



# WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

## **Board Meeting Package**

January 18, 2023  
3:30 p.m.

### **Meeting Location:**

Lecanto Government Building  
Room 166  
3600 W. Sovereign Path  
Lecanto, Florida 34461

## Withlacoochee Regional Water Supply Authority

### Board of Directors

*Effective January 2023*

<b>Office</b>	<b>Board Members</b>
Chair	The Honorable Kathy Bryant
Vice Chair	The Honorable Jeff Kinnard
Treasurer	The Honorable Eliza-BETH Narverud

<b>Jurisdiction</b>	<b>Board Members</b>
Citrus County	The Honorable Rebecca Bays
	The Honorable Jeff Kinnard
Hernando County	The Honorable Jerry Campbell
	The Honorable Eliza-BETH Narverud
Marion County	The Honorable Kathy Bryant
	The Honorable Michelle Stone
	The Honorable Craig Curry
Sumter County	The Honorable Craig Estep
	The Honorable Don Willey
City of Belleview	The Honorable Robert “Bo” Smith
City of Brooksville	The Honorable David Bailey
City of Bushnell	The Honorable Dale Swain
City of Crystal River	The Honorable Ken Brown

### Meeting Dates

The schedule of meetings for the 2022-2023 fiscal year are as follows:

November 16, 2022  
January 18, 2023  
March 15, 2023

May 17, 2023  
July 26, 2023  
September 20, 2023



January 9, 2023

## MEMORANDUM

To: Water Supply Authority Board of Directors and Interested Parties

From: Suzannah J. Folsom, Executive Director

Subject: Withlacoochee Regional Water Supply Authority Board of Directors Meeting

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The Withlacoochee Regional Water Supply Authority will hold a regular business meeting on **Wednesday, January 18, 2023 3:30 p.m., at the Lecanto Government Center Building, Room 166, 3600 Sovereign Path, Lecanto, FL 34461.**

Enclosed for your review are the following items:

- Agenda
- Minutes of November 16, 2022
- Board Package\*

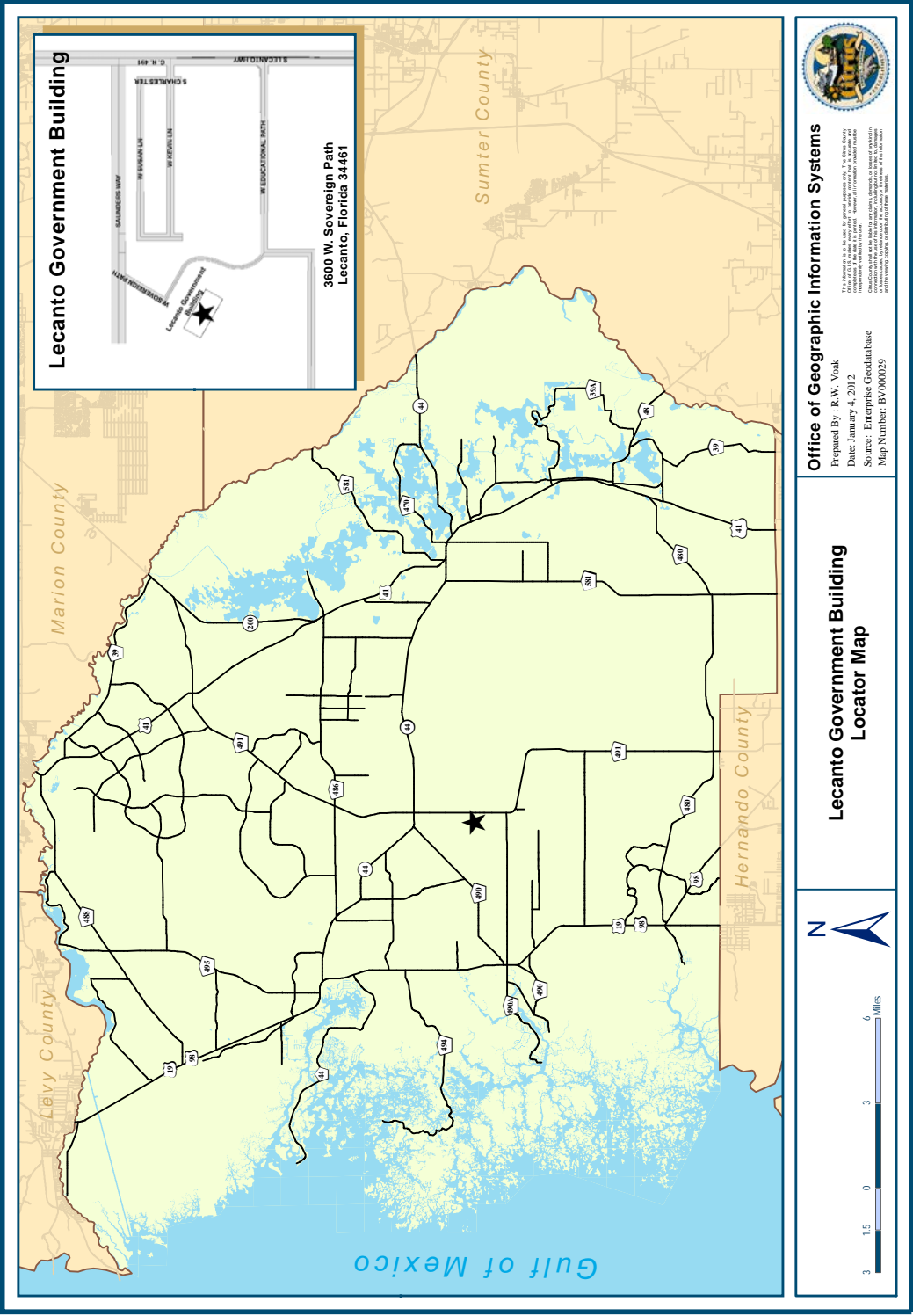
Please note that if a party decides to appeal any decision made by the Board with respect to any matter considered at the above cited meeting, that party will need a record of the proceedings, and for such purpose, that party may need to ensure that a verbatim record of the proceedings is made, which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

Enclosures

- \* Copies of the Board Package are available through the Internet. Log on to [www.wrwsa.org](http://www.wrwsa.org).
- On the Authority's Home Page go to the left side of the page and click on "Meetings."
  - On the slide out menu is a button for the current Board Package.
  - Click on the Board Package to download and/or print.







## **Driving Directions to 3600 W. Sovereign Path, Lecanto Government Building**

### **From Brooksville:**

- Go North on N. Main St. toward S. Broad St./E. Jefferson St.
- Take the 1<sup>st</sup> Left onto S. Broad St./W. Jefferson St.
- Turn Right onto US 98/Ponce De Leon Blvd.
- Turn Right onto CR 491 toward Lecanto (about 13.5 miles)
- Turn Left on W. Educational Path (traffic signal)
- Turn right at the Park onto W. Sovereign Path; continue to the right to the Lecanto Government Building

### **From Ocala**

- Go southwest on SR 200 into Citrus County
- Turn Right onto CR 491 (stay on 491 through Beverly Hills, crossing Hwy. 486 and SR 44)
- Turn Right on Saunders Way
- Turn Left onto W. Sovereign Path; follow to Lecanto Government Building

### **From Bushnell**

- In Bushnell, Go West on FL-48W
- Turn Right onto US 41; continue to follow US 41 N
- Continue straight onto FL 44 W/W Main St.; continue straight on SR 44
- Turn Left onto CR 491
- Turn Right onto Saunders Way
- Turn Left onto W. Sovereign Path; follow to Lecanto Government Building

### **From Wildwood**

- Go West on SR 44W; continue on SR 44 through Inverness
- Turn Left onto CR 491
- Turn Right onto Saunders Way
- Turn Left onto W. Sovereign Path; follow to Lecanto Government Building.

**LGB**



**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
BOARD OF DIRECTORS MEETING**

**A G E N D A**

**January 18, 2023 -- 3:30 p.m.  
LECANTO GOVERNMENT BUILDING -- ROOM 166  
3600 W. Sovereign Path, Lecanto, Florida 34461**

*At the discretion of the Board, items may be taken out of order to accommodate the needs of the Board and the public.*

PAGE

1. **Call to Order** . . . Kathy Bryant, Chair
2. **Roll Call** . . . Suzy Folsom, WRWSA Executive Director
3. **Introductions and Announcements** . . . Suzy Folsom, WRWSA
4. **Pledge of Allegiance** . . . Led by the Board
5. **Public Comment**
6. **Consent Agenda** . . . Kathy Bryant, Chair
  - a. **Approval of Minutes** [November 16, 2022] ..... 9
  - b. **Bills to be Paid** [December bills in the Board materials; January bills to be provided at the meeting] ..... 15
7. **Election of Board Officers** . . . Board Members ..... 17
8. **Regional Irrigation Evaluation Program Phase 7 (Q306) Funding Agreements** . . . Suzy Folsom, WRWSA ... 25
  - a. **Hernando County, Florida**
  - b. **North Sumter County Utility Dependent District**
  - c. **Village Center Community Development District**
9. **2024 Regional Water Supply Plan Update - Consultant Contract** . . . Suzy Folsom, WRWSA ..... 51
10. **Charles A. Black Wellfield Renewal and Replacement Fund Annual Report** . . . Suzy Folsom, WRWSA ..... 129
11. **Sumter County Grant Funding Activities** . . . Michael Jara, Assistant Director, Facilities & Parks ..... 145
12. **SJRWMD Irrigation Evaluation Program Cost-Share Funding Application** . . . Suzy Folsom, WRWSA ..... 147
13. **Legislative Report** . . . Suzy Folsom, WRWSA ..... 149
14. **Attorney's Report** . . . Rob Batsel, WRWSA Attorney ..... 151
15. **Executive Director's Report** . . . Suzy Folsom, WRWSA
  - a. **Charles A. Black Water Use Permit Renewal** ..... 154
  - b. **Water Use Permit Demand Summary** ..... 155
  - c. **Water Management Information System Water Use Permit Notifications** ..... 157
  - d. **Correspondence** ..... 159
  - e. **News Articles** ..... 177
  - f. **Save the Date – Springs Workshop** ... April 14, 2023 at the Sandhill Scout Reservation ..... 187
  - g. **Citrus County Wins the State Best of the Best Tasting Drinking Water Contest** ..... 189
16. **Other Business**
17. **Next Meeting** . . . March 15, 2023; 3:30 p.m.; Lecanto Government Building, Room 166
18. **Adjournment**

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



## **Item 6.a.**

**Consent Agenda**

## **Approval of Minutes**



# DRAFT

## WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

### Minutes of the Meeting November 16, 2022

**TIME:** 3:33 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 Bryant called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:33 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 since three of the four counties were represented.

**BOARD MEMBER PRESENT**

Kathy Bryant, *Chair*, Marion County  
Commissioner  
Gene Davis, Inverness City Councilor  
Holly Davis, Citrus County Commissioner  
Craig Estep, Sumter County Commissioner  
Dale Swain, Bushnell City Councilor  
Don Wiley, Sumter County Commissioner

**BOARD MEMBER(S) ABSENT**

Jeff Kinnard, *Vice Chair*, Citrus Co Commissioner  
Beth Narverud, *Treasurer*, Hernando County  
Commissioner  
Craig Curry, Marion County Commissioner  
David Bailey, Brooksville City Councilor  
Ray Dwyer, Belleview City Commissioner  
Michelle Stone, Marion County Commissioner

**BOARD ALTERNATE(S) PRESENT – None**

**3. Introductions and Announcements**

- Ms. Folsom noted Viraj deSilva is in attendance for the PFAS presentation.
- Ms. Folsom thanked Jody Kirkman, Debra Burden and Alys Brockway for serving on 2024 RWSP Update Consultant Review panel.

**WRWSA STAFF PRESENT**

Suzannah J. Folsom, PE, PMP, Executive Dir  
LuAnne Stout, Administrative Asst.

**WRWSA STAFF ABSENT**

Robert W. Batsel, Jr., General Counsel

**OTHERS PRESENT**

Dave Bracciano, Hazen and Sawyer  
Viraj deSilva, Freese and Nichols  
Jody Kirkman, Marion Co Environmental Svcs Mgr  
Gordon Onderdonk, Hernando County Utilities Dir  
Joseph Quinn, SWFWMD Water Supply Project Mgr  
Craig Wells, Freese and Nichols

**4. Pledge of Allegiance** – Chair Bryant 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 Bryant closed public comment.

**6. Consent Agenda**

- a. Approval of Minutes** – The September 21, 2022, draft minutes were provided in the Board's meeting materials and recommended for approval as presented.

**Mr. Estep moved, seconded by Mr. Davis, to approve the Consent Agenda Items 6.a, as presented. Motion carried unanimously.**

**7. Financial Accounts, Bills to be Paid and Payment Process**

Ms. Suzannah Folsom, WRWSA Executive Director, presented this item. The WRWSA funds are maintained in four accounts: (1) SBA1 – Operating Account Funds, (2) SBA2 – Project Funds, (3) Truist Checking Account, and (4) Renewal and Replacement Fund (funded and managed by Citrus County to have a balance of between \$2 and \$3 Million and is used to maintain the Charles A Black Wellfield and Treatment Plants).

The Authority maintains two State Board of Administration (SBA) Accounts with Florida Prime to maximize the return on our investments. These accounts are available for State Governments. The SBA 1 account is used for WRWSA operating funds for administrative expenses and is funded by a per capita assessment of the four counties, and interest from SBA 1 and SBA 2 accounts. The SBA 2 account is used for WRWSA project funds and is funded by Charles A. Black Wellfield supply sales to Citrus County and SWFWMD and cooperator reimbursements. In recent years, interest from these accounts has ranged from \$3,000 to \$42,000 per year depending on the Florida Prime rates; however, this revenue is not included in the annual budget as the interest rates are unpredictable.

The Authority's Truist Checking is used to pay our monthly bills and is funded via monthly transfers from SBA1 and SBA2. A minimum balance of \$15,000 is maintained, and monthly Bills to be Paid are reported at each board meeting. Checks are typically signed by the Executive Director and Board Chair.

The Authority uses Quickbooks accounting software, and every month staff reconciles the bank statements. Each quarter the books are posted and have quarterly and annual audits by Purvis Gray.

In August, staff missed a transfer from SBA2, and subsequently bounced a check to Marion County for their conservation grant funding reimbursement. Payment has been made to Marion County via cashier's check, including a 5% fee.

In order to make sure this does not occur again; staff plans to increase the minimum balance in the Truist checking account to \$30,000 and have signed up for an online banking login so that staff can check the real time bank balance weekly.

The bills paid for October and November reflect these events.

**Ms. Davis moved, seconded by Mr. Davis, to ratify bills paid in October 2022 (\$28,386.00) and approve bills for payment in November 2022 (\$57,121.91), including an increase in the Truist Checking account to maintain a minimum balance of \$30,000. Motion carried unanimously.**

**8. 2024 Regional Water Supply Plan Update - Consultant Short List**

Ms. Suzannah Folsom, Executive Director, presented this item. At its September 21, 2022, meeting, the Board approved issuance of a Request for Qualifications (RFQ) for purposes of soliciting consultant interest in undertaking the Authority's Regional Water Supply Plan Update project. Two consulting firms responded to the RFQ, including (listed alphabetically):

- CHA Consulting, Inc.
- Hazen and Sawyer

A committee comprised of staff representatives of Marion, Citrus and Hernando reviewed, scored and ranked these SOQs. A summary of the scoring and ranking is included as an exhibit to this item.

The firms are ranked in the following order:

- 1) Hazen and Sawyer
- 2) CHA Consulting, Inc.



**Mr. Estep moved, seconded by Ms. Davis, for the Board to approve the selection committee ranking and authorize the Executive Director to enter into negotiations with the firms in ranked order for professional services agreement for the Regional Water Supply Plan Update project for an amount not to exceed \$350,000. This Contract will be brought back for Board Approval on January 18, 2023. Motion carried unanimously.**

**9. Charles A. Black Wellfield Fiscal Year 2022-22 Revenues**

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. The end of Fiscal Year 2021-22 represented the sixth full year operating under the revised Water Supply Contract with Citrus County. The purpose of this agenda item is to report to the Board the status of water sales to Citrus County and corresponding revenues for the fiscal year. The FY 2022-23 budget included the minimum contract charge of \$224,000. The revenue received reflects a surplus revenue of \$49,428.15.

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

**10. Minimum Flows and Levels – Priority Lists and Schedules**

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. The purpose of this item is to provide a status report to the Board of the establishment of minimum flows and levels (MFLs) in the Authority's four-county area.

Chapter 373, Florida Statutes, requires each of the water management districts to have a Priority List and Schedule for the establishment of MFLs. This Priority List and Schedule identifies water bodies for which the District plans to establish minimum flows and levels and also identifies planned water reservations. Minimum flows and levels are limits set by the District Governing Board for surface waters and groundwater systems that are intended to prevent significant harm to the water resources or ecology of the area that may be caused by water withdrawals. Reservations set aside water from withdrawals for the protection of fish and wildlife or public health and safety.

The Districts are required to update this List and Schedule each year and provide the updated List to the Florida Department of Environmental Protection (DEP) by November 15th. Included as exhibits to this item are the MFLs that have been established to-date, and the proposed Priority Lists and Schedules for waterbodies within the WRWSA four-county area that are to be approved by the District Governing Boards for submittal to the DEP in November. A GIS map of the MFL locations and the current status of the MFL are provided by the DEP Office of Water Policy.

The Water Management Districts will use these MFLs to assess the health of the environment and will limit the issuance of future water supply permits based on monitoring these locations. All MFLs are currently being met except for the Silver Spring MFL, which is listed as "Prevention" which means that the SJRWMD has a Prevention Strategy in place to bring it back to "Meeting" the MFL. This strategy includes conservation, aquifer recharge with the Ocala wetland aquifer recharge park, relocating supply to the lower Floridan aquifer, and increasing use of reclaimed water for irrigation.

The most relevant upcoming MFLs to be set will be four locations along the Withlacoochee River to be set by 2024. The Withlacoochee River has been identified as a potential alternative water supply source for the region, but the potential quantities that could be available cannot be determined until the minimum flows are set. WRWSA will continue to monitor and report on efforts to set these MFLs.

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

**11. Legislative Report – PFAS Presentation**

Ms. Suzy Folsom, Executive Director, presented this item. The 2023 Legislative Regular Session will begin March 7, 2023 and end May 5, 2023. Staff will gather 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.

Ms. Folsom noted that one bill that staff tracked during the 2022 legislative session was SB 7012/HB 1475 on PFAS, which was sponsored by Senator Albritton and Representative McClure. This Bill included:

- Creating the task force within the Department of Environmental Protection.
- Providing the membership, organization, and duties of the task force.
- Requiring the department to provide staffing to assist the task force in the performance of its duties.
- Requiring the task force to convene by a specified date.
- Requiring the task force to submit an annual report to the Governor and the Legislature by a specified date.

Mrs. Suzy Folsom, Executive Director, introduced Mr. Viraj deSilva, representing Freese and Nichols, who provided an overview on PFAS as an emerging contaminant and presented the potential concerns within the WRWSA service area for public water supply.

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

**12. Attorney's Report**

Mr. Batsel was unable to attend today's meeting and a report was not provided.

**13. Executive Director's Report** – Ms. Folsom presented the following items.

- a. **Charles A. Black Water Use Permit Renewal** – The Wellfield WUP number 7121.006 continues under review and an extension of time has been requested.
- b. **Water Use Permit Demand Summary** - A summary was in the Board's meeting materials.
- b. **Water Management Information System Water Use Permit Notifications** – A list of notifications was included in the Board's meeting materials.
- c. **Correspondence** – Several items were included in meeting materials.
- d. **News Articles** – Several articles included in meeting materials included the Florida Springs Council's plan shows springs restoration, though difficult, is achievable; Wildwood leaders hold special meeting to discuss yellow, brown water issues facing residents; Wildwood residents to see 40 percent discount in bill over discolored water; and Wildwood approves \$2.3 million contract for new sewage treatment plant to cope with growth.
- e. **Save the Date – Springs Workshop** – April 14, 2023 at the Sandhill Scout Reservation
- f. **Citrus County Wins Region IV Best Tasting Drinking Water Contest** – Ms. Folsom said special congratulations go to Citrus County for winning the Region IV Florida Section American Water Works Association Best Tasting Drinking Water Contest on October 28. Citrus County beat out 18 other utilities from the region. The submitted water was from the Charles A. Black Wellfield, which is owned by WRWSA and operated by the County. Citrus County will compete against other utilities from around the State at the end of November at the State AWWA conference in Orlando. Citrus County and WRWSA will also help to host the Region IV Taste Test next year in October 2023.

**14. Other Business** – None

**15. Next Meeting Time and Location**

- Next Regular Board Meeting – January 18, 2023, at 3:30 p.m. at the Lecanto Government Building, Room 166.
- Ms. Folsom noted that this is Mr. Davis' last meeting as the seat reverts to Crystal River for 2023.

**16. Adjournment** – Chair Bryant adjourned the meeting at 4:54 p.m.

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Kathy Bryant, Chair

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Suzannah J. Folsom, Executive Director

## **Item 6.c.**

**Consent Agenda**

### **Bills to be Paid**

**August bills in the meeting materials;  
September bills to be provided at meeting.**

**Withlacoochee Regional Water Supply Authority**  
3600 W. Sovereign Path, Suite 228, Lecanto, Florida 34461

**Bills For Payment**  
**12/19/2022**

<u>Administrative Invoices</u>	<u>Invoice Number(s)</u>	<u>Invoice Date</u>	<u>Amount</u>
Suzannah J. Folsom, PE, Executive Director	1206	11/30/2022	\$7,644.28
Rob Batsel, General Counsel	3151	11/30/2022	\$164.50
C. LuAnne Stout, Admin Asst (Services) (deduct \$838.11)	11-Nov-22	12/1/2022	\$3,315.00
Karen Allen (Web Maintenance)	154	12/6/2022	\$150.00
Kathy Bryant-House (Nov Board Travel)		11/16/2022	\$36.49
Craig Estep (Nov Board Travel)		11/16/2022	\$27.59
Dale Swain (Nov Board Travel)		11/16/2022	\$27.59
Truist Bank Business Card Statement	12.2.2022	12/2/2022	\$913.41
<b>Total Administrative Invoices</b>			<b>\$12,278.86</b>

<u>Water Supply Studies and Facilities</u>	<u>Contract/ Budget</u>	<u>Balance Remaining</u>	<u>Current</u>
FY21-22 Water Conservation Grants Program	\$140,000.00		
Citrus County	\$44,250.00	\$1,635.82	
Hernando County	\$48,750.00	\$5,296.13	\$43,453.87 (1)
Marion County	\$21,847.00	\$5,804.85	
Sumter County	\$22,000.00	\$710.00	
Phase 6 Irrigation Program (Q138)	\$121,200.00	\$11,966.35	
<b>FY21-22 Total Project Invoices</b>	<b>\$261,200.00</b>	<b>\$25,413.15</b>	<b>\$43,453.87</b>

2023 General Services Contract	\$20,000.00		
Work Order 2023-01 INTERA Incorporated	\$10,000.00	\$10,000.00	
Work Order 2023-02 Hazen and Sawyer	\$10,000.00	\$10,000.00	
FY22-23 Water Conservation Grants Program	\$140,000.00		
Citrus County	\$35,075.00	\$35,075.00	
Hernando County	\$49,750.00	\$49,750.00	
Marion County	\$14,081.25	\$14,081.25	
Sumter County	\$23,000.00	\$23,000.00	
Regional Water Supply Plan Update (Q324)	\$350,000.00	\$350,000.00	
Phase 7 Irrigation Program (Q306)	\$102,000.00	\$102,000.00	
<b>FY22-23 Total Project Invoices</b>	<b>\$612,000.00</b>	<b>\$593,906.25</b>	<b>\$0.00</b>

<b>Total Bills to be Paid</b>			
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State Board of Administration	Transfer from SBA2 to SBA1	\$43,453.87
State Board of Administration	Transfer from SBA1 to SunTrust Bank	\$55,732.73

Notes:

(1) Hernando County Water Conservation Program

Grants Program FY 2021-2022      \$43,453.87      Invoice UTY22-055 - Dated 11/21/2022

Citrus County First Quarter Assessment (Oct 1 - Dec 31, 2022)      \$7,391.75      Deposited to bank - transfer to SBA311171 in Jan'23

### **Election of Board Officers**

The Board of the WRWSA annually elects its Board officers, including a Chair, Vice Chair and Treasurer at its January meeting. The Executive Director is the Board Secretary who serves in an ex-officio capacity. Pursuant to the Election of Officers Policy, included as an exhibit to this item, the Board may entertain nominations for individual officers or a slate of officers. Typically, the current Vice Chair is nominated to become Chair and the current Treasurer is nominated to become Vice Chair. The office of Treasurer is customarily filled by a Board member from the county without a representative as an officer in the current slate of officers. This practice is informal, and circumstances may warrant nominations and elections to deviate from this practice. Also, pursuant to the Board Policy, the current Chair will chair the complete January meeting. The new officers will take their respective seats 24 hours before the next Board meeting.

Marion County Commissioner Kathy Bryant is currently the Board Chair.

The natural succession would have Commissioner Kinnard move into the Chair position, Commissioner Narverud move to the Vice Chair position, and a Sumter County Commissioner nominated in the in the Treasurer Position.

The next officer election will be scheduled in January 2024.

SECTION VIII. – Officers: The officers of the Governing Board shall be as follows:


1. A Chairman, who shall preside at meetings of the Governing Board; sign, as authorized by the Governing Board, any contracts or other instruments which are deemed to be in the best interest of the Authority; and perform such other duties incident to the office as may be prescribed by the Governing Board.
2. A Vice Chairman, who shall act in the Chairman's absence. The Vice Chairman shall perform such other functions as the Governing Board may from time to time assign.
3. A Treasurer, who shall be entrusted with the receipt, care and disbursement of Authority funds in accordance with fiscal policies and regulations adopted by the Governing Board.
4. If none of the above officers are present at a Board meeting where there is otherwise a quorum, the Authority Board may elect a chairman pro-tem for the duration of the meeting.

See Exhibits

**Staff Recommendation:**

Board election of officers.



<b>BOARD POLICY</b> <b>WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</b>			
TITLE: <b>BOARD MEMBER DUTIES AND RESPONSIBILITIES</b>			
NUMBER: <b>2015-03</b>		PAGE: 1 OF 4	
APPROVED BY: 	AL BUTLER, CHAIR	EFFECTIVE DATE: <b>3-18-15</b>	SUPERSEDES:

The purpose of this Policy is to clarify and facilitate the duties and responsibilities of members of the Board of Directors.

The WRWSA's Board of Directors is comprised of thirteen (13) members who are appointed by the respective member governments governing bodies. Annually in January, members of the Board elect three (3) officers: Chair, Vice Chair and Treasurer, who serve in their respective offices for one year. The following is an outline of the duties and responsibilities of the three Board Officers and the general duties of all Board members.

## 1. CHAIR

The Board Chair has the duties and responsibilities historically associated with the presiding officer in an organizational setting, as governed by Robert's Rules of Order, as well as certain other specific duties established by Board Policy. The duties of the Board Chair include, but may not be limited to, the following:

- a. Presiding over all meetings of the Board, which includes keeping order, being fair and impartial, enforcing the rules and decorum of debate and protecting the rights of all Board members;
- b. Being familiar with the basic rules of calling a meeting to order and declaring a meeting adjourned, establishing and following an agenda and the proper steps in making, debating and voting on motions;
- c. Recognizing Board members who wish to speak; no member may speak to a subject under discussion or introduce a motion without recognition by the Chair. When more than one member requests recognition at the same time, the order of speakers will be determined as fairly as possible by the Chair;
- d. Using the Chair's prerogative, when appropriate, to limit member debate by enacting time limits in accordance with Board Policy;
- e. Using the Chair's prerogative, when appropriate, to grant exception to the three-minute time limit allowed to members of the public wishing to address the Board;
- f. Ruling out of order any member of the public who speaks out of order, who fails to address the Board according to Board Policy or who is making profane, irrelevant or inflammatory statements;
- g. Presiding over annual elections by accepting nominations and motions to nominations, putting the nominations to vote and announcing the results in accordance with Board Policy;



<b>BOARD POLICY</b> <b>WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</b>	
TITLE: <b>BOARD MEMBER DUTIES AND RESPONSIBILITIES</b> NUMBER: <b>2015-03</b>	PAGE: 2 OF 4
APPROVED BY: _____	AL BUTLER, CHAIR    EFFECTIVE DATE: <u>3-18-15</u> SUPERSEDES: _____

- h. Annually appointing members, committee chairs, committee vice chairs and Board liaisons to any Board and other committees that may be established, after seeking input from Board members.
- i. Signing the official minutes of Board meetings, Board Policies and other documents;
- j. Signing (along with the Executive Director or, in the absence of the Executive Director, another Board officer) Authority checks, either manually or by facsimile signature;
- k. Approving non-scheduled travel outside the Authority or travel to attend conferences or conventions outside the Authority by Board members or the Executive Director, as required by the Authority's Travel Policy when travel is expected to occur prior to the Board's ability to approve such travel;
- l. Concurring with the Executive Director and General Counsel in the initiation of legal action initiated in advance of full Board approval, if necessary, in the best interest of the Authority;
- m. Consulting with the Executive Director and General Counsel in the procurement of outside legal services necessary to adequately represent the Board and the Authority;
- n. Executing certain documents on behalf of the Board, including agreements for the recruitment, selection and compensation of the Executive Director, Board Policies, Settlement Agreements and certain other documents where signature authority has not been delegated to the Executive Director;
- o. Making final legislative policy decisions in the event that time frames preclude formal Board action as it pertains to any pending legislation, and reporting the same to the full Board at the next regularly scheduled meeting; and
- p. Other such duties as may be required on behalf of the Board of Directors.

## 2. VICE CHAIR

The office of the Board Vice Chair generally involves assuming all the duties and responsibilities of the Chair, including presiding at Board of Director meetings, when the Chair is unable to be physically present at a meeting or if the office of the Chair is vacated for any reason. In the case of disability, resignation, non-reappointment or death of the Chair, the Vice Chair shall become the Chair for the remainder of the Chair's term. The Vice Chair may have other duties as assigned by the Chair on behalf of the Board.



<b>BOARD POLICY</b>	
<b>WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</b>	
TITLE: <b>BOARD MEMBER DUTIES AND RESPONSIBILITIES</b>	
NUMBER <b>2015-03</b>	PAGE: <b>3 OF 4</b>
APPROVED BY:	AL BUTLER, CHAIR      EFFECTIVE DATE: <b>3-18-15</b> SUPERSEDES:

### 3. TREASURER

The Board Treasurer has specific duties and responsibilities as expressed by Robert's Rules of Order and by Board Policy. The duties of the Board Treasurer include, but may not be limited to, the following:

- a. Signing, in the absence of the Chair and Vice Chair, either manually or by facsimile signature, all checks issued by the Authority, which are counter-signed by the Executive Director or another Board Officer;
- b. Signing, as primary signatory, either manually or by facsimile signature, all Authority financial account documents, documents to alter account structure or close accounts, and other financial reporting documents required by statute;
- c. Receiving the Authority's monthly report on cash and investments;
- d. Consulting with the Executive Director and staff in the preparation of the annual budget and annual third-party financial audit;
- e. Presiding over meetings, and assuming all of the duties of the Chair, in the event that the Chair and the Vice Chair are unable to physically be present at a meeting, if the Chair and the Vice Chair have to step down for any reason, or if the offices of the Chair and the Vice Chair are vacated for any reason;
- f. Customarily presiding over Budget Hearings conducted pursuant to Sections 200.065 and 373.536, Florida Statutes, at the prerogative of the Chair; and
- g. Assuming other such duties as assigned by the Chair and on behalf of the Board of Directors.

### 4. MEMBERS OF THE BOARD OF DIRECTORS

Each Board member has certain duties and responsibilities in the public trust, as set forth generally in Robert's Rules of Order, and as further established by Board Policy, to wit:


- a. Regularly attending meetings, hearings and workshops;
- b. Adequately preparing for meetings, hearings and workshops by reviewing the Agenda and Board Packet and being versed on the issues to come before the Board;
- c. Knowing the rules of order and debate, having an adequate knowledge of the various motions and parliamentary procedure and participating in debate as appropriate;

<p style="text-align: center;"><b>BOARD POLICY</b> <b>WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</b></p>
<p>TITLE: <b>BOARD MEMBER DUTIES AND RESPONSIBILITIES</b> NUMBER 2015-03</p> <p style="text-align: right;">PAGE: 4 OF 4</p>
<p>APPROVED BY: AL BUTLER, CHAIR      EFFECTIVE DATE: 3-18-15      SUPERSEDES:</p>

- d. Accepting Board Committee and other committee assignments as assigned by the Chair and performing assigned tasks in a timely manner;
- e. Complying with laws governing public service, including Florida's Government-in-the Sunshine law and the Code of Ethics for Public Officers and Employees, as well as the financial reporting requirements found in Chapter 112, Florida Statutes and the Florida Constitution;
- f. Calling out a Point of Order only when a serious breach of the rules of debate has taken place;
- g. Voting on all issues before the Board except in the case of a voting conflict of interest pursuant to Section 112.3143, Florida Statutes, which requires that a Board member recuse him or herself in the event of conflicts of interest as outlined therein; and
- h. Other such duties as may be assigned by the Chair of the Board of Directors.

**AUTHORITY:** Chapter 373, Florida Statutes  
Chapter 112, Florida Statutes  
Section 200.065, Florida Statutes

**REFERENCE:** Board Policy 2015-01, Election of Board Officers  
Board Policy 2015-02, Conduct of Board Meetings  
Robert's Rules of Order Newly Revised, Eleventh Edition (2011)

BOARD POLICY	
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY	
TITLE: ELECTION OF BOARD OFFICERS	PAGE: 1 OF 2
NUMBER 2015-01	
APPROVED BY:  JIM ADKINS, CHAIR	EFFECTIVE DATE: 01-21-2015 SUPERSEDES: N.A.

The purpose of this Policy is to clarify and facilitate the election process for Board of Directors Officers.

### 1. Officer Elections

The Board of Directors shall elect officers from its members in the following order:

- Chair
- Vice Chair
- Treasurer

The Executive Director shall serve as the non-voting Secretary for the Board.

### 2. Schedule for Elections

Election of officers shall occur annually in January. Elections will take place during the beginning of the Board meeting. New officers will assume offices twenty-four (24) hours prior to the next Board meeting.

### 3. Procedure for Election of Officers

- a. Separate elections shall be held for each office. The Board shall complete all voting on each individual office before proceeding to vote on the next office. Notwithstanding, a nomination for a slate of officers (Chair, Vice Chair and Treasurer) may be made prior to the Chair accepting nominations for the office of Chair.
- b. Nominations for new officers shall be made orally.
- c. When everyone has had a reasonable opportunity to nominate, the Chair will accept a motion to close nominations.
- d. The Chair shall then proceed to put the nomination(s) to vote. If there is only one nomination for an individual office, or a slate of officers (Chair, Vice Chair and Treasurer) is nominated, the Chair shall call for a vote orally. If there is more than one nomination for an office, the Chair shall call for a vote by ballot. Ballots must be signed by each member when voting.
- e. The Executive Director, with the assistance of the General Counsel, shall count the ballots, and the Chair will announce the results.
- f. Elections shall be determined by a majority.
- g. Should no candidate receive a majority on the first ballot, voting will continue with subsequent ballots until one candidate is elected. In the event three or more candidates are on the ballot, the names of all candidates will remain on subsequent ballots.
- h. If a candidate is present and does not decline, or if a candidate is absent but has consented to the candidacy, the candidate is elected. If the candidate is absent, has not consented to be a candidate and does not immediately decline upon being notified, the

<b>BOARD POLICY</b> <b>WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</b>		
<b>TITLE: ELECTION OF BOARD OFFICERS</b> <b>NUMBER 2015-01</b>		<b>PAGE: 2 OF 2</b>
<b>APPROVED BY:</b>	<b>JIM ADKINS, CHAIR</b>	<b>EFFECTIVE DATE: 01-21-2015    SUPERSEDES: N.A.</b>

candidate is elected. If a person declines election, there is a failure to elect, and the Board may proceed to continue the election.

