



**WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**

Board Meeting Package

March 21, 2012
4:30 p.m.

Meeting Location:

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



**WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**

MEMORANDUM

To: Water Supply Authority Board of Directors and Interested Parties
From: Jackson E. Sullivan, Executive Director
Date: March 7, 2012

Subject: Monthly Meeting of the Withlacoochee Regional
Water Supply Authority

The next meeting of the Withlacoochee Regional Water Supply Authority will be on **Wednesday, March 21, 2012, 4:30 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 the February 15, 2012 meeting
- Board Package*

Copies of the Board Package are available through the Internet. Log on to 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 print the Board Package.

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

Enclosures



Map Number: BV000029

This information is to be used for general purposes only. The Citrus County Office of GIS makes every effort to provide content that is accurate and complete as of the date it is printed. However, all information provided must be independently verified by the user.

Citrus County shall not be liable for any claims, demands, or losses of any kind in connection with the use of this information, including but not limited to, damages or losses caused by reliance upon the approximate timeliness of this information and the viewing, copying, or distributing of these materials.



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 1st 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
AGENDA**

**LECANTO GOVERNMENT BUILDING
3600 W. SOVEREIGN PATH, ROOM 166
LECANTO, FLORIDA 34461**

**March 21, 2012
4:30 p.m.**

- Item #1 Call to Order**
- Item #2 Roll Call**
- Item #3 Introductions and Announcements**
- Item #4 Approval of Minutes of February 15, 2012**
- Item #5 Phase III Water Restrictions . . . Lois Sorensen, SWFWMD**
- Item #6 Briefing for New Members . . . Jack Sullivan, WRWSA**
- Item #7 Executive Director's Report . . . Jack Sullivan, WRWSA**
 - a. Bills to be Paid**
 - b. 1st Quarter Financial Report**
 - c. Update on Citrus Wellfield Rate Study/CAB Evaluation**
 - d. Water Conservation Resolution**
 - e. Public Records Seminar**
 - f. Adena Ranch CUP**
 - g. News Articles**
- Item #8 Legislative Update . . . Diane Salz, Legislative Consultant**
- Item #9 Attorney's Report . . . Larry Haag, WRWSA Attorney**
- Item #10 Other Business**
- Item #11 Public Comment**
- Item #12 Next Meeting Time and Location . . . April 18, 2012, 4:30 p.m., Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461**
- Item #13 Adjournment**

4. Feb. 15, 2012
Minutes

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
February 15, 2012**

TIME: 4:30 p.m.
PLACE: Withlacoochee Regional Planning Council
3600 W. Sovereign Path, Room 166
Lecanto, Florida 34461

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

1. Call to Order

Chairman Dennis Damato called the Withlacoochee Regional Water Supply Authority meeting to order at 4:35 p.m. and asked for a roll call.

2. Roll Call

Mr. Jack Sullivan, Executive Director, called the roll and a quorum was declared present.

MEMBERS PRESENT

Dennis Damato, Chairman, Citrus County Commissioner
Mary S. Rich, Ocala City Councilwoman
John McLeod, Ocala City Councilman
Rebecca Bays, Citrus County Commissioner
Jim Adkins, Hernando County Commissioner
Maureen McNiff, Crystal River City Councilwoman
Winn Webb, Citrus County Commissioner
Dale Swain, Bushnell City Councilman

MEMBERS ABSENT

Gary Ernst, Belleview City Councilman
Stan McClain, Marion County Commissioner
Charlie Stone, Marion County Commissioner
Richard Hoffman, Sumter County Commissioner
John Druzbeck, Vice Chairman, Hernando County Commissioner
Wayne Dukes, Hernando County Commissioner
David Russell, Hernando County Commissioner
Carl Zalak, Treasurer, Marion County Commissioner
Joe Johnston, Brooksville City Councilman
Randy Mask, Sumter County Commissioner

3. Introductions and Announcements

Mr. Jack Sullivan introduced others in the audience.

