

**WITHLACOOCHEE REGIONAL PLANNING COUNCIL  
BOARD OF DIRECTORS MEETING**

**DATE:** September 17, 2009  
**TIME:** 7:00 P.M.  
**PLACE:** Withlacoochee Regional Planning Council  
1241 S. W. 10<sup>th</sup> Street  
Ocala, FL 34471-0323

**MEMBERS PRESENT:**

Winn Webb, Citrus County Commissioner  
Dennis Damato, Citrus County Commissioner  
Bill Murray, Citrus County Governor's Appointee  
Richard Wesch, Citrus County Governor's Appointee  
James Adkins, Hernando County Commissioner  
Buddy "Walter" Selph, Hernando County Governor's Appointee  
Pat O'Neal, Levy County Municipal Representative  
Nancy Bell, Levy County Commissioner  
Barbara Fitos, Marion County Commissioner  
Martha Hanson, Marion County Governor's Appointee  
Edward Kelly, Marion County Governor's Appointee  
Mary Sue Rich, City of Ocala Municipal Representative  
Ronald Allen, Sumter County Municipal Representative  
Garry Breeden, Sumter County Commissioner  
Ed Nowe, Sumter County Governor's Appointee

**MEMBERS ABSENT:**

Ken Hinkle, Citrus County Municipal Representative  
Joe Meek, Citrus County Commissioner  
Joe Johnston, III, Hernando County Governor's Appointee  
Rose Rocco, Hernando County Commissioner  
John Druzbeck, Hernando County Commissioner  
Danny Stevens, Levy County Commissioner  
Fred Ward, Marion County Municipal Representative  
Stan McClain, Marion County Commissioner  
Mike Amsden, Marion County Commissioner  
Charlie Stone, Marion County Commissioner  
Ed Abshier, Marion County Governor's Appointee  
Richard Hoffman, Sumter County Commissioner  
Glenn Horvath, Non-Voting Governor's Appointee representing SRWMD  
Deborah Getzoff, Non-Voting Governor's Appointee representing DEP

Randy Welker, Non-Voting Governor's Appointee representing DOC

**OTHERS PRESENT:**

Fred Landt, WRPC Attorney  
Doug Sanders, SWFWMD  
Chuck Dixon, Citrus County Schools

**STAFF PRESENT:**

Michael R. Moehlman, Executive Director  
Glenda Roberts, Office Manager/Board Secretary  
Lauren Schild, Planner I  
David Connolly, Senior Planner

**AGENDA ITEM #1 - CALL TO ORDER**

The meeting was called to order by the Chairman Allen.

**AGENDA ITEM #2 - INVOCATION AND PLEDGE OF ALLEGIANCE**

The Invocation was given by Mr. Damato and the Pledge of Allegiance followed.

**AGENDA ITEM #3 - WELCOME, INTRODUCTIONS & ANNOUNCEMENTS**

Chairman Allen welcomed everyone to the meeting and asked everyone to introduce themselves.

**AGENDA ITEM #4 - ROLL CALL**

Ms. Roberts called the roll and a quorum was present.

**AGENDA ITEM #5 - ADOPTION OF AGENDA**

A motion was made by Mr. O'Neal and seconded by Mr. Kelly to adopt the agenda as presented. Motion carried unanimously.

MOTION TO ADOPT  
AGENDA

**AGENDA ITEM #6 - APPROVAL OF MINUTES OF THE AUGUST 20, 2009 BOARD OF DIRECTORS MEETING**

A motion was made by Mr. Murray and seconded by Ms. Bell to approve the minutes of the August 20, 2009 Board of Directors meeting. Motion carried unanimously.

MOTION TO APPROVE MINUTES

**AGENDA ITEM #7 - REGULAR BUSINESS**

Mr. Moehlman introduced new employee Lauren Schild, Planner I at the Council.

A. Dues Rebate

Mr. Moehlman felt that the Council’s financial position would allow us to give a rebate to each of our five counties. The dues rate for the current 2008/2009 budget year remained at \$.40 per capita but the total dues increased by \$22,709 over the 2006/2007 level because of a population increase throughout the five county area. Rebates will be based on population increases for each county. This means that each county will pay the same dues as they did in 2006/2007.

A motion was made by Mr. Kelly and seconded by Mr. O’Neal to approve the dues rebates. Motion carried unanimously.

MOTION TO APPROVE THE DUES REBATES

B. 2009 Comprehensive Economic Development Strategy (CEDS) Update

David Connolly stated that we update the CEDS Action Plan yearly and it includes lists of all current economic development projects in our region.

A motion was made by Mr. Kelly and seconded by Mr. O’Neal to approve the CEDS Action Plan and submit to EDA. Motion carried unanimously.

MOTION TO APPROVE CEDS ACTION PLAN AND SUBMIT TO EDA

C. DRI Transportation Consultant Contracts

Mr. Moehlman stated that HDR Transportation Consulting Group has been contracting with us for a number of years. He noted the fixed fee did not increase, but the hourly rates did. We received those rates after the packet went in the mail. Mr. Moehlman added that we don’t pay the fees, the costs are paid by the developer for HDR’s time. Ms. Fitos asked if it would be feasible to hire someone inside to complete the work. Mr. Moehlman responded that there is not enough work and also that it is specialized and it would not be feasible. He reiterated that fees related to DRI’s are paid for by the developer.

A motion was made by Mr. Damato and seconded by Mr. Selph for approval of the Board Chair or ED to sign contracts with HDR Transportation Consulting Group for DRI transportation planning services. Motion carried unanimously.