- i. Elections will be held in accordance with *Robert's Rules of Order*, except as otherwise specified above.

#### 4. Terms of Office

Board members elected to office will hold office until the next election of officers is held, unless the office is vacated. Officers serve one-year terms. No officer shall serve more than two consecutive terms in the same office.

#### 5. Filling Vacancies

A vacancy in any office shall be filled at the meeting of the Board of Directors at which the vacancy occurs or the next meeting after the vacancy occurs unless delayed to a date certain by action of the Board. In case of disability, resignation, non-reappointment or death of the Chair, the Vice Chair shall become the chair for the remainder of the Chair's term.

#### 6. Practice of Rotating Offices

It is the practice of the Board to rotate offices among the Board representatives from each county, such that three of the four counties comprising the Authority have a representative as an officer (Chair, Vice Chair or Treasurer) of the Board. Typically, the current Vice Chair is nominated to become Chair and the current Treasurer is nominated to become Vice Chair. The office of Treasurer is customarily filled by a Board member from the county without a representative as an officer in the current slate of officers. This practice is informal and circumstances may warrant nominations and elections to deviate from this practice.

**AUTHORITY:** Chapter 373, Florida Statutes

**REFERENCE:** Section 286.011, Florida Statutes (Government in the Sunshine Law)  
Robert's Rules of Order Newly Revised, Eleventh Edition (2011)

### **Phase 7 Irrigation Evaluation Agreements with Hernando County Utilities, and The Villages VCCDD and NSCUDD**

Ms. Suzannah Folsom, Executive Director, will present this item.

Five utilities have agreed to participate in Phase 7 of the Residential Irrigation Evaluation program including Citrus, Hernando and Marion counties, the North Sumter County Utility Dependent District (NSCUDD), and the Village Center Community Development District (VCCDD). Participation by these utilities helps their customers who participate save water and money, and helps the utilities ensure they continue to meet and surpass the conservation requirements of their water use permits.

Three of the five utilities, including Hernando County, the VCCDD and the NSCUDD require an agreement with the Authority to effectuate their participation. Copies of the proposed agreements are included as exhibits to this item. It should be noted that Citrus and Marion counties continue to participate in the program, however, no contracts are currently necessary to effectuate their participation.

See Exhibits for this item:

- (1) Agreement between the WRWSA and Hernando County, Florida for the WRWSA Regional Irrigation Evaluation Program (Q306) (page 27)
- (2) Agreement between the WRWSA and the Village Center Community Development District for the WRWSA Regional Irrigation Evaluation Program (Q306) (page 35)
- (3) Agreement between the WRWSA and the North Sumter County Utility Dependent District for the WRWSA Regional Irrigation Evaluation Program (Q306) (page 43)

#### **Staff Recommendation:**

The Authority Board approve the Agreements between the WRWSA and Hernando County, the Village Center Community Development District and the North Sumter County Utility Dependent District; and authorize the Chair to sign the Agreements.





**FUNDING AGREEMENT  
BETWEEN THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
AND  
HERNANDO COUNTY, FLORIDA  
FOR THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
REGIONAL IRRIGATION EVALUATION PROGRAM (Q306)**

THIS FUNDING AGREEMENT is made and entered into by and between the WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY, a political subdivision of the State of Florida, whose address is 3600 W. Sovereign Path, Suite 228, Lecanto, FL 34461, hereinafter referred to as "AUTHORITY," and HERNANDO COUNTY, Florida, hereinafter referred to as "COUNTY."

WITNESSETH:

WHEREAS, the AUTHORITY proposes to enter into a Funding Agreement with the Southwest Florida Water Management District (SWFWMD) for the Withlacoochee Regional Water Supply Authority Regional Irrigation Evaluation Program (Q306) in the first half of fiscal year 2022-23; and

WHEREAS, pursuant to the AUTHORITY's work plan, project participants will receive either a core evaluation, including an irrigation system evaluation, site specific recommendations, rain sensor installation if an operable sensor is not present and water wise landscaping education materials, or an enhanced evaluation, which builds upon the core evaluation components and can also include timer change-outs and enhancement, repair of irrigation systems and other enhancements to implement recommendations; and,

WHEREAS, the AUTHORITY and the COUNTY wish to enter into a Funding Agreement whereby the COUNTY would fund the sum of \$6,187.50 and the AUTHORITY would fund \$18,562.50, for a total project cost of \$24,750.00, with the AUTHORITY anticipating reimbursement by the SWFWMD of fifty percent of the total project costs (\$12,375.00), to conduct an estimated 24 core and 20 enhanced irrigation system water audits on single-family residential properties, with approximately 6 follow-ups, hereinafter referred to as the "PROJECT"; and,

WHEREAS, both the AUTHORITY and the COUNTY consider the PROJECT to be worthwhile and it will ultimately improve the conservation of water resources.

NOW THEREFORE, the AUTHORITY and the COUNTY, in consideration of the mutual terms, covenants and conditions set forth herein, agree as follows:

1. PROJECT MANAGER AND NOTICES.

Each party hereby designates the individual set forth below as its respective Project Manager. Project Managers will assist with PROJECT coordination and will be each party's prime contact person. Notices and reports will be sent to the attention of each party's Project Manager by U.S. mail, postage paid, to the parties' addresses as set forth in the introductory paragraph of this Agreement. Notice is effective upon receipt.

Project Manager for the AUTHORITY: LuAnne Stout  
Project Manager for the COUNTY: Alys Brockway

Any changes to the above representatives or addresses must be provided to the other party in writing.

1. 1 The COUNTY and AUTHORITY's Project Managers are hereby authorized to approve requests to extend a PROJECT task deadline set forth in this Agreement. Such approval must be in writing, explain the reason for the extension and be signed by the Project Manager. The COUNTY and AUTHORITY'S Project Managers are not authorized to approve any time extension which will result in an increased cost to the COUNTY or the AUTHORITY or which will exceed the expiration date set forth in Paragraph 5, Contract Period.
  1. 2 The COUNTY and AUTHORITY'S Project Managers are authorized to adjust a line item amount of the Project Budget contained in the Project Plan set forth in Exhibit "A." The authorization must be in writing, explain the reason for the adjustment, and be signed by the Project Manager. The COUNTY and AUTHORITY'S Project Managers are not authorized to make changes to the Scope of Work and are not authorized to approve any increase in the not-to-exceed amount set forth in the funding section of this Agreement.
2. FUNDING.  
The parties anticipate that the total cost of the PROJECT will be Twenty-Four Thousand Seven Hundred Fifty Dollars and No Cents (\$24,750.00). The COUNTY agrees to fund PROJECT costs up to Six Thousand One Hundred Eighty-Seven Dollars and Fifty Cents (\$6,187.50) and will have no obligation to pay any costs beyond this maximum amount. The AUTHORITY agrees to provide all remaining funds necessary for the satisfactory completion of the PROJECT provided, however, the AUTHORITY's obligation will be limited to the sum of Eighteen Thousand Five Hundred Sixty-Two Dollars and Fifty Cents (\$18,562.50) and the AUTHORITY'S obligation to fund and complete the PROJECT is dependent upon the AUTHORITY successfully entering into a Funding Agreement with the SWFWMD. The AUTHORITY will be the lead party to this Agreement and pay project costs prior to requesting reimbursement from the COUNTY. The COUNTY shall reimburse the AUTHORITY its portion of the costs of the PROJECT within forty-five (45) days of receipt of an invoice with adequate supporting documentation to satisfy auditing purposes.
3. SCOPE OF WORK.  
The AUTHORITY will provide the services necessary to complete the PROJECT in accordance with the work plan which is part of the Funding Agreement between the AUTHORITY and the COUNTY for the Withlacoochee Regional Water Supply Authority Irrigation Evaluation Program (Q306).
4. COMPLETION DATES.  
The AUTHORITY will commence the PROJECT as soon as one or more contractors have been retained by the AUTHORITY, which is anticipated to be by the first day of December 2022 and will complete the PROJECT by the thirtieth day of September 2024. In the event of hurricanes, tornados, floods, acts of God, acts of war or other such catastrophes or other man-made emergencies, such as labor strikes or riots, which are



beyond the control of the AUTHORITY then the AUTHORITY'S obligations to meet the time frames provided in this Agreement will be suspended for the period of time the condition continues to exist. During such suspension, this Agreement will remain in effect. The suspension of the AUTHORITY'S obligations provided for in this provision will be the AUTHORITY'S sole remedy for the delays set forth herein. In addition to the above, the Project Managers may, by mutual agreement, extend PROJECT task deadlines. Such agreement must be in writing, explain the reason for the extension and be signed by both Project Managers. Neither Project Manager is authorized to approve any time extension which would result in an increased cost to the COUNTY or the AUTHORITY.

5. CONTRACT PERIOD.

This Agreement will be effective December 1, 2022 and will remain in effect through September 30, 2024 or upon satisfactory completion of the PROJECT and subsequent reimbursement to the AUTHORITY, whichever occurs first, unless amended in writing by the parties. The AUTHORITY will not be eligible for reimbursement for any work that is commenced, or costs that are incurred, prior to the effective date of this Agreement.

6. PROJECT RECORDS AND DOCUMENTS.

Each party, upon request, will permit the other party to examine or audit all PROJECT related records and documents during or following completion of the PROJECT. Payments made to the AUTHORITY under this Agreement will be reduced for amounts found to be not allowable under this Agreement by an audit. The AUTHORITY will refund to the COUNTY all such disallowed payments. If an audit is undertaken by either party, all required records will be maintained until the audit has been completed and all questions arising from it are resolved. Each party will maintain all such records and documents for at least three (3) years following the completion of the PROJECT. Each party will allow public access to PROJECT documents and materials made or received by either party in accordance with the Public Records Act, Chapter 119, Florida Statutes. Should either party assert any exemption to the Requirements of Chapter 119, Florida Statutes, the burden of establishing such exemption, by way of injunctive or other relief as provided by law, will be upon the asserting party.

7. OWNERSHIP OF DOCUMENTS AND OTHER MATERIALS.

All documents, including reports, drawings, estimates, programs, manuals, specifications, and all goods or products, including intellectual property and rights thereto, purchased under this Agreement with COUNTY funds or developed in connection with this Agreement will be and will remain the property of the COUNTY, the AUTHORITY and the SWFWMD.

8. REPORTS.

The AUTHORITY will provide the COUNTY with copies of any and all reports, models, studies, maps or other documents resulting from the PROJECT. Additionally, two (2) sets, electronic and hardcopy, of any final reports must be submitted to the COUNTY as Record and Library copies.

9. RELEASE OF INFORMATION.

The parties agree not to initiate any oral or written media interviews or issue press releases on or about the PROJECT without providing advance notices or copies to the other party and the SWFWMD. This provision will not be construed as preventing the

parties from complying with the public records disclosure laws set forth in Chapter 119, Florida Statutes.

10. ASSIGNMENT.

Except as otherwise provided in this Agreement, no party may assign any of its rights or delegate any of its obligations under this Agreement, including any operation or maintenance duties related to the PROJECT, without the prior written consent of the other party. Any attempted assignment in violation of this provision is void.

11. SUBCONTRACTORS.

Nothing in this Agreement will be construed to create, or be implied to create, any relationship between the COUNTY and any subcontractor of the AUTHORITY.

12. THIRD-PARTY BENEFICIARIES.

Nothing in this Agreement will be construed to benefit any person or entity not a party to this Agreement.

13. PUBLIC ENTITY CRIMES.

Pursuant to Subsections 287.133(2) and (3), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two, for a period of 36 months following the date of being placed on the convicted vendor list. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

14. DISCRIMINATION.

Pursuant to Subsection 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

15. GOVERNING LAW.

All aspects of this Agreement are governed by Florida law and venue will be in Citrus County, Florida.

16. SURVIVAL.

The provisions of this Agreement that require performance after the expiration or termination of this Agreement will remain in force notwithstanding the expiration or termination of this Agreement.

17. ENTIRE AGREEMENT.

This Agreement and the attached exhibits listed below constitute the entire agreement between the parties and, unless otherwise provided herein, may be amended only in writing, signed by all parties to this Agreement.

18. DOCUMENTS.

The following documents are attached and made a part of this Agreement. In the event of a conflict of contract terminology, priority will first be given to the language in the body of this Agreement, then to Exhibit "A."

Exhibit "A" - Proposed Work Plan

**IN WITNESS WHEREOF**, the parties hereto, or their lawful representatives, have executed this Agreement on the day and year set forth next to their signatures below.

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY**

By: \_\_\_\_\_  
Kathy Bryant, Chair Date \_\_\_\_\_

**HERNANDO COUNTY, FLORIDA**

By: \_\_\_\_\_  
\_\_\_\_\_, Chairman Date \_\_\_\_\_

**Exhibit "A"****PROPOSED WORK PLAN****WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
IRRIGATION EVALUATION PROGRAM (Q306)****PROJECT DESCRIPTION:**

The PROJECT is an outdoor water program that will include the AUTHORITY hiring a qualified irrigation contractor(s) to perform approximately 44 evaluations with up to twenty-five percent (25%) (6) follow-up evaluations at no cost to the customer. Customers will receive site-specific recommendations, rain sensor installation if an operable sensor is not present, and Florida-Friendly Landscaping™ educational materials.

**MEASURABLE BENEFITS:**

This PROJECT is expected to perform approximately 44 irrigation system evaluations, resulting in a reduction of residential outdoor water use. Water savings as a result of increased efficiency in outdoor water use is expected to provide a positive effect on the AUTHORITY' S regional water supplies.

**DELIVERABLES:**

The AUTHORITY will provide quarterly status reports and a final report. The final report will contain the following information: number and location of evaluations performed, and the number and location of follow-up evaluations performed; program background, implementation, and methodology used to promote the PROJECT; and

**PROJECT ESTIMATED\* BUDGET:**

Audits, educational materials, rain-sensors (including installation) and follow-up will be funded by the AUTHORITY (\$18,562.50), and the COUNTY (\$6,187.50) for a total cost of \$24,750.00. The AUTHORITY will seek reimbursement from the SWFWMD for half of the project costs (\$12,375.00). After conducting 44 audits, if monies and time remain, the AUTHORITY and COUNTY will jointly determine any additional audits or other PROJECT-related services that may be conducted.

**COMPLETION SCHEDULE:**

TASK	START	END
Irrigation Evaluations, Administration, Promotion and Education	December 1, 2022	April 30, 2024
Savings Analysis and Follow-up Evaluations	August 1, 2023	September 30, 2024
Draft and Review of Final Report	May 1, 2025	July 31, 2025
Final Report	August 1, 2025	September 30, 2025

**IMPLEMENTATION:**

The AUTHORITY shall hire qualified contractors to perform the irrigation audit functions of implementing the PROJECT. The AUTHORITY will ensure its contractor's responsibilities include, but will not necessarily be limited to:

- Scheduling appointments with customers,
- Managing and performing rain sensor installations,
- Communication with the AUTHORITY,
- Assembling educational information,
- Providing PROJECT participants with Florida-friendly educational materials,
- Promotion of the PROJECT through interaction with the irrigation and landscaping industries,
- Performing on-site irrigation system evaluations and follow-up evaluations, and
- Preparing a report of the on-site irrigation system evaluations and providing the finished report to the customer and to the Authority.

The COUNTY will be responsible for:

- Identifying the water users (customers) over 20,000 gallons per month,
- Identifying the users they desire to have audited, and
- Providing water consumption for each audited system for one-year prior to the system evaluation and one-year following the system evaluation to help determine the effectiveness of the program.

The AUTHORITY will be responsible for:

- Establishing PROJECT policy,
- Program promotion and marketing,
- Overseeing PROJECT operations,
- Communication with the COUNTY'S Contract Manager,
- Managing the day-to-day operations of the PROJECT,
- Arranging with the potential customers the scheduling and requirements of the audit and the follow-up,
- Tracking all program activity in an electronic database,
- Working with customers to guide them through the program,
- Collecting customer survey data and performing subsequent data analysis in electronic form, and
- Preparing the draft and final PROJECT reports.

**KEY PERSONNEL:**

The AUTHORITY'S contact with COUNTY Staff and Project Manager will be:

LuAnne Stout, Administrative Assistant  
Withlacoochee Regional Water Supply Authority  
3600 W. Sovereign Path, Suite 228  
Lecanto, FL 34461  
(352) 527-5795 - Phone  
(352) 527-5797 - Fax  
lstout@wrwsa.org

The COUNTY'S Project Manager will be:

Alys Brockway, Water Resource Manager  
Hernando County Utilities Department  
15365 Cortez Boulevard  
Brooksville, FL 34613  
(352) 754-4749  
abrockway@co.hernando.fl.us

**COOPERATIVE FUNDING AGREEMENT  
BETWEEN THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
AND THE  
NORTH SUMTER COUNTY UTILITY DEPENDENT DISTRICT  
FOR THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
REGIONAL IRRIGATION EVALUATION PROGRAM (Q306)**

THIS COOPERATIVE FUNDING AGREEMENT is made and entered into by and between the WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY, a political subdivision of the State of Florida, whose address is 3600 W. Sovereign Path, Suite 228, Lecanto, FL 34461, hereinafter referred to as "AUTHORITY," and the NORTH SUMTER COUNTY UTILITY DEPENDENT DISTRICT, a community development district created under the laws of the State of Florida, whose address is 984 Old Mill Run, The Villages, FL 32162, hereinafter referred to as "DISTRICT. "

WITNESSETH:

WHEREAS, the AUTHORITY proposes to enter into a Cooperative Funding Agreement with the Southwest Florida Water Management District (SWFWMD) for the Withlacoochee Regional Water Supply Authority Regional Irrigation Evaluation Program (Q306) in the first half of fiscal year 2022-23; and

WHEREAS, pursuant to the AUTHORITY's work plan, project participants will receive either a core evaluation, including an irrigation system evaluation, site specific recommendations, rain sensor installation if an operable sensor is not present and water wise landscaping education materials, or an enhanced evaluation, which builds upon the core evaluation components and can also include timer change-outs and enhancement, repair of irrigation systems and other enhancements to implement recommendations; and,

WHEREAS, the AUTHORITY and the DISTRICT wish to enter into a Cooperative Funding Agreement whereby the DISTRICT would fund the sum of \$3,400 and the AUTHORITY would fund \$10,200, for a total project cost of \$13,600, with the AUTHORITY anticipating reimbursement by the SWFWMD of fifty percent of the project costs (\$6,800), to conduct 32 core irrigation system water audits on single-family residential properties, with approximately 8 follow-ups, hereinafter referred to as the "PROJECT"; and,

WHEREAS, both the AUTHORITY and the DISTRICT consider the PROJECT to be worthwhile and it will ultimately improve the conservation of water resources.

NOW THEREFORE, the AUTHORITY and the DISTRICT, in consideration of the mutual terms, covenants and conditions set forth herein, agree as follows:

1. PROJECT MANAGER AND NOTICES.

Each party hereby designates the individual set forth below as its respective Project Manager. Project Managers will assist with PROJECT coordination and will be each party's prime contact person. Notices and reports will be sent to the attention of each party's Project Manager by U.S. mail, postage paid, to the parties' addresses as set forth in the introductory paragraph of this Agreement. Notice is effective upon receipt.

Project Manager for the AUTHORITY: LuAnne Stout  
Project Manager for the DISTRICT: Trey Arnett

Any changes to the above representatives or addresses must be provided to the other party in writing.

1. 1 The DISTRICT and AUTHORITY's Project Managers are hereby authorized to approve requests to extend a PROJECT task deadline set forth in this Agreement. Such approval must be in writing, explain the reason for the extension and be signed by the Project Manager. The DISTRICT and AUTHORITY'S Project Managers are not authorized to approve any time extension which will result in an increased cost to the DISTRICT or the AUTHORITY or which will exceed the expiration date set forth in Paragraph 5, Contract Period.
1. 2 The DISTRICT and AUTHORITY'S Project Managers are authorized to adjust a line item amount of the Project Budget contained in the Project Plan set forth in Exhibit "A." The authorization must be in writing, explain the reason for the adjustment, and be signed by the Project Manager. The DISTRICT and AUTHORITY'S Project Managers are not authorized to make changes to the Scope of Work and are not authorized to approve any increase in the not-to-exceed amount set forth in the funding section of this Agreement.
2. FUNDING.  
The parties anticipate that the total cost of the PROJECT will be Thirteen Thousand Six Hundred Dollars and No Cents (\$13,600.00). The DISTRICT agrees to fund PROJECT costs up to Three Thousand Four Hundred Dollars and No Cents (\$3,400.00) and will have no obligation to pay any costs beyond this maximum amount. The AUTHORITY agrees to provide all remaining funds necessary for the satisfactory completion of the PROJECT provided, however, the AUTHORITY's obligation will be limited to the sum of Ten Thousand Two Hundred Dollars and No Cents (\$10,200.00) and the AUTHORITY'S obligation to fund and complete the PROJECT is dependent upon the AUTHORITY successfully entering into a Cooperative Funding Agreement with the SWFWMD. The AUTHORITY will be the lead party to this Agreement and pay project costs prior to requesting reimbursement from the DISTRICT. The DISTRICT shall reimburse the AUTHORITY its portion of the costs of the PROJECT within forty-five (45) days of receipt of an invoice with adequate supporting documentation to satisfy auditing purposes.
3. SCOPE OF WORK.  
The AUTHORITY will provide the services necessary to complete the PROJECT in accordance with the work plan which is part of the Cooperative Funding Agreement between the AUTHORITY and the DISTRICT for the Withlacoochee Regional Water Supply Authority Irrigation Evaluation Program (Q306).
4. COMPLETION DATES.  
The AUTHORITY will commence the PROJECT as soon as one or more contractors have been retained by the AUTHORITY, which is anticipated to be by the first day of December 2022 and will complete the PROJECT by the thirtieth day of September 2024. In the event of hurricanes, tornados, floods, acts of God, acts of war or other such



catastrophes or other man-made emergencies, such as labor strikes or riots, which are beyond the control of the AUTHORITY then the AUTHORITY'S obligations to meet the time frames provided in this Agreement will be suspended for the period of time the condition continues to exist. During such suspension, this Agreement will remain in effect. The suspension of the AUTHORITY'S obligations provided for in this provision will be the AUTHORITY'S sole remedy for the delays set forth herein. In addition to the above, the Project Managers may, by mutual agreement, extend PROJECT task deadlines. Such agreement must be in writing, explain the reason for the extension and be signed by both Project Managers. Neither Project Manager is authorized to approve any time extension which would result in an increased cost to the DISTRICT or the AUTHORITY.

5. CONTRACT PERIOD.

This Agreement will be effective December 1, 2022 and will remain in effect through September 30, 2024 or upon satisfactory completion of the PROJECT and subsequent reimbursement to the AUTHORITY, whichever occurs first, unless amended in writing by the parties. The AUTHORITY will not be eligible for reimbursement for any work that is commenced, or costs that are incurred, prior to the effective date of this Agreement.

6. PROJECT RECORDS AND DOCUMENTS.

Each party, upon request, will permit the other party to examine or audit all PROJECT related records and documents during or following completion of the PROJECT. Payments made to the AUTHORITY under this Agreement will be reduced for amounts found to be not allowable under this Agreement by an audit. The AUTHORITY will refund to the DISTRICT all such disallowed payments. If an audit is undertaken by either party, all required records will be maintained until the audit has been completed and all questions arising from it are resolved. Each party will maintain all such records and documents for at least three (3) years following the completion of the PROJECT. Each party will allow public access to PROJECT documents and materials made or received by either party in accordance with the Public Records Act, Chapter 119, Florida Statutes. Should either party assert any exemption to the Requirements of Chapter 119, Florida Statutes, the burden of establishing such exemption, by way of injunctive or other relief as provided by law, will be upon the asserting party.

7. OWNERSHIP OF DOCUMENTS AND OTHER MATERIALS.

All documents, including reports, drawings, estimates, programs, manuals, specifications, and all goods or products, including intellectual property and rights thereto, purchased under this Agreement with DISTRICT funds or developed in connection with this Agreement will be and will remain the property of the DISTRICT, the AUTHORITY and the SWFWMD.

8. REPORTS.

The AUTHORITY will provide the DISTRICT with copies of any and all reports, models, studies, maps or other documents resulting from the PROJECT. Additionally, two (2) sets, electronic and hardcopy, of any final reports must be submitted to the DISTRICT as Record and Library copies.

9. RELEASE OF INFORMATION.

The parties agree not to initiate any oral or written media interviews or issue press releases on or about the PROJECT without providing advance notices or copies to the other party and the SWFWMD. This provision will not be construed as preventing the

parties from complying with the public records disclosure laws set forth in Chapter 119, Florida Statutes.

10. ASSIGNMENT.

Except as otherwise provided in this Agreement, no party may assign any of its rights or delegate any of its obligations under this Agreement, including any operation or maintenance duties related to the PROJECT, without the prior written consent of the other party. Any attempted assignment in violation of this provision is void.

11. SUBCONTRACTORS.

Nothing in this Agreement will be construed to create, or be implied to create, any relationship between the DISTRICT and any subcontractor of the AUTHORITY.

12. THIRD-PARTY BENEFICIARIES.

Nothing in this Agreement will be construed to benefit any person or entity not a party to this Agreement.

13. PUBLIC ENTITY CRIMES.

Pursuant to Subsections 287.133(2) and (3), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two, for a period of 36 months following the date of being placed on the convicted vendor list. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

14. DISCRIMINATION.

Pursuant to Subsection 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

15. GOVERNING LAW.

All aspects of this Agreement are governed by Florida law and venue will be in Citrus County, Florida.

16. SURVIVAL.

The provisions of this Agreement that require performance after the expiration or termination of this Agreement will remain in force notwithstanding the expiration or termination of this Agreement.

17. ENTIRE AGREEMENT.

This Agreement and the attached exhibits listed below constitute the entire agreement between the parties and, unless otherwise provided herein, may be amended only in writing, signed by all parties to this Agreement.

18. DOCUMENTS.

The following documents are attached and made a part of this Agreement. In the event of a conflict of contract terminology, priority will first be given to the language in the body of this Agreement, then to Exhibit "A."

Exhibit "A" - Proposed Work Plan

**IN WITNESS WHEREOF**, the parties hereto, or their lawful representatives, have executed this Agreement on the day and year set forth next to their signatures below.

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY**

By: \_\_\_\_\_  
Kathy Bryant, Chair Date

**NORTH SUMTER COUNTY UTILITY DEPENDENT DISTRICT**

By: \_\_\_\_\_  
Date  
Title: \_\_\_\_\_

**Exhibit "A"****PROPOSED WORK PLAN**

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
IRRIGATION EVALUATION PROGRAM (Q306)**

**PROJECT DESCRIPTION:**

The PROJECT is an outdoor water program that will include the AUTHORITY hiring a qualified irrigation contractor(s) to perform approximately 32 evaluations with up to twenty-five percent (25%) (8) follow-up evaluations at no cost to the customer. Customers will receive site-specific recommendations, rain sensor installation if an operable sensor is not present, and Florida-Friendly Landscaping™ educational materials.

**MEASURABLE BENEFITS:**

This PROJECT is expected to perform approximately 32 irrigation system evaluations, resulting in a reduction of residential outdoor water use. Water savings as a result of increased efficiency in outdoor water use is expected to provide a positive effect on the AUTHORITY'S regional water supplies.

**DELIVERABLES:**

The AUTHORITY will provide quarterly status reports and a final report. The final report will contain the following information: number and location of evaluations performed, and the number and location of follow-up evaluations performed; program background, implementation, and methodology used to promote the PROJECT; and

**PROJECT ESTIMATED\* BUDGET:**

Audits, educational materials, rain-sensors (including installation) and follow-up will be funded by the AUTHORITY (\$10,200.00), and the DISTRICT (\$3,400.00) for a total cost of \$13,600.00. The AUHTORITY will seek reimbursement from the SWFWMD for half of the project costs (\$6,800). After conducting 32 audits, if monies and time remain, the AUTHORITY and DISTRICT will jointly determine any additional audits or other PROJECT-related services that may be conducted.

**COMPLETION SCHEDULE:**

<b>TASK</b>	<b>START</b>	<b>END</b>
Irrigation Evaluations, Administration, Promotion and Education	December 1, 2022	April 30, 2024
Savings Analysis and Follow-up Evaluations	August 1, 2023	September 30, 2024
Draft and Review of Final Report	May 1, 2025	July 31, 2025
Final Report	August 1, 2025	September 30, 2025

**IMPLEMENTATION:**

The AUTHORITY shall hire qualified contractors to perform the irrigation audit functions of implementing the PROJECT. The AUTHORITY will ensure its contractor's responsibilities include, but will not necessarily be limited to:

- Scheduling appointments with customers,
- Managing and performing rain sensor installations,
- Communication with the AUTHORITY,
- Assembling educational information,
- Providing PROJECT participants with Florida-friendly educational materials,
- Promotion of the PROJECT through interaction with the irrigation and landscaping industries,
- Performing on-site irrigation system evaluations and follow-up evaluations, and
- Preparing a report of the on-site irrigation system evaluations and providing the finished report to the customer and to the Authority.

The DISTRICT will be responsible for:

- Identifying the water users (customers) over 20,000 gallons per month,
- Identifying the users they desire to have audited, and
- Providing water consumption for each audited system for one-year prior to the system evaluation and one-year following the system evaluation to help determine the effectiveness of the program.

The AUTHORITY will be responsible for:

- Establishing PROJECT policy,
- Program promotion and marketing,
- Overseeing PROJECT operations,
- Communication with the DISTRICT'S Contract Manager,
- Managing the day-to-day operations of the PROJECT,
- Arranging with the potential customers the scheduling and requirements of the audit and the follow-up,
- Tracking all program activity in an electronic database,
- Working with customers to guide them through the program,
- Collecting customer survey data and performing subsequent data analysis in electronic form, and
- Preparing the draft and final PROJECT reports.

**KEY PERSONNEL:**

The AUTHORITY'S contact with DISTRICT Staff and Project Manager will be:

LuAnne Stout, Administrative Assistant  
Withlacoochee Regional Water Supply Authority  
3600 W. Sovereign Path, Suite 228  
Lecanto, FL 34461  
(352) 527-5795 - Phone  
(352) 527-5797 - Fax  
lstout@ wrwsa.org

The DISTRICT'S Project Manager will be:

Trey Arnett  
Vikus Water  
1038 Lake Sumter Landing  
The Villages, FL 32162  
(352) 753-4747 - Phone  
(352) 753-1296 - Fax  
Trey.Arnett@VikusWater.com

**COOPERATIVE FUNDING AGREEMENT  
BETWEEN THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
AND THE  
VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT  
FOR THE  
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
REGIONAL IRRIGATION EVALUATION PROGRAM (Q306)**

THIS COOPERATIVE FUNDING AGREEMENT is made and entered into by and between the WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY, a political subdivision of the State of Florida, whose address is 3600 W. Sovereign Path, Suite 228, Lecanto, FL 34461, hereinafter referred to as "AUTHORITY," and the VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT, a community development district created under the laws of the State of Florida, whose address is 984 Old Mill Run, The Villages, FL 32162, hereinafter referred to as "DISTRICT."

WITNESSETH:

WHEREAS, the AUTHORITY proposes to enter into a Cooperative Funding Agreement with the Southwest Florida Water Management District (SWFWMD) for the Withlacoochee Regional Water Supply Authority Regional Irrigation Evaluation Program (Q306) in the first half of fiscal year 2022-23; and

WHEREAS, pursuant to the AUTHORITY's work plan, project participants will receive either a core evaluation, including an irrigation system evaluation, site specific recommendations, rain sensor installation if an operable sensor is not present and water wise landscaping education materials, or an enhanced evaluation, which builds upon the core evaluation components and can also include timer change-outs and enhancement, repair of irrigation systems and other enhancements to implement recommendations; and,

WHEREAS, the AUTHORITY and the DISTRICT wish to enter into a Cooperative Funding Agreement whereby the DISTRICT would fund the sum of \$1,700 and the AUTHORITY would fund \$5,100, for a total project cost of \$6,800, with the AUTHORITY anticipating reimbursement by the SWFWMD of fifty percent of the total project costs (\$3,400), to conduct an estimated 16 core irrigation water audits on single-family residential properties, with approximately 4 follow-ups, hereinafter referred to as the "PROJECT"; and,

WHEREAS, both the AUTHORITY and the DISTRICT consider the PROJECT to be worthwhile and it will ultimately improve the conservation of water resources.

NOW THEREFORE, the AUTHORITY and the DISTRICT, in consideration of the mutual terms, covenants and conditions set forth herein, agree as follows:

1. PROJECT MANAGER AND NOTICES.

Each party hereby designates the individual set forth below as its respective Project Manager. Project Managers will assist with PROJECT coordination and will be each party's prime contact person. Notices and reports will be sent to the attention of each party's Project Manager by U.S. mail, postage paid, to the parties' addresses as set forth in the introductory paragraph of this Agreement. Notice is effective upon receipt.

Project Manager for the AUTHORITY: LuAnne Stout  
Project Manager for the DISTRICT: Trey Arnett

Any changes to the above representatives or addresses must be provided to the other party in writing.

1. 1 The DISTRICT and AUTHORITY's Project Managers are hereby authorized to approve requests to extend a PROJECT task deadline set forth in this Agreement. Such approval must be in writing, explain the reason for the extension and be signed by the Project Manager. The DISTRICT and AUTHORITY'S Project Managers are not authorized to approve any time extension which will result in an increased cost to the DISTRICT or the AUTHORITY or which will exceed the expiration date set forth in Paragraph 5, Contract Period.
  1. 2 The DISTRICT and AUTHORITY'S Project Managers are authorized to adjust a line item amount of the Project Budget contained in the Project Plan set forth in Exhibit "A." The authorization must be in writing, explain the reason for the adjustment, and be signed by the Project Manager. The DISTRICT and AUTHORITY'S Project Managers are not authorized to make changes to the Scope of Work and are not authorized to approve any increase in the not-to-exceed amount set forth in the funding section of this Agreement.
2. FUNDING.  
The parties anticipate that the total cost of the PROJECT will be Six Thousand Eight Hundred Dollars and No Cents (\$6,800.00). The DISTRICT agrees to fund PROJECT costs up to One Thousand Seven Hundred Dollars and No Cents (\$1,700.00) and will have no obligation to pay any costs beyond this maximum amount. The AUTHORITY agrees to provide all remaining funds necessary for the satisfactory completion of the PROJECT provided, however, the AUTHORITY's obligation will be limited to the sum of Five Thousand One Hundred Dollars and No Cents (\$5,100.00) and the AUTHORITY'S obligation to fund and complete the PROJECT is dependent upon the AUTHORITY successfully entering into a Cooperative Funding Agreement with the SWFWMD. The AUTHORITY will be the lead party to this Agreement and pay project costs prior to requesting reimbursement from the DISTRICT. The DISTRICT shall reimburse the AUTHORITY its portion of the costs of the PROJECT within forty-five (45) days of receipt of an invoice with adequate supporting documentation to satisfy auditing purposes.
3. SCOPE OF WORK.  
The AUTHORITY will provide the services necessary to complete the PROJECT in accordance with the work plan which is part of the Cooperative Funding Agreement between the AUTHORITY and the DISTRICT for the Withlacoochee Regional Water Supply Authority Irrigation Evaluation Program (Q306).
4. COMPLETION DATES.  
The AUTHORITY will commence the PROJECT as soon as one or more contractors have been retained by the AUTHORITY, which is anticipated to be by the first day of December 2022 and will complete the PROJECT by the thirtieth day of September 2024. In the event of hurricanes, tornados, floods, acts of God, acts of war or other such



catastrophes or other man-made emergencies, such as labor strikes or riots, which are beyond the control of the AUTHORITY then the AUTHORITY'S obligations to meet the time frames provided in this Agreement will be suspended for the period of time the condition continues to exist. During such suspension, this Agreement will remain in effect. The suspension of the AUTHORITY'S obligations provided for in this provision will be the AUTHORITY'S sole remedy for the delays set forth herein. In addition to the above, the Project Managers may, by mutual agreement, extend PROJECT task deadlines. Such agreement must be in writing, explain the reason for the extension and be signed by both Project Managers. Neither Project Manager is authorized to approve any time extension which would result in an increased cost to the DISTRICT or the AUTHORITY.