OTHERS PRESENT

Jack Sullivan, WRWSA Executive Director
Larry Haag, WRWSA Attorney
Nancy Smith, Recording Secretary
Pete Hubbell, Water Resource Associates, Inc.
Al Grubman, TOOFAR
Jan Grubman, TOOFAR
Jeff Halcomb, City of Ocala
Darryl Muse, City of Ocala

Ron Basso, SWFWMD
John Ferguson, SWFWMD
Bobby Lue, SWFWMD
Richard W. Radack, City of Brooksville
David Hornsby, SJRWMD
Robert Knight, Citrus County Utilities
Debra Burden, Citrus County Utilities
Richard Owen, Citizen
Bill Bilenky, Manson Law Group
Bruce Wirth, Citizen
Alys Brockway, Hernando County Utilities
Cara Martin, SWFWMD
Flip Mellinger, Marion County Utilities
Michael Czerwinski, Michael G. Czerwinski P.A. Environmental Consultants

4. Approval of Minutes of January 18, 2012 Meeting

A copy of the minutes was provided in the board packet for review.

Following consideration, a motion was made by Mr. Swain to approve the minutes for the January 18, 2012 meeting. The motion was seconded by Ms. McNiff and carried unanimously.

5. Report on North Sumter Data Collection Program . . . Ron Basso, SWFWMD

Ron Basso, P.G. with SWFWMD, updated the Authority on the North Sumter Data Collection Program. This multi-phase program is a joint contract between the WRWSA, SWFWMD, and The Villages to do test wells and data collection in the vicinity of the Villages in north Sumter County. The program began in 2009. Three of four test wells are complete and the fourth site is under negotiation. As these test well sites are located on private property, permanent easements must be acquired which has added to the time of the program. The contract has been extended to the end of FY 2012, but the costs are well under budget. The Villages, SWFWMD, and the WRWSA were each obligated in the amount of \$33,333. The cost to the WRWSA is less than \$6,000 at this time and is anticipated to be under \$10,000 at the completion of the project. A copy of Mr. Basso's presentation is included in the board packet.

This item was presented for information only; no action was required.

6. Final Report on Marion County Water Conservation and Reclaimed Water Program . . . Pete Hubbell, WRA

Pete Hubbell presented the final report on the Marion County Water Conservation and Reclaimed Water Program. This study was initiated to catalog the water conservation and reclaimed water efforts for those areas of Marion County not within the SWFWMD. These efforts include programs by both the WRWSA and the SJRWMD. The report concludes with recommendations for continued reduction in water demand.

This item was presented for information only; no action was required.

7. Executive Director's Report ... Jack Sullivan, WRWSA

a. Bills to be Paid

Mr. Sullivan provided a handout to the Board detailing the bills for February 2012 and requested the Board approve payment of these bills in the amount of \$35,979.80.

Following consideration, a motion was made by Ms. Rich to approve payment of the February 2012 bills totaling \$35,979.80. The motion was seconded by Ms. Bays and carried unanimously.

b. Proposed Advertisement for Executive Director and Process for Selection

Mr. Sullivan presented recommendations to the Board for the selection and hiring of a new Executive Director. He reviewed the proposed advertisement for the position and a process for selection of the new director. The advertisement for the consulting executive director will be published in the Florida Administrative Weekly and in each of the four newspapers within the WRWSA region. The application period will be from March 1, 2012 through March 30, 2012; ranking and screening by the staff will be done in April; and a presentation of 2-3 applicants will be made to the WRWSA Board at the regular meeting on May 16, 2012. Board members discussed the proposed qualifications of the applicants and the possibility of reviewing the applications as received.

Following consideration, a motion was made by Mr. Adkins to approve the Process for Selection as written with the following addition: all applications will be submitted to the staff who will copy all applications and email to the WRWSA Board members; the Board members who wish to comment will have two weeks to send comments to staff. The remainder of the selection process will stand as written. The motion was seconded by Mr. Swain and carried unanimously.

Following consideration, a motion was made by Ms. McNiff to revise the qualifications in the advertisement under bullet #4 and bullet #6 to require that a candidate either have demonstrated knowledge of water resource-related issues, or that education and experience in engineering, science or a water-related field be mandatory. The motion was seconded by Mr. Swain and carried unanimously.

c. Correspondence

Mr. Sullivan stated that there were three letters in the Correspondence. Following approval by the Authority at January's meeting, these letters were sent as directed.

News articles on water supply issues were provided in a separate handout.

These items were provided for information only. No action was required.

