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# MEETING NOTICE

## EXECUTIVE COMMITTEE

There will be a meeting of the Executive Committee of the North Central Florida Regional Planning Council on **June 29, 2026**. The meeting will be held as a hybrid meeting in-person at the **Holiday Inn Hotel and Suites, Santa Fe Room, 213 Southwest Commerce Boulevard, Lake City, Florida**, and via Communications Media Technology at **6:00 p.m.**

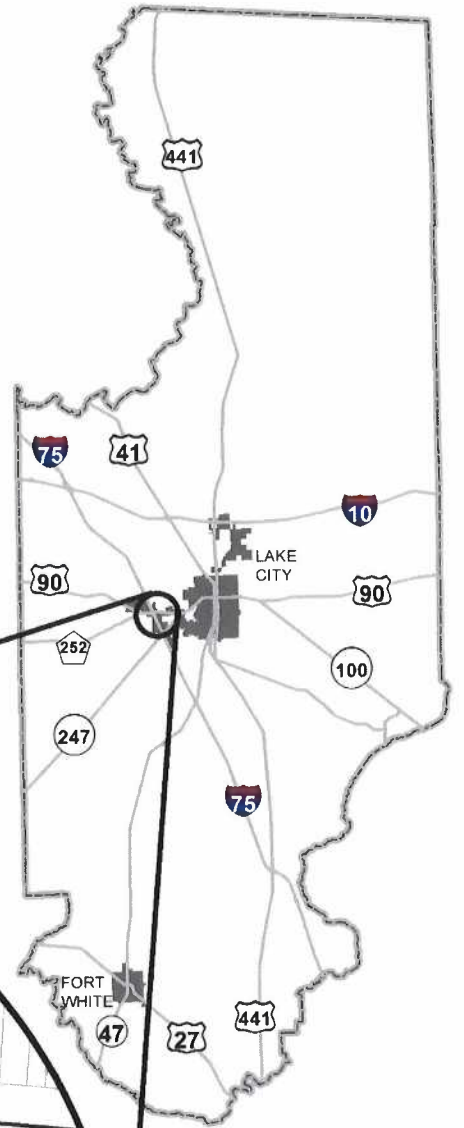
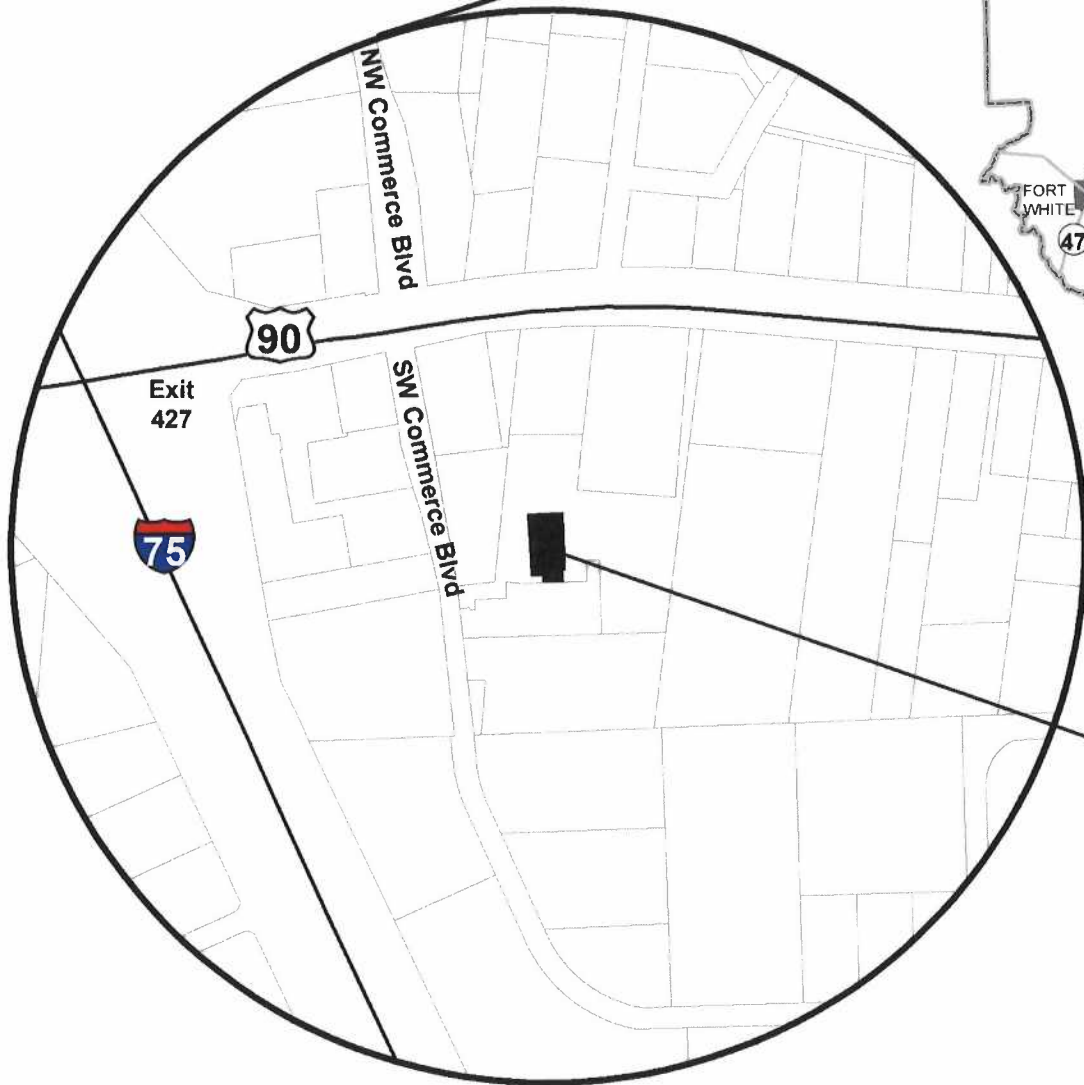
**DIAL IN NUMBER: Toll Free 1.888.585.9008**