5. CONTRACT PERIOD.

This Agreement will be effective December 1, 2022 and will remain in effect through September 30, 2024 or upon satisfactory completion of the PROJECT and subsequent reimbursement to the AUTHORITY, whichever occurs first, unless amended in writing by the parties. The AUTHORITY will not be eligible for reimbursement for any work that is commenced, or costs that are incurred, prior to the effective date of this Agreement.

6. PROJECT RECORDS AND DOCUMENTS.

Each party, upon request, will permit the other party to examine or audit all PROJECT related records and documents during or following completion of the PROJECT. Payments made to the AUTHORITY under this Agreement will be reduced for amounts found to be not allowable under this Agreement by an audit. The AUTHORITY will refund to the DISTRICT all such disallowed payments. If an audit is undertaken by either party, all required records will be maintained until the audit has been completed and all questions arising from it are resolved. Each party will maintain all such records and documents for at least three (3) years following the completion of the PROJECT. Each party will allow public access to PROJECT documents and materials made or received by either party in accordance with the Public Records Act, Chapter 119, Florida Statutes. Should either party assert any exemption to the Requirements of Chapter 119, Florida Statutes, the burden of establishing such exemption, by way of injunctive or other relief as provided by law, will be upon the asserting party.

7. OWNERSHIP OF DOCUMENTS AND OTHER MATERIALS.

All documents, including reports, drawings, estimates, programs, manuals, specifications, and all goods or products, including intellectual property and rights thereto, purchased under this Agreement with DISTRICT funds or developed in connection with this Agreement will be and will remain the property of the DISTRICT, the AUTHORITY and the SWFWMD.

8. REPORTS.

The AUTHORITY will provide the DISTRICT with copies of any and all reports, models, studies, maps or other documents resulting from the PROJECT. Additionally, two (2) sets, electronic and hardcopy, of any final reports must be submitted to the DISTRICT as Record and Library copies.

9. RELEASE OF INFORMATION.

The parties agree not to initiate any oral or written media interviews or issue press releases on or about the PROJECT without providing advance notices or copies to the other party and the SWFWMD. This provision will not be construed as preventing the

parties from complying with the public records disclosure laws set forth in Chapter 119, Florida Statutes.

10. ASSIGNMENT.

Except as otherwise provided in this Agreement, no party may assign any of its rights or delegate any of its obligations under this Agreement, including any operation or maintenance duties related to the PROJECT, without the prior written consent of the other party. Any attempted assignment in violation of this provision is void.

11. SUBCONTRACTORS.

Nothing in this Agreement will be construed to create, or be implied to create, any relationship between the DISTRICT and any subcontractor of the AUTHORITY.

12. THIRD-PARTY BENEFICIARIES.

Nothing in this Agreement will be construed to benefit any person or entity not a party to this Agreement.

13. PUBLIC ENTITY CRIMES.

Pursuant to Subsections 287.133(2) and (3), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two, for a period of 36 months following the date of being placed on the convicted vendor list. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

14. DISCRIMINATION.

Pursuant to Subsection 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity. The AUTHORITY agrees to include this provision in all subcontracts issued as a result of this Agreement.

15. GOVERNING LAW.

All aspects of this Agreement are governed by Florida law and venue will be in Citrus County, Florida.

16. SURVIVAL.

The provisions of this Agreement that require performance after the expiration or termination of this Agreement will remain in force notwithstanding the expiration or termination of this Agreement.

17. ENTIRE AGREEMENT.

This Agreement and the attached exhibits listed below constitute the entire agreement between the parties and, unless otherwise provided herein, may be amended only in writing, signed by all parties to this Agreement.

18. DOCUMENTS.

The following documents are attached and made a part of this Agreement. In the event of a conflict of contract terminology, priority will first be given to the language in the body of this Agreement, then to Exhibit "A."

Exhibit "A" - Proposed Work Plan

**IN WITNESS WHEREOF**, the parties hereto, or their lawful representatives, have executed this Agreement on the day and year set forth next to their signatures below.

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY**

By: \_\_\_\_\_  
Kathy Bryant, Chair Date

**VILLAGE CENTER COMMUNITY DEVELOPMENT DISTRICT**

By: \_\_\_\_\_  
Date  
Title: \_\_\_\_\_

**Exhibit "A"****PROPOSED WORK PLAN**

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
IRRIGATION EVALUATION PROGRAM (Q138)**

**PROJECT DESCRIPTION:**

The PROJECT is an outdoor water program that will include the AUTHORITY hiring a qualified irrigation contractor(s) to perform approximately 16 evaluations with up to twenty-five percent (25%) (4) follow-up evaluations at no cost to the customer. Customers will receive site-specific recommendations, rain sensor installation if an operable sensor is not present, and Florida-Friendly Landscaping™ educational materials.

**MEASURABLE BENEFITS:**

This PROJECT is expected to perform approximately 16 irrigation system evaluations, resulting in a reduction of residential outdoor water use. Water savings as a result of increased efficiency in outdoor water use is expected to provide a positive effect on the AUTHORITY'S regional water supplies.

**DELIVERABLES:**

The AUTHORITY will provide quarterly status reports and a final report. The final report will contain the following information: number and location of evaluations performed, and the number and location of follow-up evaluations performed; program background, implementation, and methodology used to promote the PROJECT; and

**PROJECT ESTIMATED\* BUDGET:**

Audits, educational materials, rain-sensors (including installation) and follow-up will be funded by the AUTHORITY (\$5,100.00), and the DISTRICT (\$1,700.00) for a total cost of \$6,800.00. The AUTHORITY will seek reimbursement from the SWFWMD for half of the project costs (\$3,400). After conducting 16 audits, if monies and time remain, the AUTHORITY and DISTRICT will jointly determine any additional audits or other PROJECT-related services that may be conducted.

**COMPLETION SCHEDULE:**

<b>TASK</b>	<b>START</b>	<b>END</b>
Irrigation Evaluations, Administration, Promotion and Education	December 1, 2022	April 30, 2024
Savings Analysis and Follow-up Evaluations	August 1, 2023	September 30, 2024
Draft and Review of Final Report	May 1, 2025	July 31, 2025
Final Report	August 1, 2025	September 30, 2025

**IMPLEMENTATION:**

The AUTHORITY shall hire qualified contractors to perform the irrigation audit functions of implementing the PROJECT. The AUTHORITY will ensure its contractor's responsibilities include, but will not necessarily be limited to:

- Scheduling appointments with customers,
- Managing and performing rain sensor installations,
- Communication with the AUTHORITY,
- Assembling educational information,
- Providing PROJECT participants with Florida-friendly educational materials,
- Promotion of the PROJECT through interaction with the irrigation and landscaping industries,
- Performing on-site irrigation system evaluations and follow-up evaluations, and
- Preparing a report of the on-site irrigation system evaluations and providing the finished report to the customer and to the Authority.

The DISTRICT will be responsible for:

- Identifying the water users (customers) over 20,000 gallons per month,
- Identifying the users they desire to have audited, and
- Providing water consumption for each audited system for one-year prior to the system evaluation and one-year following the system evaluation to help determine the effectiveness of the program.

The AUTHORITY will be responsible for:

- Establishing PROJECT policy,
- Program promotion and marketing,
- Overseeing PROJECT operations,
- Communication with the DISTRICT'S Contract Manager,
- Managing the day-to-day operations of the PROJECT,
- Arranging with the potential customers the scheduling and requirements of the audit and the follow-up,
- Tracking all program activity in an electronic database,
- Working with customers to guide them through the program,
- Collecting customer survey data and performing subsequent data analysis in electronic form, and
- Preparing the draft and final PROJECT reports.

**KEY PERSONNEL:**

The AUTHORITY'S contact with DISTRICT Staff and Project Manager will be:

LuAnne Stout, Administrative Assistant  
Withlacoochee Regional Water Supply Authority  
3600 W. Sovereign Path, Suite 228  
Lecanto, FL 34461  
(352) 527-5795 - Phone  
(352) 527-5797 - Fax  
lstout@ wrwsa.org

The DISTRICT'S Project Manager will be:

Trey Arnett  
Vikus Water  
1038 Lake Sumter Landing  
The Villages, FL 32162  
(352) 753-4747 - Phone  
(352) 753-1296 - Fax  
Trey.Arnett@VikusWater.com

### **2024 Regional Water Supply Plan Update – Consultant Contract**

Ms. Suzannah Folsom, Executive Director, will present this item.

At the November 2022 Board meeting, the Board approved a shortlist of consultants to negotiate with to undertake the 2024 Regional Water Supply Plan Update project. Hazen and Sawyer was the top ranked consultant. Negotiation of the Agreement is complete for the budgeted amount of \$350,000.00.

The Agreement is provided as an Exhibit to this item.

#### **Staff Recommendation:**

Approve the Agreement with Hazen and Sawyer for the 2024 Regional Water Supply Plan Update.

## **AGREEMENT FOR PROFESSIONAL SERVICES TO COMPLETE REGIONAL WATER SUPPLY PLAN UPDATE**

The Agreement is made this \_\_\_\_\_ day of January 2023 between the WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY, an independent special district created pursuant to Section 373.713, Florida Statutes, hereinafter referred to as the “Authority” whose address is 3600 W. Sovereign Path, Suite 228, Lecanto, Florida 34461, and Hazen and Sawyer, P.C., hereinafter referred to as “Consultant” whose address is 1000 N. Ashley Drive, Suite 1000, Tampa, FL 33602.

**WHEREAS**, the Authority provides certain governmental services and owns and operates a regional public water supply and delivery system, plans for and develops new drinking water supplies, transmission pipelines, and water treatment and storage facilities; and

**WHEREAS**, the Authority desires to retain a consultant to update its Regional Water Supply Plan, as is further described in Exhibit A, Scope of Services; and

**WHEREAS**, the Authority has selected Consultant in accordance with the provisions of the Florida Consultant’s Competitive Negotiation Act; and

**WHEREAS**, Consultant desires to render Regional Water Supply Plan Update Services to the Authority, and has the experience, staff and resources to perform those services.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

### **SECTION 1. DEFINITIONS**

The following terms as used in the Agreement shall have the following meanings:

- A. “Agreement” – This written document and the Agreement Documents set forth in Section 7 hereof, as it may be amended from time to time.
- B. “Regional Water Supply Plan Update Project” – the total work required for completion of the Regional Water Supply Plan Update, hereinafter referred to as “Project,” as generally described in the attached Scope of Services, Exhibit A.
- C. “Fee Schedule” – Schedule showing billing rates for Consultant’s various personnel classifications which serves as a basis for budget development on tasks within the Scope of Services, and which is included as Exhibit B in the Agreement.
- D. “Scope of Services” – Specific tasks and duties to be conducted by Consultant within a pre-determined timeframe for a specified fee to meet a defined objective.



- E. “System” – All real property, interest in real property, fixtures, personal property, wells, buildings, treatment systems, pumps, pipelines, storage facilities, and appurtenant or associated facilities of the Authority used in the storage, treatment and delivery of water to Authority customers.
- F. “Submittal” – Drawings, tests, samples, progress schedules and other schedules, progress reports and other reports, and any other documents required for submission by the Agreement Documents.
- G. “Work Order” – An individual work assignment to be conducted by Consultant at the direction of the Authority, consisting of single or multiple tasks completed within a pre-determined timeframe for a pre-approved fee.

## **SECTION 2. ENGAGEMENT OF CONSULTANT**

The Authority hereby agrees to engage Consultant, and Consultant hereby agrees to perform the Regional Water Supply Plan Update project as directed by the Authority. Key personnel and sub-consultants shall not be assigned to or removed from the Project by Consultant without the prior written approval of the Authority.

## **SECTION 3. WORK ORDERS, SCOPE OF SERVICES AND THE CONSULTANT’S RESPONSIBILITY**

Upon execution of this Contract by both the Authority and the Consultant, the Consultant shall proceed to undertake the Project consistent with Exhibit A, Scope of Services. In addition to the services set forth in Exhibit A, or any other individual Work Orders issued by the Authority and agreed to by the Consultant, the Consultant shall perform the following:

- A. Consultant shall secure at its own expense, all personnel, facilities, and equipment required to perform the services necessary to complete the Project.
- B. Consultant shall maintain an adequate and competent staff licensed and operating within the State of Florida.
- C. Consultant shall designate in writing a single representative with whom the Authority shall coordinate. This representative shall have the authority to transmit instructions, receive information, and interpret and deliver Consultant’s policies, opinions and decisions related to the Project and any subsequent Work Order.
- D. Consultant shall secure all licenses or permits required by law for the completion of the Project and any assigned Work Orders and shall be in compliance with all applicable federal, state and local law, statutes, rules, regulations, ordinances, orders and decisions in effect at the time of the execution of the Agreement and during the time of performance of the Project or Work Order.
- E. Consultant shall, at all times, keep the Authority advised as to the status of the Project including, but not limited to, the progress on individual tasks within the Scope of Services. The Authority and/or its authorized representative shall have the right to visit the site and/or the office of Consultant at any reasonable time for purposes of inspection.

The documents and drawings obtained or generated under the Agreement shall be maintained by Consultant and made available to the Authority upon request by the Authority at all times during the term of the Agreement and for five (5) years thereafter. In addition to the documents and reports set forth in this Agreement and any subsequent Work Orders, Consultant shall deliver to the Authority, at cost, copies of such documents or reports the Authority may request from time to time.

- F. Consultant shall cooperate with other engineers, consultants, construction contractors, and suppliers retained by the Authority as needed.
- G. The Authority shall have the right during the three (3) year period following the expiration or termination of the Agreement to audit Consultant with regard to any financial matters in connection with services of Consultant under this Agreement. The requested audit shall be performed by a certified public accountant selected and paid for by the Authority. Consultant shall make all documents and data available to the Authority. Consultant may have the audit reviewed by Consultant's auditor at Consultant's expense.

#### **SECTION 4. THE AUTHORITY'S RESPONSIBILITY**

Except as otherwise provided in any individual Work Orders, the Authority's responsibilities are as follows:

- A. To designate the Authority's Executive Director to act on the Authority's behalf with respect to the Project. The Executive Director shall have complete authority to transmit instructions, receive information, interpret and define the Authority's policies and decisions with respect to materials, elements, sub-consultants, key personnel and systems pertinent to Consultant's services.
- B. To provide, within a reasonable time from request of Consultant existing data, plans, reports and other information in the Authority's possession or under the Authority's control which are necessary or may be helpful to Consultant in the performance of their duties, and to provide full information regarding requirements of the Project, including objectives, budget constraints, criteria and other pertinent requirements.
- C. To give prompt written notice to Consultant if the Authority observes or otherwise becomes aware of any fault or defect in any Scope of Services or non-conformance with the Agreement Documents.
- D. To furnish required information and services and render approvals and decisions as expeditiously as necessary for the orderly progress of Consultant's services.

#### **SECTION 5. TIME OF PERFORMANCE**

Consultant shall commence work on the Project immediately upon full execution of this Agreement. Consultant shall commence work on any subsequent Work Order immediately and

shall satisfactorily complete all work in the Scope of Services within the established project schedule.

**PURSUANT TO FLORIDA STATUTE SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT SHALL NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES AGREEMENT.**

#### **SECTION 6. COMPENSATION**

Compensation for work performed by the Consultant shall be payable as follows:

- A. Compensation for work on the Project will be based upon lump sum basis as outlined in the Project Budget included as Exhibit “C”. Consultant agrees to complete the project in total for an amount not to exceed \$350,000. Compensation for any additional Work Orders may be based upon time-and-materials, lump-sum or as negotiated between Consultant and the Authority.
- B. The fair and reasonable expenses of Consultant necessarily incurred in the performance of the duties herein described and agreed to by the Authority shall, upon proper invoice and detail, be paid by the Authority, at actual cost with no mark-up. The Authority shall also pay out-of-pocket expenses, at actual cost with no mark-up, incurred by Consultant for the Authority relating to the Project activities. Expenses, which may be incurred by Consultant for travel or hotels, must be pre-approved by the Executive Director and, if pre-approved, will be reimbursed in accordance with Section 112.061, Florida Statutes (per diem and travel expenses of public officers, employees, and authorized persons). All invoices must be approved for payment by the Authority Board at its regularly scheduled meetings. Payments may be subject to a retainage. This paragraph supersedes any conflicts that may occur with Exhibit A or C.
- C. Consultant shall prepare and submit to the Executive Director monthly invoices for the services rendered and expenses incurred. All invoices shall be on a calendar month basis. Invoices must be submitted to the Executive Director by the 10<sup>th</sup> day of the month for work completed the previous month. Payment shall be made within sixty (60) days after the date on which the monthly invoice is stamped as received by the Authority unless payment is not approved by the Authority Board pursuant to paragraph D. All invoices

shall be accompanied by a report identifying the nature and progress of the services performed and in a format approved by the Executive Director.

- D. The Authority reserves the right to withhold payment to Consultant for failure to perform services in accordance with the provisions of the Agreement and the Authority shall promptly notify Consultant if any invoice or report is found to be unacceptable and will specify the reasons therefore.
- E. Consultant shall have the right to suspend services under the Agreement if an invoice becomes delinquent. "Delinquent" shall be defined as an invoice not being paid within sixty (60) days from receipt thereof by the Authority. Consultant's right to suspend services does not become effective if the Authority has withheld payment of an invoice for cause.
- F. Disputes regarding a monthly invoice and/or report shall be resolved pursuant to Section 218.76(2), Florida Statutes, as may be amended.

## **SECTION 7. AGREEMENT DOCUMENTS**

The documents, which comprise the Agreement between the Authority and Consultant, consist of the Agreement and the following documents, which are attached hereto and incorporated by reference:

Exhibit	Title
A.	Consultant's Statement of Qualifications
B.	Consultant's Fee Schedule
C.	Project Budget
D.	Project Scope of Work and Schedule
E.	Certificate of Insurance
F.	Any written amendments, modifications, work orders or addenda to the Agreement

## **SECTION 8. DOCUMENTS AND DATA**

- A. All original documents prepared by Consultant are instruments of service and shall become property of the Authority. However, the use of data gathered under the Agreement shall be restricted and limited to the purposes of the Agreement, excluding the data in the public domain, and shall not be used in connection with other contracts or for other clients of Consultant without written permission of the Authority. Consultant will provide the Authority with reproducible copies of all reports and other documents. Copies of electronic media used to store data shall be provided to the Authority in a format suitable for hard copy print out. Reports, documents and maps obtained from other agencies in the course of executing the Scope of Services will be considered the property of the Authority and will be delivered by Consultant to the Authority upon the Authority's request and/or completion of the Project. The Authority and Consultant shall

comply with the provisions of Chapter 119, Florida Statutes (Public Records Law) except as provided for in the following paragraphs.

- B. Copies of all technical data and working papers regarding the Project and any Work Order shall be made available to the Authority in accordance with Section 3. E.
- C. All tracings, plans, specifications, maps, evaluations, reports and technical data including working papers prepared or obtained under the Agreement, shall become the property of the Authority without restriction or limitation of use, and shall be made available, upon request, to the Authority at any reasonable time. Consultant may retain copies thereof for their files and internal use. Any use by the Authority of such materials obtained under the Agreement for any purpose not within the Scope of Services of Consultant pursuant to the Agreement or use of incomplete materials obtained from Consultant by the Authority shall be made at the risk of the Authority and made without liability to Consultant. However, this does not constitute a disclaimer of the professional competency of the original work as used within the Project or a Work Order.
- D. All final plans, contract documents and/or such other documents that are required by Florida Law to be endorsed and are prepared by Consultant in connection with the Project or a Work Order shall bear the certification of a person in the full employment of Consultant or duly retained by Consultant and duly licensed and with current registration in the State of Florida in the appropriate professional category.
- E. Consultant shall make any patentable product or result of the Scope of Services and all information, design, specifications, data, and findings available to the Authority in accordance with Section 3, Paragraph E. No material prepared in connection with the Project will be subject to copyright by Consultant. The Authority shall have the right to publish, distribute, disclose and otherwise use any material prepared by Consultant pursuant to this Agreement. Any use of materials or patents obtained by the Authority under the Agreement for any purpose not within the Scope of Services of Consultant pursuant to the Agreement shall be at the risk of the Authority. At the Authority's discretion, whenever any renderings, photographs of renderings, photographs of model, or photographs of the Project are released by the Authority for publicity, proper credit for engineering shall be given to Consultant, provided the giving of such credit is without cost to the Authority.
- F. For a period of five (5) years after the completion of the Project, Consultant agrees to provide the Authority with copies of any additional materials in their possession resulting from the performance of the Agreement in accordance with Section 3, Paragraph E, at cost. However, this provision shall not be considered a waiver of any claim of attorney/client privilege to which Consultant is entitled.
- G. Consultant shall not publish, copyright, or patent any of the data furnished or developed pursuant to this Agreement without first obtaining the Authority's written consent.

## **SECTION 9. STANDARD OF PERFORMANCE**

Consultant shall perform and complete the Project in a timely manner and in accordance with the standard of care, skill and diligence customarily provided by an experienced engineering organization rendering the same services, and in accordance with engineering principles and practices and practices at the time services are performed. The Authority shall decide all questions, difficulties and disputes of any nature whatsoever that may arise under or by reason of the Agreement, the prosecution and fulfillment of the services called for hereunder, or the character, quality, amount, or value thereof. The decision of the Authority upon all such claims, questions, or disputes shall be reasonable and in adherence with engineering principles and practices.

#### **SECTION 10. CONSULTANT'S ACKNOWLEDGEMENTS AND REPRESENTATIONS**

Consultant acknowledges and explicitly represents to the Authority the following:

- A. Consultant is duly authorized to conduct business in the State of Florida.
- B. In connection with the work to be performed under the Agreement, Consultant agrees to comply with any applicable provisions of State and Federal Equal Employment Opportunity statutes and regulations.
- C. Consultant has familiarized itself with the nature and extent of the Agreement, services expected to be performed under the Agreement, and applicable federal, state and local laws, statutes, rules, regulations, ordinances, order and decisions, that may affect Consultant's performance of the Agreement.
- D. Consultant has reviewed the Agreement (including its Exhibits) and all available information and data shown or indicated in the Agreement or information or data, and the written resolution thereof by the Authority is acceptable to Consultant.
- E. Consultant shall obtain and review all information and data which relates to the Project or which Consultant may reasonably anticipate may affect cost, scheduling, progress, performance or furnishing of the Scope of Services, including, but not limited to, information and data indicated in the Agreement Documents or related to work under separate contracts, to the extent such work may interface with Consultant's services provided pursuant to the Agreement.
- F. Consultant recognizes and acknowledges that the time for the performance of the Project is of the essence in the Agreement.

#### **SECTION 11. SUSPENSION OF PROJECT – EXTRA WORK**

- A. The Authority shall have the absolute right to terminate or suspend the Project, or amend the Scope of Services upon mutual agreement, at any time and for any reason upon reasonable notice, and such action on its part shall not be deemed a default or breach of the Agreement. Suspensions or termination of the Project, and amendments to the Scope of Services by the Authority shall be in writing.
- B. If Consultant is of the opinion that any service the Authority directs it to perform substantially increases the services of Consultant beyond the original Scope of Services

("Extra Work"), Consultant shall, within ten (10) days of such direction, notify the Authority in writing of this opinion. The Authority shall, within twenty (20) days after receipt of such notification, fairly judge as to whether or not such service in fact increases the services of Consultant beyond the Scope of Services in the Agreement and constitutes Extra Work. If the Authority determines such service does constitute Extra Work, it shall provide extra compensation to Consultant negotiated by the Authority and Consultant based upon the provisions of Section 6 above.

- C. In the event the Project is entirely or partly suspended, delayed, or otherwise hindered by any cause whatsoever, Consultant shall make no claims for additional compensation or damages owing to such suspensions, delays or hindrances. Such suspensions, delays or hindrances may only be compensated for by an extension of time, as the Authority may decide however such extension shall not operate as a waiver of any other rights of the Authority. Upon resumption of the Project, Consultant shall resume its services until the Scope of Services is completed in accordance with the Agreement, and the time for completion of the services, which were suspended, shall be extended for the duration of the suspension.
- D. If, in the opinion of the Authority, the progress of the Project during any period is substantially less than the amount which is necessary to meet the project schedule, the Authority may require Consultant to take whatever action is necessary, in the opinion of the Authority, to put the Project back on schedule. Such action shall not constitute Extra Work unless the delays were caused by circumstances beyond the control of Consultant or its agents, employees or subcontractors.
- E. In the event of claims by others against the Authority in connection with work being conducted under this Agreement, Consultant shall provide to the Authority such technical assistance that the Authority may request. Such assistance shall constitute Extra Work, unless such claims are caused by the failure of Consultant, its agents, employees, or subcontractors to comply with the terms and conditions of the Agreement or otherwise perform their duties under the Agreement.
- F. If Authority requires Consultant to assist with an audit of the Project costs, such assistance shall not be considered Extra Work.

## **SECTION 12. SUBCONTRACTORS**

Consultant shall not sublet, assign, or transfer the Agreement or any work specifically authorized in the Agreement without the prior written consent of the Authority, which consent may be withheld in the Authority's sole discretion. Consultant shall be solely responsible for the employment, direction, supervision, compensation and control of any and all subcontractors, consultants, experts or other persons employed by Consultant. Consultant shall cause all subcontractors, consultants, experts or other persons employed by Consultant to provide special services which may be necessary for the completion of the Scope of Services to abide by terms and conditions of the Agreement and all applicable law as their work or services affect the

Authority. Consultant shall not permit any subcontractor, supplier or other person or organization to perform work or services unless such subcontractor, supplier or other person or organization has complied with the workers' compensation insurance requirements contained in Section 14 herein.

### **SECTION 13. INDEPENDENT CONTRACTOR**

Neither the Authority nor any of its contractual staff shall have any control over the conduct of Consultant or any of Consultant's employees, except as herein set forth, and Consultant expressly warrants not to represent at any time or in any manner that Consultant or Consultant's agents, servants or employees are in any manner agents, servants or employees of the Authority. It is understood and agreed that Consultant is, and shall at all times remain as to the Authority, a wholly independent contractor and that Consultant's obligations to the Authority are solely as prescribed by the Agreement.

### **SECTION 14. INSURANCE**

- A. The Consultant shall purchase and maintain such workers compensation, commercial (occurrence form) or comprehensive general liability, professional liability and other insurance as are appropriate for the services being performed hereunder by Consultant, its employees or agents.
- B. The amounts and types of insurance shall conform to the following minimum requirements:
  - 1. Workers Compensation. Coverage must apply for all employees and statutory limits in compliance with the applicable state and federal laws. In addition, the policy must include the following:
    - a. Employer's Liability with a minimum limit per accident in accordance with statutory requirements.
    - b. Notice of Cancellation and/or Restriction. The policy must be endorsed to provide the Authority with thirty (30) days written notice of cancellation and/or restriction.
  - 2. Commercial or Comprehensive General Liability. Coverage must include:
    - a. \$1,000,000.00 combined limit per occurrence for bodily injury, personal injury and property damage.
    - b. Contractual coverage applicable to this specific contract, including any hold harmless and/or indemnification agreement, broad form property damage, explosion, collapse, and underground hazard coverage and independent contractor's coverage.
    - c. Additional Insured. Authority is to be specifically included as an additional insured.
    - d. Notice of Cancellation and/or Restriction. The policy must be endorsed to provide the Authority with thirty (30) days written notice of cancellation and/or restriction.



3. Comprehensive Automobile Liability. Coverage must be afforded on a form no more restricted than the latest edition of the Comprehensive Automobile Liability Policy filed by the Insurance Services Office and must include:
    - a. \$1,000,000.00 combined single limit per accident for bodily injury and property damage.
    - b. Owned Vehicle.
    - c. Hired and Non-Owned Vehicles.
    - d. Employee Non-Ownership.
    - e. Additional Insured. The Authority is to be specifically included as additional insured.
    - f. Notice of Cancellation and/or Restriction. The policy must be endorsed to provide the Authority with thirty (30) days written notice of cancellation and/or restriction.
  4. Professional Liability. Coverage must include:
    - a. Minimum limit of \$1,000,000.00 per occurrence or claim of malpractice, negligence, error and omissions.
    - b. Minimum limit of \$1,000,000.00 in the aggregate for claims of malpractice, negligence, error and omissions.
    - c. Notice of Cancellation and/or Restriction. The policy must be endorsed to provide the Authority with thirty (30) days written notice of cancellation and/or restriction.
- C. Consultant must deliver to the Authority Certificates of Insurance evidencing the insurance coverage specified in this Section 14 prior to commencing work under the Agreement. The required Certificates of Insurance not only shall name types of policies provided but also shall refer specifically to the Agreement.
- D. Insurance coverage shall be placed with insurers or self-insurance funds, satisfactory to the Authority, licensed to do business in the State of Florida and with a resident agent designated for the service of process. Consultant shall provide the Authority with financial information concerning any self-insurance fund insuring Consultant. At the Authority's option, Self-Insurance Fund financial information may be waived.
- E. All the policies of insurance so required of Consultant, except workers compensation and professional liability, shall be endorsed to include as additional insureds: the Authority, its directors, officers and agents. Such insurance policies shall include or be endorsed to include a cross liability clause so the additional insureds will be treated as if a separate policy were in existence and issued to them. If the additional insureds have other insurance, which might be applicable to any loss, the insurance required of Consultant shall be considered primary, and all other insurance shall be considered excess. The

cross liability clause does not increase the limits of liability or aggregate limits of the policy.

- F. Deductible and self-insured retention amounts shall be subject to approval by the Authority, which approval shall not be unreasonably withheld. Consultant is responsible for the amount of any deductibles or self-insured retentions.
- G. Approval of the insurance by the Authority shall not relieve or decrease the liability of Consultant hereunder. Consultant acknowledges and agrees the Authority does not in any way represent the insurance (or the limits of insurance) specified in this Article is sufficient or adequate to protect Consultant's interests or liabilities, but are merely minimums.
- H. All of the policies of insurance required to be purchased and maintained (or the certificates or other evidence thereof) shall contain a provision or endorsement that the coverage afforded will not be cancelled, materially changed, or renewal refused, until at least thirty (30) days prior written notice has been given to the Authority and Consultant by mail. Consultant shall give notice to the Authority within twenty-four (24) hours of any oral or written notice of adverse change, non-renewal or cancellation. If the initial insurance expires prior to completion of the work, renewal Certificates of Insurance shall be furnished thirty (30) days prior to the date of their expiration.
- I. All insurance required hereunder shall remain in full force and effect until final payment and at all times thereafter when Consultant may be observing the correction, removal or replacement of defective work.
- J. Professional liability insurance shall continue in force until the end of the fifth (5<sup>th</sup>) calendar year following the calendar year in which the Agreement is terminated. The current professional liability insurance policy, if not renewed, shall provide for an extended reporting period on the existing policy through said fifth (5<sup>th</sup>) calendar year.
- K. Consultant shall, upon request by the Authority, deliver to the Authority a copy of each insurance policy purchased by Consultant.
- L. All policies, except for workers' compensation and professional liability, shall contain provisions to the effect that in the event of payment of any loss or damage the insurer will have no rights of subrogation against the Authority, its consultants, directors, officers, representatives or agents. Nothing contained in these insurance requirements is to be construed as limiting the liability of Consultant or Consultant's insurance carriers.
- M. The commercial (occurrence form) or comprehensive general liability (occurrence form) insurance shall include contractual liability insurance applicable to all of the Consultant's obligations under the Agreement, including any indemnity or hold harmless provision.
- N. Consultant shall require each of its subcontractors, suppliers and other persons or organizations working for Consultant to procure and maintain, until the completion of that party's work or services, insurance of the types and in the coverage amounts required to be carried by Consultant in the Agreement unless the Authority agrees, in writing, to other types of coverage and/or lower coverage amounts. Provided, however, professional

liability insurance shall not be required under the Agreement for subcontractors, suppliers or other persons or organizations working for Consultant, unless such party is a licensed professional. The preceding sentence does not preclude Consultant from requiring such insurance. Consultant shall be responsible for ensuring all of its subcontractors, suppliers and other persons or organizations working for Consultant in connection with the Project comply with all of the insurance requirements contained herein relative to each such party.

#### **SECTION 15. INDEMNIFICATION OF THE AUTHORITY**

Consultant shall indemnify and hold harmless the Authority, and its directors, officers and contractual staff from liabilities, damages, losses, and costs, including but not limited to, reasonable attorney's fees, to the extent caused by negligence, recklessness, or intentional wrongful conduct of Consultant and other persons employed or utilized by the Consultant in performance of the Agreement. The execution of the Agreement by Consultant shall obligate Consultant to comply with the foregoing indemnification provision; however, the obligations of insuring this indemnification must also be complied with as set forth in Section 14 herein.

#### **SECTION 16. TERM OF AGREEMENT**

The term of this Agreement is for twenty-three (23) months, ending on December 31, 2024, and may be extended upon mutual written agreement of both parties.

#### **SECTION 17. TERMINATION OF AGREEMENT BY THE AUTHORITY**

- A. The Agreement may be terminated by the Authority, with or without cause, upon ten (10) days written notice. If the Agreement is so terminated, Consultant shall be paid for all services performed, pursuant to the terms and conditions of the Agreement, through the date of Consultant's receipt of notice of termination. If the Agreement is so terminated, Consultant must promptly deliver to the Authority copies of all then completed deliverable items and all tracings, drawings, survey notes and other documents that directly support the deliverables prepared by Consultant.
- B. In the event the Agreement should be terminated by Authority or Consultant, or the term of the agreement expires, the duties and obligations of Consultant under the following provisions shall survive termination and continue in full force and effect:
  - 1. Section 3(G) and 11(F), regarding Audits;
  - 2. Section 8, regarding Project Documents and Data;
  - 3. Section 14(J), regarding Professional Liability Insurance; and
  - 4. Section 15, regarding Indemnification

#### **SECTION 18. SEVERABILITY**

In the event any provision of the Agreement shall, for any reason, be determined invalid, illegal or unenforceable in any respect, the parties hereto shall negotiate in good faith and agree to such

amendments, modifications or supplements of the Agreement or such other appropriate actions as shall, to the maximum extent practicable in the light of such determination, implement and give effect to the intentions of the parties as reflected herein, and the other provisions of the Agreement, as amended, modified, supplemented or otherwise affected by such action, shall remain in full force and effect.

#### **SECTION 19. PROHIBITION AGAINST CONTINGENCY FEES**

Consultant warrants it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant to solicit or secure the Agreement and that Consultant has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, the Authority shall have the right to terminate the Agreement without liability, and at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

#### **SECTION 20. TRUTH-IN-NEGOTIATIONS**

Consultant certifies that wage rates and other factual unit costs included in the Fee Schedule are accurate, complete and current at the time of contracting.

#### **SECTION 21. SUCCESSORS AND ASSIGNS**

Neither Authority nor Consultant shall assign, sublet or transfer any interest in the Agreement without the written consent of the other. The Authority and Consultant, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to the Agreement and to the partners, successors, permitted assigns and legal representatives of such other party with respect to all covenants of the Agreement.

#### **SECTION 22. FORCE MAJEURE**

Consultant is not responsible for damages or delay in performance caused by acts of God, strikes, lock-outs, accidents, or other events beyond control of Consultant. In any such event, Consultant's contract price and schedule shall be equitably adjusted.

#### **SECTION 23. NO THIRD PARTY BENEFICIARY**

This Agreement gives no rights or benefits to anyone other than the Authority and Consultant and has no third-party beneficiaries.

#### **SECTION 24. DISPUTE RESOLUTION**

The Parties will use their best efforts to resolve amicably any dispute, including use of alternative dispute resolution options.

## **SECTION 25. CONTROLLING LAW**

- A. The Agreement is to be governed by the laws of the State of Florida. The sole and exclusive court of jurisdiction and venue for any litigation resulting out of the Agreement shall be in the Circuit Court of the 5<sup>th</sup> Judicial Circuit in and for Citrus County, Florida.
- B. In the event of any litigation at both the trial and appellate levels arising out of the Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all litigation expenses, including witness fees, court costs and attorneys' fees.