8. Legislative Update ... Diane Salz, Legislative Consultant

Ms. Salz was not able to be at the meeting, but she provided updates on legislative issues. These are included in the Board Package. If anyone has any questions or comments for Ms. Salz, she may be contacted at 850-339-8550.

9. Attorney's Report ... Larry Haag, WRWSA Attorney

Mr. Haag had no business to report at this time.

10. Other Business

There was no other business

11. Public Comment

Al Grubman, Too Far, asked if the Board would be voting on the Regional Framework Initiative. Mr. Sullivan replied that any vote would be to accept the Regional Framework as a planning

report. Mr. Grubman stated that he had two comments on the report. The first is that the treatment of MFLs on page 3-4 should be presented as tentative only. The second is that Phase II does not include documentation that there is no proposed transfer of water out of any county in the region.

Mr. Sullivan requested that Mr. Grubman email his comments to Pete Hubbell at WRA.

Burt Eno, President of Rainbow River Conservation Inc., spoke to the Board about the proposed Adena Ranch located about 20 miles northeast of Ocala and within the St. Johns River Water Management District. This is a proposed cattle ranch that may use up to 13 million gallons of water per day within the Silver River springshed. Mr. Damato requested that Pete Hubbell check on the details of this proposed water use permit.

No action was required.

12. Next Meeting Time and Location

The next meeting is scheduled for March 21, 2012 at 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

13. Adjournment

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 6:16 p.m.

Dennis Damato, Chairman

Jackson E. Sullivan, Executive Director

5. Ph III Water Restrictions

**MEMORANDUM**

March 7, 2012

To: Board of Directors, WRWSA
From: Jack Sullivan, Executive Director

Re: Report on Phase III Water Shortage Restrictions

At the February 28, 2012 meeting of the SWFWMD Governing Board, the Board implemented modified Phase III water shortage restrictions. These restrictions affect our Authority counties and are due to begin on March 10, 2012 and expire on June 30, 2012. To provide Authority Board members with information on the need for and the details of the water shortage restrictions, I have asked Lois Sorenson, Demand Management Program Manager at SWFWMD to brief the Board.

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

[Home Page](#) → [Water Conservation](#) → [Water Restrictions](#) → [Phase III](#)

Phase III Water Shortage for Northern Counties

Effective Dates and Affected Areas

- Modified Phase III water shortage restrictions are scheduled to begin on March 10, 2012 and expire on June 30, 2012.
- The restrictions affect Hernando, Citrus, Sumter, Lake and Levy counties as well as the City of Dunnellon and The Villages in Marion County.

Lawn Watering Schedule and Times

- Lawn watering is limited to a once-per-week schedule. The following is a schedule and summary of the restrictions unless your city or county has a different once-per-week schedule or more stringent restrictions.

Addresses with "house numbers" ...	May only irrigate on ...
Ending in 0 or 1	Monday
Ending in 2 or 3	Tuesday
Ending in 4 or 5	Wednesday
Ending in 6 or 7	Thursday
Ending in 8 or 9	Friday

- Unless your city or county already has stricter hours in effect, the allowable watering hours are before 8 a.m. or after 6 p.m. regardless of property size.

Landscape Watering Schedule and Times

- Handwatering and microirrigation of plants (other than lawns) can be done on any day, but is limited to the hours of before 8 a.m. or after 6 p.m.

New Lawns & Plants

- New lawns and plants have a 60-day establishment period. On days 1-30, they may be watered any day of the week. During days 31-60, they may be watered approximately every other day. Even-numbered addresses may water on Tuesday, Thursday and Saturday. Odd-numbered addresses may be watered on Wednesday, Friday, and Sunday.

Fountains

- Fountains and other aesthetic water features may only operate four hours per day. The regular hours of operation can be selected by the owner, but must be posted (see list of exemptions such as water features that also provide aerification to koi ponds).

Documents

- [12-003 Water Shortage Order](#)

Always refer to your city or county regulations first.

The District allows local governments to impose special watering schedules.

Contact Us

If you have additional water restriction questions or wish to report a possible violation, please contact us by calling our water restrictions hotline at 1-800-848-0499 (FL only) (personal assistance is available during business hours; off-hours uses an automated response system) or 1-800-836-0797 (FL only), ext. 2298; also by email at Water.Restrictions@WaterMatters.org.

