

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MINUTES

Virtual Meeting
Via Communications Media Technology

September 23, 2021
7:00 p.m.

MEMBERS PRESENT

Anthony Adams, Lafayette County
Mary Alford, Alachua County
Patricia Bouie Hutchinson, City of Hawthorne
Robert Brown, Hamilton County
James Catron, City of Madison
Charles Chestnut IV, Alachua County
Mark Clark, City of Newberry
Frank Davis, City of Live Oak
Louie Davis, City of Waldo
Thomas Demps, Taylor County
Fletcher Hope, City of Archer
Linda Jones, City of High Springs
John Meeks, Levy County
Janice Mortimer, City of Starke
Tim Murphy, Columbia County
David Stegall, City of Lake Butler
Jody Stephenson, Dixie County
James Tallman, Union County
Donnie Waldrep, Madison County
Marihelen Wheeler, Alachua County
Robert Wilford, City of Alachua
Stephen Witt, City of Lake City

NON-VOTING DELEGATE ABSENT

EX-OFFICIO MEMBER REPRESENTATIVES

Tom Mirti, Suwannee River Water
Management District
David Tyler, Florida Department
of Transportation

COUNCIL ATTORNEY PRESENT

Jonathan Wershow

MEMBERS ABSENT

David Arreola, City of Gainesville
LaBarfield Bryant, City of Jasper
Desmon Duncan-Walker, City of Gainesville
Ward Ketring, City of Perry
Travis Land, Suwannee County
Daniel Riddick, Bradford County
Reina Saco, City of Gainesville
Kenrick Thomas, Gilchrist County
Lorene Thomas, Dixie County

OTHERS PRESENT

Diana Davis
John Kaliski
Jennifer King
Stew Lilker
Leon Wright

STAFF PRESENT

Scott Koons
Kevin Parrish
Tara Tucker
Lauren Yeatter

Executive Committee Members names are bold
Gubernatorial Members names are italicized

I. INVOCATION

Noting a quorum of the Council being present, Chair Thomas Demps called the meeting to order at 7:02 p.m. and gave the invocation.

Chair Demps noted that former Council member Mike Deming, City of Perry, died earlier in the week and asked the Council to keep former Council member Deming's family and the Perry community in their thoughts and prayers. He asked for a moment of silence in remembrance of former Council member Deming.

II. PLEDGE OF ALLEGIANCE

The Council and guests pledged allegiance to the flag of the United States of America.

III. INTRODUCTIONS

Chair Demps welcomed Diana Davis, Executive Director, Alachua County League of Cities and wife of Council Member Louie Davis, John Kaliski, Florida Department of Transportation consultant with Cambridge Systematics, Leon Wright, Dixie County Building Official and Code Enforcement Director, and Stew Lilker, Columbia County Observer.

IV. APPROVAL OF CONSENT AGENDA

- A. Minutes - August 26, 2021
- B. Monthly Financial Report - August 2021
- C. Agreement with Tampa Bay Regional Planning Council Concerning Economic Modeling

Chair Demps asked if there was a motion to approve the consent agenda.

ACTION: Commissioner Meeks made the motion, with a second by Commissioner Bouie Hutchinson to approve the consent agenda. The motion carried unanimously.

V. APPROVAL OF REGULAR AGENDA

ACTION: Commissioner Brown made the motion, with a second by Commissioner Bouie Hutchinson to approve the regular agenda. The motion carried unanimously.

VI. GUEST SPEAKER - Jennifer King, Senior Transportation Planner
and Strategic Intermodal System Contract Manager
Florida Department of Transportation

Scott Koons, Executive Director, introduced Jennifer King, Senior Transportation Planner and Strategic Intermodal System Contract Manager. Ms. King gave a presentation to the Council concerning the update of the Strategic Intermodal System Plan. Chair Demps thanked Ms. King for her presentation.

VII. CHAIR REPORT -

- A. Employee Certificate of Service -
 - 1. Kevin Parrish - 35 Years

Scott Koons, Executive Director, reported that Kevin Parrish joined the Council staff on August 4, 1986. He noted that Mr. Parrish currently serves as Information Technology and Property Management Director. Mr. Koons virtually presented a 35-year Certificate of Service and a 35-year service pin to Mr. Parrish. He thanked him for his dedicated service to the Council.

VIII. COMMITTEE REPORTS

A. Executive Committee

1. Proclamation Proclaiming October 2021 as Community Planning Month

Chair Demps stated that the month of October 2021 has been designated to celebrate National Community Planning Month. He noted that the American Planning Association and its professional institute, the American Institute of Certified Planners, endorse National Community Planning Month as an opportunity to highlight the contributions sound planning and plan implementation make to the quality of life in communities and the environment. Chair Demps stated that the Executive Committee recommends that the Council proclaim October 2021 as Community Planning Month in north central Florida.