## **SECTION 26. NOTICES**

Any notices or other writings permitted or required to be delivered under the provisions of the Agreement must be in writing and shall be delivered by sending the notice by personal delivery, U.S. regular mail, U.S. express mail or by U.S. certified mail, return receipt requested, in any event with sufficient postage affixed, and addressed as follows:

If to the Authority: Withlacoochee Regional Water Supply Authority  
3600 W. Sovereign Path, Suite 228  
Lecanto, Florida 34461  
Attention: Suzannah Folsom, Executive Director

If to the Consultant: Hazen and Sawyer, P.C.  
1000 N. Ashley Drive, Suite 1000  
Tampa, FL 33602  
Attention: Andre Dieffenthaller, Vice President and Principal of the Firm

Either party may change said address by notice in writing to the other party in the manner herein provided.

## **SECTION 27. PUBLIC RECORDS**

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (352) 527-5795, SFOLSOM@WRWSA.ORG, LECANTO GOVERNMENT BUILDING, 3600 W. SOVEREIGN PATH, SUITE 228, LECANTO FL 34461**

The Contractor must comply with Florida's public records laws, including but not limited to the following:

- A. Keep and maintain public records required by the public agency in order to perform the service.
- B. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- D. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

#### **SECTION 28. EXTENT OF AGREEMENT**

- A. The Agreement represents the entire and integrated agreement between the Authority and Consultant and supersedes all prior negotiations, representations or agreement, either written or oral.
- B. Except as is provided for in Section 11 hereof, the Agreement may only be amended, supplemented, modified, changed or cancelled by a written instrument duly executed by both parties.
- C. Consultant shall cooperate with the Authority in making any reasonable changes to the Agreement.

**IN WITNESS WHEREOF**, the parties hereto have executed the Agreement as of the day and year written above.

ATTEST:

**WITHLACOOCHEE REGIONAL  
WATER SUPPLY AUTHORITY**

BY: \_\_\_\_\_

\_\_\_\_\_  
Kathy Bryant  
Chair

\_\_\_\_\_  
Date

**HAZEN AND SAWYER**

WITNESSES:

\_\_\_\_\_  
Date

BY: \_\_\_\_\_

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

APPROVED BY:

\_\_\_\_\_  
Robert W. Batsel Jr.  
General Counsel for  
Withlacoochee Regional Water Supply Authority

**Exhibit A**  
**Consultant's Statement of Qualifications**





**WITHLACOOCHEE  
REGIONAL  
WATER  
SUPPLY  
AUTHORITY**

## Withlacoochee Regional Water Supply Authority Statement of Qualifications for 2024 Regional Water Supply Plan Update

October 19, 2022

October 19, 2022

Suzannah J. Folsom

Executive Director

Withlacoochee Regional Water Supply Authority

3600 W. Sovereign Path, Suite 228

Lecanto, Florida 34461

## Re: 2024 Regional Water Supply Plan Update

Dear Ms. Folsom and Evaluation Committee Members:

Hazen and Sawyer (Hazen) appreciates the opportunity to present our qualifications for the 2024 Regional Water Supply Plan Update. Work performed under this contract will support staff in their goal to identify and quantify the public water supply demands and water resources available to meet those demands within the Withlacoochee Regional Water Supply Authority (Authority) region. Our Team offers the Authority the following:

**Known and Proven Project Manager and Project Director.** Work under this professional engineering services contract will be led by Lisa Krentz with the support of our Project Director, Andre Dieffenthaler, PE. Collectively, we have more than 40 years of experience on regional water supply projects. As a team, we have a thorough understanding of developing all aspects of regional water supply planning goals and expectations. Individually, Ms. Krentz has more than 20 years of experience working with Tampa Bay Water and will successfully lead the assignments under this contract as she has done over the past decade.

**Strong Local Team Members.** Our Team includes key local team members who work in the Tampa Bay area and have worked with and for regional water authorities and their member governments, which ensures a cost-effective and rapidly responsive team.

**Cutting Edge Expertise.** The Hazen Team includes national experts in model uncertainty and sensitivity evaluations, risk and reliability assessments, stochastic optimization, development use and evaluation of hydrologic models (such as the Northern District Model, the East Central Florida Transient Expanded Model, and Tampa Bay Water's Optimized Regional Operations Plan and Integrated Hydrologic Models), governance, water resource data analysis including Exploratory Data Analysis (EDA) and Exploratory Spatial Data Analysis (ESDA), and water demand planning management. In addition, we have teamed with Janicki Environmental, Inc., a recognized expert in the development and evaluation of Minimum Flows and Levels (MFLs), a well-rounded team capable of meeting all the Authority's expectations.



**71** years in  
existence

**54** years in  
Florida

**100%**  
of work devoted to  
the water environment

**Holistic Understanding and Approach.** Hazen has been developing and providing regional water supply authority-based expertise since 2001 on water supply master planning, water demand forecasting, water demand planning and management, water shortage mitigation, and systems engineering related to long-term demand and supply performance and reliability. Through our planning efforts, we have developed numerous tools and models currently used to analyze demand, supply performance and system reliability, which gives our team an excellent understanding of regional water supply planning, integration, and optimization. Additionally, many members of our team have been working together for the past several years on master planning and other related projects with various entities within regional authority organization. Our approach is holistic, and our comprehensive understanding of regional-based water supply systems and interlocal issue resolution is unmatched and key to our ability to deliver cost-effective resolution-based results under this contract.

We recognize the importance of communication and working closely with Authority and SWFWMD staff, along with the Member Governments to meet budget and schedule requirements.

We look forward to working with the Authority on this important project. We have sufficient staff resources, equipment, and time availability, and will be fully committed to this project. Our past and current clients can best represent our performance and quality of work, and we encourage you to contact the client references included in this proposal. Please feel free to contact me at (813) 630-4498 or [adieffenthaller@hazenandsawyer.com](mailto:adieffenthaller@hazenandsawyer.com) if you have any questions or would like to discuss our qualifications further.

Very truly yours,  
HAZEN AND SAWYER



Andre Dieffenthaller, PE  
Proposed Project Director  
Vice President and Principal of the Firm  
(813) 630-4498  
[adieffenthaller@hazenandsawyer.com](mailto:adieffenthaller@hazenandsawyer.com)



Lisa Krentz  
Proposed Project Manager  
(813) 630-4498  
[lkrentz@hazenandsawyer.com](mailto:lkrentz@hazenandsawyer.com)

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# 1

## Consultant Information

## Section 1

# Consultant Information

*Hazen’s multi-disciplinary team of engineers, economists, modelers, statisticians, analysts, and software developers mission is to provide clients with state-of-the-art solutions for robust long-term planning and reliable, efficient operation of water resource systems.*


### Legal Name and Principal Location

Hazen will service this project from our Tampa office located at 1000 N. Ashley Drive, Suite 1000, Tampa, FL 33602. Andre Dieffenthaler, PE is our proposed Project Director and can be reached at (813) 630-4498 or [adieffenthaler@hazenandsawyer.com](mailto:adieffenthaler@hazenandsawyer.com); Our proposed Project Manager, Lisa Krentz, can also be reached at (813) 630-4498 or [lkrentz@hazenandsawyer.com](mailto:lkrentz@hazenandsawyer.com).

### Legal Form of Company

Hazen and Sawyer, P.C., was established in 1951 as a Partnership in the State of New York. In 1977, the firm was incorporated as a Professional Corporation in the State of New York. The firm has provided engineering services in the water resources and infrastructure field for the last 71 years in the United States and abroad, and in Florida since 1968.

### Teaming with Janicki Environmental, Inc.

 Our subconsultant, Janicki Environmental, Inc., will provide services related to available water supply modeling. Hazen has a long relationship working with Janicki Environmental, Inc. which was founded in 1999 and is recognized for its ability to address some of the more challenging and timely environmental issues in Florida. They have past experience working with Withlacoochee Regional Water Supply Authority (the Authority), including work on past Water Supply Plan Update projects.

### Project Spotlight

#### WRWSA Feasibility Analysis, FL

As a subconsultant, Janicki Environmental assisted in updating portions of the Authority’s 2010 Water Supply Feasibility Analysis pertaining to surface water availability and MFLs. This included updating the quantities of water available for water supply from the Withlacoochee River and the Oklawaha River with consideration of MFLs from the SWFWMD and the SJRWMD.

### Areas of Service



### Other Areas of Service

Applied Research	Biosolids
Alternative Delivery	Integrated Planning
Construction Management	Process and CFD Modeling
Environmental Planning & Permitting	Cost Estimating
Asset Management	Disinfection
Economic Analysis	Sustainability
Energy Management	Membranes
	Value Engineering
	Resiliency
	Wastewater





# 2

## Project Manager

## Section 2

# Qualifications of the Project Manager

*Hazen proposes Project Manager Lisa Krentz, who provides a vast wealth of experience and has worked on regional projects for over 20 years. This makes her well qualified to support the implementation of the Authority's Regional Water Supply Plan (RWSP) Update.*

Lisa Krentz brings strong project management skills along with extensive experience in master planning. She has a deep understanding of the interdependencies of various elements of integrated planning. The combination of master planning, digital experience, and project management makes her the perfect fit to lead the RWSP update.

Ms. Krentz is a nationally recognized and respected expert in water demand planning and management, with over 20 years of experience helping clients make informed decisions about future needs and understanding the related uncertainties and risks. She has recently managed both the water demand forecast and demand management plan aspects of the Water Supply Master Plan for Tampa Bay Water, which evaluated several sources of water working with its member governments.

Her experience includes various projects related to master supply planning including water demand forecasting, analysis of water use trends and patterns, water efficiency and drought planning. She specializes in information system management including the development of integrated geospatial and data visualization tools.

Ms. Krentz has unique experience providing innovative and dynamic, big data digital solutions, **helping clients solve complex data problems and establish monitoring protocols to maintain information systems.**

She has expertise in numerous data management, analytical and visualization platforms such as Microsoft SQL Server, ArcMap, PowerBi and SAS.

Ms. Krentz has been working with regional authorities in the Tampa Bay Region and throughout the country since 2001 and has an excellent understanding of regional planning needs.

### Ms. Krentz's Representative Water Demand Study Projects

- Tampa Bay Water, Water Supply Master Plan
- Tampa Bay Water Long-Term Demand Forecasting
- Tampa Bay Water Demand Management Plan
- Connecticut Regional Water Supply Authority
- Polk Regional Water Cooperative
- San Diego County Water Authority Long-term Water Demand Forecasts
- New York Department of Environmental Protection Integrated Water Resources Plan
- East Bay Municipal Utility District Water Demand Study 2050

The experience gained from these projects and many others provide her with excellent insights into the needs of both the Authority and its member governments.

In addition, Ms. Krentz has been working with many of the key team members proposed for this contract including Andre Dieffenthaler, PE; Jack Kiefer, PhD; David Bracciano; John Clayton, PhD, PE, Stephanie Ishii, PhD, PE, ENV SP and others. Through this experience, Ms. Krentz and her team have built a strong relationship and ability to collaborate with the Authority and its member governments, which will be invaluable for any project under this contract.



Ms. Krentz works out of Hazen's Tampa office **ensuring responsive service.**



## Lisa Krentz

*Project Manager; Water Demand Projections; Water Conservation and Reuse Estimates*



21 YEARS EXP.

### Education

BS, Ecology, Evolution & Conservation Biology, University of Washington

### Areas of Expertise

- Water Demand Planning and Management
- Geospatial Data Management and Processing
- Water Efficiency Planning, Cost Benefit Analysis
- Water Demand Forecasting
- Water Use Profiling
- Water Resources Policy

### Years of Experience

- 21 total years
- 16 years with Hazen

### Office Location

Tampa, FL

Ms. Krentz is a nationally recognized expert in water demand planning and management. She has extensive experience helping clients make informed decisions about future needs and understand the related uncertainties and risks.

### Representative Projects

- **Tampa Bay Water Long-Term Master Water Plan Update , Clearwater, FL.** Task manager responsible for development of integrated SQL/GIS information system used to support agencies various planning initiatives including Deterministic and Probabilistic Long-Term Water Demand Forecasts, Water Demand Management Plan, Water Shortage Mitigation Plan. The system maintains over 20 years of historical monthly billing data for the agency's six member governments and includes the automation procedures for routine updates of water billing, property appraiser and other secondary data sources.
- **Polk Regional Water Cooperative (PRWC), Water Conservation Team Meeting Facilitation, Polk County, FL.** Project consisted of providing meeting facilitation and other services to assist the PRWC Water Conservation Team in the development of implementation strategies for a series of six SWFWMD Cooperative Funding Projects. Ms. Krentz, provided guidance on projects ranging from application development, implementation approach, program targeting, participant tracking and savings evaluations. She developed a spreadsheet-based water conservation tracking tool and assisted the team in the development of a Demand Management Plan cooperative funding proposal submitted to the SWFWMD.
- **Long Range Water Resources Plan, Durham, NC.** Project Manager responsible for water demand forecast and demand management plan components of a water resources plan. Oversaw the development of integrated SQL/GIS geospatial information system consisting of more than a decade of historical customer water use records, utility assets, socioeconomic, demographic, and property attributes used to analyze sectoral and spatial water use patterns and trends and estimate impacts on future water demands and appropriate levels of demand reductions necessary to eliminate or yield meaningful deferrals in the capital and operating costs of new supply projects.
- **New York City Department of Environmental Protection Integrated Water Resources Plan, NY.** Technical lead for the development of econometric water and wastewater demand projection models and forecasts for NYC which seek to account for the impact of explanatory variables and water efficiency factors known to influence demands and expand land use and geographic designations to permit inter-class variability in unit usage rates geographically.

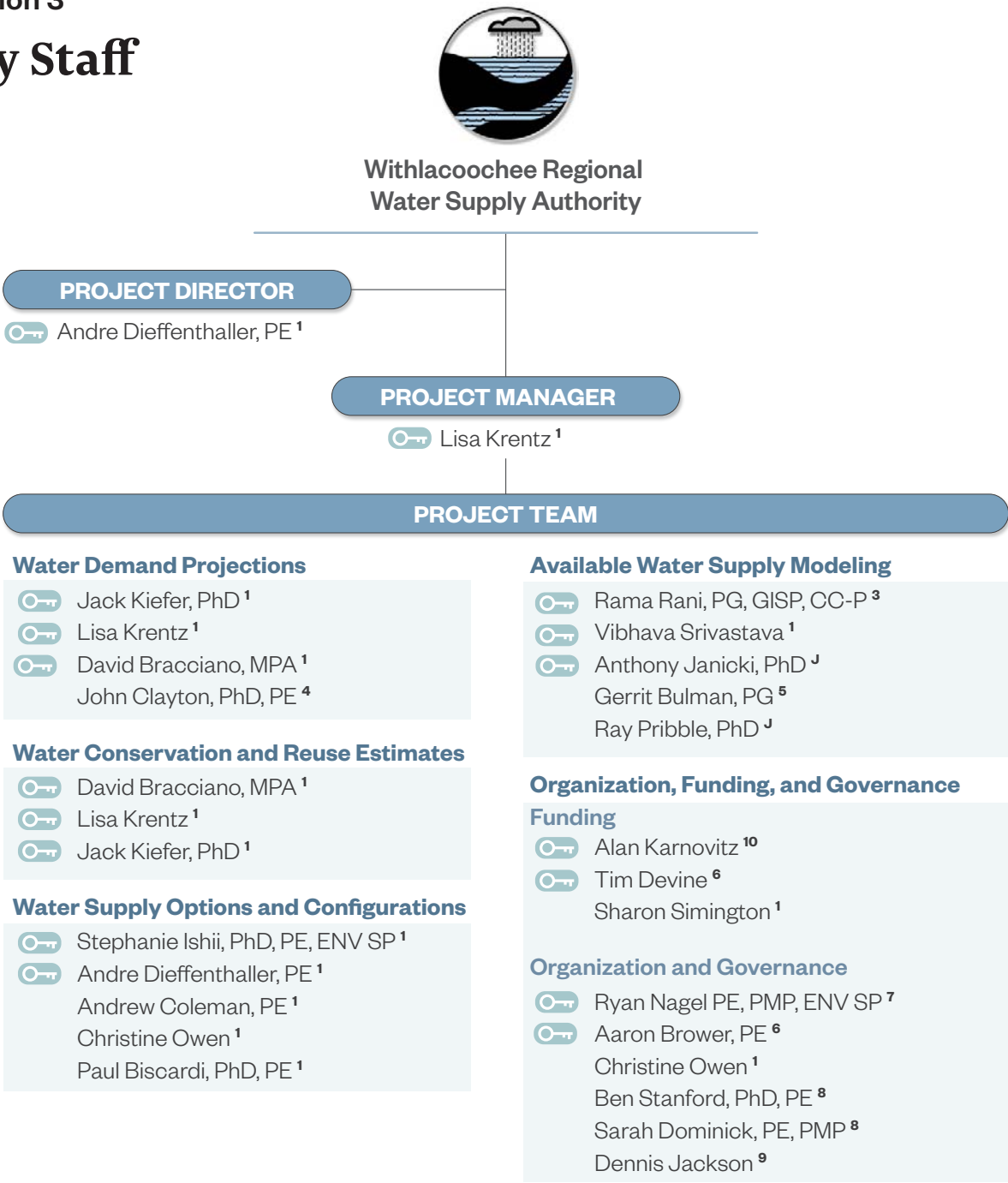


# 3

## Key Staff

Section 3

Key Staff



Key personnel/resume included

Office locations:

- <sup>1</sup> 1000 N Ashley Dr Ste 1000, Tampa, FL

<sup>2</sup> 2201 Cantu Ct, Sarasota, FL

<sup>3</sup> 2420 S. Lakemont Ave., Suite 325, Orlando, FL

<sup>4</sup> 1300 Altmore Ave., Suite 520, Atlanta, GA

<sup>5</sup> 4000 Hollywood Blvd., Suite 750N, Hollywood, FL

<sup>6</sup> 4011 Westchase Blvd., Suite 500, Raleigh , NC

- <sup>7</sup> 4500 Main Street, Suite 500, Virginia Beach, VA

<sup>8</sup> 143 Union Blvd., Suite 200, Lakewood, CO

<sup>9</sup> 8000E. Maplewood Ave., Suite 100, Greenwood Village, CO

<sup>10</sup> 4035 Ridge Top Rd., Suite 500, Fairfax, VA

<sup>J</sup> Janicki Environmental, Inc. (Consultant)

1155 Eden Isle Dr NE, St. Petersburg, FL

Our team consists of strong local leadership and expertise, with national subject matter experts to support the Authority throughout this RWSP Update. Our experienced team has been streamlined to provide efficient, prompt, and high quality services to the Authority.

The roles, responsibilities, and resumes of key team members are summarized on the following pages. Our key and support team members have worked together on multiple planning, water quality, and water resource projects. More importantly, our team leadership has successfully delivered projects together. Project Director Andre Dieffenthaller, PE, and Project Manager, Lisa Krentz, work together regularly and have delivered similar projects successfully with our other key team members.

Hazen Team Highlights

**Our team has relevant experience nationally and locally.** Our portfolio of relevant projects locally include the Tampa Bay Water's Water Supply Master Plan and Long-Term Demand Forecasting System. National experience includes the City of Durham's Long Range Water Resources Plan and the Chatham County Integrated Master Plan. All of these examples are included in Section 5.

**Experience from recently developed master supply plans**

**Subject matter experts to support the Authority through this Water Supply Plan Update**

**We have assembled a team of specialists to service the Authority in the particular service areas needed to complete this project successfully.** David Bracciano, Jack Kiefer, Stephanie Ishii, Rama Rani, Anthony Janicki, Sharon Simington, and Ryan Nagel are experts in their designated fields and will serve as task leaders supported by Hazen's depth of resources.

**Hazen has a proven track record of facilitating collaboration between regional authority members, water management districts, and local utility departments.** Hazen team members have experience working with local authorities and districts such as Tampa Bay Water, Polk Regional Water Cooperative, Toho Water Authority, Peace River Manasota Regional Water Authority, South Florida Water Management District, Southwest Florida Water Management District, among others.

**A team that has collaborated with numerous authorities and districts in Florida**



## Andre Dieffenthaler, PE

*Project Director; Water Supply Options and Configurations*



### Education

MS, Civil Engineering,  
Rutgers University, 1993;  
BS, Civil Engineering,  
Princeton University, 1990

### Years of Relevant Experience

- 31 years total
- 10 years with Hazen

### License and Registration

Professional Engineer:  
FL (#49928), NY

### Office Location

Tampa, FL

Mr. Dieffenthaler has an extensive history working collaboratively with Water Supply Authorities and their member governments including ongoing continuing engineering services contracts for the past 20 years.

### Representative Projects

- **Long-Term Master Water Plan Update, Tampa Bay Water, Clearwater, FL.** Project Manager for the update of Tampa Bay Water's long-term master water plan, which included evaluation of water supply and treatment alternatives including desalination and potable reuse, operational impacts and system integration, water quality and regulatory assessment, vulnerability assessment including climate change impacts, and energy efficiency assessments. Treatment facilities include a 120-mgd Actiflo/ozonation SWTP and a 25-mgd desalination plant. Potable reuse projects evaluated include aquifer recharge and wellfield development; blending before and after the existing desalination; and supplement to the existing surface water supply using membrane-based and non-membrane-based technologies.
- **Tampa Bay Water As-Needed Engineering Contract (2017-2021), Clearwater, FL.** Project Director/Project Manager for projects that include: assessment and replacement of 3,800-hp vertical turbine pumps at the Alafia Pump Station; assessment and upgrade of the Cypress Creek high service pump station ball valve control system; evaluation of ball valve replacement options for the Regional WTP High Service pump station; and Exhibit D Water Quality Study, which evaluated potential treatment options to reduce TOC within Tampa Bay Water's ground and surface water supplies.
- **Peace River Manasota Regional Water Supply Authority (PRMRWSA) Water Quality Master Plan, Arcadia, FL.** Project Director. Identification of existing and potential future water quality limits that could impact the Authority's source water and treatment requirements, evaluation of various options for additional total organic carbon (TOC) removal, and evaluation of the existing and upcoming Lead and Copper Rule, regional corrosion control practices, and recommendation of next steps for regional corrosion control.
- **McIntosh Indirect Potable Reuse Study and Design, City of Plant City, FL.** Project Manager for the pilot testing of an RO system including microfiltration, reverse osmosis and UV, and permitting of an injection well for aquifer recharge with the goal of obtaining water supply credits to supplement the City's water supply. Upon completion of the pilot testing and permitting, the project will proceed into detailed design and construction.

## Jack Kiefer, PhD

*Population and Demand Projections*



32 YEARS EXP.

### Education

PhD, Geography/Resource Management Systems, Southern Illinois University

MA, Monetary Economics, Southern Illinois University

BA, Economics, Southern Illinois University

### Areas of Expertise

- Water Resources Planning
- Economic Analysis
- Econometrics
- Water Demand Forecasting
- Impact and Process Evaluation
- Risk and Uncertainty Analysis
- Water Supply Reliability Planning

### Years of Experience

- 32 total years
- 15 years with Hazen

### Office Location

Tampa, FL

Dr. Kiefer is an expert in forecasting the demand for potable water. He has performed numerous analyses of water demand, including the development of long term water demand forecasts for some of the largest water utilities in the United States, including the Tampa Bay Water, Metropolitan Water District of Southern California, San Diego County Water Authority, and the City of New York.

### Representative Projects

- **Long-Term Demand Forecasting System (LTDFS) Update, Tampa Bay Water, Clearwater, FL.** Technical Director leading a team to redevelop all elements of LTDFS, including estimation of econometric and end use water efficiency models, focusing on exploratory data analysis of an expanded time-series and cross-sectional database of water demands in the Tampa Bay region.
- **Water Demand Management Plan, Tampa Bay Water, Clearwater, FL.** Dr. Kiefer led the update of Tampa Bay Water's Water Demand Management Plan (DMP). The focus of the DMP was to identify achieved water savings from both natural plumbing replacement and active utility-sponsored programs and to estimate the potential and net economic benefits from additional future investments in water conservation as an alternative source of water supply. The project involved the matching of parcel data to water customer billing information across all customers served in the region, including the mapping of Florida Department of Revenue classifications to customers.
- **Demand Forecast Model, Santa Clara Valley Water District, Santa Clara, CA.** Technical Director. Assisting Valley Water in evaluating and implementing a new water demand model approach and platform. Project includes benchmarking of methods used by peer agencies, collection of data from Valley Water retailers, econometric estimation, and development of a forecasting dashboard tool.
- **Water Conservation Planning Support, New York City Department of Environmental Protection, NY.** Technical Director. Assisted in the development of NYC DEP's Water Demand Management Plan through a series of investigations involving pilot efficiency projects, water reuse at specific facilities, spatial demand profiling, and assessment of large users, drought management, and water pricing strategies.

## David Bracciano, MPA

*Water Conservation and  
Reuse Estimates; Water  
Demand Projections*



39 YEARS EXP.

### Education

Masters of Public  
Administration, University  
of South Florida

BS, Resource  
Development (Water),  
Michigan State University

### Areas of Expertise

- Water Demand Planning
- Water Shortage  
Mitigation Planning
- Planning developing  
and implementation of  
multi-faceted program  
structures
- Water Efficiency  
Planning,  
Implementation and  
Evaluation

### Years of Experience

- 39 years total
- 2 years with Hazen

### Office Location

Tampa, FL

Mr. Bracciano has over 30 years' experience in water demand planning, management and implementation. His experience includes developing, implementing and evaluating all aspects of the local and regional conservation programs through consensus-based processes, public awareness programs, as well as coordination of conservation efforts regionally, statewide and nationally.

### Representative Projects

- **Albuquerque Bernalillo County Water Utility Authority Drought Management Plan Update, NM.** Mr. Bracciano is working with the Authority to update elements of their regional drought plan using existing state of the art performance manuals, evaluation of other applicable documents and drought plans developed throughout the U.S. The updates to the plan will be adopted and incorporated into the their operational plans.
- **Tampa Bay Water Long-Term Demand Forecasting System, Clearwater, FL.** Project Manager. Redeveloped long-term water demand models for Tampa Bay Water, including a new process that derives a passive efficiency forecast.
- **Tampa Bay Water Regional Water Demand Management Plans, Clearwater, FL.** Mr. Bracciano managed consultants and the development and implementation of regional plans evaluating existing and estimated sectoral water use and applying various demand management programs to sectors and local governments to determine potential savings of applicable conservation programs. Mr. Bracciano managed the development of Tampa Bay Water's Best Management Practices and Water Savings Calculator, a tool developed to assist Tampa Bay Water Member Governments in the selection of cost effective BMPs for inclusion in their 5-Five Year plan. He incorporated plans into actionable goals by multiple governments incrementally.
- **Tampa Bay Water Annual Long-Term Demand Forecast Updates, Clearwater, FL.** Mr. Bracciano oversaw the development of annual cycle of forecast updates for Tampa Bay Water, which includes deriving updated projections for demand drivers using available published data, applying the projections to the demand model to create a new forecast, analyzing forecast results, and maintaining a running verification of model performance.

## Stephanie Ishii, PhD, PE, ENV SP

*Water Supply Options and  
Configurations*



10 YEARS EXP.

### Education

PhD, Environmental  
Engineering, University of  
Florida

MS, Environmental  
Engineering, University of  
Florida

BS, Environmental  
Engineering, University of  
Florida

### Areas of Expertise

- Water and wastewater treatment
- Water reuse
- Multi-criteria decision analysis
- Life cycle assessment

### Years of Experience

- 10 total years
- 7 years with Hazen

### License and Registration

Professional Engineer: FL  
(#85327)

Certificate in Environmental  
Policy and Management

### Office Location

Tampa, FL

Dr. Ishii specializes in systems-level evaluations of water supply, water/wastewater treatment, and effluent management options, in which multi-criteria decision analysis is leveraged to incorporate various economic, environmental, and community criteria into the decision-making process.

### Representative Projects

- **Tampa Bay Water Long-term Master Water Plan Update, Clearwater, FL.** Tampa Bay Water underwent feasibility studies on potential new water supply projects, including new groundwater sources, expanded surface water sources, new surface water sources, and various uses of reclaimed water. Dr. Ishii developed and refined multiple configurations for consideration, with each configuration consisting of singular or combined water supply projects, and led the evaluation of each configuration, spanning cost estimates, environmental implications, regulatory and contractual requirements, and public reception.
- **Peace River Manasota Regional Water Supply Authority (PRMRWSA) Water Quality Master Plan, Arcadia, FL.** PRMRWSA requested that Hazen prepare a Water Quality Master Plan with a 20-year planning horizon. Dr. Ishii served as the project engineer, assessing current and future provision of high-quality water, developing recommendations for improvements, exploring the implications of regional water quality standards, and providing a review of the regulatory outlook for PRMRWSA and its customers.
- **Comprehensive Analysis of Alternative Water Supply Projects as Compared with Direct Potable Reuse, Water Research Foundation Project Reuse-14-03, Alexandria, VA.** Dr. Ishii was part of a Water Research Foundation team, comprised of members from Hazen, the University of New South Wales, and utility partners, that developed a specialized triple bottom line methodology and associated tool for water supply planning. The tool quantifies the burdens and benefits of potable reuse projects relative to other water supply options, capturing the economic, environmental, and community-related impacts that result from treatment, conveyance, and other elements.
- **Water Supply Feasibility Study, Charles County, MD.** Hazen identified local and regional water supply solutions, as regulatory constraints and changing groundwater quality have necessitated the pursuit of alternative water supplies. Dr. Ishii led the evaluation of surface- and reclaimed water-based supplies, as well as the overall triple bottom line comparison of identified options.



## Rama Rani, PG, GISP, CC-P

*Available Water Supply  
Modeling*



25 YEARS EXP.

### Education

MS, Environmental  
Sciences, Ohio University

BA, Architecture, Regional  
Engineering College,  
Trichy, India

### Areas of Expertise

- Hydraulic and  
Hydrologic Modeling
- GIS
- Water Supply Planning
- Water Resources  
Modeling
- SFWMD Permitting

### Years of Experience

- 25 total years
- 1 year with Hazen

### License and Registration

Professional Geologist: FL  
(#62071)

Climate Change  
Professional Certification

### Office Location

Orlando, FL

Ms. Rani has 25 years of experience in hands-on surface and groundwater modeling at regional, sub-regional, and local-scale projects spanning from a simple water budget to detailed surface water-groundwater integrated models.

### Representative Projects

- **Upper Kissimmee Basin Flood Protection Level of Service (UKB FPLOS) Assessment for Current and Future Conditions, Central Florida, FL.** Project Manager and Modeler for UKB FPLOS H&H modeling project. This project involves development, calibration and application of H&H modeling for twenty-six watersheds in UKB to evaluate the flood protection level of service offered by SWFWMD primary conveyance system under current and future conditions. Recommendations will be made on mitigation and adaptation projects for SWFWMD to consider in the 1500 sq.mi. study area.
- **Big Cypress Basin Model Update, South Florida Water Management District, FL.** Ms. Rani serves as Project Manager and Modeler for the Big Cypress Basin (BCB) model development, which is used for long-term management of BCB's regional water management infrastructure and to determine the flood protection level of service provided by it. The project involves surface and groundwater integrated modeling using MIKE Suite; calibration and validation, and simulations and assessment using current and future conditions with sea level rise. The model encompasses 1,000+ square miles of area with complex coastal and riverine hydrology and water control structure operations.
- **Loxahatchee River Restoration Local Initiative and Mecca Site Evaluation, Palm Beach County, FL.** Ms. Rani served as Modeling Lead for this study in which she performed surface water and groundwater modeling to assess the alternatives to augment the work of South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers. Performance measures objectives included environmental and water supply criteria.
- **Resource Evaluation Section Model Support, South Florida Water Management District, West Palm Beach, FL.** Ms. Rani utilized expertise in model support and supervision of several groundwater projects with many different objectives, including water supply planning, minimum flows and levels, litigation support, and density-dependent modeling. She served as Lead Modeler for MIKE model applications and reviewer of SEAWAT and MODFLOW models. Ms. Rani successfully collaborated with other departments to provide groundwater project leadership.





### Vibhava Srivastava, PhD

*Available Water Supply Modeling*  
14 years of experience

#### Office Location

Tampa, FL

Dr. Srivastava brings more than 14 years of research and consulting experience in adaptive watershed planning and management, water quality modeling, and project management.

### Representative Projects

- **Northern District Model Evaluation and Applications, SWFWMD, FL.** Lead modeler for SWFWMD during external peer review of Northern District Model version 5 (NDM5). Evaluated the adequacy of model parameterization, model output, and simulation of future groundwater withdrawal scenarios. Performed hypothetical alternative scenario analyses, including groundwater withdrawal rates in Sumter, Hernando, and Marion Counties, new well field installation in Marion County, and surface water recharge.
- **Identification and Evaluation of Potential Lake Wailes Recovery Options to Meet MFL Requirements, SWFWMD, FL.** Developed and calibrated a fully integrated, surface-subsurface hydrologic model application using MIKE SHE. The calibrated model was used to evaluate Lake Wailes water level recovery options. Final deliverables also included basic conceptual plans and cost estimates to implement various recovery options.
- **Ridge Lakes and Lake Wailes Recovery Options to Meet MFL Requirements, SWFWMD, FL.** Developed a fully integrated surface-subsurface hydrologic model application using MIKE SHE and MIKE HYDRO. The model simulated hydrologic conditions within contributing areas for Lakes Eagle and McLeod in Polk County. Performed model sensitivity analyses, calibration, and validation and authored final model report.



### Anthony Janicki, PhD

*Available Water Supply Modeling*  
40 years of experience

#### Office Location

St. Petersburg, FL



His expertise is recognized in the areas of aquatic ecology, water quality

modeling and assessments, monitoring program design, limnology, estuarine ecology, and biological assessments.

### Representative Projects

- **Withlacoochee Regional Water Supply Plan Update, 2006 and 2013, FL.** Dr. Janicki was the project manager for two update projects, in 2006 and 2013. The 2006 effort included the assessment of the future water needs of the Authority over the planning horizon (2000-2025) and over the reference projection period (2030-2055). The 2013 effort provided assistance in evaluations for surface water availability and MFLs, including updating the quantities of water available from the Withlacoochee River and recommended approaches for dealing with proxy MIDs for springs and rivers.
- **Hydrobiological Monitoring Program, Peace River Manasota Regional Water Supply Authority, FL.** The program involves water quality and hydrologic and biological monitoring to assess the effect of freshwater withdrawals by the water supply authority. Dr. Janicki directed the data review and reporting, and QA/QC of HBMP data, formatting the data to specified standards, and loading the data to Florida STORET/WIN.
- **Little Manatee River MFL Technical Support, Southwest Florida Water Management District, FL.** Dr. Janicki provided oversight and direction for this effort which resulted in recommendations for regulatory MFLs for both freshwater and estuarine segments of the river.

## Ryan Nagel, PE, PMP, ENV SP

*Organization and  
Governance*



26 YEARS EXP.

### Education

MS, Environmental  
Engineering, North  
Dakota State University

BS, Civil Engineering,  
North Dakota State  
University

### Areas of Expertise

- Asset Management
- Utility / Organizational Optimization
- Strategic Business Planning
- Financial Services

### Years of Experience

- 26 total years
- 7 years with Hazen

### License and Registration

Professional Engineer: FL,  
NY, VA, DC

Envision Sustainability  
Professional

### Office Location

Virginia Beach, VA

Mr. Nagel is the national utility management solutions group leader and has 26 years of asset and utility management consulting experience. He has been responsible for the development and implementation of full-scale asset management programs, strategic business plans, performance management, and efficiency improvement programs.