**CONFERENCE CODE: 568 124 316**

# Holiday Inn Hotel & Suites

213 SW Commerce Blvd  
Lake City, Florida 32025

Directions: From the intersection of Interstate 75 and U.S. Highway 90 (exit 427) in the City of Lake City turn, East onto U.S. Highway 90, travel approximately 450 feet to SW Commerce Blvd, turn right (South) onto SW Commerce Blvd, travel approximately 720 feet and the Holiday Inn Hotel & Suites is on the left.



1 inch = 500 feet

Holiday Inn  
Hotel & Suites





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## AGENDA EXECUTIVE COMMITTEE

Hybrid Public Meeting  
 Holiday Inn Hotel & Suites  
 213 Southwest Commerce Boulevard  
 Lake City, Florida and  
 Via Communications Media Technology

June 29, 2026  
 6:00 p.m.

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	V. OTHER BUSINESS - None	
	VI. PUBLIC COMMENTS	

The Committee welcomes you to this meeting. This time is set aside for our citizens and general public to address the Committee. If you would like to address the Committee, please complete a form, come forward when you are called, and state your name for the record. Please also limit your comments to not more than three minutes. Your participation is welcomed.

See Attachments

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Dedicated to improving the quality of life of the Region's citizens,  
 by enhancing public safety, protecting regional resources,  
 promoting economic development and providing technical services to local governments.



NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
EXECUTIVE COMMITTEE  
MINUTES

Hybrid Meeting  
Drury Inn & Suites  
Gainesville, Florida and  
Via Communications Media Technology

May 28, 2026  
6:00 p.m.

MEMBERS PRESENT  
IN PERSON

Mary Alford, Chair  
Patricia Bouie Hutchinson, Treasurer  
Jhelecia Hawkins, Vice-Chair  
Fletcher Hope Jr., Immediate Past Chair

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(FOR QUORUM)

None

MEMBERS PRESENT  
VIA COMMUNICATIONS  
MEDIA TECHNOLOGY  
(NOT FOR QUORUM)

None

Noting a quorum being present, Chair Alford called the meeting to order at 6:01 p.m.

I. APPROVAL OF MINUTES - APRIL 23, 2026

**ACTION:** Vice-Mayor Bouie Hutchinson made the motion, with a second by Mayor Hope, to approve the minutes for the April 23, 2026 Executive Committee meeting as written and circulated. The motion carried unanimously.