Car Washing

- Car washing is limited to once per week on the designated watering day for the location.
- Fundraiser and commercial car washes, including mobile detailing businesses, may still operate on any day.
- Emergency and other first responder vehicles may still be washed on any day as needed.

Pressure Washing

- Pressure washing is allowed for necessary purposes such as prior to painting or sealing, in order to maintain a paint or material warranty, to address a health or safety hazard and to comply with health laws.
- Aesthetic concerns, even those raised by an HOA in accordance with its deed restrictions, do not constitute a “necessary” purpose.

Water Utilities and Other Local Enforcement Agencies

- Use automatic meter reading or weekly night patrols to monitor compliance where restriction violations or high-use single family residential accounts are concentrated.
- Issue citations without needing to have first issued a warning.

Other Water Utility Responsibilities (Does not apply to water utilities who are allowed to withdraw less than 100,000 gallons per day)

Utilities must:

- Provide a concise monthly system status report, including enforcement.
- Continue implementing customer messaging and other water conservation efforts.
- Plan for supplementation of potable supplies, including coordination with the District and other agencies as appropriate.
- Notify the District within 24 hours if the public supply system experiences a significant change in status.

Other Water Uses

- Restaurants shall only serve water upon request.
- Agricultural operations, commercial establishments, golf courses and industrial facilities must also comply with applicable best management practices listed in the Water Shortage Order.

6. Briefing



WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

March 7, 2012

To: Board of Directors, WRWSA
From: Jack Sullivan, Executive Director
Re: Board Orientation Briefing

I have been asked by several Board members to provide an orientation briefing for new and old Board members at the March 21, 2012 Board meeting. At the Board meeting, I will present a PowerPoint presentation with all of the slides printed as a handout to you for reference and so that you may take any notes. I will also be handing out copies of the Information Handbook on the Authority to new Board members. Attached, please find a copy of the Board meeting dates, time and locations for the year. If there are any questions please don't hesitate to contact me.

Attachment

The Withlacoochee Regional Water Supply Authority is required to publish a listing of its regularly scheduled meetings. The following list identifies the Board meetings scheduled for calendar year 2012.

2012 WRWSA Meeting Schedule

**Location: All meetings of the WRWSA will be held at the
Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto,
Florida 34461**

Meeting Dates:

January 18, 2012, 4:30 p.m.

February 15, 2012, 4:30 p.m.

March 21, 2012, 4:30 p.m.

April 18, 2012, 4:30 p.m.

May 16, 2012, 4:30 p.m.

June 20, 2012, 4:30 p.m.

July 18, 2012, 4:30 p.m.

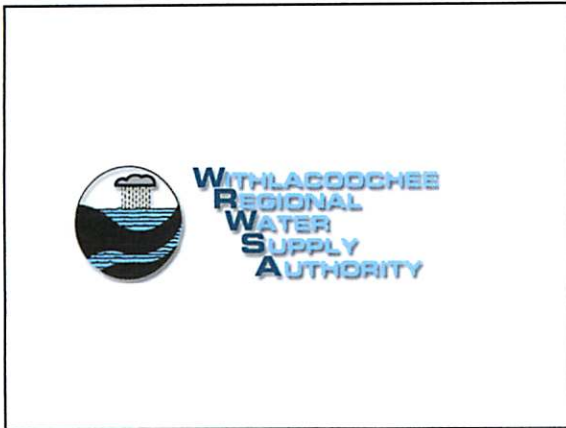
August 15, 2012, 4:30 p.m.

September 19, 2012, 4:30 p.m.

October 17, 2012, 4:30 p.m.

November 21, 2012, 4:30 p.m.

December 19, 2012, 4:30 p.m.