### Representative Projects

- **Professional Engineering and Water Utility Management Services, Newport News Waterworks, VA.** Assisted with the development and implementation of an integrated, multi-phased utility and asset management program, enabling cohesive maintenance and management of infrastructure assets and resources, meeting customer service goals, and ensuring regulatory compliance; ultimately contributing to the overall success and long-term sustainability of waterworks.
- **Strategic Asset Management Plan (SAMP) Development Assistance, Gwinnett County Department of Water Resources, Lawrenceville, GA.** Project Manager. Engaged by the Gwinnett County Department of Water Resources (GCDWR) to facilitate the development of a SAMP and subsequent Tactical Asset Management Plan (TAMP) framework, and to establish policies, processes, and procedures to allow GCDWR to sustain the SAMP and TAMPs as a part of normal course of business long-term.
- **Capital Project Management Tool, Renewable Water Resources (ReWa), Greenville, SC.** Responsible for the development and provision of a Project Management solution that allows the tracking of capital project progress and effectiveness, project schedule, and budget adherence — and makes projections on staffing and construction inspection needs.
- **Strategic Watershed Asset Management Program Development, City of Fort Lauderdale, FL.** Developed the City's first Strategic watershed asset management plan with a defined implementation roadmap for the future. Led the performance of an official endorsed assessment of its current related program activities against sound industry standard practice, as defined by the Institute of Asset Management.



**Aaron Brower, PE, BSCE**  
*Organization and Governance*  
 22 years of experience  
**PE: NC**  
**Office Location**  
 Raleigh, NC

Mr. Brower has over 22 years of experience in utility construction and management and works within Hazen's Utility Management Solutions Group. He has been responsible for all aspects of utility management.

#### Representative Projects

- **Integrated Master Plan, Raleigh Water, Raleigh, NC.** This project integrates the CIP planning for the wastewater business area of Collection Systems, Treatment, Biosolids, and Odor and Corrosion with the Water business areas of Distribution Systems, Treatment, Water Quality, Long Range Water Supply in a single master plan. A special focus in this project was incorporation of both the asset management and capacity driven objectives within the applicable business areas into a single priority ranking system.
- **Regional Utility Merger, Raleigh Water, Raleigh, NC.** This effort was the result of a county wide initiative for all communities within the county to become one utility that would merge and be operated by the City of Raleigh. While the initiative did not fully materialize, the City of Raleigh did merge utilities with six surrounding communities.
- **Utility Management System Implementation, Raleigh Water, Raleigh, NC.** Raleigh Water was an early adopter of the National Biosolids Partnership Environmental Management System and adopted the ISO 14001 management system. After successful implementations, an effort to create a comprehensive utility management system for the entire department came to fruition known as Raleigh Utility Management System (RUMS). The adoption of the RUMS help improved the overall performance and provide a sound basis for sustainable development initiatives.



**Benjamin Stanford, PhD**  
*Organization and Governance*  
 28 years of experience  
**Office Location**  
 Denver, CO

He leads efforts in digital strategy and advanced technology solutions for drinking water, water reuse, and wastewater utilities. He has extensive experience in managing complex, multi-disciplinary projects related to digital and physical technologies for potable water reuse, water quality, and treatment.

#### Representative Projects

- **Confidential Client, Utility Merger to Accomplish Long-Term Water Supply and Growth, CO.** Project manager for an early-phase investigation of the feasibility of a public utility merger in Colorado to support long-term regional growth and water supply sustainability. Aspects of the project included creation of a financial model for a joint utility, evaluation of opportunities for interconnections between the system, evaluation of risks with development of risk management strategies, and identification of data needs and condition assessments.
- **Castle Pines North Inclusion by Parker Water and Sanitation District, Parker, CO.** providing management services, prioritization of tasks, and multi-disciplinary support of the merger ("inclusion") of two water and wastewater utilities in the Denver area. Support ranges across all utility divisions including operations, field services, accounting, billing, communications, laboratory, engineering, etc., though facilitated meetings, technical recommendations, and overall management of pre- and post-inclusion tasks to ensure a seamless transition to a one-utility system.



### Alan Karnovitz

#### *Funding*

39 years of experience

#### **Office Location**

Fairfax, VA

Mr Karnovitz is experienced in performing economic, financial, and environmental evaluations for utilities, local, state, and federal agencies and International financial institutions. He leads Hazen's Economic and Financial Services Group.

### Representative Projects

- **Florida Southwest Water Management District, Statement of Estimated Regulatory Costs (SERC), FL.** Estimated the long-term costs of implementing the proposed Central Florida Water Initiative on public water utilities. Regulation would require alternative water supplies to be acquired (non-Aquifer) for demand exceeding 2025 levels in subsequent years. Incremental costs are based on forecasts of future demand and the cost of alternative water supply sources.
- **Utilities Financial Resiliency Assessment, Casselberry, FL.** Conducted an FRA in support of Risk and Resiliency Assessment required by the American Water Infrastructure Act. Using a series of financial management performance and regional economic conditions indicators, Mr. Karnovitz identified areas of strength and potential financial vulnerabilities to major service disruptions and well as longer-term risks such as climate change and demographic trends.
- **Feasibility Study of Alternative Water Supply, Charles County, MD.** Applied triple bottom line analysis to evaluate alternative water supply sources that will be needed to meet the County's water requirements over the next 30 years. The analysis considered environmental, economic, financial, and social factors in comparing the merits and disadvantages of the competing alternatives.



### Tim Devine, PE

#### *Funding*

15 years of experience

**PE: NC, NY**

#### **Office Location**

Raleigh, NC

Mr. Devine is an experienced financial and economic analyst who has helped multiple municipal water and wastewater utilities optimize investments under multiple constraints. He is experienced in the integration of financial, environmental, social and cultural impacts into holistic business case alternatives analyses.

### Representative Projects

- **Engineering Report and Environmental Information Document, City/County Utility Commission, Winston-Salem, NC.** Assisted in the assessment of engineering alternatives and potential environmental impacts for development of a new influent pump station at an existing WWTP and for conveyance system capacity improvements. These projects were approved for funding under the North Carolina Clean Water State Revolving Fund Program.
- **Sanford WTP Expansion Regional Cost Sharing Analysis, City of Sanford, NC.** Developed a cost sharing model to determine an equitable method of funding the expansion of the Sanford WTP to best allocate capital costs between five potential project partners.
- **Town of Holly Springs Funding Assistance, Holly Springs, NC.** Led a team of engineers and financial analysts in assisting the Town of Holly Springs prepare four funding applications for the Spring 2022 NC Division of Water Infrastructure funding round. The applications included requests for funding assistance for the Town's participation in the City of Sanford WTP expansion project, the construction of a new water distribution pipeline to connect the Town to the City of Sanford WTP, and develop asset management plans for both the Town's water and wastewater systems.





# 4

## Project Approach

## Section 4

# Project Approach

*The RWSP Update will assist the Authority in making informed decisions about the need and timing for expansions to the Authority's potable water system and guide effective development of stakeholder investments.*

Hazen brings a team of local and nationally recognized experts in water demand forecasting, water demand planning and management, utility management and water supply and treatment master planning along with extensive experience in modeling Florida water systems for resource availability and regulatory compliance.

**Our goal is to create an agile, transparent planning framework that interconnects the various components of the RWSP Update** and permits iterative assessments of supply alternatives as demand and available supply conditions within the Authority member service areas change.

This approach will position the Authority, members and local utilities to move towards development of dynamic and adaptable master planning and permit mid-cycle adjustments based on critical changes in demand conditions, supply availability, or regulatory requirements, such as an MFL being exceeded in advance of the anticipated timeframe.

The existing per capita forecasting framework will be enhanced to better account for observed and known variability in demands. Potential traditional and alternative water supplies to meet growing water needs will be identified and evaluated based on an integrated planning approach using multi-criteria decision analysis (MCDA). Water conservation (passive and active) opportunities will be quantified and evaluated on an “apples to apples” basis alongside other potable supply options, assessing both the cost-benefits and reliability of conservation as a viable supply alternative. Potable water projects will be prioritized based on maximum efficiency and cost-effectiveness to ensure the demands of future growth are met with high quality water sup-

plies while reducing adverse environmental effects of excessive or improper withdrawals from concentrated areas. Finally, our team of nationally recognized Utility Management and Financial Services experts will provide sound and practical advice on how the Authority can provide its members enhanced levels of service. Our approach comprises the following seven main tasks:

Task 1: Stakeholder Engagement

Task 2: Data Collection and Processing

Task 3: Water Demand Forecasting

Task 4: Water Conservation and Reuse Estimates

Task 5: Water Supply Assessment and Modeling

Task 6: Water Supply Options and Configurations

Task 7: Organization, Funding, and Governance Requirements

These tasks will be carried out with thoughtful planning and sequencing of the analytical and decision-making components of the project such that the interdependencies can be understood, communicated, and executed effectively.



Hazen specializes in developing tools that integrate data flows and can be adapted to support day-to-day utility planning and operational decisions.

### Task 1: Stakeholder Engagement

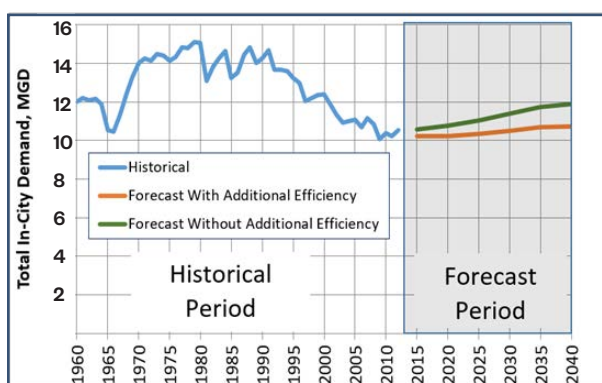
Hazen will conduct a kickoff workshop with Authority's Technical Advisory Committee (TAC) made up of member government staff, including local municipalities, along with Southwest Florida Water Management District (SWFWMD) and St. Johns River Water Management District (SJRWMD) staff. This workshop will be an opportunity to discuss the stakeholder's vision for the RWSP Update ensuring input is obtained at project onset. Bimonthly TAC meetings will be held with key stakeholders to track progress, provide input on project direction, coordinate support tasks as requested, and identify critical path items. Hazen will make regular presentations to the Authority Board on project progress and conduct quarterly project coordination meetings with Authority and SWFWMD project managers. Frequent communication will ensure product development is proceeding consistent with project expectations. Meetings with utilities where projected demands cannot be met reasonably within existing permitted quantities will be held to discuss supply development options. We estimate up to 2 follow-up meetings per utility may be necessary to optimize supply portfolio opportunities.

### Task 2: Data Collection and Processing

Hazen will prepare a utility questionnaire to gauge availability of utility specific data to support water demand forecasting and conservation plan development. Hazen will then collaborate with members and other applicable entities to collect relevant information such as readily available historical water use/customer information, utility rate structures, local operational costs, water system capacities, utility-defined water conservation activities, Water Management Districts (WMD) water use permitting consumption reports, county property appraiser land use property data and other relevant socioeconomic and demographic data from secondary sources. These data will be integrated into a planning database to support various plan development components.

### Task 3: Water Demand Forecasting

Hazen has unparalleled experience in forecasting water demand, analyzing demand variability and estimating uncertainty in projected water use. An enhanced forecasting framework will be utilized for predicting per capita water demands while adhering to the general forecasting framework established by the SWFWMD. The enhanced framework will explore how to account for variance in demands associated with factors such as seasonal demand variability and uncertainty associated with Bureau of Economic and Business Research (BEBR) low, medium and high population projections.



Hazen will update the 2025-2045 population and associated public supply water demand projections in five (5) year increments for each Authority member. Water use trends will be characterized over historical time periods and member service areas to derive estimates of mean usage and demand variability. The analysis will adopt a “rate of use times driver” approach, which will separate out and statistically model average rates of water use as a function of monthly weather and (pending other available data) other influential factors contributing to variability in per capita use. This will permit the ability to assess the potential impacts of system growth from potential trends in rates of use. The analysis will evaluate both residential and nonresidential water use sectors, including single family, multiple family, institutional, commercial, industrial (ICI), agriculture, power gen-

#### Water Research Foundation Dr. Pankaj Parekh Research Innovation Award

Dr. Jack Kiefer is the 2022 recipient of this distinguished award recognizing his contributions in the field of Water Demand Planning and Management. Dr. Kiefer served as Principal Investigator for 7 leading industry research studies including the most recent publication, WaterRF 4667: Long Term Water Demand Forecasting Practices for Water Resources and Infrastructure Planning.



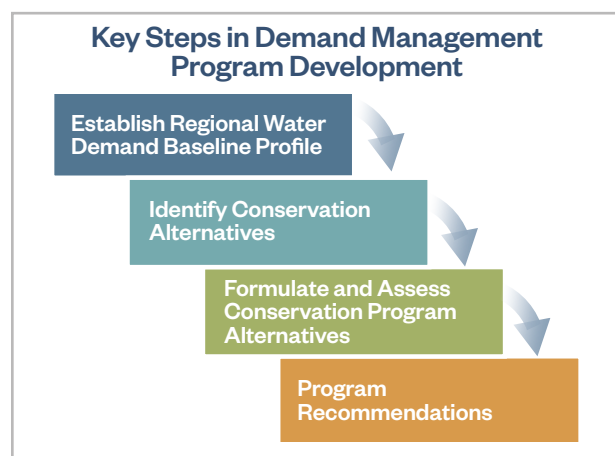


eration, landscape/recreation, mining/dewatering, power generation, and other uses. Agricultural demand projections will be based on the most recent projections developed by the Florida Department of Agriculture and Consumer Services. Water use of private irrigation wells will also be examined.

It is assumed the WMD Information System (WMIS) databases will serve as a primary source of monthly water consumption data by class. Other related socioeconomic and climatic data from agencies such as U.S. Census, BEBR, PRISM, NOAA, Florida DOT, Florida DEP, the local County Property Appraiser's will be collected to enhance the ability of forecasts to account for factors beyond what can be explained by population alone. The results of the forecast will be delivered in a dashboard style viewer.

#### Task 4: Water Conservation and Reuse Estimates

Hazen will develop a water conservation plan that defines a strategy for supporting the Authority and its member agencies in meeting their respective water conservation objectives. As a member of the Alliance for Water Efficiency (AWE) we are experienced in using and recommends use of the AWE Tracking Tool to assist in evaluating water savings potential and assessing cost-benefits of program alternatives.



Baseline water use patterns will be established in task 3. The additional potential for future passive savings will be assessed utilizing the AWE Tracking Tool. Tracking tool assumptions will also be updated as

necessary to reflect changes based on local information gathered from utilities, active conservation records.

Hazen will define applicable and quantifiable conservation measures and develop a listing of available indoor and outdoor conservation and efficiency measures for new homes, existing homes, non-residential establishments, agricultural irrigation, and the beneficial use of reclaimed water. Existing market potential for specific options will be identified and used to estimate number of remaining implementation opportunities that could be pursued in active programs or appropriately served by use of reclaimed water. Reclaimed water use projections will be developed in close coordination with the Authority to identify potential potable offsets.

Ranges of potential water savings and other associated impacts through remaining product efficiency changes will be projected under different rates of implementation within limits on maximum remaining market potential. Intensity of use/savings and duration of savings will reflect targeted end uses of water, customers or customer classes, and likely rates of participation over time. For each conservation measure, estimates will be established for unit impacts to water savings and measure implementation costs, including an accounting of hardware costs, customer costs (if any), and other administrative costs and requirements (e.g. staffing needs, outreach and public relations, data and information requirements, inter-agency coordination needs measurement/tracking/analyses needs). This information will be used to estimate cost-effectiveness of each individual measure, which will support development of initial water efficiency program packages.

In collaboration with the Authority, Hazen will design utility-specific water efficiency program packages consisting of one or more of demand management measures/implementation scenarios. Implementation scenarios for measures will be selected based on their ability to prolong the availability of existing water supplies, maximize potential water use offsets and/or meet specific GPCD targets by specified dates. The assembled packages will be subjected to financial analyses to identify



1) net financial benefits and avoided costs of capital and operational cost deferral or avoidance, 2) financial benefits associated with reduced energy use 3) revenue impacts to utilities and cost savings to customers associated with reduced demands. The financial analyses will produce final evaluations of total costs and benefits of packages. Hazen will collaborate with Authority and its members to establish additional ranking criteria such as desirability, equity, and additional economic and environmental benefits. Based on these evaluations, Hazen will prepare a final package of demand management measures, inclusive of implementation strategies and monitoring activities set forth in a Water Conservation Plan document.

### Task 5: Water Supply Assessments and Modeling

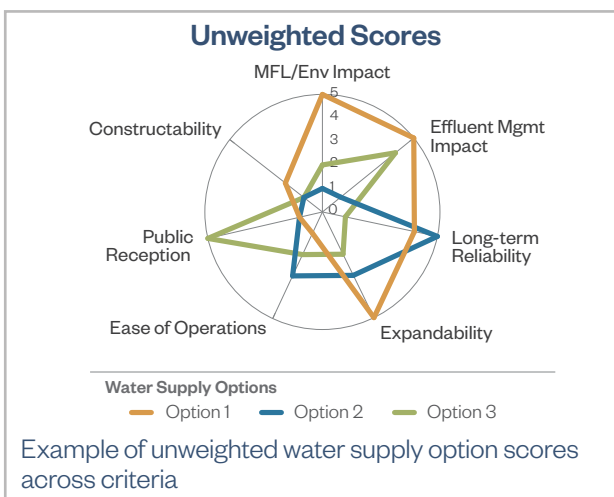
The project's groundwater flow modeling component will include data collection and analysis, computer simulation modeling as determined necessary upon review of available information collected, and documentation of any model simulations conducted. Data collection will consist of assimilation and evaluation of published groundwater and surface water assessment studies and reports, current regulatory restrictions in the Authority region, including MFL data. Any required groundwater modeling will utilize the Northern District Model Version 5.0 (NDM) to assess various surface and groundwater resources and sustainability of alternative water supply sources available in the region. The SWFWMD is currently updating the NDM model, with an anticipated completion date by the end of the year 2023. The Hazen team will consult with SWFWMD on an as-needed basis to ensure pertinent model updates on the NDM5 model used in this study are performed. These updates might include but are not limited to, an extension of time series data in the model, filling any data gaps existing in the model, latest hydrologic data particularly MFLs and any updated water use permits.

A matrix of sustainable water supply options, using MFLs as constraints will be formulated and evaluated. The Hazen team will incorporate feedback from the Authority, SWFWMD, and SJRWMD to rank the proposed water supply alternatives, including

criteria to be used in ranking. Finally, the Hazen team will provide a detailed implementation strategy, action items, proposed schedule, and cost estimates on the highest-ranked proposed alternative.

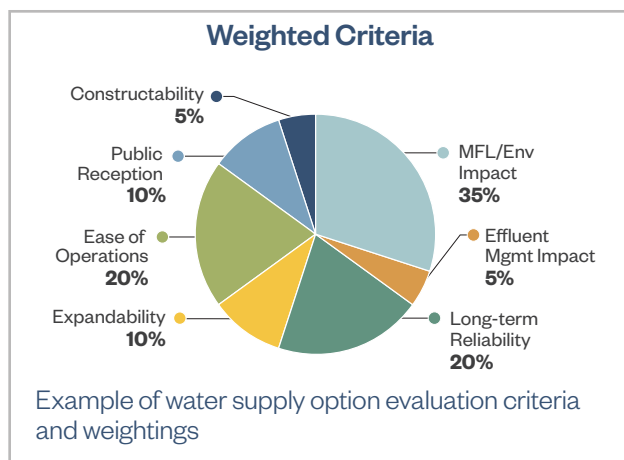
### Task 6: Water Supply and Treatment Options and Configurations

Hazen will identify potential water supply options to meet projected needs by reviewing previously conducted evaluations, reviewing regulatory references, and facilitating discussions between the Authority and its members/public utilities. Water supply options will be described in terms of major infrastructure (treatment, conveyance), project participants, conceptual cost impacts, and uncertainty. Additionally, this information will be used to consistently characterize water supply options in a transparent manner across various factors to facilitate a multi-criteria decision analysis (MCDA). Selected decision-making criteria will reflect water supply option differentiators, and the Authority and member government values.



The favorability of water supply options may vary depending on evaluation criterion. This highlights the importance of determining prioritization of decision-making criteria across stakeholders. Criteria weightings and unweighted scores will be coupled to develop and compare implications for prioritization. Weighted results will highlight relative strengths and weaknesses of each option to inform water supply/alternative selection and implementation.

The ratios of weighted scores to associated costs may be compared to better understand what is gained and lost with increased and decreased investment. Sensitivity and uncertainty analyses will evaluate the extent to which water supply option rankings change as a function of criteria weightings and assumptions. Considering unweighted, weighted, and benefit-to-cost ratios, up to two water supply options will be selected as the highest ranked alternatives. Trigger-based implementation strategies, monitoring activities, and a proposed schedule will be developed for the highest ranked alternatives. The MCDA will be packaged as an excel-based tool for continued Authority use.



### Task 7: Organization, Funding, and Governance Requirements

Hazen will use past comprehensive reviews of organizational structure to develop specific options to strengthen the Authority and organizational links with members based on current and/or future types of member needs (e.g. funding/contracting interconnects, alternative and conventional supply development, allocation of physical capacity and associated revenue requirements, conserved water funding).

Future conventional and alternative supply development will require the ability to plan and consider long-term regional and member needs through an integrated yet flexible funding approach. Hazen will develop comprehensive funding packages for future water supply sources, resource optimization and integration from water management districts, state and federal funding.

Properly developed governance requirements enhance regional/member government stability, provide economies of scale and provide acceptable levels of service and value. Hazen will evaluate, develop and recommend planning horizon-based governance elements accounting for future scenarios developed within the RWSP Update. These elements will define:

- When and how to consider membership changes
- Supply facility and permit allocation opportunities
- Improved financial capacity and revenue stability strategies
- Common resolution of local and regional supply issues and disputes

The final product will create a framework on how the Authority can continue to provide members enhanced levels of service through project and system-wide economies of scale, while meeting Interlocal Agreement requirements.

### Reporting

The work products for Tasks 3 through 7 will be documented by technical memorandum (TM). It is anticipated each TM will serve as a draft chapter for the final RWSP Update. The RWSP Update will provide conclusions and recommendations identifying timing, prioritization and a matrix for options and strategies developed. Those highly ranked projects will identify who the potential participants would be, the project implementation strategy details, action items required to move the project(s) forward, project specific schedules, identified facility production quantities with overall and per unit costs. Each TM and the final report will be issued for review and comment by SWFWMD and Authority staff. The primary outputs of analyses will be provided into a dashboard style viewer which integrate the outputs of the demand forecast with the results of the MCDA and facilitates visualization of the results and validation of a dynamic decision support process.

**The Hazen team commits to providing these services on schedule and within budget**, with the Final Report being completed in August 2024 for a submission to the SWFWMD and the Authority board in September 2024. Our Project Manager and key personnel will dedicate the necessary time to see the RWSP Update through from conception to completion.



## Consultant Experience



1.

## Long-Term Master Water Plan Feasibility Program and 2018 Master Plan Update

### Tampa Bay Water, FL

Hazen is responsible for updating Tampa Bay Water's 2018 Master Plan to evaluate several new water supply options to meet future demands for the Tampa Bay region. Tampa Bay Water is the largest wholesale water provider in Florida, providing water to six utilities with an average demand of 250 mgd. The Master Plan update considered upgrades to the existing of a new desalination facility, upgrades to the existing surface water system, a new reservoir, new wellfields, regional demand management programming and indirect potable reuse. The major components of the project include:

- Updates Long-term Demand Forecast and Water Shortage Mitigation Plan
- Updates comprehensive regional Demand Management Plan (DMP)
- Evaluating potable reuse alternatives for surface/groundwater supply
- Condition and reliability assessment of existing desalination facility
- Detailed feasibility studies of water supply alternatives
- Sustainability analysis incorporating the Envision process
- Vulnerability assessment of infrastructure to climate change storm events
- Detailed cost analyses; capital, operations/maintenance, life-cycle costs
- CIP development and implementation requirements

Hazen developed a regional demand forecasting model which predicts potable water demand accounting for the influence of weather, socioeconomic, policy, and passive end-use water efficiency. Its development included methods to generate probabilistic forecasts, portraying expected values and future demand uncertainty: both critical in establishing water supply reliability targets under various weather scenarios, allowing CIP planning risk examination.

The DMP investigated the benefits/costs of water demand management as a quantifiable alternative to conventional water supply sources. The DMP includes an analysis of water savings and avoided supply costs. Landscape irrigation was a focus of the 2018 update, which considers programmatic options for implementation, depending on watering characteristics. A regression model was estimated to test the effects of socioeconomic and property characteristics at predicting over-irrigation behavior. Higher likelihood of over-irrigation was found to be associated with higher household incomes, smaller lot areas relative to home footprint, newer homes, and the presence of devoted irrigation meters. The predictive model is used to assist in targeting geographic areas of concentration over time.

The Hazen team also developed a decision framework to analyze various alternatives, leading to selection of recommended water supply alternatives. The framework incorporated the required LOS requirements, associated risk assessment, and business case evaluation.

#### Areas of Service and Relevance to the Authority

- ☑ Water Demand Projections
- ☑ Available Water Supply Modeling
- ☑ Water Conservation and Reuse Estimates
- ☑ Water Supply Options and Configurations
- ☑ Reports and Presentations

#### Project Profile

Study Duration:  
2014-2018  
\$4.08M fees



## 2.

## Chatham County Master Plan Pittsboro, NC

Hazen completed a comprehensive water and wastewater utility master plan to facilitate a regional effort to meet projected water and wastewater needs in both the near term and long term for Chatham County, Pittsboro, Siler City, and Goldston.

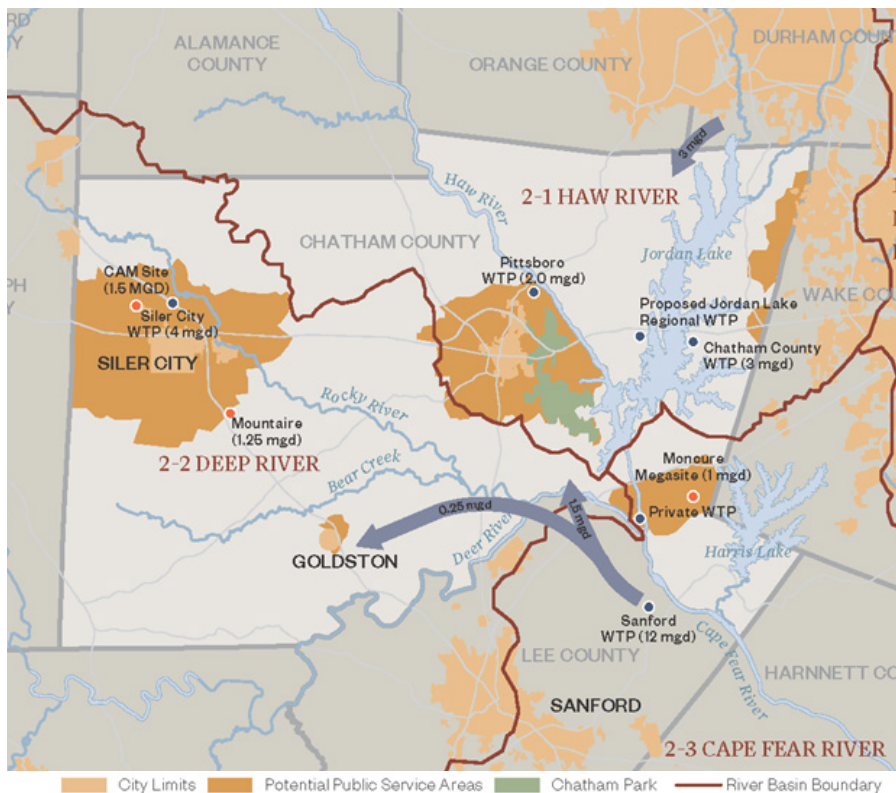
The project includes 50-year water and wastewater service area demand projections, identification of future water sources/suppliers, water supply interconnections, associated water distribution hydraulic limitations, and identification of permissible wastewater discharge locations/plant expansions and/or land application options, and associated wastewater hydraulic limitations. The service area is split among three different river basins which limited water and wastewater treatment and disposal options as North Carolina interbasin transfer rules limit transfers to 2 mgd on a monthly average basis. The master plan deliverable was provided in Power BI to facilitate updating/adapting the master plan to reflect changes in growth areas or timing of demands and provide a means to analyze the impacts on system reliability and costs, as well as with a means to easily and effectively communicate the effect of modifying identified master plan elements to decision makers.

### Areas of Service and Relevance to the Authority

- ☒ Water Demand Projections
- ☒ Available Water Supply Modeling
- ☒ Water Conservation and Reuse Estimates
- ☒ Water Supply Options and Configurations
- ☒ Reports and Presentations

### Project Profile

Study Duration:  
2018-2019  
\$110,000 fees



## 3.

## Durham Long Range Water Resources Plan Durham, NC

Establishing realistic water demand projections is essential for both supply-side and demand-side planning activities. The Long Range Water Resources Plan seeks to unravel the complexities underlying water demand trends to improve long-term planning and decision making. The project involves identifying factors driving or inhibiting demand growth, exploring how these factors influence water demand and wastewater flows and identifying market segments that could be supplied by reclaimed water or could be candidates for additional water conservation efforts.

The major project components include:

- Water Demand and Wastewater Demand Projections
- Water Efficiency and Conservation Plan with Program Evaluation
- Supply-Side Development Options
- Reclaimed Water Strategic Plan

Segmentation analysis and econometric modeling were used to estimate the influence on demand for various factors including:

- Passive and active water efficiency
- Prices of water and sewer
- Household incomes
- Land use and development densities
- Weather and systematic seasonality/climate
- Multifamily versus single-family development
- Mix of commercial and industrial uses

The demand forecast accounts for expected changes in these factors while the demand management program identifies active conservation measures that can cost-effectively reduce water demand so the City can continue to meet its future supply reliability goals. While the cost-effectiveness of demand reductions is a key-criteria for assessing program benefits, other social and environmental (triple-bottom-line) criteria were evaluated.

Additionally, Hazen conducted a hydrographic survey of agency's reservoirs providing the City insight into the current storage volume. The survey data provided an updated estimate on annual sediment accumulation rates in the City's two primary reservoirs which then allows us to estimate usable storage and safe yield at any point in the future. The updated survey information and sedimentation rates were incorporated into the City's OASIS model to provide an updated safe yield estimate at present as well as for the conjunctively operated reservoir system.

### Areas of Service and Relevance to the Authority

- ✓ Water Demand Projections
- ✓ Available Water Supply Modeling
- ✓ Water Conservation and Reuse Estimates
- ✓ Water Supply Options and Configurations
- ✓ Reports and Presentations

### Project Profile

Study Duration:  
2018-ongoing; Phase I completed  
\$1.3M fees

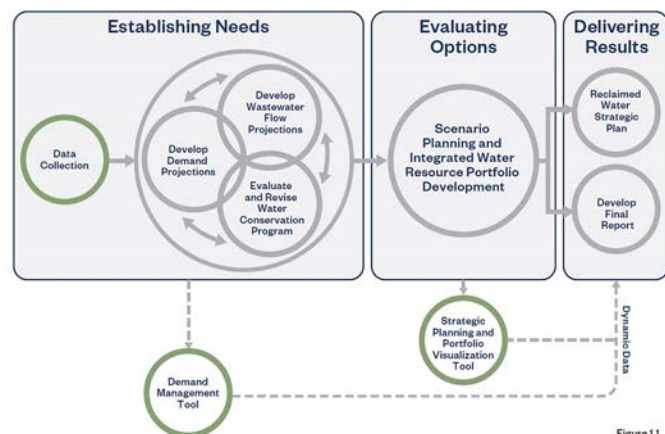


Figure 1.1

By linking parcel data to other spatial features, water use data was used as part of a demand model that can be easily updated for future analysis.

## 4.

**Withlacoochee Regional Water Supply Plan Updates****Withlacoochee Regional Water Supply Authority, FL**

Janicki Environmental has participated as a subconsultant in multiple updates to the Authority's Regional Water Supply Plan which assesses the future water supply needs of the Withlacoochee Regional Water Supply Authority (WRWSA) service area. The feasibility of future supply options pertained to surface water availability, MFL's and other criteria. Janicki Environmental contributions to past supply plans include:

- Evaluation of environmental considerations of water supply development including evaluation of water resource data including potential for contamination, effects of future development, and effects of water management activities and agricultural practices on existing and potential future water supplies.
- Assessments of potential water quality impacts, potential for impacts to springs, potential for saline water intrusion, potential for lake and wetland impacts, and of future land use changes and potential cones of influence of well fields.
- Review of existing monitoring programs within the WRWSA, and recommendations for additional monitoring necessary to provide sufficient information to make informed decisions regarding potential impacts of future water supply development.
- Updated the quantities of water available for water supply from the Withlacoochee River and the Oklawaha River with consideration of MLFs from the Southwest Florida Water Management District and the St. Johns River Water Management District, respectively.
- Recommended approaches to dealing with proxy minimum flows and levels for springs and rivers.
- Provided results of yield evaluations for several locations along the Withlacoochee.

Additionally, Janicki Environmental provided technical assistance to the SWFMWD on the development of MFL's for Lower Withlacoochee River during this timeframe, that were evaluated as part of the Authority's Regional Water Supply Plan Update. Janicki Environmental developed two three-dimensional hydrodynamic models that were used for examination of the effects of various freshwater inflows on the circulation and salinity structure of the estuary and nearshore shelf region. The river model was used to evaluate flow reduction scenarios in aid of determining the appropriate MFL for the river.

**Areas of Service  
and Relevance to  
the Authority**

- ☒ Available Water Supply Modeling
- ☒ Reports and Presentations

**Project Profile**

Study Duration:  
2005-2013





5.

## Sanford Water Filtration Facility Expansion Sanford, NC

The City of Sanford, located in central North Carolina (the city), is currently experiencing a period of unprecedented growth and significant capital investments to upgrade and expand their water treatment facilities required to meet forecasted demands over the next five-year planning period. Many of the City's neighboring communities are experiencing similar growth pressures and were seeking solutions to their future water treatment and supply needs. These similar needs led to an opportunity for collaboration and the realization of the benefits of a regional infrastructure solution. The City is now leading a regional coalition of five communities that are pursuing a joint expansion of the Sanford Water Filtration Facility (WFF), more than doubling the existing capacity of the facility from 12 mgd to 30 mgd.

Open and continual communication was key to effectively bringing the regional utility partners together for a mutually beneficial solution. The first step in that communication process was for the City to share the opportunity for collaboration with potential partner utilities. The City recognized that the key question for potential partner utilities would be how much capacity would be available and what cost would be associated with that capacity. To answer this question, the City built a dashboard based dynamic cost allocation tool that evaluated partner cost responsibilities under different cost sharing and capacity purchase alternatives. The tool enabled the City to clearly present the costs and benefits of the regional water alternative using these cost estimates and to easily visualize the benefits to all regional partners, when participation was maximized. Each step in the regionalization and coalition building process from initial conceptual discussion, initial agreements for preliminary design, and final agreements will be discussed. Lessons learned such as the importance of regular and transparent meetings and information sharing will be described as well as a discussion of how challenges such as increased estimates of project costs, budget constraints, and public acceptance of a regional solution were addressed.

### Areas of Service and Relevance to the Authority




















- ☒ Organization, Funding, and Governance
- ☒ Reports and Presentations

### Project Profile

01/2022-04/2023 (est.)  
\$10.8M fees

### Example Projects Summary Table

The table below indicates which service areas from the RFQ are included in the example projects that are highlighted in this section.

Example Project	Service Areas Covered
1. Tampa Bay Water Long-Term Master Water Plan Feasibility Program and 2018 Master Plan Update	    
2. Chatham County Master Plan	    
3. Durham Long Range Water Resources Plan	    
4. Withlacoochee Regional Water Supply Plan Updates	 
5. Sanford Water Filtration Facility Expansion	 

Key

-  Water Demand Projections
-  Available Water Supply Modeling
-  Water Conservation and Reuse Estimates
-  Water Supply Options and Configuration
-  Organization, Funding and Governance
-  Reports and Presentations





# 6

## Other Contracts in the WRWSA Service Area

## Section 6

# Other Contracts in the WRWSA Service Area

*Hazen presently has no open contracts with any municipalities in Citrus, Hernando, Marion, and Sumter Counties. Hazen has one project under way with SWFWMD, and was recently selected as a consultant to provide continuing engineering services to the Authority. Both contractual agreements are listed below.*

Client	Project Name
SWFWMD	Statement of Estimated Regulatory Costs (SERC) for the CFWI Uniform Rules
Withlacoochee Regional Water Supply Authority	General Professional Engineering and Technical Services

### Project Spotlight

#### **Loudoun Water Broad Run WRF Master Plan, Ashburn, VA**

Hazen was contracted by Loudoun Water to develop a visionary long term (50-year) Master Plan for the expansion of the Broad Run WRF (BRWRF). The long term mission for the WRF includes becoming a business focused resource-recovery facility of the future, while implementing near-term projects that meet evolving capacity needs. The Master Plan is tied to multiple triggers, including regulatory change, operations benefit, asset condition, and financial benefit in alignment with the vision for the BRWRF as it transitions to become a “plant of the future”.