II. CONTRACTS AND APPLICATIONS -

A. Agreement with Florida Division of Emergency Management for Local Emergency Planning Committee - Fiscal Year 2026-27

**ACTION:** Mayor Hawkins made the motion, with a second by Vice-Mayor Bouie Hutchinson, to recommend that the Council authorize the Executive Director to execute an agreement with the Florida Division of Emergency Management for Fiscal Year 2026-27 to provide the services to the North Central Florida Local Emergency Planning Committee for an estimated amount of \$90,000. The motion carried unanimously.

III. PROGRAM REPORT - None

IV. GENERAL ADMINISTRATION -

A. Meeting Schedule Program Year 2026-27

**ACTION: Mayor Hope made the motion, with a second by Vice-Mayor Bouie Hutchinson, to recommend that the Council approve the Meeting Schedule for Program Year 2026-27. The motion carried unanimously.**

V. OTHER BUSINESS - None

VI. PUBLIC COMMENTS -

Stew Lilker, Columbia County Observer, discussed the duties of the Executive Committee, the Suwannee Valley Transit Authority, and the Columbia Hamilton Suwannee Local Coordinating Board public workshop concerning transportation disadvantaged services.

Scott Koons, Executive Director, noted that the service of Mayor Hope, Immediate Past Chair, on the Executive Committee concludes with this meeting. He thanked Mayor Hope for his leadership with the Council and service on the Executive Committee.

The meeting adjourned at 6:11 p.m.

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Jhelecia Hawkins, Chair

6/29/26  
Date



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June 22, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Agreement with Florida Division of Emergency Management  
to Update Hazards Analyses - Fiscal Year 2026-27

RECOMMENDATION:

**Authorize the Executive Director to execute an agreement with the Florida Division of Emergency Management for Fiscal Year 2026-27 to update hazards analyses for Alachua, Bradford, Columbia, Gilchrist, Hamilton, Madison, Suwannee, Taylor and Union Counties for an amount of \$13,966.24.**

BACKGROUND:

Each year, the Florida Division of Emergency Management provides funding to the Council to update hazards analyses for locations that contain extremely hazardous substances that if released could cause off-site injuries.

Sites located in the following counties will be included in the hazards analyses update: Alachua, Bradford, Columbia, Gilchrist, Hamilton, Madison, Suwannee, Taylor and Union Counties. The amount of the agreement will be \$13,966.24.

If you have any questions concerning this matter, please do not hesitate to contact me.



### III.A.



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June 22, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director



SUBJECT: Transportation Disadvantaged Program Local Coordinating Board Appointments

RECOMMENDATION:

- **Appoint Brooke Beck-Smith as the voting Citizen Advocate Representative on the Levy County Transportation Disadvantaged Coordinating Board to the remainder of a three-year term ending June 30, 2027.**
- **Appoint Casey Ditter as the voting Local Medical Community Representative on the Lafayette County Transportation Disadvantaged Coordinating Board to the remainder of a three-year term ending June 30, 2028.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the local transportation disadvantaged coordinating boards. It is recommended Brooke Beck-Smith be appointed the voting Citizen Advocate Representative on the Levy County Transportation Disadvantaged Coordinating Board. It is recommended Casey Ditter be appointed the voting Local Medical Community Representative on the Lafayette County Transportation Disadvantaged Coordinating Board.

If you have any questions concerning this matter, please do not hesitate to contact me.

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June 22, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Transportation Disadvantaged Coordinating Board Reappointments

RECOMMENDATION:

- **Reappoint Tiffany McKenzie as the voting Community Action Agency Representative on the Alachua County Transportation Disadvantaged Coordinating Board and the Levy County Transportation Disadvantaged Coordinating Board to three-year terms ending June 30, 2029.**
- **Reappoint Albert Linden as the voting Veteran Representative on the Alachua County Transportation Disadvantaged Coordinating Board to a three-year term ending June 30, 2029.**
- **Reappoint Barbara Fischer as the voting Veteran Representative on the Bradford County Transportation Disadvantaged Coordinating Board and the Union County Transportation Disadvantaged Coordinating Board to three-year terms ending June 30, 2029.**
- **Reappoint Meagen Wakeland as the voting Community Action Agency Representative on the Columbia Hamilton Suwannee Transportation Disadvantaged Coordinating Board and the Madison County Transportation Disadvantaged Coordinating Board to three-year terms ending June 30, 2029.**
- **Reappoint John Koch as the voting Elderly Representative on the Columbia Hamilton Suwannee Transportation Disadvantaged Coordinating Board to a three-year term ending June 30, 2029.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing members to the local transportation disadvantaged coordinating boards. Several Board members' terms of appointment expire on June 30, 2026. The Board members listed above are willing to serve an additional three-year term of reappointment to the Boards.

