

Board of County Commissioners

Agenda Request

Date of Meeting: December 19, 2023

Date Submitted: December 5, 2023

To: Honorable Chairman and Members of the Board

From: Edward J. Dixon, County Administrator
Justin Stiell, Growth Management Director

Subject: Consideration of Joshua Ray's appointment to the Gadsden County Board of Planning Commission.

Statement of Issue:

This agenda item is for the consideration of Mr. Joshua Ray as a District Five representative for the Gadsden County Planning Commission.

Background:

Planning Commissioner candidate Joshua Ray was recommended to the Gadsden County Planning Commission by Gadsden County Board of County Commissioner Ronterious Green. The Gadsden County Planning Commission currently has a vacancy and requests the Gadsden County Board of County Commissioners to consider the appointment of Joshua Ray to the Gadsden County Planning Commission.

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- Archival research on background data and municipal outreach as defined in the VA requirements, pursuant to Florida Statutes;
- Conducting an exposure analysis to identify the depth of water caused by natural disasters;
- Performing a sensitivity analysis for measuring the impacts of flooding on important assets;
- Identify focus areas as discussed in the second public meeting;
- Finalize the VA report pursuant to Florida Statutes;
- Conduct a final public presentation for revealing the finalized VA; and
- The finalized VA will be utilized for updating the Local Mitigation Strategy as required by the Florida Division of Emergency Management.

Analysis & Findings:

Mr. Ray has an extensive background serving local government agencies in Gadsden County, he previously was employed by the Gadsden County Sheriff's Office, the City of Gretna Fire Department, and the City Midway Fire Department. Mr. Ray is currently a self-employed beekeeper residing here in Gadsden County, who has been serving as the President of the Apalachee Beekeepers Association since January 2023. Previously, Mr. Ray served as vice president of the Apalachee Beekeepers Association.

The Planning Commission acts as the *local planning agency* and is comprised of twelve members. Seven (7) members are required to obtain a quorum. Planning Commission duties, organization, rules, procedures, membership and terms of service are outlined in Article V, Division 2- Planning Commission of the Gadsden County, Florida Code of Ordinances (Code) (Attachment #1).

Fiscal Impact:

No Fiscal Impact.

Options:

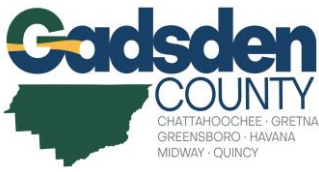
1. Confirm the appointment of Mr. Ray as Planning Commissioner for District Five.
2. Do not confirm.
3. Board Direction.

County Administrator's Recommendation:

Option 1.

Attachments:

1. Application
2. Article V, Division 2- Planning Commission of the Gadsden County, Florida Code of Ordinances (Code)



**ADVISORY COMMITTEE APPLICATION
FOR BOARD APPOINTMENT**

| | | | |
|---|-------------------------|--|---------------------|
| Name: Joshua ray | | Date: 8-23-2023 | |
| Address: 6660 old federal road quincy 32351 | | Email: | |
| Home Phone: | Work Phone: | Cell: 850-510-0401 | |
| Occupation: Beekeeper | Employer: Self employed | | |
| Do you live in Gadsden County? Yes | | Do you own property in Gadsden County? No | |
| Are you currently serving on a County Advisory Committee? If so, which one? | | Have you previously served on a County Advisory Committee? If so, what committee and when? No | |
| Are you interested in serving on any specific Committee? If so, please indicate: | | | |
| 1 st Choice Planning and zoning | | 2 nd Choice | |
| If you're appointed to a Committee, you're expected to attend regular meetings. | | | |
| Are you available to attend meetings at least once a month? Yes | | YES | NO |
| What times are you available to attend meetings? Anytime | | Morning | Evenings Anytime |
| <p>In the space below, briefly describe or list the following: Any previous experience on other Committees; your educational background; your skills and experience that enable you to contribute to the Committee; any of your professional licenses and/or designations and indicate how long you held them and whether they are effective on Gadsden County; any charitable or community activities in which you participate; any reasons for your choice of the Committee indicated on this application. *** Please attach your resume. ***</p> <p style="text-align: center;">Im the president of the Apalachee Beekeepers Association since January 2023 after serving 2 terms as vice president.</p> | | | |
| References: (You must provide at least one personal reference who is not a family member) | | | |
| Name: Joseph parramore | | Telephone: 8505100584 | |
| Address: Pat thomas parkway quincy | | | |
| Name: | | Telephone: | |
| Address: | | | |

Important Legal Requirements for Advisory Committee Membership: As a member of an advisory committee, you will be obligated to follow any applicable laws regarding Government-In-The-Sunshine, Code of ethics for Public Officers, and Public Records disclosure. The consequences of violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee action and of any subsequent action by the Board of County Commissioners.

Please return Application to:
 Laurel Bradley, Executive Assistant to the County Administrator
 9 B East Jefferson Street
 Quincy, Florida 32351
lbradley@gadsdencountyfl.gov
 phone: 850-875-8650
 fax: 850-662-3289

- CODE OF ORDINANCES
Chapter 2 - ADMINISTRATION
ARTICLE V. - BOARDS, COMMISSIONS AND AUTHORITIES
DIVISION 2. PLANNING COMMISSION

DIVISION 2. PLANNING COMMISSION¹

Sec. 2-171. Duties and responsibilities of the local planning agency.