### Project Spotlight

#### **Water Research Foundation Demand Focus Area Projects, Water Research Foundation**

Hazen has unparalleled experience in researching water demand forecasting and demand management topics through multiple projects for the Water Research Foundation and its Water Demand Focus Area. The engagements involved collaboration with more than 40 water agencies across North America, evaluating contemporary issues related to water demand, such as impacts of climate change, the influence of economic factors, trends in water efficiency, changes in the mix of residential customers, and information needs for providing robust demand assessments.

**Tampa Bay Water was engaged as a participating utility in seven of the eight studies.**







# 7

## Litigation

## Section 7

# Litigation

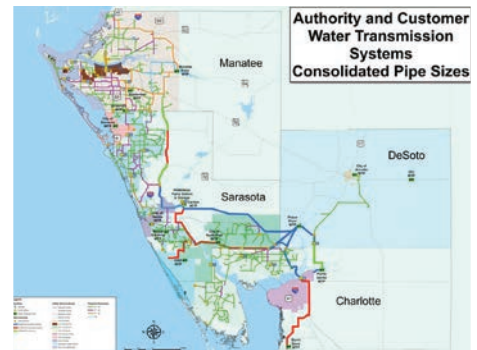
*Hazen is not currently, nor has it ever been, involved in any litigation against any of the Authority member governments, either directly or retained for testimony and expertise on behalf of any other entity in litigation against the Authority or any of its members.*

In the last 10 years, the Southeast Region of Hazen has been responsible for approximately \$2 billion worth of public works construction. Our litigation record (or lack of it) is excellent.

### Project Spotlight

#### **Peace River Manasota Regional Water Supply Authority Water Quality Master Plan, Arcadia, FL**

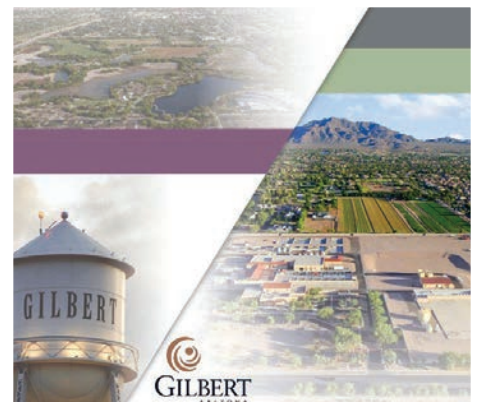
The Peace River Manasota Regional Water Supply Authority provides water supply and/or emergency provisions to six municipalities. The Water Quality Master Plan focuses on how the Authority's treatment and trans-mission facilities are performing today with respect to current and potential future regulatory requirements and customer needs. The Plan also identifies and prioritizes potential opportunities to improve water quality. The content of the plan was achieved through historical data and regulatory reviews, bench-scale testing, cost estimation, and collaboration with the Authority and its customers.



### Project Spotlight

#### **Integrated Water Resources Master Plan, Gilbert, AZ**

Through this project, Hazen is analyzing existing capabilities of the Town's potable water, wastewater, and reclaimed water systems; assessing future demand and flow projections; reviewing water quality within the potable water system; identifying improvements to the reclaimed water system; developing strategies to convert individual septic systems to the wastewater system; providing site-specific odor control strategies; recommending projects to be integrated to the Town's CIP; providing a hard copy and digital integrated master plan using GIS story maps; and delivering user-friendly, real-time dashboards connected to the Town's SCADA system, TTHM monitors, and wastewater flow meters.







# 8

## MBE/WBE Certifications

## Section 8

# Minority Business Enterprise Certifications

*Hazen is not a certified Minority Business Enterprise (MBE) or Women Business Enterprise (WBE). However, we are committed to utilizing MBEs as subconsultants on our projects.*

We have included Janicki Environmental, Inc. on the team. They are a certified State of Florida WBE firm. A copy of their WBE certificate appears below.








# 9

## Required Forms



## Section 9

# Required Forms

<b>EXHIBIT A</b>	
WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY REQUEST FOR QUALIFICATIONS REQUIRED COVER PAGE	
<b>SUBMIT QUALIFICATIONS TO:</b> Withlacoochee Regional Water Supply Authority 3600 W. Sovereign Path, Suite 228 Lecanto, Florida 34461	
<b>Direct Inquiries to:</b> Phone: 352-527-5795	<b>LuAnne Stout, Administrative Assistant</b> E-mail: <a href="mailto:lstout@wrwsa.org">lstout@wrwsa.org</a>
<b>DATE POSTED:</b> 9/22/22	<b>PROPOSALS WILL BE OPENED:</b> October 19, 2022
<b>TITLE:</b> 2024 WRWSA Regional Water Supply Plan Update	
<b>SPECIFICATIONS:</b> This effort is to update the WRWSA Regional Water Supply Plan. Portions of the WRWSA Regional Water Supply Plan Update will be incorporated into the Southwest Florida Water Management District's (SWFWMD) Regional Water Supply Plan for its Northern Region. SWFWMD is a cooperator and is co-funding this work effort.	
<b>Respondent Name:</b> Hazen and Sawyer	
<b>Mailing Address:</b> 1000 N Ashley Drive, Suite 1000	
<b>City-State-Zip:</b> Tampa, FL 33602	
<b>Telephone Number:</b> 813.630.4498	
<b>E-mail address:</b> <a href="mailto:adieffenthaller@hazenandsawyer.com">adieffenthaller@hazenandsawyer.com</a>	
<b>Authorized Signature:</b> 	
<b>Full Name (please print or type):</b> Andre Dieffenthaller, PE	
<b>Title (please print or type):</b> Vice President	
<p>We the above signed, as Respondents hereby declare that we have carefully read this Request for Qualifications and its provisions, terms, and conditions covering the equipment, materials, supplies or services as called for, and fully understand the requirements and conditions. We certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, entity, or person submitting a proposal for the same goods/services (unless otherwise specifically noted), and is in all respects fair and without collusion or fraud. We agree to be bound by all of the terms and conditions of this Request for Qualifications and certify that we are authorized to sign this proposal for the Respondent.</p> <p>IT IS THE RESPONDENT'S RESPONSIBILITY TO ASSURE THAT HIS/HER SEALED PROPOSAL IS DELIVERED AT THE PROPER TIME TO THE AUTHORITY. PROPOSALS WHICH FOR ANY REASON ARE NOT SO DELIVERED WILL NOT BE CONSIDERED.</p>	

WRWSA RWSP Update  
Request for SOQs

Page 10 of 28

**EXHIBIT B**

**ACKNOWLEDGEMENT OF ADDENDA  
and  
CONTRACT REVIEW**

Acknowledgement of Addenda

There has been no addenda released

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Statement that the Contract is accepted as is, or list any requested modifications for consideration by WRWSA General Counsel.

Below is a list of requested modifications for consideration:

- Please request in 5 PT the below provision: PURSUANT TO FLORIDA STATUTE SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT SHALL NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES AGREEMENT
- Under Section 3(D) please add “applicable” here: Consultant shall secure all licenses or permits required by law for the completion of assigned Work Orders and shall be in compliance with all applicable federal, states and local law....”
- Reasoning: “all” is too broad, and we will comply with the applicable laws for the services performed under the Work Orders and Agreement.
- Under Section 10(C) please add “applicable” here: “applicable federal, states and local law....”
- Under Section 11(C): delete “and has given the Authority written notice of all conflicts, errors, ambiguities, or discrepancies that it has discovered in the Agreement....” Reasoning: this is not an accurate statement.
- Under Section 9 Standard of Care, add: “at the time services are performed” and recommend that “sound” is deleted in two places. should read: “rendering the same services, and in accordance with engineering principles and practices at the time services are performed.” Reasoning: sound is subjective and not defined.
- NOTE: Under Section 14(H) Insurance strike “certified”. The carrier will not send by certified mail.

## EXHIBIT C

### SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to the WITHLACOOCHEE REGIONAL WATER SUPPLY

AUTHORITY by Andre Dieffenthaler, PE  
(Print individual's name and title)

for Hazen and Sawyer  
(Print name of entity submitting sworn statement)

whose business address is 1000 N Ashley Drive, Suite 1000, Tampa, FL 33602  
and (if applicable) its Federal Employer Identification Number (FEIN) is 13-2904652  
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_,

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- a) A predecessor or successor of a person convicted of a public entity crime; OR
- b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or





# Hazen

Hazen and Sawyer  
1000 N. Ashley Drive, Suite 1000 • Tampa, FL 33602



## Exhibit B Consultant's Fee Schedule

### Hazen and Sawyer Classification Fee Schedule Withlacoochee Regional Water Supply Authority (as of 01/04/2023) 2024 Regional Water Supply Plan Update

Hazen Title	Fee Schedule	
	Min	Max
Vice President	260	290
Associate Vice President	250	280
Senior Associate	220	270
Associate	200	250
Senior Principal Engineer/Scientist	180	230
Principal Engineer/Scientist	150	190
Engineer/Scientist	120	160
Assistant Engineer/Scientist	110	140
Senior Field Coordinator	130	180
Field Inspector	100	150
Senior CADD/Designer	140	190
CADD/Designer	90	140
Senior GIS/Technician	130	190
GIS/Technician/Intern	90	120
Senior Administrator	120	150
Administrator	90	120

Note:

\*Rates listed in this table cover the terms of the contract and are representative of most positions but may not include all possible positions that could be used throughout the term of the contract.

**Exhibit C**  
**Project Budget**

**Hazen and Sawyer Project Budget**  
**Withlacoochee Regional Water Supply Authority**  
**2024 Regional Water Supply Plan Update**

The project will be completed on a lump sum basis for a not to exceed value of \$350,000 as summarized below.

<b>Task Description</b>	<b>Task Number</b>	<b>Fee</b>
Project Management and Stakeholder Engagement	1	\$52,180
Data Collection and Processing	2	\$7,440
Population and Demand Estimates	3	\$88,160
Water Conservation and Reuse Evaluation	4	\$77,400
Water Sources Evaluation	5	\$31,320
Water Supply Project Options	6	\$30,340
Organization, Funding, and Governance Requirements	7	\$24,120
Recommendations and Regional Water Supply Plan	8	\$39,040
PROJECT TOTAL		\$350,000



**Exhibit D**  
**Project Scope of Work and Schedule**

**Withlacoochee Water Supply Authority  
2024 Regional Water Supply Plan (RWSP) Update**

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## Project Background

The Authority, an independent special district of the state of Florida, pursuant to Florida Statutes, is comprised of Citrus, Hernando, Marion and Sumter counties; and municipalities within this four-county region. The Authority is responsible for the planning and development of cost-efficient, high-quality water supplies for its member governments. The Authority is charged with collecting, storing and supplying water for county and municipal purposes with the goal of minimizing adverse environmental effects of excessive or improper withdrawals from concentrated areas.

To properly plan for future supply related development, the Authority selected Hazen and Sawyer (Hazen) to update its 2024 Regional Water Supply Plan (RWSP), which is a twenty-year assessment of projected water demands and potential sources of water available to meet these demands. The Authority along with the Southwest Florida Water Management District (SWFWMD), who provided cooperative funding, identified a need to update the RWSP to incorporate projected public supply water demands through the year 2045; and identify viable water supply development strategies based on available resources, predicted growth patterns, and current regulations facing water suppliers. Development of this plan will also assist SWFWMD in developing its 2025 RWSP for its Northern Region.

Hazen will identify and quantify the public water supply demands and water resources available to meet projected demands. The project objective is to assist public utilities within the WRWSA region by identifying implementable water supply options and strategies to meet future demands. The update will identify timing and feasibility of supply options, which may vary among the utilities based on their location, level of need, conservation and reuse potential, economic constraints, or the availability of traditional and alternative water supplies.

## 1. Project Management and Stakeholder Engagement

### 1.1 Project Management

This task consists of overall management of the project including scheduling, monthly virtual meetings, overall coordination with the Authority staff, preparation of monthly invoices, and status reports. This assumes a project duration of 20 months.

### 1.2 Stakeholder Engagement

An in-person kickoff workshop will be held with Authority's Technical Advisory Committee (TAC) made up of member staff, including local municipalities, SWFWMD, and St. Johns River Water Management District (SJRWMD) staff. This workshop will be an opportunity to discuss the stakeholder's vision for the RWSP Update ensuring input is obtained at project onset. Six bimonthly TAC meetings (3 in person and 3 remote) will be conducted beginning in May 2023 through March 2024. Demand projections will be issued electronically to utilities and presented at a regularly scheduled TAC meeting.

Hazen will participate in 3 project coordination meetings (2 in-person, 1 remote) with SWFWMD and SJRWMD at appropriate times throughout the project to discuss the following topics at a minimum:

Meeting	Format	Topic
1	In-Person	Population and Water Demand Projections
		Water Conservation and Reuse Evaluation
2	In-Person	Source Water Assessments
		Water Supply and Treatment Option
3	Remote	Draft Report

Up to three in-person presentations will be provided to the Authority Board on project progress as determined in coordination with the WSRA Executive Director.

Additionally, up to four in-person meetings and 10 follow-up remote meetings will be held with utilities where existing permitted quantities cannot meet projected demands to identify and discuss supply development project options. Preparation of draft agendas and meeting minutes for all meetings will be prepared by the Authority for review and comment by Hazen prior to distribution.

## 2. Data Collection and Processing

### 2.1 Data Collection and Processing

Hazen will develop a utility questionnaire and standardized templates for requesting existing demand projections and other relevant utility specific data to support water demand forecasting and conservation plan development. The Authority will facilitate collection of information from its members and other identified entities under the advisement of Hazen. Such information may include, available historical

water use/customer information, utility rate structures, local operational costs, water system capacities, utility-defined water conservation activities, Water Management Districts (WMD) water use permitting consumption reports, Bureau of Economic and Business Research (BEBR) population projections, county property appraiser and metropolitan/transportation planning agency data and other relevant socioeconomic, demographic and climactic data from secondary sources. Information collected will be processed and integrated at a parcel level to allow for geographic aggregation of data to support various plan development components.

### **3. Population and Demand Estimates**

#### **3.1 Characterize Water Use Trends**

Water use trends and population estimates over historical time periods and utility service areas in the WRWSA region will be evaluated and used to derive estimates of mean usage for the purposes of forecasting water demands. This information will be provided to Hazen by each member. Hazen will evaluate existing utility projections to ensure present day water production demands align with the rates of use and population estimates used to derive utility demand projections. Hazen will identify where discrepancies exist between utility and WMD demographic data and/or rates of use exist to be addressed in the following projections task.

#### **3.2 Population and Demand Projections**

An enhanced forecasting framework will be utilized for predicting per capita water demands as a function of monthly weather and other influential factors (pending availability of other available data) contributing to variability in per capita use while adhering to the general forecasting framework established by SWFWMD. Utility demand projections will be calibrated to one or more recent years of observed total utility demands to derive a starting point for the projections. Hazen will employ a standardized approach for estimating utility population and municipal water demand projections of per capita water demands for 2025-2045 in five (5) year increments for the residential (single family, multiple family) and nonresidential water use sectors (institutional, commercial, industrial agriculture, power generation, landscape/recreation, mining/dewatering, power generation, and other uses). Agricultural demand projections will be based on the most recent projections developed by the Florida Department of Agriculture and Consumer Services. Water use of private irrigation wells will also be examined and estimated where possible.

#### **3.3 Deliverables**

Hazen will prepare a Technical Memorandum (TM) identifying the standardized approach developed for estimating forecasts of population and municipal sectoral water demand projections through 2045 in 5-year increments. Hazen will hold one remote meeting to discuss comments on the draft TM and issue one electronic copy of the final TM within 30 days of the meeting. Fifteen hard copies of the Final TM will be issued at the board presentation on this topic.

## **4. Conservation and Reuse Evaluation**

### **4.1 Evaluation of passive and active water savings potential**

Passive conservation and active program savings will be evaluated using the Alliance for Water (AWE) Efficiency Tracking Tool. The AWE Tracking Tool Library will serve as the basis for selecting applicable conservation measures for new homes, existing homes, and nonresidential establishments. AWE default water savings and costs will be reviewed and tailored to local conditions where appropriate information is available. Agricultural irrigation opportunities will be estimated based on information obtained from available Florida Department of Agriculture and Consumer Services literature. Property appraiser data will be used to evaluate existing market potential for specific options and to identify the number of remaining implementation opportunities that could be pursued in active programs. Water savings potential will be assessed under different assumed rates of implementation (within the limit of remaining market potential). Intensity and duration of savings will reflect targeted end uses of water, customers or customer classes, and likely rates of participation.

### **4.2 Formulate, assess, and recommend conservation program alternatives**

Measures will be selected based on their ability to prolong the availability of existing water supplies, maximize potential water use offsets identify and/or meet specific gallons per capita per day (GPCD) targets by specified dates. Programs will be ranked based on financial and other criteria such as desirability, equity, and additional economic and environmental benefits. Utility-specific water efficiency program packages will be designed for up to six public supply utilities within the RWSA service area. The criterion for selecting public utilities is having a permitted average GPD greater than 2.5 MGD. A minimum of one conservation plan will be developed for each county. A cost benefit analysis will be conducted using the AWE Tracking Tool to estimate deferred and/or avoided costs associated with conserved water. A final package of demand management measures will be recommended.

### **4.3 Develop reuse estimates**

The Authority will provide Hazen with a listing of reclaimed water distribution projects that have been completed or are under development to assess the availability of reclaimed water. Hazen will assess the potential for additional reuse relative to existing wastewater projections and allocations to ensure availability. Hazen will estimate segments of potable water demand that could be effectively reduced through reclaimed water or reuse. Additional reclaimed water potential will be based on average per capita wastewater flows and beneficial utilization rates established by FDEP. Hazen will quantify total availability of reclaimed water, the proportion available to offset potable use and what remains as excess.

### **4.4 Deliverables**

Hazen will prepare a TM that identifies assumed potential to implement active conservation measures focusing on extending existing water supplies and meeting regulatory consumptive use targets (ex: GPCD), rankings to meet financial and other criteria, along with utility specific program packages, and



potential for additional reuse strategies offsetting need for potable water. Hazen will prepare and issue one electronic copy for review and comment. Hazen will hold one remote meeting to discuss comments on the draft TM and issue a final TM within 30 days of the meeting. Fifteen hard copies of the Final TM will be issued at the board presentation on this topic.

## **5. Water Sources Evaluation**

### **5.1 Data collection and analysis**

Hazen will conduct an evaluation of water resources availability based on published groundwater and surface water assessment studies and reports, current regulatory restrictions in the Authority region, including MFL data. If significant changes in existing permitted quantities and withdrawals, demand projections, new regulations or hydrologic information are identified, computer simulation modeling may be conducted in the absence of other available information that can be used to determine where existing and future Minimum Flows and Levels (MFLs) designations may limit future groundwater withdrawals. Any required groundwater modeling will utilize either the Northern District Model Version 5.0 (NDM) or the Central Springs Model (CSM), and any pertinent model updates, particularly MFLs updated water use permits. Groundwater modeling will be limited to no more than 40 hours if required and assumes the availability of a calibrated model for the region will be provided to Hazen.

### **5.2 Deliverables**

Hazen will prepare a TM that documents the data collection and analysis of existing information, as well as the results of any computer modeling conducted. Hazen will prepare and issue one electronic copy for review and comment. Hazen will hold one remote meeting to discuss comments on the draft TM and issue one electronic copy of the final TM within 30 days of the meeting. Fifteen hard copies of the Final TM will be issued at the board presentation on this topic.

## **6. Water Supply and Project Options**

### **6.1 Identification of potential water supply options**

Hazen will review previously identified water supply and treatment options to meet projected needs and will identify up to three additional options including potable reuse, as informed by previous estimations of reclaimed water availability. Water supply and treatment options will be described in terms of major infrastructure (treatment, conveyance), project participants, conceptual cost impacts, potential environmental impacts (desktop analysis only), and uncertainty for projects with the highest likelihood of implementation. Detailed hydraulic modeling will not be completed as part of this task.

## **6.2 Evaluation and ranking of potential water supply options**

Decision-making criteria and associated weightings will be developed to characterize water supply options across stakeholders. Water supply options will be assigned scores across decision-making criteria using available information; if available information is insufficient for the assignment of a given score, gaps in knowledge will be documented. Criteria weightings, scores, and identified gaps will be considered in the identification of projects with the highest likelihood of implementation. Conceptual capital and operating/maintenance costs will be evaluated to understand what is gained and lost with increased and decreased investment. Costs will be based primarily on typical unit cost factors and escalation of previously developed costs. Sensitivity and uncertainty analyses will be used to evaluate the extent to which the feasibility of water supply options change as a function of increased and decreased investment. A matrix of potential water supply options will be formulated and evaluated. Hazen will incorporate feedback from the Authority, SWFWMD, and SJRWMD to prioritize the proposed water supply alternatives. Up to two water supply options will be prioritized for which the following information will be identified: project participants, gaps in knowledge, recommended next steps for addressing gaps in knowledge, and a proposed schedule.

## **6.3 Deliverables**

Hazen will prepare a TM that characterizes water supply options with a suggested schedule for the highest priority alternatives. Hazen will prepare and issue one electronic copy for review and comment. Hazen will hold one remote meeting to discuss comments on the draft TM and issue one electronic copy of the final TM within 30 days of the meeting. Fifteen hard copies of the Final TM will be issued at the board presentation on this topic. The matrix for characterizing water supply options will be packaged as an excel-based tool for continued Authority use.

# **7. Organization, Funding, and Governance Recommendations**

## **7.1 Evaluation of organizational structure, funding and governance structure**

Hazen will review and modify if necessary past comprehensive analyses of organizational structure and governance to suggest specific options to strengthen the services provided to the Authority members. Additionally, Hazen will recommend organization, governance and funding elements accounting for future scenarios developed within the RWSP Update. The primary focus of these elements will identify and recommend staffing changes and the financial reserves required to implement the two highest priority alternatives.

## **7.2 Deliverable**

Hazen will prepare a TM identifying how the Authority can continue to provide members enhanced levels of service through project and regional resources, while meeting Interlocal Agreement requirements. Hazen will prepare and issue one electronic copy for review and comment. Hazen will hold one remote

meeting to discuss comments on the draft TM and issue one electronic copy of the final TM within 30 days of the meeting.

## **8. Recommendations and Regional Water Supply Plan Report**

### **8.1 Recommendations and Regional Water Supply Plan Report**

The 2024 RWSP Final Report will integrate a set of final recommendations with the Technical Memorandums issued throughout the project. Hazen will prepare and issue one electronic copy and fifteen hard copies of the Draft Report for review and comment by SWFWMD and Authority staff by May 31, 2024. Comments will be merged and provided to Hazen in a single document by June 28, 2024. Hazen will then address the comments received and issue one electronic and twenty hard copies of the Final Report by August 30, 2024.

### **8.2 Present findings to WRWSA Board**

Hazen will present the draft and final report findings to the WRWSA Board at the July 2024 and September 2024 meetings, respectively.

### **8.3 Demand Dashboard**

The primary outputs of the demand projections and water supply and treatment options tasks will be provided to the Authority in a dashboard style viewer which facilitates visualization of the results.

## 9. Project Schedule and Key Milestones

Milestones	Task Number	Start Date	Due Date
Project Management and Stakeholder Engagement	1	2/1/2023	9/30/2024
Data Collection and Processing	2	2/1/2023	1/31/2024
Population and Demand Estimates	3	2/1/2023	6/30/2023
Water Conservation and Reuse Evaluation	4	2/1/2023	8/31/2023
Water Sources Evaluation	5	2/1/2023	9/30/2023
Water Supply Project Options	6	10/1/2023	1/31/2024
Organization, Funding, and Governance Requirements	7	2/1/2024	4/30/2024
Recommendations	8	2/1/2024	4/30/2024
Regional Water Supply Plan - Draft	8	2/1/2024	7/31/2024
Regional Water Supply Plan - Final	8	8/1/2024	9/30/2024

## 10. Project Budget

The project will be completed on a lump sum basis for a not to exceed value of \$350,000 as summarized below.

Task Description	Task Number	Fee
Project Management and Stakeholder Engagement	1	\$52,180
Data Collection and Processing	2	\$7,440
Population and Demand Estimates	3	\$88,160
Water Conservation and Reuse Evaluation	4	\$77,400
Water Sources Evaluation	5	\$31,320
Water Supply Project Options	6	\$30,340
Organization, Funding, and Governance Requirements	7	\$24,120
Recommendations and Regional Water Supply Plan	8	\$39,040
PROJECT TOTAL		\$350,000

**Exhibit E**  
**Certificate of Insurance**



HAZE&amp;SA-01

KGODWIN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/3/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> (703) 827-2277	<b>FAX (A/C, No):</b> (703) 827-2279
	<b>E-MAIL ADDRESS:</b> admin@amesgough.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Twin City Fire Insurance Company A+ (XV)	29459
	<b>INSURER B:</b> Hartford Fire Insurance Company A+ (XV)	19682
	<b>INSURER C:</b> Continental Casualty Company (CNA) A, XV	20443
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab. GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			42UUNOL5499	3/29/2022	3/29/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			42UENOL5501	3/29/2022	3/29/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp./Coll. Ded \$ 1,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	42WBOL6H6E	3/29/2022	3/29/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<input type="checkbox"/> Professional Liab.			AEH008231489	3/29/2022	3/29/2023	Per Claim/Aggregate \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: AGREEMENT FOR PROFESSIONAL SERVICES TO COMPLETE REGIONAL WATER SUPPLY PLAN UPDATE

The Withlacoochee Regional Water Supply Authority, its directors, officers and agents are included as additional insured with respect to General Liability and Automobile Liability when required by written contract. General Liability and Automobile Liability are primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and when required by written contract. General Liability, Automobile Liability and Workers Compensation policies include a waiver of subrogation in favor of the additional insureds where permissible by state law and when required by written contract. 30-day Notice of Cancellation will be issued for the General Liability, Automobile Liability, Workers Compensation and SEE ATTACHED ACORD 101

## CERTIFICATE HOLDER

## CANCELLATION

Withlacoochee Regional Water Supply Authority 3600 W Sovereign Path, Suite 228 Lecanto, FL 34461	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 





## ADDITIONAL REMARKS SCHEDULE

AGENCY <b>Ames &amp; Gough</b>		NAMED INSURED <b>Hazen and Sawyer</b> 498 Seventh Avenue New York, NY 10018
POLICY NUMBER <b>SEE PAGE 1</b>		
CARRIER <b>SEE PAGE 1</b>	NAIC CODE <b>SEE P 1</b>	EFFECTIVE DATE: <b>SEE PAGE 1</b>

## ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

## Description of Operations/Locations/Vehicles:

Professional Liability policies in accordance with policy terms and conditions.

Pollution Liability coverage is provided and included within the Professional Liability policy noted above. It shares the limits of the Professional Liability policy.

**Exhibit F**

**Any written amendments, modifications, work orders or addenda to the Agreement**

## **Charles A. Black Wellfield – Renewal and Replacement Fund Annual Report**

Mrs. Suzannah Folsom, WRWSA Executive Director, will present this item.

Citrus County has submitted to the Authority the annual report for the Charles A. Black (CAB) Wellfield Renewal and Replacement (R&R) Fund, documenting deposits and expenditures for the fiscal year ending September 30, 2022, which is included as an exhibit to this item.

This annual report is required by the Water Supply Contract between the WRWSA and Citrus County. Staff has reviewed this report, and has found that the report is consistent with the pertinent Contract requirements, which state in part:

R&R Reserve Fund Reporting – The County shall provide to the Authority an annual report on contributions to and utilization of the R&R Reserve Fund, describing the date and amount of contributions to the Fund, interest earnings in the Fund; and the date, amount, and description of expenditures from the fund, including the purpose of the capital facility replacement, renewal or major repair. This annual report shall be for the prior Contract Year and shall be provided no later than January 31st in the following Contract Year.

The R&R Fund was credited with \$180,000 in deposits from Citrus County and \$15,566.76 in interest revenue. Expenditures for totaled \$139,781.99 for permit renewal, A/C repair, motor starters, 16" emergency waterline repair, well repair, painting, and level transmitters. The R&R Fund balance increased from \$1,980,700.55 to \$2,036,485.32.

See Exhibit

### **Staff Recommendation:**

Board acceptance of Citrus County's annual report for the CAB R&R Fund, documenting expenditures and deposits for the fiscal year ending September 30, 2021.



**ANGELA VICK**  
*EX-OFFICIO CLERK*  
*TO THE BOARD OF COUNTY COMMISSIONERS*  
Citrus County, Florida

---



110 North Apopka Avenue, Inverness, FL 34450  
(352) 341-6424 • Fax (352) 341-6458  
[ssullivan@citrusclerk.org](mailto:ssullivan@citrusclerk.org)

November 29, 2022

Ms. Suzannah Folsom  
Withlacoochee River Water Supply Authority  
3600 West Sovereign Path – Suite 228  
Lecanto, Florida 34461

Dear Ms. Folsom:

Enclosed is a listing of the interest revenue and transfers to as well as expenditures Citrus County made from the renewal and replacement fund for the fiscal year ended September 30, 2022. These expenditures were allowed by the Water Supply Contract between Withlacoochee Water Supply Authority and Citrus County, Florida, dated October 12, 2016. This information is provided so that your records may accurately reflect the change in the amount of this fund. The following is a summary of the transactions in the renewal and replacement fund:

Beginning Balance 10/1/2021	\$1,980,700.55
Deposit	180,000.00
Interest Revenue	15,566.76
Less: Expenses	<u>(139,781.99)</u>
Ending Balance 9/30/2022	<u>\$2,036,485.32</u>

A detailed report of the above activity is attached along with copies of the individual invoices. If you have any questions regarding these transactions, please call me at 352-341-6464.

Sincerely,

Susan Sullivan, CPA  
Senior Financial Analyst

Enclosures

Cc via e-mail: Steve Howard, County Administrator  
Ken Cheek, Water Resources Director

### Detail of Transactions

Beginning Balance			\$ 1,980,700.55
Transfers In			
10/08/21	Contractual transfers	15,000.00	
11/08/21	Contractual transfers	15,000.00	
12/07/21	Contractual transfers	15,000.00	
01/07/22	Contractual transfers	15,000.00	
02/08/22	Contractual transfers	15,000.00	
03/08/22	Contractual transfers	15,000.00	
04/08/22	Contractual transfers	15,000.00	
05/06/22	Contractual transfers	15,000.00	
06/07/22	Contractual transfers	15,000.00	
07/08/22	Contractual transfers	15,000.00	
08/08/22	Contractual transfers	15,000.00	
09/08/22	Contractual transfers	15,000.00	180,000.00
Interest Earnings			
11/1/2021	Monthly interest earnings	140.95	
12/1/2021	Monthly interest earnings	173.18	
1/1/2022	Monthly interest earnings	229.43	
2/1/2022	Monthly interest earnings	261.77	
3/1/2022	Monthly interest earnings	300.37	
04/01/22	Monthly interest earnings	487.06	
5/1/2022	Monthly interest earnings	736.42	
6/1/2022	Monthly interest earnings	1,336.53	
7/1/2022	Monthly interest earnings	1,883.33	
8/1/2022	Monthly interest earnings	2,819.77	
9/1/2022	Monthly interest earnings	3,476.94	
9/3/2022	Monthly interest earnings	3,721.01	15,566.76
Repair & Maintenance			
10/21/2021	JONES, EDMUNDS & ASSOC - Prof Svcs Water Use Permit	14,111.30	
1/26/2022	JONES, EDMUNDS & ASSOC - Prof Svcs Water Use Permit	41,180.70	
2/23/2022	JONES, EDMUNDS & ASSOC - Prof Svcs Water Use Permit	28,220.75	
11/02/21	23218 AIR FX INC - 2 Mitsubishi Ductless Systems	3,485.00	
11/03/21	25632 PRECISION ELECTR - PSTX210 ABB .75hp Softstarter	5,579.20	
11/17/21	11027 CORE & MAIN - Emergency Repair 16" Raw Waterline	5,072.22	
01/31/22	FERGUSON ENTERPRISES - 16 CL250 DI Fastite Pipe	2,798.00	
05/17/22	0388 CITRUS WELL DRIL - Charles A Black Well #7 Repair	4,855.00	
07/13/22	24868 GEORGE SWEDLIGE - Pressure wash and paint	26,500.00	
9/30/2022	SQ BAY MEASUREMENTS LLC - Flowline LR Radar Level Trans	3,203.00	
9/30/2022	PRECISION ELECTRIC INC - Solid State 3 Phase Soft Starter	4,776.82	(139,781.99)
Ending Balance			<u><u>\$ 2,036,485.32</u></u>

January 19, 2022

Project No: 03860-088-01  
Invoice No: 0248696

Christina Malmberg  
Citrus County  
Citrus County Water Resources Department  
110 N. Apopka Avenue  
Inverness, FL 34450

Project 03860-088-01 CAB WUP Renewal

**PO No. 83308**

**Professional Services through December 26, 2021**

Task Name	Task Fee	Percent Complete	Earned To Date	Previously Billed	Current Fee Billing
Water Demand Projections	21,841.00	35.00	7,644.35	0.00	7,644.35
Preliminary DWRM Model	18,953.00	15.00	2,842.95	0.00	2,842.95
Supplemental Modeling	21,845.00	0.00	0.00	0.00	0.00
Final DWRM Model	11,561.00	0.00	0.00	0.00	0.00
WUP Application	14,496.00	25.00	3,624.00	0.00	3,624.00
RAI Response	6,058.00	0.00	0.00	0.00	0.00
Total Fee	94,754.00		14,111.30	0.00	14,111.30

Billing Limits	Current	Previously Billed	Billed To Date
Total Billings	14,111.30	0.00	14,111.30
Total Fee			94,754.00
Remaining Fee			80,642.70

<b>Total This Invoice</b>	<b>\$14,111.30</b>
---------------------------	--------------------

**Remit Payment To:**

**Jones Edmunds & Associates**  
730 NE Waldo Road  
Gainesville, FL 32641

THANK-YOU



**Troy D. Hays, PG**  
Project Manager



February 17, 2022

Project No: 03860-088-01  
Invoice No: 248850R

Christina Malmberg  
Citrus County  
Citrus County Water Resources Department  
110 N. Apopka Avenue  
Inverness, FL 34450

Project 03860-088-01 CAB WUP Renewal

**PO No. 83308**

**Professional Services through January 23, 2022**

Task Name	Task Fee	Percent Complete	Earned To Date	Previously Billed	Current Fee Billing
Water Demand Projections	21,743.00	100.00	21,743.00	7,644.35	14,098.65
Preliminary DWRM Model	19,053.00	100.00	19,053.00	2,842.95	16,210.05
Supplemental Modeling	21,845.00	0.00	0.00	0.00	0.00
Final DWRM Model	11,560.00	0.00	0.00	0.00	0.00
WUP Application	14,496.00	100.00	14,496.00	3,624.00	10,872.00
RAI Response	6,057.00	0.00	0.00	0.00	0.00
Total Fee	94,754.00		55,292.00	14,111.30	41,180.70

Billing Limits	Current	Previously Billed	Billed To Date
Total Billings	41,180.70	14,111.30	55,292.00
Total Fee			94,754.00
Remaining Fee			39,462.00

<b>Total This Invoice</b>	<b>\$41,180.70</b>
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**Remit Payment To:**

**Jones Edmunds & Associates**  
730 NE Waldo Road  
Gainesville, FL 32641

THANK-YOU



**Troy D. Hays, PG**  
Project Manager

June 10, 2022

Project No: 03860-088-01  
Invoice No: 0249575

Christina Malmberg  
Citrus County  
Citrus County Water Resources Department  
110 N. Apopka Avenue  
Inverness, FL 34450

Project 03860-088-01 Charles A. Black (CAB) Water Supply System Water Use Permit

**PO No. 83308**

**Professional Services through May 22, 2022**

Task Name	Task Fee	Percent Complete	Earned To Date	Previously Billed	Current Fee Billing
Water Demand Projections	21,743.00	100.00	21,743.00	21,743.00	0.00
Preliminary DWRM Model	19,053.00	100.00	19,053.00	19,053.00	0.00
Supplemental Modeling	21,845.00	75.00	16,383.75	0.00	16,383.75
Final DWRM Model	11,560.00	50.00	5,780.00	0.00	5,780.00
WUP Application	14,496.00	100.00	14,496.00	14,496.00	0.00
RAI Response	6,057.00	100.00	6,057.00	0.00	6,057.00
Total Fee	94,754.00		83,512.75	55,292.00	28,220.75

Billing Limits	Current	Previously Billed	Billed To Date
Total Billings	28,220.75	55,292.00	83,512.75
Total Fee			94,754.00
Remaining Fee			11,241.25

<b>Total This Invoice</b>	<b>\$28,220.75</b>
---------------------------	--------------------

**Remit Payment To:**

**Jones Edmunds & Associates**  
730 NE Waldo Road  
Gainesville, FL 32641

THANK-YOU



**Troy D. Hays, PG**  
Project Manager



## Heating and Air Conditioning

# INVOICE

3400 E Gulf to Lake Hwy  
Inverness, FL 34453

E-mail: Info@airfxac.com  
CAC1816288

INVOICE: 41882

Phone 352-201-7224

Fax 1-888-559-6591

DATE: OCTOBER 15, 2021


**TO: CITRUS COUNTY BOCC**

**PHONE: 352-400-1052**

**"WELL SITE" ATTEN: PAUL YETTON**

**EMAIL:**

	AMOUNT
<b>Estimate:</b> To install 18,000 BTU Mitsubishi Ductless System Replacement Heat Pump Split System with factory 5 years Parts and 1 year Labor Warranty.  <b>Includes:</b> Attach to existing, piping & electrical as required. Complete Installation.  NTXSEL18A112A (Outdoor Unit) NTXWEL18A112A (Indoor Unit)  Complete Installation	<b>\$3,485.00</b>
Total Job:	<b>\$3,485.00</b>
50% Deposit:	
Due upon Completion:	
<b>Please Sign Below.</b> Signature constitutes acceptance of work to be performed and company policies and warranties.	
X _____	
Make all checks payable to Air FX, Inc. Payment is due upon receipt. If you have any questions concerning this invoice, contact Stephen Finegan Jr., President 1-352-201-7224, E-mail: Info@airfxac.com	
<b>Thank you for your business!</b>	

  
WO# 938033  
P.O# 82761

**CITRUS COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**  
Sales Tax Exemption # 19-07-011249-53C

**PURCHASE ORDER NO. 82761**

PAGE NO. 1

V 23218  
E AIR FX INC  
N 3400 E GULF TO LAKE HWY  
D INVERNESS FL 34453  
R

S MEADOWCREST W/W TREATMENT PLANT  
H 6000 W FRONTIER LANE  
I BEVERLY HILLS, FL 34465  
P 352-527-7650  
T  
O ATTN: RON KURTZ

ORDER DATE: 06/23/21		BUYER: TIFFANY BALLARD		REQ. NO.: 53242	REQ. DATE:
TERMS: NET 30 DAYS		F.O.B.:		COM.: OK-JP	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
*****					
BILL TO: CITRUS COUNTY UTILITY OPERATIONS 110 N APOPKA AVE, INVERNESS, FL 34450 EMAIL Invoices to: acctspayable@citrusclerk.org *****					
01	1.00		REPLACE MINI SPLIT A/C UNIT AT CAB 1, WTP	3485.0000	3,485.00
				PAGE TOTAL \$	3,485.00
				TOTAL \$	3,485.00
ITEM#	ACCOUNT	AMOUNT	PROJECT CODE		
01	9700 56400	3,485.00			

**IMPORTANT PLEASE NOTE** THE PO NUMBER AND PROPER BILL TO DEPARTMENT NAME MUST APPEAR ON ALL INVOICES, PACKAGES, PACKING SLIPS, SHIPPING PAPERS AND ON ALL CORRESPONDENCE

SHIPPING INFORMATION ALL DELIVERIES MUST BE MADE BETWEEN 8:00 A.M. & 4:30 P.M.

