

APPROVED

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting July 26, 2023

TIME: 3:31 p.m.
PLACE: Lecanto Government Building
ADDRESS: 3600 W. Sovereign Path, Room 280, Lecanto, Florida 34461

The numbers preceding the items listed below correspond with the published agenda.

1. Call to Order

Chair Kinnard called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:31 p.m. and requested a roll call.

2. Roll Call

Ms. Suzannah Folsom, WRWSA Executive Director, called the roll and a quorum was declared present.

BOARD MEMBER PRESENT

Jeff Kinnard, *Chair*, Citrus Co Commissioner
David Bailey, Brooksville City Councilor
Ken Brown, Crystal River City Councilor
Kathy Bryant, Marion County Commissioner
Jerry Campbell, Hernando County Commissioner
Craig Estep, *Treasurer*, Sumter County Commissioner
Don Wiley, Sumter County Commissioner
Carl Zalak, Marion County Commissioner

BOARD MEMBER(S) ABSENT

Beth Narverud, *Vice Chair*, Hernando County Commissioner
Rebecca Bays, Citrus County Commissioner
Robert “Bo” Smith, Belleview City Commissioner
Michelle Stone, Marion County Commissioner
Dale Swain, Bushnell City Councilor

BOARD ALTERNATE(S) PRESENT

Christine Dobkowski, Belleview City Mayor

3. Introductions and Announcements

- Ms. Folsom requested that others present introduce themselves.

WRWSA STAFF PRESENT

Suzannah J. Folsom, PE, PMP, Executive Dir
Robert W. Batsel, Jr., General Counsel
LuAnne Stout, Administrative Asst.

WRWSA STAFF ABSENT – None

OTHERS PRESENT

Debra Burden, Citrus Co Water Conservation Mgr
Jody Kirkman, Marion County Utilities Dir
Trevor Knight, Marion Co Water Resources Liaison
Gordon Onderdonk, Hernando County Utilities
Joseph Quinn, SWFWMD Water Supply Project Mgr
Paige TaraCruz, SWFWMD

4. Pledge of Allegiance – Chair Kinnard led those present in reciting the Pledge of Allegiance.

5. Public Comment – There being no members of the audience requesting to address the Board, Chair Kinnard closed public comment.

6. Consent Agenda

- Approval of Minutes** – The May 17, 2023, draft minutes were provided in the Board’s meeting materials and recommended for approval as presented.
- Bills to be Paid** – Staff recommended ratification of June (\$65,671.81) and approval for July (\$18,570.17).

- c. **Resolution 2023-03, Amendment of the Adopted Budget for Fiscal Year 2022-23** – Staff recommended approval of amended budget due to Purvis Gray & Company increase for Annual Financial Audit.
- d. **First Quarter Financial Report** – Staff recommended acceptance of the report.
- e. **Second Quarter Financial Report** – Staff recommended acceptance of the report.
- f. **2023-2024 Regulatory Plan** – Staff recommended approval as required by section 120.74(2)(a)2, F.S., to delivered the certification to the committee electronically. The Authority has published the Plan on its website and will publish a notice in the Florida Administrative Register that includes the Plan's date and a website hyperlink.

Ms. Bryant moved, seconded by Mr. Estep, to approve the Consent Agenda Items 6.a., 6.b., 6.c., 6.d., 6.e. and 6.f., as presented. Motion carried unanimously.

7. Resolution 2023-04, Fiscal Adoption of Final Budget for Fiscal Year 2023-24

Ms. Suzannah Folsom, WRWSA Executive Director, presented this item.

Included as Exhibit A to this item is the proposed FY 2023-24 budget. A draft budget was included in the May 2023 agenda packet and presented at the May 17, 2023 board meeting. The following modifications had been made from the draft budget: (1) Revised Audit services amount to increase it to match the most recent letter of engagement from Purvis Gray, and (2) Revised Website Services amount to increase if for a new developer, due to our Website developer resigning

This budget has been prepared in a conservative manner to keep costs in check and enhance efficiencies for member governments. Included as Exhibit B is a description of the Authority's FY 2023-24 work program that is supported by the proposed budget. Exhibits included in the Board's meeting materials: A. Proposed FY 2023-24 Budget, B. WRWSA FY 2023-24 Work Program, and C. Resolution 2023-04, Adoption of Final Fiscal Year 2023-2024 Budget.