ACTION: Commissioner Hope made the motion, with a second by Commissioner Stegall to adopt a proclamation proclaiming October 2021 as Community Planning Month in the north central Florida region, which has been attached hereto and made a part of these minutes. The motion carried unanimously.

2. Proclamation Proclaiming October 1, 2021 as Manufacturing Day

Chair Demps stated that October 1, 2021 has been designated to celebrate Manufacturing Day. He noted that Manufacturing Day is an effective way to highlight the importance of manufacturing in our region and support those manufacturing and school programs that prepare our workforce. Chair Demps stated that the Executive Committee recommends that the Council proclaim October 1, 2021 as Manufacturing Day in north central Florida.

ACTION: Commissioner Clark made the motion, with a second by Commissioner Alford, to adopt a proclamation proclaiming October 1, 2021 as Manufacturing Day, in the north central Florida region, which has been attached hereto and made a part of these minutes. The motion carried unanimously.

3. Proclamation Proclaiming October 18-24, 2021 as Florida City Government Week

Chair Demps stated that the Florida League of Cities has designated the week of October 18-24, 2021 as Florida City Government Week. He noted that Florida City Government Week is part of an ongoing effort sponsored by the League to raise public awareness about services that cities perform and to educate the public about how city government works. Chair Demps stated that the Executive Committee recommends that the Council join in the recognition of city government by proclaiming the week of October 18-24, 2021 as Florida City Government Week.

ACTION: Commissioner Stegall made the motion, with a second by Commissioner Alford, to adopt a proclamation proclaiming October 18-24, 2021 as Florida City Government Week in the north central Florida region, which has been attached hereto and made a part of these minutes. The motion carried unanimously.

4. Engagement Letter for Auditor Fiscal Year 2020-21 Audit

Mr. Koons stated that the Executive Committee recommends that the Council authorize the Chair to execute an engagement letter with the auditing firm of Powell and Jones, Certified Public Accountants, of Lake City to conduct the Fiscal Year 2020-21 audit of the Council's accounts for a lump sum fee of \$17,175 with the understanding that this engagement includes an audit of the Council's Employee Pension Plan for the same fiscal year.

ACTION: Commissioner Meeks made the motion, with a second by Commissioner Bouie Hutchinson, to authorize the Chair to execute an engagement letter with the auditing firm of Powell and Jones, Certified Public Accountants of Lake City to conduct the Fiscal Year 2020-21 audit of the Council's accounts for a lump sum fee of \$17,175 with the understanding that this engagement includes an audit of the Council's Employee Pension Plan for the same fiscal year. The motion carried unanimously.

5. Assigned Fund Balance - Unemployment Compensation Benefits

Mr. Koons stated that the Executive Council recommends encumbering \$278.94 of the Council's unassigned fund balance as part of the assigned fund balance to increase the Unemployment Compensation Benefits Fund balance for unemployment compensation benefit costs to \$30,000.

ACTION: Commissioner Alford made the motion, with a second by Commissioner Waldrep, to approve encumbering \$278.95 of the Council's unassigned fund balance as part of the assigned fund balance to increase the Unemployment Compensation Benefits Fund balance for unemployment compensation benefit costs to \$30,000. The motion carried unanimously.

6. Executive Director Annual Evaluation

Chair Demps stated that the employment contract between the Executive Director and the Council specifies that the Executive Committee shall adopt performance standards to annually review and evaluate the Executive Director. It further specifies that the annual review and evaluation of the Executive Director shall be conducted by the Executive Committee. It also specifies that at its discretion, the Executive Committee is authorized to provide a merit increase to the Executive Director on an annual basis commencing October 1st of each year.

Chair Demps stated that the Executive Committee has adopted performance standards to review and evaluate the Executive Director and that the performance review was conducted by each Committee member prior to the September 23, 2021 Executive Committee meeting. He reported that the review resulted in "above average performance" or "exceeds job requirements" for all evaluation standards, with an overall average score of 4.9 on a 5.0 scale. Chair Demps stated that, based upon this review, the Executive Committee awarded the

Executive Director a five percent merit pay adjustment. He reported that Mr. Koons requested that his merit pay increase for Fiscal Year 2021 and Fiscal Year 2022 be deferred until Fiscal Year 2023. He further reported that the Executive Committee approved Mr. Koons' request concerning his merit pay increase deferrals.