If you have any questions concerning this matter, please do not hesitate to contact me.






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June 22, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Local Coordinating Board Chair Appointment  
Columbia Hamilton Suwannee

RECOMMENDATION:

**Appoint Commissioner Everett Phillips, Columbia County Local Elected Official, Chair of the Columbia Hamilton Suwannee Transportation Disadvantaged Coordinating Board for a one-year term ending June 30, 2027.**

BACKGROUND:

According to Rule 41-2.012 of the Florida Administrative Code, the North Central Florida Regional Planning Council, serving as the Designated Official Planning Agency, is responsible for appointing the Chair of the Columbia Hamilton Suwannee Transportation Disadvantaged Coordinating Board.

Chapter I. F. (1) of the Columbia Hamilton Suwannee Transportation Disadvantaged Coordinating Board Bylaws provides for the Board to annually recommend to the Council a local elected official to serve as Chair of the Board. At its May 20, 2026 meeting, the Board recommended the Council appoint Commissioner Everett Phillips, Columbia County Local Elected Official, as Chair of the Board for a one-year term ending June 30, 2027.

If you have any questions concerning this matter, please do not hesitate to contact me.

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June 22, 2026

TO: Council Members

FROM: Scott R. Koons, AICP, Executive Director

SUBJECT: Proclamation Proclaiming July 4, 2026 America 250 Day

RECOMMENDATION:

**Adopt the attached proclamation proclaiming July 4, 2026 America 250 Day in the north central Florida region.**

BACKGROUND:

On July 4, 1776, the Declaration of Independence was signed by delegates to the Continental Congress in Philadelphia. The 250th anniversary of the signing of the Declaration of Independence provides an opportunity to reflect on our shared history, celebrate the contributions of Americans, and look forward to the future we want to build together.

July 4, 2026 is America 250 Day as designated by the America 250 Commission created by Congress in 2016. Civic, cultural and historical education events will take place at the local, state and national levels to celebrate the 250th anniversary of the signing of the Declaration of Independence and the formation of our nation.

It is recommended that the Council adopt the attached proclamation proclaiming July 4, 2026 America 250 Day in north central Florida.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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# ***PROCLAMATION***

## ***PROCLAIMING JULY 4, 2026 AS AMERICA 250 DAY***

WHEREAS, on July 4, 2026, the United States of America will commemorate the 250th anniversary of the signing of the Declaration of Independence and the formation of our nation;

WHEREAS, our nation's 250th anniversary is an opportunity to reflect on our shared history, celebrate the contributions of Americans, and look forward to the future we want to build together;

WHEREAS, the North Central Florida Regional Planning Council has contributed proudly and significantly to the history of our region, state and nation;

WHEREAS, civic, cultural and historical education events will take place at the local, state and national levels to ensure all citizens can connect with this historic milestone;

WHEREAS, in 2016, the United States Congress established the America 250 Commission to encourage nationwide observance of this monumental semiquincentennial; and

WHEREAS, this milestone calls upon us to recognize the sacrifices made for our liberty and to reaffirm our commitment to democratic ideals, inspiring the next generation of citizens.

NOW, THEREFORE, the North Central Florida Regional Planning Council hereby proclaims July 4, 2026 as America 250 Day throughout the north central Florida region and encourages all citizens of the north central Florida region to reflect upon our history, participate in local community events, and celebrate the enduring spirit of American Independence.

DULY ADOPTED AND PROCLAIMED this 29th day of June 2026.

