louie Davis  
Vice-Chair - Eddie Martin  
Secretary-Treasurer - John Hersey  
Member - Lewis Vaughn  
Immediate Past Chairman - Myra Valentine

The Nominating Committee recommendations for the Board of Directors are, as follows.

City Representatives

Garth Nobles, Jr., City of Live Oak  
Carolyn Spooner, City of Starke  
Stephen Witt, City of Lake City

County Representatives

Roy Ellis, Madison County  
Donnie Hamlin, Lafayette County  
Rudolph Parker, Taylor County

Gubernatorial Representatives

Thomas Collett, Alachua County  
Sandra Haas, Suwannee County  
Charles Maultsby, Taylor County  
Lorene Thomas, Dixie County

Chair Valentine then opened the floor for nominations from Council members. There were no nominations made from the floor.

**ACTION: Commissioner Ellis made the motion, with a second by Mr. Martin, to close the nominations and elect the slate of nominees to the Executive Committee and Board of Directors to a one-year term for Program Year 2010-11 as recommended by the Nominating Committee. The motion carried unanimously.**

VI. EXECUTIVE DIRECTOR'S REPORT

A. Legislative Report

Mr. Koons reported that on April 30, 2010, the Legislature adopted a \$70.4 billion budget for Fiscal Year 2010-11, including an appropriation of \$2.5 million for all 11 regional planning councils. He stated that this is the same level of funding provided in the fiscal Year 2009-10 appropriation. The Council estimated share of these funds is approximately \$179,000.

Mr. Koons reported that none of the bills that would have reauthorized the Florida Department of Community Affairs and brought the sunset review process to a conclusion passed. Therefore, he reported that the Department will continue to function in its present form, but will be subject to sunset review again next year.

Mr. Koons reviewed bills passed by the Legislature growth management. Senate Bill 1752 primarily deals with tax exemptions and other incentives to promote economic development; however, it does include language which extends local government development orders, building permits, or Florida Department of Environmental Protection/Water Management District permits that would expire between September 1, 2008 and January 1, 2012 by two years after the previously scheduled expiration. This extension is in addition to the two-year extension provided last year in Senate Bill 360.

Mr. Koons reported that House Bill 7129 amends Section 163.3175, Florida Statutes, addressing land use compatibility with military installations. The bill specifically identifies the military bases and local governments to which the requirements apply. Camp Blanding is listed as one of the applicable military installations. He stated that the bill allows a base commander to request from a local government copies of variances to height, lighting or noise attenuation reduction requirements. Mr. Koons reported that if a local government does not adopt policies addressing military base compatibility in its future land use element of its comprehensive plan by June 30, 2012, all affected parties would be required to enter into mediation using the regional planning council conflict resolution process. He stated that the regional planning council would be responsible for identifying all mediation process stakeholders. If the comprehensive plan does not include compatibility criteria by December 31, 2013, the Administration Commission (Governor and Cabinet) could impose sanctions on the local government if notified by the Florida Department of Community Affairs.

Mr. Koons stated that House Bill 143 amends concurrency requirements in Section 163.3180(4) (b), Florida Statutes, to include hangars for the assembly or manufacture of aircraft in the definition of public transit facilities. As a result of this amendment, the concurrency requirements in local government comprehensive plans would not apply to these facilities.

Mr. Koons stated that House Bill 7103 prohibits local governments from enforcing certain activity limits or charging certain assessments on agricultural land and creates the Agricultural Land Acknowledgement Act, designed to reduce conflict between agricultural and nonagricultural uses to protect sustainable agricultural lands. Prior to issuance of a local land use permit, building permit, or certificate of occupancy for a nonagricultural use contiguous to sustainable agricultural land, the permit applicant must sign and submit for recordation a written acknowledgment of contiguous sustainable agricultural land.