B. Clearinghouse Committee - Committee Level Comprehensive Plan Review Items

Commissioner Bouie Hutchinson Chair of the Clearinghouse Committee, reported that the Clearinghouse Committee met virtually via communications media technology earlier in the evening and reviewed the following local government comprehensive plan amendments which were included on the Council agenda for consideration.

- #63 - City of Gainesville Comprehensive Plan Draft Amendment (DEO No. 21-1ESR)
- #65 - Gilchrist County Comprehensive Plan Draft Amendment (DEO No. 21-1ER)
- #66 - Alachua County Comprehensive Plan Adopted Amendment (DEO No. 21-2ESR)
- #68 - City of Newberry Comprehensive Plan Adopted Amendment (DEO No. 21-6ESR)

Commissioner Bouie Hutchinson stated with regards to these items, the Committee found that the local government comprehensive plans, as amended, were not anticipated to result in significant adverse impacts to regional facilities, Natural Resources of Regional Significance or adjacent local governments. She stated that the Committee recommends forwarding these findings to the respective local governments and the Florida Department of Economic Opportunity.

ACTION: Commissioner Bouie Hutchinson made the motion, with a second by Commissioner Brown, to approve the Clearinghouse Committee recommendations concerning Item #63 - City of Gainesville Comprehensive Plan Draft Amendment (DEO No. 21-1ESR); Item #65 - Gilchrist County Comprehensive Plan Draft Amendment (DEO No. 21-1ER); Item #66 - Alachua County Comprehensive Plan Adopted Amendment (DEO No. 21-2ESR); and Item #68 - City of Newberry Comprehensive Plan Adopted Amendment (DEO No. 21-6ESR). The motion carried unanimously.

IX. EX-OFFICIO MEMBER REPORTS

David Tyler, Rural Transportation Planning Manager, Florida Department of Transportation District 2, stated that District 2 recently awarded 15 Small County Outreach Program grants for 16 municipal projects. The projects included one project in Ft. White, one project in Lake City and two projects in the City of Madison.

Tom Mirti, Deputy Executive Director, Suwannee River Water Management District, stated that the District recently awarded river cost share grants to local governments. The projects included a Levy County drainage project, a High Springs water project and a Live Oak drainage project. Commissioner Meeks thanked the District for assisting with funding the Levy County drainage project. Mr. Mirti also discussed the recent flooding in Dixie County and Taylor County as a result of excessive rainfall in those counties.

X. CITIZEN COMMENTS - None

XI. EXECUTIVE DIRECTOR REPORT

A. Florida Regional Councils Association Monthly Activity Report

Mr. Koons reported that the Florida Regional Councils Association is the statewide organization of the ten regional planning councils. He stated that the Association strengthens Florida's regional planning councils, partners with government and the business community to enhance regional economic prosperity and improves the consistency and quality of regional planning councils programs to ensure they add value to state, regional and local initiatives. Mr. Koons also stated that the Association strives to accomplish these goals by carrying out the activities listed in the August 2021 activity report included in the Council meeting packet. He reviewed the activities listed in the August 2021 report.

B. Florida Chamber Foundation Scorecard™

Mr. Koons reported that the Florida Chamber Foundation has developed the Florida Scorecard™ to provide Florida leaders the metrics needed to secure Florida's future. He stated that the Florida Chamber Foundation's objective to developing a 20-year, statewide strategic plan requires a commitment to measuring our current status and progress toward the stated goals of the Six Pillars 20-year Strategic Plan. Mr. Koons noted that the Scorecard reports metrics for each of the following Six Pillars: Talent and Supply Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems, and Quality of Life and Quality Places. He reviewed the September 2021 Scorecard™ that was included in the Council meeting packet.

E. Legislative Report

Mr. Koons stated the 2022 Legislature Session will convene on January 11, 2022 and is scheduled to adjourn on March 11, 2022. He reported that the legislative interim Committee schedule is, as follows:

- Week of September 20, 2021
- Week of October 11, 2021
- Week of October 18, 2021
- Week of November 1, 2021
- Week of November 15, 2021
- Week of November 29, 2021

XII. COUNCIL MEMBER ANNOUNCEMENTS - Chair Demps informed the Council that funeral services for former Council member Mike Deming would be held on September 24, 2021 at 2:00 p.m. in Perry.

Commissioner Clark reported that a welcome home celebration for Afghanistan veterans would be held on September 25, 2021 in Newberry and invited Council members to attend the event.

Commissioner Stephenson discussed the recent flooding in Dixie County.

XIII. NEXT MEETING

Chair Demps stated that the next Council meeting is scheduled to be held on October 28, 2021.

The meeting was adjourned at 8:08 p.m.