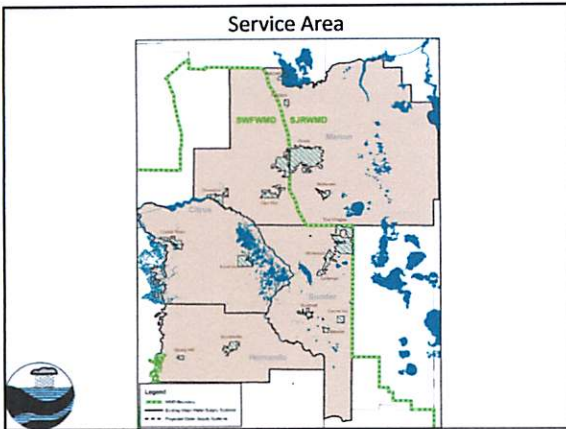


Outline of Presentation

- Mission and Service Area
- History and Formation of Authority
- Organization, Representation and Funding
- Statutory Powers
- Master Planning Program
- Master Plan Recommendations

Mission Statement

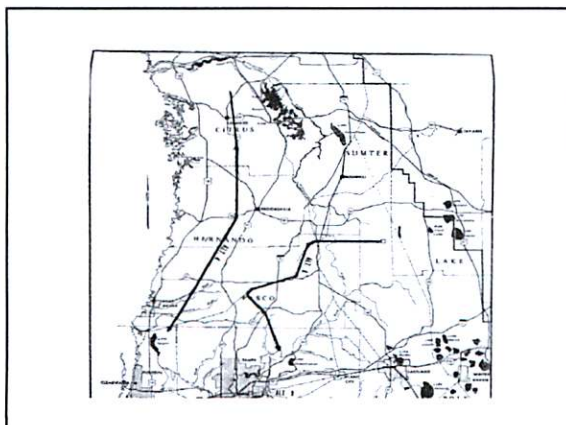
- The WRWSA is a multi-county special district of the State of Florida charged with planning for and developing cost efficient, high quality water supplies for its member governments. The Authority promotes environmental stewardship through its water conservation programs and in the future will develop alternative water sources to augment groundwater supplies to meet the region's long-term needs.



History of Authority

(1976-77)

- FORMATION WAS A REACTION TO THE ISSUE OF "WATER TRANSFER"
- STUDIES OF CONCERN:
 - ◊ ACOE 4 RIVERS BASIN PLAN- WRMS
 - ◊ SWFWMD WATER USE PLAN
 - ◊ WCRWSA 40 YEAR MASTER PLAN



Formation

- 1976 - WRPC staff discovered water transfer proposal in Four Rivers Basin Study (SWFWMD) and the WCRWSA (Tampa Bay) 20 Year Master Plan.
- 1976-77 - Study Group examined methods to insert our Region's concerns into water transfer issue. Rep. McKay (Ocala) suggested creating own Regional Water Supply Authority to level the playing field.
- 1977 - Application for designation of WRWSA submitted and approved in November 1977

Opposition to Transfers

- Before consideration of transfers taking place, the WRWSA needed information on:
 - ◊ The state of our water resources (How much water is available?)
 - ◊ Our long-term water needs (What does our region need for our future growth?)
- The Authority has continued to oppose water transfers from our region while it plans for the future water supply needs of the region

Organization

- Authority authorized by s.373.1962 F.S. in 1977
- Created by Designation Order #99 by FDER (now the FDEP)
- Actual organization is created by Interlocal Agreement among member governments

Organization (con't)

- Originally included Citrus, Hernando, Sumter, Marion and Levy Counties.
- All cities were added in 1984 - Large (over 25,000) and small (less than 25,000).
- Levy withdrew in 1982; Marion became inactive in 1991. Marion rejoined Board in 2008.
- Ocala joined - separate from Marion County - in 1994

Representation

- Proportional Representation
 - Counties = 1/50,000 or increment
 - Small cities = 1 rep/county based on caucus of cities of less than 25,000 pop.
 - Large cities of 25,000 or larger = 1/50,000 or increment (Ocala)
- Population based on latest published figures from U. of Fla. BEBR

Board Representation

- Citrus = 3 BoCC + 1 small city rep - Total - 4
- Hernando = 4 BoCC + 1 small city rep - Total - 5
- Marion = 3 BoCC + 2 Ocala + 1 small city rep - Total - 6
- Sumter = 2 BoCC + 1 small city rep - Total - 3
- Summary = 12 BoCC reps; 2 large city reps and 4 small city reps.
- 18 total board members

