

January 13, 2010

**MEMORANDUM**

TO: WRPC Members and Interested Parties

FROM: Michael R. Moehlman, Executive Director

SUBJECT: Board of Directors Meeting  
January 21, 2010

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This is to notify you that the next WRPC Board of Directors Meeting is scheduled for Thursday, January 21, 2010, at 7:00 p.m. The meeting will be held at the Withlacoochee Regional Planning Council office, located at 1241 S. W. 10th Street, Ocala, FL 34471-0323.

Enclosed for your review are the following items:

Agenda

Minutes of the December 10, 2009 Board of Directors Annual Meeting

Other Attachments

Please note that if a person decides to appeal any decision made by the Board with respect to any matter considered at the above cited meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

MRM:gr

Enclosures

**AGENDA**  
**WITHLACOOCHEE REGIONAL PLANNING COUNCIL**  
**BOARD OF DIRECTORS MEETING**  
**1241 S. W. 10th Street**  
**Ocala, FL**  
 January 21, 2010  
**7:00 P.M.**

- I. CALL TO ORDER ..... Ronald Allen  
Chair
- II. INVOCATION AND PLEDGE OF ALLEGIANCE ..... Board Member
- III. WELCOME, INTRODUCTIONS & ANNOUNCEMENTS ..... Ronald Allen  
Chair
- IV. ROLL CALL ..... Glenda Roberts  
Office Manager/Board Secretary
- V. ADOPTION OF AGENDA ..... Ronald Allen  
Chair
- VI. APPROVAL OF MINUTES OF THE DECEMBER 10, 2009  
BOARD OF DIRECTORS ANNUAL MEETING ..... Ronald Allen  
Chair
- VII. REGULAR BUSINESS .....

  - A. Annual WRPC Audit (see separate document), Duggan, Joiner & Company
  - B. Florida Redevelopment Association, David Connolly
  - C. Discussion of Hometown Democracy

- VIII. CITIZEN'S INPUT ..... Ronald Allen  
Chair
- IX. CHAIR'S REPORT ..... Ronald Allen  
Chair

- Next meeting scheduled for Thursday, February 18, 2010, 7:00 p.m. at the WRPC Office in Ocala

- X. DIRECTOR'S REPORT ..... Michael Moehlman  
Executive Director
- XI. OTHER BUSINESS ..... Ronald Allen  
Chair
- XII. ADJOURNMENT ..... Ronald Allen  
Chair

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

**DATE: December 10, 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:**

Maureen McNiff, Citrus County Municipal Representative  
Winn Webb, Citrus County Commissioner  
Dennis Damato, Citrus County Commissioner  
Joe Meek, Citrus County Commissioner  
Bill Murray, Citrus County Governor's Appointee  
Richard Wesch, Citrus County Governor's Appointee  
Joe Johnston, III, Hernando County Municipal Representative  
James Adkins, Hernando County Commissioner  
Rose Rocco, Hernando County Commissioner  
Pat O'Neal, Levy County Municipal Representative  
Nancy Bell, Levy County Commissioner  
Fred Ward, Marion County Municipal Representative  
Barbara Fitos, Marion County Commissioner  
Ed Abshier, Marion County Governor's Appointee  
Martha Hanson, Marion County Governor's Appointee  
Edward Kelly, Marion County Governor's Appointee  
Mary Sue Rich, City of Ocala Municipal Representative  
Richard Hoffman, Sumter County Commissioner  
Ed Nowe, Sumter County Governor's Appointee

**MEMBERS ABSENT:**

John Druzbeck, Hernando County Commissioner  
Buddy "Walter" Selph, Hernando County Governor's Appointee  
Danny Stevens, Levy County Commissioner  
Stan McClain, Marion County Commissioner  
Mike Amsden, Marion County Commissioner  
Charlie Stone, Marion County Commissioner  
Ronald Allen, Sumter County Municipal Representative  
Gary Breeden, Sumter County Commissioner  
Glenn Horvath, Non-Voting Ex-Officio Member representing SRWMD  
Deborah Getzoff, Non-Voting Ex-Officio Member representing DEP  
Randy Welker, Non-Voting Ex-Officio Member representing DOC