Thomas Demps, Chair

10/28/21
Date



PROCLAMATION

PROCLAIMING OCTOBER 2021 AS COMMUNITY PLANNING MONTH

WHEREAS, change is constant and affects all cities, towns, suburbs, counties, rural areas, regions, and other places; and

WHEREAS, community planning and plans can help manage this change in a way that provides better choices for how people work and live; and

WHEREAS, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

WHEREAS, the full benefits of planning requires public officials and citizens who understand, support, and demand excellence in planning and plan implementation; and

WHEREAS, the month of October 2021 is designated as National Community Planning Month throughout the United States of America and its territories; and

WHEREAS, the celebration of National Community Planning Month provides an opportunity to publicly recognize the participation and dedication of the members of planning and zoning boards and other citizen planners who have contributed their time and expertise to the improvement of the north central Florida region; and

WHEREAS, the celebration of National Community Planning Month provides an opportunity to publicly recognize the many valuable contributions made by professional community and regional planners in the north central Florida region and extend our heartfelt thanks for the continued commitment to public service by these professionals.

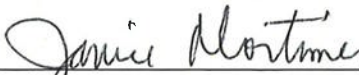
NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the month of October 2021 as ***Community Planning Month*** throughout the north central Florida region in conjunction with the celebration of National Community Planning Month.

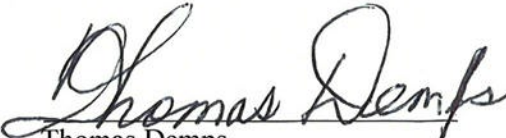
DULY ADOPTED AND PROCLAIMED this 23rd day of September 2021.

Attest:

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

SEAL


Janice Mortimer
Secretary-Treasurer


Thomas Demps
Chair



PROCLAMATION

PROCLAIMING OCTOBER 1, 2021 AS MANUFACTURING DAY

WHEREAS, the Fabrication and Manufacturers Association International, the National Association of Manufacturers, the U.S. Department of Commerce Manufacturing Extension Partnership and the Manufacturing Institute have designated the first Friday of October as Manufacturing Day; and

WHEREAS, the goals of Manufacturing Day are to celebrate the impact manufacturing has on the north central Florida region, increase awareness about the benefits of a manufacturing career and attract students to future manufacturing jobs; and

WHEREAS, recognizing Manufacturing Day is an effective way to highlight the importance of manufacturing in our region and support those manufacturing and school programs that prepare our future workforce; and

WHEREAS, over 300 manufacturers provide jobs for over 12,000 citizens throughout the region and create products ranging from pulp and lumber products to orthopedic implant devices; and

WHEREAS, regional companies and education/workforce partners support manufacturing and manufacturing careers through increased collaboration and service to the regional manufacturing community; and

WHEREAS, manufacturing brings increased economic diversity to our region by providing high paying jobs at all skill levels and furthering the standard of living by focusing on technology, innovation and production.

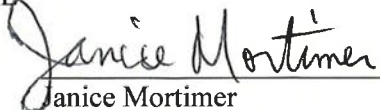
NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims October 1, 2021 as *Manufacturing Day* in the north central Florida region and the Council urges all citizens to discover the value manufacturing brings to our economy and encourages students and educators to learn about the possibility of manufacturing as a career.

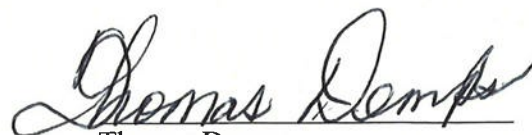
DULY ADOPTED AND PROCLAIMED this 23rd day of September 2021.

Attest:

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

SEAL


Janice Mortimer
Secretary-Treasurer


Thomas Demps
Chair



PROCLAMATION

PROCLAIMING OCTOBER 18-24, 2021 AS FLORIDA CITY GOVERNMENT WEEK

WHEREAS, city government is the government closest to most citizens and the one with the most direct daily impact upon its residents; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along understanding of public services and their benefits; and

WHEREAS, Florida City Government Week is a very important time to recognize the important role played by city government in our lives; and

WHEREAS, this week offers important opportunity to spread the word to all citizens of Florida that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Florida League of Cities and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, Florida City Government Week offers an important opportunity to convey to all citizens of Florida that they can shape and influence government through their civic involvement.

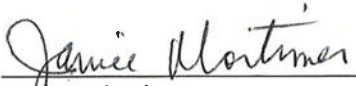
NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims the week of October 18-24, 2021 as *Florida City Government Week* throughout the north central Florida region.

DULY ADOPTED AND PROCLAIMED this 23rd day of September 2021.


Attest:

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

SEAL



Janice Mortimer
Secretary-Treasurer



Thomas Demps
Chair