We will make payment ONLY to the company to which this order is issued unless we have authorization, in writing, to do otherwise.

Subject to Terms and Conditions on reverse

**APPROVED BY**

*Finance Department*  
DIRECTOR OF PURCHASING

**1508 West Sixth Street  
Mishawaka, IN 46544  
Phone: 574.256.1000  
Fax: 574.255.7394**

<b>Invoice No:</b>	0218818
<b>Invoice Date:</b>	10/13/21
<b>Page:</b>	1 of 1

<b>Sold To:</b>	Customer Number: 001074	<b>Ship To:</b>	Ship To Number:
	<b>CITRUS COUNTY FLORIDA</b> 110 N. APOPKA AVE INVERNESS, FL 34450		<b>CITRUS COUNTY UTILITIES</b> 6000 W FRONTIER LANE BEVERLY HILLS, FL 34465
	Phone: 352-489-2120 Fax: 000-000-0000		

<b>Order Number</b>	<b>Order Date</b>	<b>Sales Code</b>	<b>Ship Date</b>	<b>Ship Via</b>	<b>Terms</b>
0275944	10/07/21	3	10/07/21	GND	
<b>Purchase Order:</b>	82835	<b>PO Release:</b>		<b>Misc Number:</b>	

Ordered	Shipped	B/O	Item Number / Description / Notes	Unit Price	Extended
2.0	2.0	0.0	PSTX210-600-70 ABB .75hp Softstarter	2789.60	5,579.20
			THANK YOU FOR YOUR BUSINESS!!!		

<b>Sub Total:</b>	5579.20
<b>Discount:</b>	0.00
<b>Sales Tax:</b>	0.00
<b>Freight:</b>	0.00
<b>Total:</b>	5579.20

Customer Copy



# INVOICE

1830 Craig Park Court  
St. Louis, MO 63146

Invoice # P853259  
Invoice Date 11/03/21  
Account # 017858  
Sales Rep STEPHEN HEMINGWAY  
Phone # 352-748-7473  
Branch #125 Wildwood, FL  
Total Amount Due \$5,072.22

Remit To:  
CORE & MAIN LP  
PO BOX 28330  
ST. LOUIS, MO 63146

CITRUS COUNTY BD OF CNTY COMM 000/0000  
DTS/UTILITIES DIV 00000  
110 N APOPKA AVE  
INVERNESS FL 34450 4231

Shipped To:  
MEADOWCREST WWTP  
6000 West Frontier Lane  
BEVERLY HILLS, FL

CUSTOMER JOB- FY19-20 ANNUAL FY 19-20

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
10/27/21	10/28/21	83339	ANNUAL FY 19-20	FY19-20		CORE & MAIN LP	P853259

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
21I169M	16 MJ 90 C153 IMP BID SEQ# 20	1	1		700.00000	EA	700.00
021618B	16 PVC C900 DR18 PIPE (G) 20' BLU PC235 BID SEQ# 30	40	40		69.68000	FT	2,787.20
1600-501 21I16S115T	16 MJ L/P SLV C153 IMP BID SEQ# 40	2	2		221.97000	EA	443.94
21IAMMJR16LG	16 MJ REG ACC SET L/GLAND IMP BID SEQ# 50	6	6		47.00000	EA	282.00
200-160-ML-PVC 21IAMF816TLP16	16 TUFGRIP PVC TLP-16 L/ACC(I) RESTRAINT F/C905 BID SEQ# 60	6	6		143.18000	EA	859.08

Freight	Delivery	Handling	Restock	Misc
---------	----------	----------	---------	------

Terms: NET 30  
Ordered By: JEFF WILSON

Subtotal:	5,072.22
Other:	.00
Tax:	.00
Invoice Total:	\$5,072.22

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.  
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>





3501 SW 13TH STREET #200  
OCALA, FL 34474-2857

Please contact with Questions: 407-816-6550

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
1933177	\$2,798.00	10728	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN  
MAKING PAYMENT AND REMIT TO:

FEL-OCALA, FL WW #44  
PO BOX 100286  
ATLANTA, GA 30384-0286

COUNTY OF CITRUS  
UTIL DIV ATTN:A/P  
110 N APOPKA AVENUE  
INVERNESS, FL 34450

SHIP TO:

CITRUS COUNTY UTILITIES DIV  
6000 W FRONTIER LANE  
BEVERLY HILLS, FL 34465

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
1572	1572	FLE	VISA	031	16" DUCTILE	11/08/21	IO 111005
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
40	40	AFT250P16	16 CL250 CL DI FASTITE PIPE	69.950	FT	2798.00	
			INVOICE SUB-TOTAL			2798.00	
***** LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION. *****							
WRWSA 9700-54605							
Looking for a more convenient way to pay your bill?							
Log in to <b>Ferguson.com</b> and request access to Online Bill Pay.							



TERMS:	NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$2,798.00
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All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.

**Citrus Well Drilling, LLC**  
**P.O. Box 369**  
**Hernando, FL 34441**  
**352-726-5454**

# INVOICE

	Invoice #
4/18/2022	25564

Bill To				Ship To		
Citrus County Utilities Division 110 N Apopka Ave Inverness , FL 34450 352-527-7650 off				Charles A Black WTP1, Well # 7		
P.O. Number		Terms	Due Date	Rep	Ray & Todd's Cell Numbers	
		Net 15 days	4/18/2022	RT	Ray's 352-302-1481	Todd's 352-302-2348
Qty	Item	Description			Price	Amount
3	L2	This work was completed on April 13, 2022 This invoice was logged and started on February 22, 2022 Hours of service labor for Crane with Certified Operator and one service man to trip to site, remove 150 HP VHS motor from Discharge Head, bring motor back to office and prepare motor for delivery to motor shop.			255.00	765.00
1	NFI	Take non-reversing rachet assembly to have assembly tested for Rockwell Hardness, Hardness test showed metal to be too soft for this application. Take assembly to Constellation Technology in Largo, FL to find chemical make up of the steel. Then take the part to Braddock Metallurgical in Riverview, FL for the steel to be Hardened to Rockwell 21-22. Then take part to Lakeland to motor shop to reassembled and installed on Well # 7. Labor Only at half price 150.00			150.00	150.00
1	NFI	Chemical Makeup of steel (Constellation Technology)			245.00	245.00
1	NFI	Hardening of Non-Reverse Rachet Assembly to Rockwell 21-22 (Braddock Metallurgical)			450.00	450.00
1	tpmrep	Reassemble non-reversing ratchet on 300 HP, VHS, 1800 RPM, AURORA electric motor			2,480.00	2,480.00
3	L2	Hours of service labor for Crane with Certified Operator and one service man to trip to site, install Reconditioned Motor back on well, adjust setting, test run and return to office.			255.00	765.00
					Total	\$4,855.00



George Swedlige Painting  
 6395 N Amethyst Terrace  
 Crystal River, FL 34428  
 Contact:  
 352-613-4071  
 Paintergeo@yahoo.com

## INVOICE

Bill To:  
 Citrus County utility operations  
 110 N Apopka Ave  
 Inverness, FL 34450

Ship To:  
 George Swedlige Painting  
 6395 N Amethyst Terrace  
 Crystal River, FL 34428

Date	Invoice Job	Purchase order number
06-26-22	Meadowcrest w/w plant	

Quantity	Item	Units	Description	Unit Price	Total
1			Pressure wash and paint	\$26,500	
				Subtotal	
				Tax	
				Balance Due	\$26,500

Bay Measurements, LLC  
4240 Balmoral Way Sarasota, FL 34238



Phone 941-966-6023

INVOICE NO. 25412

09/08/2022

BILL TO

INSTRUCTIONS

Citrus County Utilities  
600 W Frontier Lane  
Beverly Hills, FL 34465

Quotation No. FLOBC082322  
Contact Person: Daniel Pickel  
352-400-2703

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Flowline LR 115-0010-40 Radar Level Transmitter with Display , LM53-4850 Flange	2985.00	\$2985.00

**PAID 09/09/22** via credit card ending # 6307

#91700 - WRWSA Renewal & Replace Acct.  
#54605 - E&P Maint.

SUBTOTAL	\$2985.00
SALES TAX	\$0.00
SHIPPING/HANDLING	\$218.00
TOTAL	\$3203.00

Thank you for your business!



Precision Electric, Inc.  
1508 W 6th Street, Mishawaka, IN 46544

Invoice No.	7050	Order No.	721487
Invoice Date	August 16, 2022	Order Date	August 16, 2022
Payment Method	Credit/Debit Card	Shipping Method	Free Ground Shipping (3 - 5 Day)

### Shipment Tracking

Shipped Via: UPS      Tracking ID: 1Z9126X60368484971      Shipped On: 2022-08-17

### Billing Details

Daniel Pickel  
Citrus County Utilities  
3600 W Sovereign Path Suite 292  
Lecanto, FL 34461  
3524002703  
daniel.pickel@citrusbocc.com

### Shipping Details

Daniel Pickel  
Citrus County Utilities  
6000 W Frontier Lane  
Beverly Hills, FL 34465

### Order Details

Qty	Product	Price Ex	Total Ex.	Tax	Price Inc	Total Inc
1	x ABB IP00 PSTX Series Solid-State Reduced Voltage 3 Phase Softstarter   150.0 HP @ 240V   300.0 HP @ 480V   375.0 HP @ 600V   Max Current: 361.0 Amps   Max Voltage: 600V   Control Voltage: 100 - 250 VAC - PSTX370-600-70	\$4,776.82	\$4,776.82	\$0.00	\$4,776.82	\$4,776.82

<b>Subtotal:</b>	<b>\$4,776.82</b>
<b>Shipping:</b>	<b>Free Ground Shipping (3 - 5 Day)</b>
<b>Total:</b>	<b>\$4,776.82</b>

9200-56400  
Qty 2 = 98.12  
p-card





## **Sumter County Grant Funding Activities**

Michael Jara, Sumter County Assistant Director of Facilities and Parks, will present this item.

Sumter County participated in the WRWSA Water Supply and Conservation Grant Funding Program in Fiscal Year 2021-22 for \$22,000 and has requested additional \$23,000 of funding for conservation projects this fiscal year.

Mr. Jara will report on the County's water conservation projects.

### **Staff Recommendation:**

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



## **SJRWMD Irrigation Evaluation Program Cost-Share Funding Application**

Ms. Suzannah Folsom, Executive Director will present this item.

WRWSA would like to start a new residential irrigation evaluation program for utilities that are within the St. Johns River Water Management District (SJRWMD) for fiscal year 2023-24. These utilities include the eastern portion of Marion County, and the City of Belleview. We would propose a pilot program of 60 enhanced residential irrigation evaluations that would include improvements and/or repairs to the irrigation systems.

An estimate of \$500 per evaluation is based on the existing program that WRWSA has managed with cooperation from Citrus County, Hernando County, Marion County and the Villages; and co-funding from the Southwest Florida Water Management District. This program is in its sixth and seventh phases and has been very successful in promoting water conservation.

The program would be partially funded by SJRWMD, WRWSA and the cooperating utilities. SJRWMD has a cost-share funding program that could provide funding for 50% of the evaluation repair costs, with WRWSA and the cooperating utilities splitting the remaining cost. An estimate of the cost split is provided below:

		Proposed Costs			Payment Funding Source		
		\$500	50.0%	50.0%	37.5%	37.5%	25.0%
Participating Utilities	#	Total Cost	Evaluation Cost	Repair Cost	Cooperator	WRWSA	SJRWMD*
City of Belleview	20	\$10,000.00	\$5,000.00	\$5,000.00	\$3,750.00	\$3,750.00	\$2,500.00
Marion Utilities	40	\$20,000.00	\$10,000.00	\$10,000.00	\$7,500.00	\$7,500.00	\$5,000.00
Total	60		\$15,000.00	\$15,000.00	\$11,250.00	\$11,250.00	\$7,500.00

\*SJRWMD pays 50% of repair costs only

Staff has prepared a SJRWMD cost-share funding application for fiscal year 2024. The application is completed online and is due January 31, 2023. These costs would also be included in the upcoming WRWSA fiscal year 2023-24 budget.

### **Recommendation:**

Approve staff to file the SJRWMD cost-share funding online application for a pilot residential irrigation evaluation program for up to \$30,000, for fiscal year 2023-24.



## **Item 13**

### **Legislative Report**

### **Legislative Report**

Ms. Suzannah Folsom, Executive Director, will present this item.

The 2023 Legislative Regular Session will begin March 7, 2023 and end May 5, 2023. Staff will gather 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.

Hernando County has a legislative delegation meeting on January 12, 2023. If you are aware of any other legislative delegation meetings prior to the session, please let Director Folsom know so that she can try to attend.

## **Item 14**

### **Attorney's Report**

**To be provided at meeting**





## **Item 15**

### **Executive Director's Report**

## Item 15.a.

### **Charles A Black Wellfield Water Use Permit Renewal**

Ms. Suzannah Folsom, Executive Director will present this item.

The Charles A. Black Wellfield Water Use Permit number 7121.006 expired on March 13, 2022. Withlacoochee Regional Water Supply Authority is a co-applicant with Citrus County. The wellfield consists of seven public supply drinking water wells. The current permit has an average supply of 4,597,000 gallons per day (GPD) and a peak flow of 6,574,000 GPD.

Citrus County hired Jones Edmunds and Associates to assist in preparing the permit renewal application. WRWSA staff reviewed the permit application and provided comments prior to submittal. The following actions have been taken in the renewal process:

January 31, 2022	Application submitted by Citrus County
March 1, 2022	SWFWMD Request for Additional Information
May 27, 2022	Additional information sent by Citrus County
August 11, 2022	Time Extension Request Approval
August 17, 2022	Clarification of Received Information sent by SWFWMD
November 15, 2022	Response sent to SWFWMD by Citrus County
December 15, 2022	Clarification Letter sent by SWFWMD

The requested term is 20 years, with an average permitted supply of 7,181,900 GPD and a peak supply of 9,121,013 GPD. This increase in capacity is based on population projections. The population served is expected to increase 39,630 by 2042. This includes the existing service area, service area expansion, and new proposed developments.

#### **Staff Recommendation:**

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

## **Item 15.b.**

**Executive Director's Report**

### **Water Use Permit Demand Summary**

## Summary of Major Water Use Permits in WRWSA Service Area

Updated 12/20/22

Water Use Permit #	Applicant/Permittee Name	Permit Expiration Date	Permitted Average GPD	Actual 12-Month Rolling Average GPD*	Actual 5-Year Rolling Average GPD**	Actual Use / Permit Capacity	WRWSA RWSP Projection for 2022 GPD	RWSP Accuracy for 2020 +/- %
<b>Citrus County</b>								
<a href="#">207.007</a>	City of Crystal River	3/27/2032	919,000	1,025,548	795,094	111.6%	744,000	-27.5%
<a href="#">419.013</a>	City of Inverness	5/18/1931	1,535,000	1,134,088	1,093,069	73.9%	1,136,000	0.2%
<a href="#">1118.008</a>	Floral City Water Association, Inc.	2/28/2038	395,000	391,979	347,475	99.2%	304,000	-22.4%
<a href="#">2842.011</a>	Citrus County	8/25/2035	4,780,000	2,815,725	2,579,196	58.9%	2,616,000	-7.1%
<a href="#">4153.014</a>	Rolling Oaks Utilities, Inc.	8/20/2038	1,573,000	1,429,578	1,551,281	90.9%	1,510,000	5.6%
<a href="#">4406.009</a>	Homosassa Special Water District	8/25/1932	951,000	796,984	823,046	83.8%	764,000	-4.1%
<a href="#">7121.007</a>	Citrus County - Charles A Black***	3/13/2022	7,181,900	5,383,873	4,796,273	75.0%	3,762,000	-30.1%
<a href="#">9791.011</a>	Citrus County - Sugarmill Woods	11/17/2025	2,435,300	2,253,963	2,127,111	92.6%	2,346,000	4.1%
<a href="#">11839.008</a>	GCP Walden Wds. One & Two, LLC, c/o Sun Communities, Inc.	4/23/2039	187,900	177,551	163,927	94.5%	140,000	-21.1%
<b>Hernando County</b>								
<a href="#">5789.013</a>	Hernando Co. BOCC, Wiscon Maintenance Compound/Attn: Landis Legg	8/26/2035	23,299,000	20,280,038	18,430,230	87.0%	19,214,000	-5.3%
<a href="#">7627.005</a>	City of Brooksville	2/25/2024	2,448,000	1,408,856	1,359,603	57.6%	1,136,000	-19.4%
<b>Marion County - SWFWMD</b>								
<a href="#">1156.013</a>	Bay Laurel Community Development District	2/23/2041	7,560,900	4,039,975	3,542,961	53.4%	2,698,000	-33.2%
<a href="#">5643.008</a>	Utilities, Inc. of Florida - Golden Hills	2/23/2036	188,400	125,054	138,115	66.4%	160,000	27.9%
<a href="#">6151.014</a>	Marion County Utilities Consolidated WUP***	9/7/2021	16,552,300	6,869,838	5,567,003	41.5%	5,278,000	-23.2%
<a href="#">8020.008</a>	Association of Marion Landing Owners, Inc.	9/9/2040	179,400	127,304	132,557	71.0%	160,000	25.7%
<a href="#">8339.008</a>	Florida Governmental Utility Authority- Dunellon	3/21/2035	1,117,100	1,232,640	1,209,967	110.3%	938,000	-23.9%
<b>Marion County - SJRWMD</b>								
<a href="#">2993-12</a>	CSWR-Florida Utility Operating Company - South Marion Regional Water System	5/27/2042	231,000	161,863	162,688	70.1%	234,000	44.6%
<a href="#">2995-7</a>	Tradewinds Utilities Inc	2/27/2035	227,000	96,151	92,002	42.4%	100,000	4.0%
<a href="#">3016-4</a>	Ocala East Villas Inc	8/27/2031	107,000	86,305	91,454	80.7%	100,000	15.9%
<a href="#">3021-5</a>	Rolling Greens Communities	9/13/2025	610,000	376,247	386,827	61.7%	350,000	-7.0%
<a href="#">3043-7</a>	Florida Governmental Utility Authority - Ocala Oaks	1/6/2040	194,000	133,351	133,200	68.7%	178,000	33.5%
<a href="#">3130-5</a>	CSWR-Florida Utility Operating Company - Sunray Estates	8/17/2040	195,000	180,992	145,258	92.8%	150,000	-17.1%
<a href="#">3137-5</a>	City of Belleview	10/11/2036	1,022,000	1,025,860	944,965	100.4%	876,000	-14.6%
<a href="#">4578-8</a>	Marion County Utilities Consolidated CUP	9/10/2023	7,090,000	6,132,255	5,920,704	86.5%	6,728,000	9.7%
<a href="#">50324-9</a>	City of Ocala	8/7/2027	17,540,000	12,257,774	11,702,074	69.9%	11,524,000	-6.0%
<b>Sumter County</b>								
<a href="#">1368.008</a>	Lake Panasoffkee Water Assoc Inc	8/22/2024	410,000	284,627	273,209	69.4%	326,000	14.5%
<a href="#">6519.01</a>	City of Bushnell	3/29/2031	1,366,800	461,921	459,621	33.8%	670,000	45.0%
<a href="#">7185.007</a>	City of Webster***	8/29/2022	102,900	93,960	87,607	91.3%	180,000	91.6%
<a href="#">8135.013</a>	City of Wildwood	3/31/2035	4,344,800	1,504,764	2,044,468	34.6%	4,594,000	205.3%
<a href="#">8193.006</a>	City of Center Hill	11/18/2042	170,500	68,386	67,898	40.1%	174,000	154.4%
<a href="#">13005.012</a>	Village Center Community Development District	1/23/2038	19,345,900	11,487,104	12,053,782	59.4%	24,564,000	113.8%
<a href="#">20597.000</a>	City of Wildwood-Continental Country Club	6/17/2026	238,400	137,216	135,989	57.6%	214,000	56.0%
* 12-month Rolling Average for most recent available data								
** 5-year Rolling Average for most recent available data								
***Renewal submitted; Permitted GPD represents WUP request; no new expiration date confirmed; revision number updated to reflect submittal								

## **Item 15.c.**

**Executive Director's Report**

### **WMIS WUP Notifications**

# Summary of Recent Water Use Permit Activity in WRWSA Service Area

Updated December 2022

Water Use Permit #	Applicant/Permittee Name	Activity Type	Date	Avg GPD	Peak GPD	Use Type	Status
<b>Citrus County</b>							
<a href="#">7121.007</a>	Charles A Black Water Supply System	Renewal	1/31/2022	7,181,900	9,121,013	Public Supply	In Review
<a href="#">9964.006</a>	Southern Oaks Property Group LLC	Ownership Transfer	9/20/2022	223,600	546,100	Landscape/ Recreation	Issued: 11/4/22
<a href="#">13279.003</a>	Cabot Citrus OpCo	Letter Modification	10/11/2022	734,800	1,645,000	Landscape/ Recreation	Issued: 12/9/22
<a href="#">1108.005</a>	Fenco Farms	Renewal	10/21/2022	99,000	508,170	Agricultural	Issued: 11/21/22
<a href="#">7819.014</a>	Citrus Mining and Timber Inc.	Letter Modification	11/10/2022	7,800	17,000	Mining/ Dewatering	Issued: 11/30/22
<a href="#">21087.0000</a>	Citrus Mining and Timber Inc.	New	11/10/2022	300	300	Other	Withdrawn: 11/30/22
<a href="#">21091.0000</a>	Greenbriar Two Condominium Assoc	New	11/28/2022	26,900	7,740	Landscape/ Recreation	Withdrawn: 12/22/22
<a href="#">12390.002</a>	Greenbriar Two Condominium Assoc	Renewal	12/15/2022	26,900	77,400	Landscape/ Recreation	In Review
<a href="#">10404.0060</a>	Southern Woods at Suganmill Woods Golf Course	Ownership Transfer	12/27/2022	262,400	639,200	Landscape/ Recreation	In Review
<a href="#">3673.0080</a>	Sugarmill Woods Country Club	Ownership Transfer	12/27/2022	64,600	786,500	Landscape/ Recreation	In Review
<a href="#">4153.015</a>	Rolling Oaks Utilities	Ownership Transfer	12/27/2022	1,573,000	2,029,100	Public Supply	In Review
<b>Hernando County</b>							
<a href="#">4893.009</a>	FDEP and SWFWMD / Attn: Marcia Karcher	Renewal	4/15/2022	135,500	229,900	Landscape/ Recreation	Issued: 11/8/22
<a href="#">5789.015</a>	Hernando County Water System	Modification	8/10/2022	24,360,000	31,911,600	Public Supply	In Review
<a href="#">13279.003</a>	Cabot Citrus OpCo	Letter Modification	10/11/2022	734,800	1,645,000	Landscape/ Recreation	Issued: 12/9/22
<a href="#">10797.003</a>	Lee Kelso Pedone (T K Hatten Dairy)	Renewal	11/7/2022	101,080	122,000	Agricultural	In Review
<a href="#">2677.005</a>	Hernando Groves	Renewal	12/5/2022	53,900	287,300	Agricultural	In Review
<b>Marion County - SWFWMD</b>							
<a href="#">13123.005</a>	Florida Grande Motor Coach Resort	Modification	8/22/2022	14,000	290,000	Public Supply	In Review
<a href="#">20319.003</a>	Sleepy Creek Lands, LLC	Renewal	9/20/2022	887,800	2,387,100	Agricultural	Withdrawn: 9/21/22
<a href="#">20319.004</a>	Sleepy Creek Lands	Renewal	9/23/2022	887,800	2,387,100	Agricultural	In Review
<a href="#">7178.007</a>	Oak Run Development	Renewal	10/27/2022	614,300	1,904,400	Landscape/ Recreation	In Review
<a href="#">5122.011</a>	Whitehurst Cattle Company	Renewal	11/16/2022	2,151,900	5,816,800	Agricultural	In Review
<b>Sumter County</b>							
<a href="#">21031.000</a>	Blue Goose Utility Company, LLC	New	4/4/2022	6,000,000	8,600,000	Public Supply	In Review
<a href="#">21039.000</a>	Blue Goose Water Conservation Authority	New	5/9/2022	5,372,500	35,578,396	Landscape/ Recreation	In Review
<a href="#">8675.009</a>	Florida National Cemetary	Letter Modification	7/14/2022	817,400	2,336,100	Landscape/ Recreation	Issued: 12/9/22
<a href="#">7185.007</a>	City of Webster	Renewal	8/25/2022	102,900	123,200	Public Supply	In Review
<a href="#">8193.006</a>	City of Center Hill	Renewal	8/31/2022	170,500	264,600	Public Supply/ Industrial Commercial	Issued: 11/18/22
<a href="#">8135.015</a>	City of Wildwood	Letter Modification	9/26/2022	4,344,800	6,345,900	Public Supply	Issued: 12/21/22
<a href="#">20687.008</a>	Southeast Wildwood Water Conservation Authority	Modification	10/5/2022	2,633,900	18,166,949	Landscape/ Recreation	In Review
<a href="#">3229.005</a>	Gattis Albritton, Inc.	Renewal	11/15/2022	45,500	366,000	Agricultural	Issued: 11/21/22
<a href="#">12385.003</a>	SST VI 11203 N US Hwy 301 LLC	Ownership Transfer	11/17/2022	1,230	1,722	Industrial and Commercial	Withdrawn: 12/12/22
<a href="#">12385.004</a>	SST VI 11203 N US Hwy 301 LLC	Renewal	12/13/2022	1,230	1,722	Industrial and Commercial	In Review
<i>*WUP is located within Marion and Sumter Counties</i>							
<i>**WUP is located within Citrus and Sumter Counties</i>							



## **Item 15.d.**

**Executive Director's Report**

### **Correspondence**

RECEIVED NOV 30 2022

ATTN: AGENCY REAL PROPERTY CUSTODIAN/MANAGER

The Florida Resources and Environmental Analysis Center (FREAC), under contract with the Florida Department of Environmental Protection, has prepared the Florida Public Lands Inventory for 2022-2023. This publication is in partial compliance with Sections 253.03 and 195.073, Florida Statutes, relating to accounting and documentation of public land ownership.

This year the data pertaining to the public land ownership(s) are available through the Public Lands Research Program's website at:

<http://floridapli.net>

On the website, select the button, *PLI Code Look-Up* and type in the name of your agency. Select the four-digit PLI code that corresponds to your agency's name to view the results. Your agency's four-digit code can **also** be found in parenthesis on the address label of the envelope that enclosed this letter. To use this code to look up your agency's ownership data on the website, select the second button, *Agency Data by PLI Code*, then enter your four-digit code on the screen.

The ownership data are derived from Florida Department of Revenue's tax roll data. These data are provided to facilitate compliance with the statutory requirement. Each public agency is asked to provide county property appraisers with corrective data relating to their real property ownership annually (Section 193.085, Florida Statutes, and Ad Valorem Tax Administration Rule (12D-1.04)). Please note that the parcel data provided are taken directly from tax roll information supplied to the Department of Revenue by each county property appraiser's office.

Each public owner should review the ownership data and communicate any changes to the appropriate property appraiser's office so that the tax roll records will accurately reflect your agency's real property ownership.

Should you require a printed copy of your agency's public land ownership data, our office will discuss options for you to obtain a hard copy.

If you have any questions relating to the Florida Public Lands Inventory data, please contact:

The Public Lands Research Program  
(850) 644-9292

or write to:

The Public Lands Research Program  
Florida State University  
Room C6140 UCC  
296 Champions Way  
P. O. Box 3062640  
Tallahassee, FL 32306-2640

Sincerely,

Anthony K. (Tony) Roberts  
Research Scientist, Public Lands Research Program  
[aroberts@fsu.edu](mailto:aroberts@fsu.edu)

## 2023-060 State Board of Administration - Local Government Surplus Funds Trust Fund (Florida PRIME) - (An External Investment Pool) - Financial Audit

FLAUDGEN\_AUDRPT <FLAUDGEN\_AUDRPT@aud.state.fl.us>

Tue 12/6/2022 3:40 PM

To: leemanager@leeflorida.org <leemanager@leeflorida.org>; LEGRANDA@GOHART.ORG <LEGRANDA@GOHART.ORG>; LEIF@MYBOCA.US <LEIF@MYBOCA.US>; LEROY635@EMBARQMAIL.COM <LEROY635@EMBARQMAIL.COM>; LEVETT@LAKEHELEN.ORG <LEVETT@LAKEHELEN.ORG>; LHAPNER@GULFCOAST.EDU <LHAPNER@GULFCOAST.EDU>; LHENDERSON@WILTONMANORS.COM <LHENDERSON@WILTONMANORS.COM>; LHESTER@FLVS.NET <LHESTER@FLVS.NET>; LHILL@BALDWINFL.COM <LHILL@BALDWINFL.COM>; LHOLLINGSWORTH@ITSMYMAITLAND.COM <LHOLLINGSWORTH@ITSMYMAITLAND.COM>; LHOUGHTON@TAVARES.ORG <LHOUGHTON@TAVARES.ORG>; LHOWELL@COCOAFI.ORG <LHOWELL@COCOAFI.ORG>; LILY.DOMAN@BROWARDSCHOOLS.COM <LILY.DOMAN@BROWARDSCHOOLS.COM>; LINDA.HOWARD@FMPA.COM <LINDA.HOWARD@FMPA.COM>; LINDAMAXW@LEESCHOOLS.NET <LINDAMAXW@LEESCHOOLS.NET>; lindsayc@sanfordfl.gov <lindsayc@sanfordfl.gov>; LIRWIN@CITYOFDBS.ORG <LIRWIN@CITYOFDBS.ORG>; LISA.CULLEN@BREVARDTAXCOLLECTOR.COM <LISA.CULLEN@BREVARDTAXCOLLECTOR.COM>; LISA.DAVIS@CALHOUNFLSCHOOLS.ORG <LISA.DAVIS@CALHOUNFLSCHOOLS.ORG>; LISA.KIESEL@SARASOTASHERIFF.ORG <LISA.KIESEL@SARASOTASHERIFF.ORG>

The following report has been released by the Auditor General and may be viewed and printed by accessing our Web site ([FLAuditor.gov](https://www.flauditor.gov)):

State Board of Administration - Local Government Surplus Funds Trust Fund (An External Investment Pool) – Financial Audit (Report No. 2023-060)

In an effort to promote efficiency in government, we hope that you find that the provided Web site access meets your needs. However, should you desire a hard copy of this or any Auditor General report, please contact us by e-mail at [flaudgen@aud.state.fl.us](mailto:flaudgen@aud.state.fl.us); by telephone at (850) 412-2722; or by mail at G74 Claude Pepper Building, 111 West Madison Street, Tallahassee, Florida 32399-1450.



BILL TO  
Suzannah Folsom  
Withlacoochee Reg. Water Supply Authority  
3600 W. Sovereign Path  
Lecanto, FL 34461

INVOICE 9164  
DATE 01/01/2023

DESCRIPTION

AMOUNT

2023 Annual Membership Dues  
Renewal-Water Supplier

525.00

PAYMENT TERMS:

Net 30 days from receipt of invoice  
All payments to be made in U.S. Dollars  
Include invoice number on check.

BALANCE DUE

**\$525.00**

PLEASE MAKE CHECKS PAYABLE TO:

Alliance for Water Efficiency  
33 N LaSalle Street, Suite 2275  
Chicago, Illinois 60602

Thank you!