Funding

Sources

- Local Assessments
- Citrus Wellfield
- Cooperative Funding from SWFWMD

Local Assessments

- Assessments are provided for in Interlocal Agreement; currently 19¢ per capita
- Based on latest published BEBR population estimates – 733,914 (4/10)
- Provides for administration of the Authority
- Current total is ± \$139,400/yr

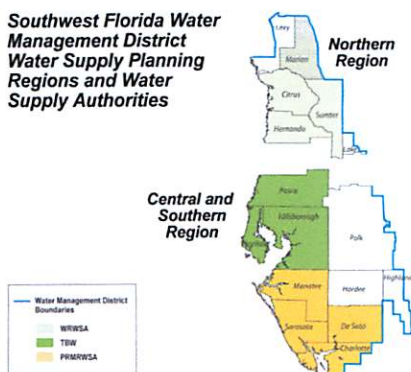
Citrus Wellfield

- Citrus Water Supply Facility - aka Charles A. Black (CABWSF)
- Constructed in 1988-1992
- Facility built with grant of \$4.7 million from SWFWMD as seed money to the Authority
- Citrus to pay back cost of facilities over 35 years at "0" interest
- Current annual revenue from CAB is ±\$223,587

Cooperative Funding

- SWFWMD has provided significant funding to all of its RWSA's in grants and cooperative funding
- WRWSA has received grant funding for:
 - County and Regional Long-Range Water Supply Plans
 - Proposed water supply projects
 - Wellfield development
- WRWSA has cooperatively funded with SWFWMD:
 - Hydrogeologic drilling to fill data gaps in region
 - Development of a Master Water Supply Plan

Southwest Florida Water Management District Water Supply Planning Regions and Water Supply Authorities



Statutory Mission

Chapter 373.1962 F.S.

- Plan for future water supplies for member governments
- Locate, develop, deliver wholesale water supply to member governments as needed

373.1962 Powers

- | | |
|--|-------------------------------------|
| • Develop, recover, store and supply water for county and municipal purposes | • Not engage in local distribution |
| • After approval of electors, can levy ad valorem taxes up to .5 mills | • Exercise eminent domain |
| • Collect, treat, store waste water | • Issue revenue bonds |
| | • Sue and be sued |
| | • Borrow money & incur indebtedness |

Other Functions

- Forum to discuss regional/state water issues
- Provide for long-range water supply planning
- Provide a presence and input to State legislative process
- Assist local governments in water supply issues

Current Master Planning Efforts

Master Water Supply Planning and Implementation Program

Master Regional Water Supply & Implementation Program

- In 2005 WRWSA Board approved development of a master water supply and implementation program.
- Co-funded by the Authority and the Withlacoochee and Coastal Rivers Basin Boards.
- Study covered the period from 2010 to 2030.
- The study was prepared by Water Resource Associates and completed in March 2010.
- The recession changed the emphasis of the Plan over the 2005-2010 time frame.



2005 Regional Setting at the Start of the Study

- Phenomenal Growth Occurring in the Region
- Population and Water Demand Projections Skyrocketing
- Pessimistic View on the Availability of new Groundwater sources
- Emphasis on Alternative Water Supply Development
- Minimum Flows and Levels (MFLs) Had Only Begun to be Established in the Region
- AWS Conditions Were Starting to be Placed on Some of the Major WUPs Within the WRWSA (The Villages, Hernando County, Ocala)



2010 Regional Setting at the End of the Study

- Severe Economic Downturn
- Population and Water Demand Projections Had Levelled Off
- More Optimistic View on the Availability of New Groundwater Sources - New Assessment Technology (GW Modeling)
- Emphasis on "Prevention" of Impacts Through Conservation and Reuse
- Setting Minimum Flows and Levels (MFLs) Were Accelerated in the Region
- Per Capita Consumption Requirements For All Utilities Had Been Established by Rule in SWFWMD area (150 gpcpd by 2018)



Summary of Issues

- **Water Supply Demand**
 - Even considering the recession, total water demand in WRWSA service area will increase by 55% by 2030.
 - Four of the five water users will increase: Industrial and Commercial will decline slightly.
 - Public water supply will increase the most - 83%.
 - Substantial competition for limited remaining groundwater.