ATTEST:

SEAL

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Don Hale, Secretary

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Jhelecia Hawkins, Chair






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June 22, 2026

TO: Executive Committee  
FROM: Scott R. Koons, AICP, Executive Director   
SUBJECT: Executive Director Employment Contract Extension

RECOMMENDATION:

**Recommend that the Council approve and authorize the Chair and Secretary to execute an amendment to the executive director employment contract, extending the term of the employment contract for an additional four-year term, beginning October 1, 2026 and terminating on September 30, 2030, with all other terms and conditions of employment remaining in full force and effect.**

BACKGROUND:

The current Executive Director was selected by the Council effective October 1, 2006. To formalize that decision, an employment contract was negotiated and executed which was originally scheduled to terminate on September 30, 2010.

The existing employment contract includes a provision that the parties may mutually agree to additional four-year extensions of the contract. Such extensions would result in all other terms and conditions of the employment remaining in full force and effect. The existing contract was extended for an additional four-year term beginning on October 1, 2010 and terminating on September 30, 2014, an additional four-year term beginning on October 1, 2014 and terminating on September 30, 2018, an additional four-year term beginning October 1, 2018 and terminating September 30, 2022 and an additional four-year term beginning October 1, 2022 and terminating September 30, 2026.

All of the annual evaluations of the performance of executive director conducted by the Executive Committee during the current term of employment have resulted in “above average performance” or “exceeds job requirements” level for all evaluation criteria. Based upon these performance evaluations, it is recommended that the Executive Committee recommend to the Council that the executive director employment contract be amended by extending the term of the employment contract for an additional four-year term ending September 30, 2030, with all other terms and conditions of employment remaining in full force and effect (see attachment).

If you have questions concerning this matter, please do not hesitate to contact me.

Attachment

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AMENDMENT NO. 5  
TO THE  
AGREEMENT BETWEEN THE  
NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL  
AND  
SCOTT R. KOONS  
PROVIDING FOR EMPLOYMENT  
AS EXECUTIVE DIRECTOR

This amendment is entered into on this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

This is an amendment to an Agreement dated August 24, 2006, amended on May 27, 2010, amended on May 22, 2014, amended May 24, 2018 and amended May 26, 2022 between the North Central Florida Regional Planning Council, hereinafter referred to as NCFRPC, and Scott R. Koons, hereinafter referred to as the "EXECUTIVE DIRECTOR."

WHEREAS, the NCFRPC and the EXECUTIVE DIRECTOR by mutual agreement desire to exercise the provisions of Article II, Term, Paragraph 3.0 to renew the above referenced Agreement for an additional four (4) year term.

NOW, THEREFORE the following section of the above referenced Agreement is hereby amended, as follows.

3.0 This Agreement shall commence on the 1st day of October 2006 and shall terminate on the 30th day of September 2030. However, the parties hereto further agree that this Agreement may be renewed for additional four (4) year terms at its natural termination by mutual agreement of the parties, or as agreed to by the parties in a later document of equal dignity herewith, unless terminated as otherwise provided herein. The terms of this Agreement shall remain in full force and effect and hold over until the EXECUTIVE DIRECTOR's employment is terminated under the terms herein, or a new Agreement has been negotiated and entered into by the EXECUTIVE DIRECTOR and the NCFRPC.

All terms and conditions of the above referenced Agreement shall remain in full force and effect except as expressly modified by Amendment No. 1, Amendment No. 2., Amendment No. 3, Amendment No. 4 and this Amendment No. 5.

IN WITNESS WHEREOF the parties hereto have made and executed this Amendment No. 5 on the respective dates under each signature, the NCFRPC, through its governing body, signing by and through its Chair and Secretary, authorized to execute same by NCFRPC governing body action on the \_\_\_\_\_ day of \_\_\_\_\_ 2026.

NORTH CENTRAL FLORIDA  
REGIONAL PLANNING COUNCIL

By: \_\_\_\_\_  
JHELECIA HAWKINS Chair  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
DON HALE Secretary  
Date: \_\_\_\_\_

Signed, Sealed and Delivered  
In our Presence as Witnesses:

EXECUTIVE DIRECTOR

\_\_\_\_\_  
\_\_\_\_\_  
(Print or Type Name of Witness)

\_\_\_\_\_  
SCOTT R. KOONS  
Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(Print or Type Name of Witness)