Tax ID#: 30-0416781





January 1, 2023

Suzannah Folsom  
Executive Director  
Withlacoochee Regional Water Supply Authority  
3600 W. Sovereign Path  
Lecanto, FL 34461

Dear Suzannah Folsom

Thank you for your membership and active participation in the Alliance for Water Efficiency (AWE) throughout the past year. In partnership with members like you, AWE achieved important accomplishments in 2022 (Please see the enclosed Accomplishments document).

We encourage you and Withlacoochee Regional Water Supply Authority to take advantage of AWE's numerous engagement opportunities, whether that is through attending webinars, reaching out to us for technical assistance, or joining a committee to collaborate with peers. Your partnership will enable AWE to expand our vast collection of tools and resources, to continue advocacy efforts, and to strengthen the overall impact of the AWE member network. As a reminder, AWE membership allows you to:

- Access the vast collection of research on our member-only online Resource Library, AWE's webinar archive, and state-of-the-art tools, including our Water Conservation Tracking Tool and Cooling Tower Estimating Model.
- Receive Technical assistance from the experts on AWE's program staff.
- Participate in one or more of our three advisory committees (Education and Outreach, Research, and WaterSense & Water Efficient Products), keeping you at the forefront of water efficiency initiatives happening around North America.
- Feature your utility in our weekly email announcements and/or our bimonthly newsletter.
- Collaborate with AWE and our network of water conservation professionals to learn about and influence public policy.
- Get your utility verified as compliant with the AWWA G480-20 standard and be featured on our G480 Leaderboard.
- Access member-only discounts on Flume and Rachio products, as well as software programs including Open Channel Systems, and WaterWays.
- Customize our two animated videos, "Water: What you Pay For" and "Good Question: Why are my Rates Going Up?" To communicate with customers about the value of their water service.

Enclosed is your membership renewal invoice. For planning purposes, please note that for 2023 we will be instituting a 5% dues increase for all AWE members. This is the first time AWE has raised its dues since 2013, and this modest increase will allow us to expand our member-only offerings. We appreciate your understanding.

If you'd like more information about getting involved, please email us at [membership@a4we.org](mailto:membership@a4we.org). Thank you for your continued support and we look forward to working with you further!

Sincerely,

A handwritten signature in blue ink that reads "Ron Burke".

Ron Burke  
President and CEO

33 N LaSalle Street  
Suite 2275  
Chicago, IL 60602

OFFICE (773) 360-5100

TOLL-FREE (866) 730-A4WE

FAX (773) 345-3636

[allianceforwaterefficiency.org](http://allianceforwaterefficiency.org)  
[home-water-works.org](http://home-water-works.org)



# 2022 ACCOMPLISHMENTS



## ADDRESSING THE HISTORIC WESTERN DROUGHT

In 2021, AWE helped secure \$400 million in the *Federal Infrastructure Bill* for water efficiency grants in the Western United States where a historic, prolonged drought continues. In 2022 AWE:

- Held a webinar with the Bureau of Reclamation on how to apply for these funds.
- **Successfully** lobbied for \$90 million dollars in water efficiency grants in the *Wildfire Response and Drought Resiliency Act* that passed the U.S. House.
- Helped secure \$4 billion for Western drought relief in the *Inflation Reduction Act*
- Organized a coalition letter to the Bureau of Reclamation and a meeting to recommend spending drought relief funds on projects that deliver sustained demand reduction.
- Published op-eds in major western newspapers and corresponded with Western governors with policy recommendations.

## COOLING TOWER TECHNOLOGIES RESEARCH PROJECT COMPLETE

This multi-year project created tools to help utilities run cooling tower water efficiency programs, including models to locate cooling towers and evaluate different technologies, audit forms, a “how-to” guidebook, and more.

## RESEARCH EVALUATES EFFECTIVENESS OF LEAK ALERTS

A new AWE study found that utilities are generating significant water savings by using advanced meter technologies to identify and fix customer leaks.

## LANDSCAPE TRANSFORMATION RESEARCH

AWE has previously completed research on water savings from residential landscape transformation projects. In 2022 we completed an analysis of commercial, industrial, and institutional landscape transformation projects, for which little data exists. These strategies are increasingly important as climate change exacerbates droughts that stress water supplies.

## ADVANCING EQUITY

- AWE’s report, *An Assessment of Water Affordability & Conservation Potential in Long Beach California*, evaluated water affordability challenges for low-income Long Beach residents and opportunities to reduce their water bills with water-efficient fixtures. AWE is also working with local water agencies, Kohler, and Whirlpool to install, at no-cost to residents, fixtures and appliances in low-income households.
- AWE created its first Diversity, Equity, Inclusion, and Justice (DEIJ) Statement in 2022 to help implement a comprehensive, sustained approach to advancing these important goals.
- AWE convened a roundtable on strategies for delivering water conservation programs to low-income households.

## WEAKENED WATER EFFICIENCY STANDARDS OVERTURNED

In 2022, the U.S. Department of Energy formally reinstated the showerhead, clothes washer, and dishwasher efficiency standards that were weakened under the previous administration. AWE and our pro-bono attorney have been leading advocates on this issue going back to 2019.

## EDUCATION AND TRAINING

- AWE hosted or co-hosted twelve webinars and two roundtables in 2022 on topics ranging from land use and water planning integration, landscape transformation programs, and how to use the water loss module in *AWE’s Water Conservation Tracking Tool*.
- U.S. regional member meetings and a Canadian member meeting were held for the first time, with 234 total participants.



RECEIVED DEC 13 2022

COGF-L1R  
(11-16-2022)



UNITED STATES DEPARTMENT OF COMMERCE  
U.S. Census Bureau  
Washington, DC 20233-0001

The Office of Management and Budget  
(OMB) approval number for the Census  
of Governments, Survey of Local  
Government Finances is 0607-0585.

### DUE DATE REMINDER

Recently, the U.S. Census Bureau mailed you a letter asking you to complete the **2022 Census of Governments, Survey of Local Government Finances**. If you have submitted your survey in the past few weeks, **thank you**. If you have not yet reported, please do so before the due date noted below.

**Authentication Code: S4WB-F4WS-N6RS**

**Due Date: December 20, 2022**

1. **Register OR sign in** at <https://portal.census.gov>
2. **Add** your authentication code **OR locate** this report under "My Surveys."
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete the survey.

For assistance with completing this survey, please sign into your Census Bureau account or call our customer help line at 1-800-832-2839, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

**Thank you** in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people and economy.

Sincerely,

Stephanie L. Studds  
Assistant Associate Director for Economic Programs  
U.S. Census Bureau



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WITHLACOCHEE REGIONAL WATER SUPPLY  
AUTHORITY  
ATTN: EXECUTIVE DIRECTOR  
STE 228  
3600 W SOVEREIGN PATH  
LECANTO FL 34461-7718



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**Census**  
Bureau



**2022 CENSUS OF GOVERNMENTS  
SURVEY OF LOCAL GOVERNMENT FINANCES  
Special Agencies**

OMB No. 0607-0585: Approval Expires 07/31/2024

**DUE DATE:**

**December 13, 2022**

**Need help or have questions?**

- **Visit**  
<https://census.gov/govs/local>
- **Call**  
1-800-832-2839 weekdays,  
8AM to 5PM ET

**144595**

**WORKSHEET**

DO NOT use this worksheet to respond to the survey. It is intended to assist you with gathering and preparing your data prior to reporting online.

Return to <https://portal.census.gov> when you are ready to report online.

**WITHLACOOCHEE REGIONAL WATER SUPPLY**

**AUTHORITY**

**ATTN: EXECUTIVE DIRECTOR**

**3600 W SOVEREIGN PATH**

**STE 228**

**LECANTO FL 34461- 7718**

**GENERAL INSTRUCTIONS**

**Before filling out this survey,** please read carefully each part and all related definitions and instructions.  
**Note especially:**

1. Please report amounts covering all funds and accounts of this agency except for any employee retirement funds administered by this agency. **Include** bond redemption and interest funds, and construction or development funds, as well as current funds. **Exclude** refunds and transfers between funds or accounts of this agency.
2. You may report on either a cash or accrual basis.
3. As this survey is used for various kinds of agencies, some of the items may not apply to this agency. However, read carefully the definition of each item to determine whether it applies to any of this agency's transactions.
4. Do **not** delay reporting to await finally audited figures, if substantially accurate figures can be supplied on a preliminary basis.

**1 Enter correct information for any errors in the mailing address below:**

Addressee Title or Department

ATTN: **EXECUTIVE DIRECTOR**

Street 1

**3600 W SOVEREIGN PATH**

Street 2

**STE 228**

City

**LECANTO**

State

**FL**

Zip Code

**34461**

**7718**

**PART 1 – ENDING DATE OF FISCAL YEAR**

- 2** Which one of the following indicates the ending date of this agency's fiscal year that ended between July 1, 2021 and June 30, 2022? Use this fiscal year even though a more recent one may be available. Mark "X" only one box.

2021		2022	
<input type="checkbox"/> July	<input type="checkbox"/> October	<input type="checkbox"/> January	<input type="checkbox"/> April
<input type="checkbox"/> August	<input type="checkbox"/> November	<input type="checkbox"/> February	<input type="checkbox"/> May
<input checked="" type="checkbox"/> September	<input type="checkbox"/> December	<input type="checkbox"/> March	<input type="checkbox"/> June

**PART 2 – GOVERNMENT ACTIVITY**

- 3** Was this government active during the fiscal year indicated in question **2**?

☒ Yes - Go to **4**

☐ No - Continue

Please indicate the reason this government was inactive during the fiscal year indicated in question **2**.

☐ Closed

☐ Open with no revenue or expenditures

☐ Never existed

☐ Other – Specify: ➤

**PART 3 – GOVERNMENT FUNCTION**

- 4** A. Please select the type(s) of utility functions this government performed during the fiscal year indicated in question **2**. Select all that apply:

☐ Electric Supply

☐ Gas Supply

☐ Public Mass Transit

☐ Sea and Inland Port Facilities (Water Transportation)

☐ Sewerage

☐ Solid Waste Management

☒ Water Supply

☐ None of the above

Continue with **4** on the next page

**PART 3 – GOVERNMENT FUNCTION - Continued**

- 4 B. Please select the type(s) of natural resource functions this government performed during the fiscal year indicated in question 2. Select all that apply:**

- ☒ Conservation (Soil, Water, Land)  
☐ Drainage  
☐ Flood Control  
☐ Irrigation  
☐ Reclamation  
☐ Other Natural Resource Activities – *Specify:* ➤

☐ None of the above

- C. Please select any of the following other functions this government performed during the fiscal year indicated in question 2. Select all that apply:**

- ☐ Fire Protection  
☐ Police Protection  
☐ Hospitals  
☐ Health (excluding hospitals)  
☐ Toll Highways  
☐ Highways (excluding tolls)  
☐ Parks and Recreation  
☒ None of the above

- D. Please specify any additional functions this government performed that were not listed in 4A, 4B or 4C.**

☒ Other – *Specify:* ➤

Water Supply Planning

☐ Other – *Specify:* ➤

☐ Other – *Specify:* ➤

PART 4 – REVENUES

5 What was the amount of tax collections during the fiscal year indicated in 2 from all taxes imposed by this agency?

Include

- Levies for debt service
- Levies for contributions to pension funds
- Levies for other funds or purposes
- Special property taxes (e.g., automobiles or intangible property)
- Taxes collected for this agency by another government
- Current and delinquent amounts, penalties, and interest

Exclude

- Receipts from service charges
- Special assessments
- Interest earnings
- Fines
- Any other sources that are not taxes or licenses

A. Property taxes - All taxes on property, real or personal.

Exclude

- Taxes not measured by value
- Payments in lieu of taxes (should be reported in 6 and/or 7)

B. Sales taxes

Property Taxes

\$Mil.                      Thou.                      Dol.

Sales Taxes

\$Mil.                      Thou.                      Dol.

1. General sales tax .....

2. Public utilities sales tax .....

3. Other sales and gross receipts sales tax .....

C. Licensing and permit taxes - (e.g., license and permit fees exacted (either for revenue raising or for regulation) as a condition to the exercise of a business or nonbusiness privilege.) .....

Licensing and Permit Taxes

\$Mil.                      Thou.                      Dol.

Other Taxes

\$Mil.                      Thou.                      Dol.

D. All other taxes – Specify: ➤ .....

156,782

Per Capita Assessment to Citrus, Marion, Hernando, and Sumter Counties = \$156,782

**PART 4 – REVENUES - Continued****6 What was the amount of intergovernmental revenues received by this agency from other governments during the fiscal year indicated in 2?****Include**

- Grants
- Shares of taxes imposed by other governments
- Payment in lieu of taxes
- Reimbursements for services performed for other governments
- Payments under the American Recovery and Reinvestment Act of 2009 (ARRA)

**Exclude**

- Loans
- Any taxes imposed by this agency which were collected for it by another government (*should be reported in 5*)
- Receipts from utility sales to other governments (*should be reported in 7*)

**Report total intergovernmental revenue received****Intergovernmental Revenues**

\$Mil.      Thou.      Dol.

**A. From other local governments** .....**21,616****B. From the State****Include**

- Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*)

**Exclude**

- Collection fees. ....

**44,256****C. From the Federal government directly** .....**7 What was the amount of revenues, other than tax and intergovernmental revenues, received by this agency during the fiscal year indicated in 2?****Include**

- Revenues of all funds

**Exclude**

- Refunds and transfers between funds and accounts of this agency

**A. Current charges** - Gross receipts from fees, sales, rentals, tolls, maintenance assessments, and other charges for commodities or services.**Include**

- Utility services, including utility sales to the Federal, State, or other local governments

**Exclude**

- Grants and other amounts received from the Federal, State, or other local governments (*should be reported in 6*)

**B. Special assessments** - Compulsory contributions and reimbursements from owners of property benefited by improvements (*e.g., streets, sewers, sidewalks, water extensions, etc.*) as well as for servicing special assessment debt.**Exclude**

- Proceeds from sales of special assessment bonds (*should be reported in 1*)
- Maintenance assessments (*should be reported in item A.*) . . . .

**C. Receipts from sale of property and other capital assets****Include**

- Property sold to other governments

**Exclude**

- Tax sales (*should be reported in 5*) .....

**Other Revenues**

\$Mil.      Thou.      Dol.

Continue with 7 on the next page



**PART 4 – REVENUES - Continued**

- D. Interest earnings** - Interest received on all deposits and investment holdings of this agency.

**Include**

- Interest on construction funds

**Exclude**

- Interest earnings of any employee pension funds . . . . .

**Other Revenues**

\$Mil.

Thou.

Dol.

2,902

- E. Fines and forfeits** - Receipts from penalties imposed for violations of law and civil penalties . . . . .

- F. Royalties** - Compensation or portion of proceeds from extraction of natural resources (*e.g., oil, gas, and mineral rights*) . . . . .

- G. Private donations** - Gifts of cash or securities from private individuals or corporations . . . . .

- H. Miscellaneous other revenues** - Revenues of this agency not reported in items A. through G. or questions 5 through 7.

**Include**

- Insurance claims
- Recoveries of prior year expenditures
- Dividends
- Recorded profits from sale of investments
- Payments in lieu of taxes from private sources

**Exclude**

- Proceeds from borrowing
- Receipts from sale of security holdings
- Transfers between funds or accounts of this agency
- Employee contributions to employee pension funds
- Interest earnings of any employee pension funds . . . . .

**Total Revenues**

\$Bil.

Mil.

Thou.

Dol.

460,818.00

- 8 What was the total amount of revenues reported on this form (Sum of 5 through 7)?** . . . . .

**PART 4 – EXPENDITURES****9 What was the amount of expenditures during the fiscal year indicated in 2?****A. Expenditures for capital outlay****Include****Expenditures for construction**

- Production, additions, replacements, or major structural alterations to buildings and other improvements
- Major repairs and alterations
- Amounts for constructions performed on a contract basis
- Any expenditures for construction carried out by personnel of this agency

**Purchase of equipment, land, and existing structure**

- Amounts for replacement and additional equipment
- For lease purchase installment contracts

**Expenditures**

\$Mil.	Thou.	Dol.
--------	-------	------

**Exclude**

- Interest capitalized as a cost of construction (should be reported in item B.) . . . . .

**B. Interest on debt** - Total amount of interest paid on all debt, long-term and short-term, of this agency.**Include**

- Capitalized interest paid on construction loans

**Exclude**

- Debt retirement (should be reported in 11). . . . .

**C. Payments to other governments** - Payment in lieu of taxes, reimbursements for services received, etc.

- To State government . . . . .
- To local governments . . . . .

191,410

**D. All other expenditures** - All expenditures not reported in items A. through D.**Include**

- Expenditures for salaries and wages
- Operating leases
- Rent
- Utility services
- Materials and supplies for current operation and maintenance
- All other expenditures
- Contributions to employee pension plans administered by this agency

**Exclude**

- Payments for retirement of debt
- Payments for purchase of securities
- Transfers between funds and accounts of this agency
- Provisions for depreciation
- Benefits and payments from self-administered employee pension funds . . . . .

152,775

**Total Expenditures**

\$Bil.	Mil.	Thou.	Dol.
--------	------	-------	------

**E. TOTAL** - (Sum of items A. through D.). . . . .

344,185.00

**Personnel Expenditures**

\$Bil.	Mil.	Thou.	Dol.
--------	------	-------	------

**10 What was the total amount of expenditures for salaries and wages reported in 9?****Exclude**

- Fringe benefits . . . . .

0

**PART 5 – INDEBTEDNESS**

- 11** What was the total amount of long-term debt held by this agency for the fiscal year indicated in **2**?  
Report bonds, mortgages, etc., with an original term of more than one year, including revenue bonds and special assessment bonds as well as general obligation bonds.

**Include**

- Debt refunded

**Exclude**

- Capital leases (should be reported in **10**)
- Amounts for compensated absences
- Conduit debts

**Long-term Debt**

	\$Bil.	Mil.	Thou.	Dol.
<b>A. What was this agency's debt?</b>				
1. Outstanding at beginning of fiscal year . . . . . +				0
2. Issued during fiscal year (include all refunding issues) . . . . . +				0
3. Retired during fiscal year (include debt refunded) . . . . . -				0
4. Outstanding total at end of fiscal year (items A1. + A2. - A3.) . . . . . =				0

- 12** What was the total amount of short-term debt held by this agency for the fiscal year indicated in **2**?  
Report tax-anticipation notes, bond-anticipation notes, interest-bearing warrants, and other obligations with an original term of one year or less.

**Exclude**

- Accounts payable

**Short-term Debt**

	\$Bil.	Mil.	Thou.	Dol.
<b>A. Amount outstanding at beginning of fiscal year . . . . .</b>				0
<b>B. Amount outstanding at end of fiscal year . . . . .</b>				0

**PART 6 – CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR**

- 13** What was the total amount of cash and investments (at market value) held by this agency at the end of the fiscal year indicated in **2**?

**Include**

- Total amount of cash and cash equivalents on hand and on deposit
- Investments in Federal government, Federal agency, State and local government, and non-governmental securities
- Reserves held for redemption of long-term debt
- Unexpended from sale of bond issues pending disbursement

**Exclude**

- Accounts receivable
- Value of real property
- All non-security assets
- Employee retirement funds

**Amount at End of Fiscal Year**

\$Bil. Mil. Thou. Dol.

Total cash and investments .....

2,250,951

**PART 7 – REMARKS**

- 14** Use this space for any explanations that may be essential in understanding the reported data.

**Include**

- Any significant changes occurring within the last year
- Any difficulties encountered in completing this form

**PART 8 – CONTACT INFORMATION**

- 15** Who should be contacted to answer questions about data reported on this form?

Name of contact person - Please print

Title of contact person - Please print

Suzannah Folsom

Executive Director

Area code and phone number

Extension

Area code and fax number

352 527 5796

Email Address - Please print

Date form was completed  
(MM) (DD) (YYYY)

sfolsom@wrwsa.org

12/13/2022

**Thank you for completing this form.  
Retain a copy of the completed questionnaire for your records.**

**NOTE:** The U.S. Census Bureau receives its authorization to conduct this survey from Title 13, United States Code, Sections 161 and 182. This form has been approved by the Office of Management and Budget (OMB) and given the number 0607-0585. Please note the number displayed in the upper right-hand corner of this form. Display of this number confirms that we have approval from OMB to conduct this survey. If this number was not displayed, under the Paperwork Reduction Act, we could not request your participation in this voluntary survey. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9(b).

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities. Public reporting burden for this collection of information is estimated to vary from 1 hour to 6 hours per response, with an average of 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ECON Survey Comments 0607-0585, U.S. Census Bureau, 4600 Silver Hill Road, EMD-8K122, Washington, DC 20233. You may e-mail comments to [ECON.Survey.Comments@census.gov](mailto:ECON.Survey.Comments@census.gov); use ECON Survey Comments 0607-0585 as the subject.



## **Item 15.e.**

**Executive Director's Report**

### **News Articles**



## Lady Lake officials can't give away water for Sumter County development

By Robert Nyce

Village-News.com

November 5, 2022

If this is true it must stop. Apparently, Sumter County developers are once again coming to Lady Lake requesting water and sewer services in northeast Sumter County. Really!

Sumter County is one of the fastest growing counties in the USA but they cannot provide water and sewer services for their own development? Lady Lake commissioners should once and for all stop this at the gate. Lady Lake is a relatively small community. It has five wards, three of which are located in The Villages. Those three wards get water and sewer from The Villages. If The Villages ever decides it is no longer profitable to do so, where will those three wards get water and sewer?

Plus, there are already several apartment complexes in the works in Lady Lake. All of this development will consume water and sewer for Lady Lake residents. This does not even come close to a rational choice. Lady Lake commissioners must take a stand against providing any water and sewer services to Sumter County. Why would they? Water and sewer are not profitable and were never meant to be. They are public services paid for by the residents of a community and the customers. They are also very expensive to maintain and replace.

Lady Lake just spent a substantial amount for a new well. In this case, on Monday, Nov. 7, Lady Lake commissioners must take a final stand and reject any request from Sumter County developers for water and sewer. Sumter County has already dumped the consequences of several large apartment complexes on Lady Lake, north on 441, at Cherry Lake Road and CR466 and now they want MORE! Can't anyone say NO? Stop the insanity of giving away vital services to one of the richest counties in Florida. the residents of Lady Lake do not owe Sumter County or its developers anything except a resounding NO! My two cents.

*Robert Nyce is a resident of the Village of El Cortez, which is located within the Town of Lady Lake.*

## Editorial | Planning for sea level rise

Nov 8, 2022

### Citrus County Chronicles

**THE ISSUE:** *Crystal River begins flood resiliency study.*

**OUR OPINION:** *Good for the city to take leadership.*

With sea levels rising, the potential for flooding along the coastline is a significant issue for the entire state of Florida. This has been recognized at both the state and national level. The Resilient Florida Program has been established in the state to address the impact of flooding and sea level rise.

Under this program, there are a variety of grants available to counties, municipalities, water management districts and flood control districts to study and plan for making infrastructure more resilient to flooding.

However, one of the requirements of receiving funding for mitigation measures is completion of a vulnerability study to identify critical infrastructure, gauge their resilience to various flood scenarios and recommend what can be done to safeguard the property. Crystal River has recently authorized such a study and engaged a Gainesville-based firm to do a \$200,000 study that will be completed by November 2023.

This study is 100 percent funded by a Resilient Florida grant the city applied for and received.

The information from this study will be used to develop grants to fund construction projects that will help mitigate the impact of flooding on specific locations such as city hall and waste processing facilities.

Given that it appears inevitable we will experience more flooding in coming years, doing this study and preparing for mitigation measures is being proactive instead of being reactive and dealing with events after they happen.

We congratulate Crystal River on anticipating future issues so they can develop strategies to deal with them. Once again, the city of Crystal River appears to be ahead of the county, which also has critical infrastructure such as an elementary school in low-lying old Homosassa.

If the county has not done a similar study, we encourage them to go for a grant to fund it and then to use the data to make specific plans to mitigate the risk. There will be flooding along the coast over the next several years, and as in all things advance preparation is preferable to recovery after the disaster happens.

## Facts regarding the Cambridge Green sewer project

Nov 13, 2022

Citrus County Chronicles

Residents of Cambridge Green have made some references to the cost to homeowners to the sewer project being done in that area. This writer, through a letter to the editor, that appeared in the Sunday, Oct. 30, Chronicle, stated that the cost to convert from the septic to the new sewer line would be between \$12,000 and \$15,000 as of January 2022 and probably higher when the project is done.

These numbers are highly suspect as being inaccurate.

According the Project Engineering Department, the cost will not exceed \$6,000, that cost figure is capped. Yet, it could come in less when the project is completed? This part of the homeowners' expense can be paid in a lump sum or bonded out for 10 years at 6%. There is no large outlay by the property owners. There will be a connection fee from the house to the sewer line that the homeowner will pay, of approximately \$2,750.

The capped amount includes all the offsetting subsidies that all people in the county have received through funding sources to help defray some of the cost.

No one in the country should receive more or less than others who have gotten the same projects. All citizens subjected to these sewer expansions should be treated the same. No one can or should find a problem with that?

The Federal Government is not part of a specific project to help any group over another. I would expect everyone would want equal treatment? Once any entity is treated differently that cause incredible issues, in my opinion?

There is a project going on in the Homosassa area and the figures I cited are what they are subject too. Certainly affordable to all and the benefit of sewers will, most likely, increase the value of the property.

I trust the people involved in Cambridge Green will double check what I stated, through the proper channels, being the project managers involved? They have all the factual details, not any hyperbole or conjecture on anyone's part?

Rocco Jerome

Beverly Hills

## Brooksville council hears results of water asset study and rate increase recommendations

Hernando Sun

By Pat Raia

November 19, 2022



*Aug. 9, 2022- Lift Station at 19289*

*Cortez Blvd - by pass pumps are being used to handle the wastewater after a pump failure July 20-21, 2022.*

The City of Brooksville was praised for the condition of its water and wastewater assets in a report presented by the Florida Rural Water Association (FRWA) on Nov. 7.

Although last month, the Brooksville City Council unanimously approved an emergency declaration Resolution (2022-21) to allow the City Manager and Mayor to authorize and expedite funding repairs to the city's water and sewer infrastructure. The measure will fast-track repair funding up to \$500,000 using the Enterprise Reserve Fund. There is currently \$8,000,000 in this fund.

Department of Public Works (DPW) Director Paul Booth asked the council to effectively declare a State of Emergency for the city's wastewater collection and treatment systems, based on the severity of recent failures, and subsequent findings during the remedies.

On Nov. 7, members of the Brooksville City Council had little comment on a resolution to raise consumer water management costs that were included in the FRWA report.

The FRWA is a non-profit, non-regulatory professional association that helps communities throughout the state manage their small water and wastewater assets. About 15 years ago the Florida Department of Environmental protection (DEP) partnered with the association to develop the access management plans (AMP) required by the state when communities seek water system management grant funds from the State Revolving Fund Program (SRF).

According to the association's Ron Nalley, the study revealed that while Brooksville water and wastewater assets were aging, none were in need of critical, emergency repair.

"The good news is that asset condition is that 96.83 percent of all assets analyzed in this assessment management plan (AMP) are in average or better condition," Nalley told the panel. "But your system is getting old – there are some things in your system that are starting to need being replaced."

Among those things are storage tanks, system valves, and manholes.

According to the report, the City would need more than \$1.6 million annually to replace, repair or rehabilitate existing infrastructure, prevent infrastructure backlogs, and ensure long-term sustainability.

Based on a historical analysis of sustainable capital and repair funding sources, the City is committing on average approximately \$88,750 towards capital and repair projects per year resulting in an annual funding gap of \$1,540,899, Nalley said.

"You have enough time to turn that boat and set aside some of this money before you get into some trouble when you get down the road," he said.

On the wastewater side, the overall annual replacement cost of the 4,418 individual asset categories included in the study totals \$74.4 million with an annual replacement cost of \$1,755,506.

Completion of the sewer rehabilitation project phase 4, expansion of the wastewater treatment facility, and replacement of the headworks at the wastewater treatment facility are among the high-priority projects contained in the report.

The report also recommended wastewater-related rate increases of 12 percent in 2023, 8 percent in 2024, 7 percent in 2025, and 6 percent in 2026 through 2027 followed by annual rate increases of 3 percent in subsequent years.

Meanwhile, it recommended water rate increases of 10 percent in 2023, 6 percent in 2024, and 3 percent in 2025 through 2030 followed by annual rate increases of 3 percent in subsequent years.

Finally, Nalley told the panel that the DEP provided a resolution for approval by the Council that indicates that the Council will approve the projects and rate increases recommended by the report.

The resolution would accompany any request for State Revolving Fund Program funds.

"A lot of boards are saying 'we don't want to do this because we don't want to raise rates' that kind of thing," Nalley said.

Brooksville Mayor Pat Brayton declined to comment on the resolution.

"I've got a few comments," Brayton said, "but I'll save my comments when the resolution comes before the (council) at the next meeting."

The next regular meeting of the Brooksville City Council is slated to take place on Nov. 21.

## Editorial I Homosassa River gets environmentally sucker punched

Citrus County Chronicles

Nov 27, 2022

**THE ISSUE:** *Will the Homosassa River Restoration be wasted taxpayer dollars?*

**OUR OPINION:** *All avenues for continued funding need exploring.*

The Homosassa River Restoration Project (HRRP) has worked tirelessly since 2016 to find funding to restore the river after decades of pollution, which turned this once first magnitude springs river from a pristine water source into an algae-infested river, especially notable at the headsprings.

The HRRP was finally successful two years ago in gaining funding and to date has received around \$9 million. This went into vacuuming about 25 acres of the nasty lyngbya, an algae that invaded the river and choked out the natural vegetation. This vegetation, including eelgrass, provides oxygen for water clarity, a protective environment for smaller fish to hide from bigger predators, and a diet for the manatees, which inhabit the river.

Anyone who has snorkeled in a clean river where the eelgrass sways to and fro is reminded of the tranquility and peacefulness of, say, ballerinas dancing in the opera “Swan Lake.”

But serenity is hardly the goal of lyngbya. This nastiness doesn’t wait on hold while money is found to continue efforts to return the river to its pristine state. Think of lyngbya as Russia and the HRRP as Ukraine. There may have been some initial successes in getting rid of the lyngbya, but it is so overpowering that this algae can sweep in and destroy the efforts that have been made to clean the river and restore the environment.

State aid has essentially dried up. Steve Minguy, the HRRP’s president, said he and his team have focused on the state for funding when the HRRP began lobbying six years ago. They are continuing to do so, with the current efforts on the Department of Environmental Protection (DEP) and its two groups, Springs Funding and the Springs Coast Watershed. Minguy said that it’s iffy concerning these DEP resources. His fingers are crossed.

Since the smoke has cleared – at least locally – with the 2022 election cycles complete, we urge all elected officials to put on their environmental restoration hats and do the right thing: continue the cleanup of the Homosassa River.

Newly elected county commissioners Rebecca Bays and Diana Finnegan have indicated that river restoration is on their agenda. State Rep. Ralph Massullo has also carried the river restoration banner, having toured the river with HRRP board members. Newly elected state Sen. Blaise Ingoglia should also be lobbied, having replaced Sen. Wilton Simpson, a firm advocate of environmental restoration and a key member in acquiring the initial funding for the Homosassa River restoration.

## Pipe project forcing Villagers to limit bathing and laundry

By Staff Report

village-news.com

December 16, 2022

A sanitary sewer line project which began this week is forcing some residents of the Historic Side of The Villages to limit bathing and laundry.

The project will temporarily impact 87 homes along Aloha Way, Vermont Avenue, Paradise Drive and Owen Drive. All construction is anticipated to be completed within two weeks, ending around Jan. 3.

A new pipe is being installed inside of an existing pipe with no reduction of capacity. The rehabilitation of the system will improve the sewer system and reduce the potential for leaks, according to the District Office in The Villages.



*This*

*map shows the location of the impacted homes on the Historic Side of The Villages.*

While a specific section of sewer pipeline is being lined, the affected residents' sewer connections will be out of service. The contractor is performing work during normal business hours.

Residents are being asked minimize their water use during business hours and not shower, bathe, use dishwashers or washing machines during this time.

"We also ask that affected residents keep all toilet flushing to an absolute minimum. Service will likely be restored within four to eight hours or by end of each day. All affected residents will receive at least 24-hour notice of their scheduled outage via door hangers," the District Office said in its announcement.

If you have any questions or would like additional information, contact District Utilities at (352) 753-4022.



## Editorial I Citrus County awarded more than \$7 million for the environment

Citrus County Chronicles  
Dec 23, 2022

**THE ISSUE:** *Environmental dollars arrive from Tallahassee.*

**OUR OPINION:** *Welcomed money but more is needed.*

The state's Springs Grant Program has awarded three entities in Citrus County more than \$7.2 million for environmental restoration. Specifically, Save Crystal River and the Homosassa River Restoration Project (HRRP) were each given \$2 million to continue their efforts to vacuum their respective waterways of the algae Lyngbya. This nastiness has put a stranglehold on the natural vegetation in both Kings Bay and the Homosassa River, specifically at the headsprings. The city of Inverness also received funding for its U.S. 41 septic initiative to the tune of \$3.264 million.

These monies are indeed welcomed, having been awarded close to the last minute from the \$75 million set aside for environmental restoration projects. Gov. Ron DeSantis announced that 30 projects will split the money. Noting that Florida has more large springs than any other state, he said these projects "will continue to restore and protect" the springs "for current and future generations."

We agree, however, this money comes not a minute too soon. The HRRP, for example, has money in its bank account for vacuuming only into the first quarter of 2023. Steve Minguy, president of the HRRP, said he welcomes the \$2 million, but "it is well short of the \$5.5M required to meet our 2023 goals and is only half of what we received last year."

That's a shame since Lyngbya and other negative environmental impacts – such as phosphorus flowing into our waterways from septic systems – don't put on the brakes to allow money to be found to fight these ecologic enemies.

Inverness City Manager Eric Williams says it's great the state can fund these projects, but parceling out the money is an issue from a "cost of equity standpoint." He said that the 1970s to 1980s relied heavily on septic systems and we are now paying for the damage septic systems caused the environment.

The Chronicle reported in an editorial in November that state funding had dried up. So, this Springs Funding initiative is really welcomed by all three of the Citrus County projects. But we also hope the legislature comes to its senses in terms of environmental funding and doesn't continue this piecemeal approach that has become the norm.

Frank Kapocsi, president of the Homosassa River Alliance (HRA), said the HRA appreciates any assistance to improve the environment but told the Chronicle's editorial board that this year's funding "falls well short of the required amount needed." He added that "not fully funding the restoration ignores the efforts" of so many residents and organizations.

Kapocsi is referring to endeavors at the state level. What has not been attempted is acquiring money from the U.S. Congress. Our congressman, Gus Bilirakis (R-12th Congressional District), has told the Chronicle he's firmly committed to environmental restoration and is willing to work as co-chairman of the Travel and Tourism Caucus in the U.S. House of Representatives. He said that everyone – local, state and federal government – should cooperate with each other. We tend to agree. As we said, piecemealing these projects is only an appetizer and does not provide a fully nourishing meal for environmental restoration.



## Item 15.f.

### **Hernando Springs Workshop – Save the Date**

Ms. Alys Brockway, Hernando County Water Resource Manager will present this item.

SAVE THE DATE!

Hernando County will be hosting a Springs Workshop on Friday, April 14, 2023 at the Sandhill Scout Reservation.

#### **Staff Recommendation:**

For the Board's information only and no action required.



### **Citrus County Wins the State Best of the Best Tasting Drinking Water Contest**

Suzannah Folsom, WRWSA Executive Director, will present this item.

On October 28 Citrus County for won the Region IV Florida Section American Water Works Association Best Tasting Drinking Water Contest, beating out 18 other utilities from this region. They then moved on to the State “Best of the Best” competition on November 30, 2022, and won again, against 10 other regional winners including the City of Belleview!

Samples were judged based on Color, Taste, Odor and Clarity. They submitted water from the Charles A. Black Wellfield, which is owned by WRWSA and operated by Citrus County.

Citrus County will compete against other utilities from all over North America in the “Best of the Best” competition in June 2023 at the AWWA Annual Conference and Exposition conference in Toronto.

Citrus County and WRWSA will also help to host the Region IV Taste Test next year in October 2023.