Each county was represented for consideration of this item. Mr. Estep moved, seconded by Ms. Bryant, to approve Resolution 2023-04 adopting the FY 202324 budget including budgeted expenditures in the amount of \$799,238, budgeted reserves in the amount of \$1,120,307, and a combined total amount of \$1,924,869, as presented in Exhibit A, for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024. Motion carried unanimously.

8. Water Supply and Conservation Grants Program – Approval of Awards

Ms. Suzannah Folsom, Executive Director, presented this item. At the Authority's May 17, 2023 meeting, the Board set the total allocation of funds in Fiscal Year 2023-24 for the Local Government Grant Program at \$180,000. The Authority has received four grant applications, one each from Citrus, Hernando, Marion and Sumter counties. A summary of the applications is presented below while copies of the applications are included as exhibits to this item.

The applications received reflect continuations of member government proven effective water conservation programs. Staff analysis of the applications indicates all of the proposed water conservation programs meet the Authority's grant program requirements.

Ms. Bryant moved, seconded by Mr. Brown, to approve grants for the following counties in the amounts of Citrus - \$40,170.00, Hernando - \$46,250.00, Marion - \$9,337.50 and Sumter - \$80,000.00; and authorized the Chair to sign the grant Agreements. Motion carried unanimously.

9. Legislative Report

Ms. Suzannah Folsom, Executive Director, presented this item. The 2023 Legislative Regular Session began in March 7, 2023 and ended on May 5, 2023. Staff gathered information on relevant bills that are related to conservation and water supply from SWFWMD, 1000 Friends of Florida, and the Florida Engineering Society's Conservation and Environmental Quality Committee, and the House and Senate websites. The exhibit included in the meeting page provided a detailed summary of the bills WRWSA tracked that passed in the session. All nine bills have been signed by the Governor.

This information will be updated in a presentation at the board meeting, along with additional information on SB 1632 / HB 1379 Environmental Protection (septic tanks).

Mr. Kinnard requested a presentation regarding funding for springs and septic systems.

This item was for information only and no action was required.

10. Attorney's Report

Mr. Batsel noted that he sought activity regarding PFAS but received no replies. This item was for information only and no action was required.

11. Executive Director's Report – Ms. Folsom presented the following items which required no action.

- a. **Charles A. Black Water Use Permit Renewal** – The Wellfield WUP number 7121.006 continues with a single issue regarding two stressed lakes which are being monitored. Pumpage for the permit has been increased.
- b. **Water Use Permit Demand Summary** - A summary was in the Board's meeting materials. .
- c. **Water Management Information System Water Use Permit Notifications** – A list of notifications was included in the Board's meeting materials.
- d. **Irrigation Audit Program – Status Report** – A progress update on the three residential irrigation evaluation programs that WRWSA is currently ongoing: (1) Phase 6 Residential Irrigation Evaluation Program – SWFWMD (final report will be completed by December 2023), (2) Phase 7 Residential Irrigation Evaluation Program – SWFWMD (23 percent of the planned evaluation have been completed to date and program to be completed in December 2025); and (3) Residential Irrigation Evaluation Program Pilot – SJRWMD (WRWSA has received approval for the program from the SJRWMD and is preparing to start in October 2023).
- e. **Regional Water Supply Plan Update – Status Report** – Every five years WRWSA completes a Regional Water Supply Plan Update for the four-county service area. On January 18, 2023, the WRWSA Board approved the consulting agreement with Hazen and Sawyer to complete the 2024 Regional Water Supply Plan Update. The project cost is \$350,000, and will be completed by December 2024. This project receives 50% co-funding from the SWFWMD. A kickoff meeting for the project was held on March 2, 2023. The consultant has been working on population and demand projections, and conservation reuse evaluations. Hazen and Sawyer will present on the Population and Demand projections at the September Board meeting.
- f. **Correspondence** – Several items were included in meeting materials.
- g. **News Articles** – Several articles were included in meeting materials.

12. Other Business – Mr. Kinnard presented Ms. Bryant a plaque noting her service as the Board's Chair. Board members thanked Ms. Bryant for her service and a photo to commemorate the event was taken following the meeting.

13. Next Meeting Time and Location

- Next Regular Board Meeting – September 20, 2023, at 3:30 p.m. at the Lecanto Government Building, Room 166.

14. Adjournment – Chair Kinnard adjourned the meeting at 3:55 p.m.

Jeff Kinnard, Chair

Suzannah J. Folsom, Executive Director