The local planning agency in accordance with F.S. ch. 163, shall:

- (1) Be the agency responsible for the preparation of the comprehensive plan and shall make recommendations to the county commission regarding the adoption of such plan or element or portion thereof. During the preparation of the comprehensive plan prior to any recommendation to the county commission, the local planning agency shall hold at least one public hearing, with due public notice, on the proposed plan or element or portion thereof. The county commission, in cooperation with the local planning agency may designate any agency, committee, department, or person to prepare the comprehensive plan or element thereof, but final recommendation of the adoption of such plan to the county commission shall be the responsibility of the local planning agency.
- (2) The local planning agency shall monitor and oversee the effectiveness and status of the comprehensive plan and recommend to the county commission such changes in the comprehensive plan as may from time to time be required, including preparation of the periodic reports required by F.S. § 163.3191, as the same now exists or may be hereafter amended.
- (3) The local planning agency, being also known and referred to as the planning commission, shall review proposed land development regulations, land development codes, or amendments thereto, and make recommendations to the county commission as to the consistency of the proposal with the adopted comprehensive plan, or element or portion thereof, when the local planning agency is serving as the planning commission or the local government requires review by both the local planning agency and the planning commission.
- (4) Perform any other functions, duties, and responsibilities assigned to it by the county commission, or by general or special law, including but not limited to the review of development applications, requests for changes in future land use designation, and requests for variances or waivers to the conditions of development as described in the land development code. The county commission, at its discretion may elect to grant variances or waivers to the conditions of the land development code with or without prior hearing of the planning commission.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

¹Editor's note(s)—Ord. No. 2001-005, § 2, adopted May 15, 2001 repealed the former §§ 2-171—2-173 and enacted a new §§ 2-171—2-177 as set out herein. The former §§ 2-171—2-173 pertained to similar subject matter and derived from Res. of Apr. 1, 1991; Ord. No. 88-003, § 2. Subsequently, Ord. No. 06-003, § 1, adopted Mar. 21, 2006, amended Div. 2, in its entirety, to read as herein set out. Former Div. 2 was entitled "Planning and Zoning Commission." See also the Code Comparative Table.

State law reference(s)—Comprehensive Planning and Land Development Regulation Act, F.S. § 163.3161 et seq.

State law reference(s)—Designation of local land planning agency, F.S. § 163.3174.

Sec. 2-172. Organization, rules and procedures of the agency.

Members of the local planning agency shall continue to be appointed and follow such rules of procedure, methods of choosing officers, setting of public meetings, providing of financial support, and otherwise accomplishing its duties as may be provided by law.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Sec. 2-173. Public meetings and records.

All meetings of the local planning agency shall be public meetings, and all agency records shall be public records. The local planning agency shall encourage public participation. The agency shall normally meet on the second Thursday evening following the first monthly meeting of the board of county commissioners except when such date shall fall on a national holiday. The planning director shall prepare a calendar of regularly scheduled meetings for the calendar year no later than January of that year. Special workshops and/or special hearings may be convened with prior notice as required by the county commission to conduct the county's business in a more efficient manner.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Sec. 2-174. Membership.

The local planning agency shall be comprised of 12 members. Each duly elected member of the county commission shall appoint two members from his or her district to the local planning agency. These ten regular members shall be augmented by one at-large member who shall be appointed by vote of the entire county commission. Citizens of the county will have an opportunity to apply for this position after adequate public notice. Applicants will be required to submit a resume and will be interviewed by the chairman of the county commission, the county manager and the planning and zoning director. Their recommendation for appointment to the at-large position will be submitted for final approval to the board of county commissioners. In addition, a representative of the school board shall serve as the 12th member of the agency, with full voting rights.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2008-032, § 1, 11-18-2008; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Sec. 2-175. Terms of service.

The regular members shall serve four-year terms or at the pleasure of the appointing county commissioner. Each county commissioner shall make either a new appointment, or reconfirm the appointment of seated planning commissioners in January following the county commissioner's election or reelection to office. The at-large member shall serve a four-year term of office and may be reappointed one time at the pleasure of the county commission. The school board representative shall be appointed by the school board for a term to be determined by the procedures of the school board.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2008-032, § 1, 11-18-2008; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Sec. 2-176. Removal and vacancies.

The county commission, upon recommendation by the appointing commissioner, may remove any member for cause after written notice and public hearing. Cause for removal shall include, but not be limited to, misfeasance, malfeasance, or neglect of duty, where unexcused absences from more than two consecutive regular meetings or four regular meetings in a year shall constitute neglect of duty. Any absence that is not due to illness

or travel and reported to the planning director prior to the meeting is unexcused. Any vacancy occurring during the unexpired term of the office of any member shall be filled by the appointing county commissioner, or the county commission in the case of the at-large member, for the remainder of the term. Vacancies shall be filled within 30 days after the vacancy occurs. The school board representative shall be subject to removal and replacement in accordance with the procedures of the school board.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2008-032, § 1, 11-18-2008; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Sec. 2-177. Funds.

The board of county commissioners shall appropriate funds at its discretion to the local planning agency for expenses required in the conduct of its work. The local planning agency may, in order to accomplish the purposes and activities required by state law, expend all sums so appropriated and other sums made available for use from fees, gifts, state or federal grants, state or federal loans, and other sources; provided acceptance of loans or grants must be approved by the board of county commissioners.

(Ord. No. 06-003, § 1, 3-21-2006; Ord. No. 2018-017 , § 3(Exh. A), 10-16-2018)

Secs. 2-178—2-200. Reserved.