B. Quarterly Financial Report - Quarter Ending March 31, 2010

Mr. Koons reported that the overall expenditures for the operation of the Council for the past six months are within budgeted figures. He stated that at the end of 50 percent of the year, only one program area is over expended - "Public Safety and Regulatory Compliance." He stated that changes in distribution of staff resources during the next six months will result in expenditures being within budgeted revenue by the end of the fiscal year. He stated that it is anticipated that the fiscal year should end with revenues exceeding expenditures.

C. U. S. Economic Development Administration/University of Florida Technology Incubator Facility Project

Mr. Koons stated that the Council is designated by the U. S. Economic Development Administration as an economic development district. In 2007, the Council adopted the 2008-2012 Comprehensive Economic Development Strategy. He stated that the strategy is a result of a continuing economic development planning process developed by a Comprehensive Economic Development Strategy Committee representing both the public and private sector, and sets forth the goals and objectives necessary to solve the economic development problems of the region.

Mr. Koons reported that the University of Florida, through its Office of Technology Licensing, has been awarded an \$8.2 million grant from the U. S. Economic Development Administration to help fund a new high technology business incubator. He stated that since the development of business incubators and research parks is a priority project in the Strategy, the University of Florida, Office of Technology Licensing, was able to secure U. S. Economic Development Administration funds for their project.

Mr. Koons reported that the proposed \$13 million, "Florida Innovation Hub," project will construct a 45,000 square foot multi-use facility containing office, laboratory, support, and community spaces on the former Shands at Alachua General Hospital facility site located on Southwest 2nd Avenue in Gainesville. He further reported that a ground breaking ceremony will be held on June 14, 2010 at 3:30 p.m. at the project site. John Fernandez, U. S. Assistant Secretary of Commerce for Economic Development, will be the featured speaker at the ceremony.

E. Census 2010

Mr. Koons reported that the 2010 Census is being taken this year and will be used to determine political representation to the United States House of Representatives, state legislatures and local governments, as well as the amount of funding that will be provided by the state and federal government for a number of programs in the region, including public transportation, programs for the elderly, emergency food and shelter, Head Start programs and Title 1 reading grants to school districts. He stated that the final Census form mail back participation rates for the 2000 Census and 2010 Census for north central Florida counties were included in the Council packet. He further stated that Census enumerators will be contacting households that did not return Census forms during the next several months.

F. Annual City-County Managers Meeting - June 11, 2010

Mr. Koons advised Council members that the annual city-county manager growth management meeting hosted by the Council would be held at the Holiday Inn Hotel & Suites, 213 Southwest Commerce Boulevard in Lake City on June 11, 2010.

G. Financial Disclosure Report Filing

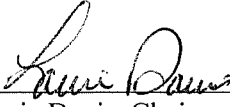
Mr. Koons reminded all gubernatorial appointees to the Council to file their financial disclosure forms with the supervisor of elections in their respective counties by July 1, 2010.

Bill Henderson, District 2 Planning and Environmental Manager, Florida Department of Transportation, stated that workshops are being held around the state concerning the 2060 Florida Transportation Plan. He stated that the Florida Department of Transportation is charged by law to bring together partners and the public to develop and update the Florida Transportation Plan at least every five years. He reported that workshops have been scheduled on June 14, 2010 at 2:00 p.m. at the Florida Department of Transportation State Materials Office, 4007 Northeast 39th Avenue, Gainesville, Florida and on June 16, 2010 at 2:00 p.m. at the Florida Department of Transportation Jacksonville Urban Office, 2198 Edison Avenue, Jacksonville, Florida.



Mayor Louie Davis presented Chair Valentine with a framed print, and thanked her for her leadership during the past one and one-half years. Chair Valentine thanked the Council for allowing her to serve as Chair for the past one and one-half years.

Chair Valentine informed the Council that the next Council meeting will be held on June 24, 2010 at the Holiday Inn Hotel & Suites in Lake City. The meeting was adjourned at 8:04 p.m.

  
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Louie Davis, Chair

6/24/10  
\_\_\_\_\_  
Date