**MOTION TO APPROVE CHAIR OR ED SIGN CONTRACTS WITH HDR**

**D. Insurance Administrative Fee**

Mr. Moehlman stated that the WRPC has participated in the Marion County/City of Ocala Risk Management System for many years. It enables us to receive health, dental and life insurance coverage for WRPC employees at reasonable rates. To participate in the plan for 2009/2010, there is an administrative fee of \$7,986.

A motion was made by Mr. O’Neal and seconded by Mr. Kelly to approve paying the administrative fee of \$7,986 for participation in the Marion County/City of Ocala Risk Management System. Motion carried unanimously.

**E. Professional Services Contracts**

**MOTION TO APPROVE PAYING INSURANCE ADMINISTRATIVE FEE**

Mr. Moehlman stated that professional services contracts go out to cities and counties for planning services and allows them to come to us quickly for assistance if necessary.

A motion was made by Mr. Damato and seconded by Mr. Murray to approve the professional services contracts with those local governments that prefer an ongoing contract with the WRPC. Motion carried unanimously.

**F. WRPC Attorney Contract**

**MOTION TO APPROVE PROFESSIONAL SERVICES CONTRACTS**

Mr. Landt noted that his fee for services would remain the same. He did not ask for an increase.

A motion was made by Mr. Kelly and seconded by Mr. Webb to approve the Chair or Executive Director to sign a contract with Landt, Wiechens, LaPeer & Ayres for 2009/2010. Motion carried unanimously.

**G. FRCA Dues**

**MOTION TO APPROVE ATTORNEY’S CONTRACT**

Mr. Moehlman commented that Mr. Ron Book has done a terrific job for regional planning councils and recommended approval of the FRCA dues.

A motion was made by Mr. Murray and seconded by Mr. Kelly to approve the FRCA dues in the amount of \$14,376. Motion carried unanimously.

**H. WRPC Insurance Renewal**

**MOTION TO  
APPROVE FRCA  
DUES**

Mr. Moehlman noted that we received a proposal from the Florida Municipal Insurance Trust, who currently insures us. Their quote was for \$13,622, a slight decrease of \$142 over our current FY 08/09 premium.

A motion was made by Ms. Rich and seconded by Mr. Damato to approve our general liability, automobile, property and workman's compensation insurance coverage through Florida Municipal Insurance Trust (\$13,622). Motion carried unanimously.

**MOTION TO  
APPROVE WRPC  
INSURANCE  
RENEWAL**

**I. Janitorial Contract**

Staff solicited proposals from a number of janitorial companies. Four companies submitted proposals to clean WRPC offices for the 2009/2010 budget year. The bids were as follows:

AllClean - \$295 per month

Cleaning Concepts - \$275 per month plus waxing and buffing of floors @ \$120 per month.

Coverall Cleaning Concepts - \$615 per month

Southern Maintenance Systems - \$749 per month

Staff recommended continuing with Cleaning Concepts. There was some discussion about why the lowest bidder was not selected. Mr. Moehlman commented that Cleaning Concepts is our current provider and does a good job. He added that we do not have to accept the lowest bid.

A motion was made by Mr. Webb and seconded by Mr. O'Neal to approve a contract with Cleaning Concepts for the 2009/2010 budget year. Motion carried unanimously.

**J. Lawn Maintenance Contract**

**MOTION TO  
APPROVE  
CONTRACT WITH  
CLEANING  
CONCEPTS**

Staff solicited proposals from a number of lawn maintenance services. Six companies submitted proposals for the 2009/2010 budget year. Mr. Moehlman noted that in the past we have used inmates for our lawn service, but because of cutbacks in manpower for supervision, we have not been able to get lawn service. The bids were as follows:

Green Thumb Lawn Maintenance - \$160 per month  
Mims Landscaping & Maintenance Services - \$270 per month  
Ballina Landscape Maintenance - \$475 per month  
Michael Glover Lawn Service - \$320 per month  
Jacobs Quality Lawn - \$525 per month  
Teds Lawn Service - \$600 per month

Staff recommended to continue with Mims. There was some discussion about why the lowest bid wasn't being recommended. Mr. Moehlman stated that Mims has done a very good job for the last 2 months on an interim basis until we solicited bids. Mr. Allen commented that he is in the lawn business and didn't see how the job could be done properly for the amount of \$160 per month. Ms. Rich wanted to make sure that the contract included specifics about the lawn maintenance schedule.

A motion was made by Mr. Selph and seconded by Mr. Adkins to contract with Mims Landscaping & Maintenance Services for the 2009/2010 budget year. Motion carried unanimously.

**AGENDA ITEM #8 - CITIZEN'S INPUT**

None.

**AGENDA ITEM #9 - CHAIR'S REPORT**

Mr. Allen commented that he was pleased that things were going well. He said he missed the last meeting due to the death of his grandfather.

Chairman Allen announced the next meeting of the WRPC Board of Directors scheduled for Thursday, October 15, 2009, at 7:00 p.m. in Ocala.

**AGENDA ITEM #10 - DIRECTOR'S REPORT**

Mr. Moehlman mentioned the Local Emergency Planning Committee's biennial exercise is coming up in the Spring.

**AGENDA ITEM #11 - OTHER BUSINESS**

None.

**AGENDA ITEM #12 - ADJOURNMENT**

MOTION TO  
CONTRACT WITH  
MIMS  
LANDSCAPING &  
MAINT. SERVICES

The meeting was adjourned at 7:30 p.m. by Chairman Allen.

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Ronald B. Allen, Chair