**OTHERS PRESENT:**

WRPC Attorney Fred Landt  
Ken Hinkle, Outgoing WRPC Board member from Inverness  
Peter Rocco, Guest  
Chuck Dixon, Citrus County Schools  
Bee Lines, Marion County Citizen

**STAFF PRESENT:**

Michael Moehlman, Executive Director  
Glenda Roberts, Office Manager/Board Secretary  
B. J. Fowler, Administrative Assistant II  
Vivian Whittier, Information Specialist  
Denise Lines, Finance Director  
Michael Arnold, Principal Planner/LEPC Coordinator  
Doug Correia, Senior Planner  
Bruce Day, Planning Director  
Willie Mae Cochran, Part-Time Librarian  
David Connolly, Senior Planner  
Lauren Yeatter, Planner I

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

The meeting was called to order at 7:00 p.m. by the Vice-Chair, Mr. Joe Johnston, III.

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

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

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

Mr. Johnston welcomed everyone to the meeting.

**AGENDA ITEM #4 - OUTGOING BOARD MEMBER RECOGNITION**

Mr. Johnston recognized outgoing Board member, Mr. Ken Hinkle for his four years of dedicated service on the WRPC Board.

**AGENDA ITEM #5 - SWEARING IN OF NEW BOARD MEMBERS**

Attorney Fred Landt administered the oath of office to new Board member, Councilwoman Maureen McNiff from the City of Crystal River, who is now the Citrus County Municipal Representative.

**AGENDA ITEM #6 - ROLL CALL**

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

**AGENDA ITEM #7 - ADOPTION OF AGENDA**

A motion was made by Ms. Rocco and seconded by Ms. Hanson to adopt the agenda as presented. Motion carried unanimously.

MOTION TO  
ADOPT  
AGENDA

**AGENDA ITEM #8 - APPROVAL OF MINUTES OF THE SEPTEMBER 17, 2009 BOARD OF DIRECTORS MEETING**

A motion was made by Mr. Kelly and seconded by Mr. Murray to approve the minutes of the September 17, 2009 Board of Directors meeting. Motion carried unanimously.

MOTION TO  
APPROVE  
MINUTES

**AGENDA ITEM #9 - REGULAR BUSINESS**

A. Staff Recognition

Mr. Moehlman presented information on his background and he then asked each staff member to introduce themselves and give the Board an overview of their job. He stated that he has a good staff and that makes his job easier. Vice-Chairman Johnston thanked the staff for always being available and commented that they are very much appreciated.

B. Employee of the Year Award

Mr. Moehlman announced that there were co-employees of the year. They were Vivian Whittier and David Connolly. They both were presented with a clock and will receive a \$200 savings bond as well as a day off from work.

C. Nominating Committee Report and Election of Officers

Ms. Rocco presented the Nominating Committee Report from their meeting held prior to Open House.

Slate of Officers and Executive Committee members for 2010:

Ronald Allen, Chair, from Sumter County  
Joe Johnston, III, Vice-Chair, from Hernando County  
Barbara Fitos, Secretary, from Marion County

Additional members to complete the Executive Committee:

Richard Wesch, Citrus County  
Pat O'Neal, Levy County  
Martha Hanson, Marion County

A motion was made by Mr. Kelly and seconded by Ms. Bell that the nominations be closed. Motion carried unanimously.

MOTION THAT  
NOMINATIONS  
BE CLOSED

A motion was made by Mr. Kelly and seconded by Ms. Bell to approve the slate of officers as presented with the additional Executive Committee members. Motion carried unanimously.

MOTION TO  
APPROVE  
SLATE OF  
OFFICERS AND  
ADDITIONAL  
EXEC. COM.  
MEMBERS

D. Levy County SQG

Mr. Moehlman stated that Levy County has contracted with the WRPC for several years now to complete the requirements of the Small Quantity Generator Program. He requested approval for the Chair or Executive Director to sign the Levy County SQG contract. The amount of the contract will remain the same as last year (\$11,500).

