

**Personnel, Operations & Procedures Committee
Volusia Growth Management Commission**

MINUTES FOR
MEETING HELD
Wednesday, September 26, 2018

Thomas C. Kelly Administration Center
County Council Chambers Conference Room
123 W. Indiana Avenue, DeLand, FL

The meeting was called to order at 6:30 p.m. by VGMC Chair Debbie Connors.

The following POP Committee members were also present: Sandy Lou Gallagher, Robert Lovelace, John Meikle, Larry Saffer, Robert Storke and Mary Swiderski. VGMC member Thomas Wright was also in attendance.

NEW BUSINESS

1) Approval of the minutes of the January 24, 2018 POP Committee meeting.

Robert Storke made a motion to approve the minutes of the January 24, 2018 POP Committee meeting as presented; seconded by Sandy Lou Gallagher. Motion carried unanimously.

2) Consider recommendation for renewal of GrayRobinson legal services contract for 2018-19 FY

Mary Swiderski made a motion to recommend the commission approve the renewal of the GrayRobinson contract for the 2018-19 fiscal year; seconded by John Meikle. Motion carried unanimously.

3) Consider recommendation for renewal of S&ME planning services contract for 2018-19 FY

Member Storke pointed out that in Article 7, page 7, the term of the contract needs to be changed from September 30, 2018 to September 30, 2019.

Sandy Lou Gallagher made a motion to recommend the commission approve the renewal of the S&ME contract for the 2018-19 fiscal year with a change to the term date on page 7 to September 30, 2019; seconded by Larry Saffer. Motion carried unanimously.

4) Consider recommendation for renewal of VHB planning services contract for 2018-19 FY

Ms. Connors pointed out that there is a small increase in rates proposed by VHB. She also stated that VHB primarily serves as a back-up planner. Discussion ensued regarding VHB's role and it was suggested that we may want to send applications to VHB for review periodically to keep all parties in the loop and familiar with the process.

Larry Saffer made a motion to recommend the commission approve the renewal of the VHB contract for the 2018-19 fiscal year; seconded by John Meikle. Motion carried unanimously.

General discussion ensued. Ms. Smith joined the meeting at approximately 6:40.

Ms. Connors asked Ms. Smith if there was opportunity to utilize VHB periodically to review applications. Ms. Smith responded that VHB (formerly Miller-Sellen and MSCW) was the VGMC primary planner since the inception of the VGMC up until a couple of years ago. She stated at that time Jim Sellen was planning retirement and they felt it was time to step back from the lead VGMC planning role. VHB agreed at the time to stay on as a back-up planner in the event of a conflict or other need. The committee suggested that new applications be sent periodically to VHB for review in order to keep them in the process and current. Ms. Smith will contact Erika Hughes at VHB to discuss.

OLD BUSINESS

None

OTHER BUSINESS

Mr. Lovelace asked how the application review process has been working under the revised rules. Ms. Smith responded that the process is generally working well. She pointed out one issue that has come up recently regarding the tolling of time on large scale amendments. She explained that the only provision in the rules that tolls the time to act on an application is a request for additional information (RAI) by VGMC staff. Under the new rules, the VGMC has 14 days to issue an RAI, yet other units of local government continue have 28 days to comment. As a result, if an RAI is not issued in the first 14 days, and if a unit of local government has comments or objections to an application which they submit by day 28, time is not tolled. Furthermore, if the commenting unit of local government does not specifically request a public hearing, there is nothing in the rules that compels the applicant local government to work with or respond to the concerns of the commenting local government, and the VGMC has no alternative than to issue a consistency certification. The committee suggested monitoring the issue to determine if further changes in the rules or processing need to be addressed.

ADJOURNMENT

Ms. Connors thanked everyone for attending. There being no further business, the meeting was adjourned at 6:52 p.m.

 2-27-19
POP Committee Chair Date