A motion was made by Ms. Bell and seconded by Mr. Nowe to authorize the Chair or Executive Director to sign the Levy County SQG contract in the amount of \$11,500. Motion carried unanimously.

MOTION TO  
AUTHORIZE  
CHAIR OR ED  
TO SIGN LEVY  
SQG  
CONTRACT

E. HMEP Contract

Mr. Moehlman noted that the WRPC has received HMEP funds, hazardous materials response planning and training for the past 15 years. During this budget cycle the WRPC will receive \$48,607 in HMEP Planning and Training funds. These funds will be used for administrative purposes and to provide training courses to response personnel.

A motion was made by Mr. Damato and seconded by Mr. Webb to authorize the Chair or Executive Director to sign the HMEP contract in the amount of \$48,607. Motion carried unanimously.

MOTION TO  
AUTHORIZE  
CHAIR OR ED  
TO SIGN HMEP  
CONTRACT

F. Tabletop

Mr. Moehlman mentioned it was time for our biennial exercise which we are required to do every other year under the LEPC contract with the state. Funds will also be used from the HMEP planning grant to cover the expenses relating to the tabletop exercise. He added that we will be contracting with EREC, Inc. for their assistance on the exercise. A scope of work and professional services quote was received from EREC, Inc. in the amount of \$14,698.00. EREC, Inc. is contractor of record for WRPC relating to emergency management projects.

A motion was made by Mr. Webb and seconded by Mr. Kelly to authorize the Chair or executive director to sign any necessary documents relating to the tabletop exercise. Motion carried unanimously.

G. COML and EDICS-EDWARDS - RDSTF Region 3 - 4 Training

Mr. Moehlman referred to a purchase order received from Northeast Florida Regional Council relating to training classes through RDSTF Region 3 - 4. Originally the purchase order was for a COML class and a EDICS/EDWARDS class. Mr. Moehlman noted that we would only be doing the COML class in the amount of \$8,000. There won't be an EDICS class in the WRPC region because there is no EDICS unit located here.

A motion was made by Mr. Kelly and seconded by Mr. Hoffman to approve the COML class and to authorize the Chair or executive director to sign any necessary documents relating to the COML class through RDSTF Region 3-4. Motion carried unanimously.

**AGENDA ITEM #10 - OTHER BUSINESS**

Nothing at this time.

**AGENDA ITEM #11 - CHAIR'S REPORT**

Vice-Chairman Johnston asked about the Annual Report. Mr. Moehlman stated that the report won't be printed but will be available on the WRPC website. He noted the cost saving to the Council.

Mr. Johnston thanked everyone for coming and wished everyone a happy holiday.

Mr. Johnston announced the next meeting scheduled for Thursday, January 21, 2010, at 7:00 p.m. at the WRPC office in Ocala.

**AGENDA ITEM #12 - DIRECTOR'S REPORT**

Mr. Moehlman announced that our audit will be on next month's agenda.

MOTION TO  
AUTHORIZE  
THE CHAIR OR  
ED TO SIGN  
NECESSARY  
DOCUMENTS  
RELATING TO  
TABLETOP  
EXERCISE

MOTION TO  
APPROVE  
COML CLASS  
AND  
AUTHORIZE  
CHAIR OR ED  
TO SIGN NEC.  
DOCUMENTS

**AGENDA ITEM #13 - ADJOURNMENT**

The meeting was adjourned at 7:30 p.m. by Vice-Chairman, Joe Johnston.

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Ronald Allen, Chair

**WITHLACOOCHEE REGIONAL PLANNING COUNCIL**

**MEMORANDUM**

To: Board Members  
From: Michael R. Moehlman, Executive Director  
Date: January 21, 2010 Board Meeting  
Agenda Item: VII - A  
Subject: Annual WRPC Audit

Subject

Duggan, Joiner and Company personnel will be at the meeting to present a review of the 2008/2009 WRPC annual audit.