Summary of Issues (con't)

- **Water Conservation and Reclaimed Water**
 - There are numerous utilities in the region with high per capita consumption rates. Average for the region is 187 gpcpd, but the range is 60 to 300+ gpcpd.
 - There are a number of WWTPs not currently maximizing their potential "beneficial reuse" (e.g. supplanting groundwater use through irrigation).
 - The Authority's objective is to help the region's utilities reach the 150 gpcpd compliance rate by 2018.



Summary of Issues (con't)

– Purpose of Proposed Water Supply Projects

- Extend use of groundwater through conservation
- Use GW modeling to find where existing regional ground-water supplies are still available and can be permitted
- Begin developing a long-range plan for eventual transition to an integrated system that includes alternative water supplies (surface water and desalinated water)



Water Conservation Efforts

- ❖ Authority has provided cooperative grants to member governments for water conservation projects (e.g. reclaimed water projects; "Florida Friendly" demonstration programs).
- ❖ Authority co-funds Water Conservation Coordinators in Hernando, Citrus and Marion Counties to carry out water conservation education programs.

Water Conservation Efforts

- ❖ Authority and SWFWMD are co-funding a regional project in Hernando, Citrus, Marion and The Villages of Sumter to implement a multi-year, region-wide residential irrigation audit program.
- ❖ Working through the Florida Irrigation Society, the Authority has implemented an auditor certification training program to ensure enough auditors are available to carry out irrigation audits.

Groundwater Supply Projects Identified in Master Plan

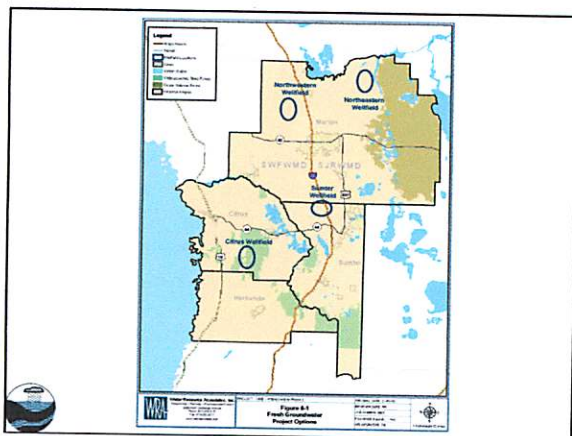
- **Regional Groundwater Available in:**

Southern Citrus County

Northern Sumter County

Eastern & Western Marion County





Alternative Water Supply Project Options

- **Withlacoochee River**

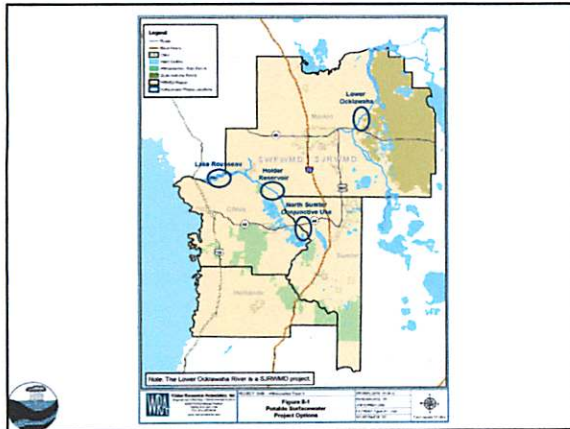
- Lake Rousseau
- Holder "Offstream Reservoir"
- North Sumter "Conjunctive Use"

- **Lower Ocklawaha River (SJRWMD Project)**

- **Seawater Desalination**

- Desalination near Crystal River
- Coquina Coast in Flagler County (SJRWMD Project)







**Comparative Costs per 1000 Gallons
for Future Water Supply**

• Water Conservation	\$??/1000
• NW Marion Wellfield (GW)	\$.63/1000
• NE Marion Wellfield (GW)	\$.81/1000
• Sumter Wellfield (GW)	\$.77/1000
• Lake Rousseau (AWS)	\$2.38/1000
• Holder (AWS)	\$3.15/1000
• Crystal River Plant Desal (AWS)	\$4.27/1000

Master Plan Recommendations

- The Plan's 30 recommendations are summarized under eight (8) major categories:
- Population and Water Demand
- Hydro-geologic Data Collection and Monitoring
- Regional Groundwater Assessment
- Water Conservation
- Reclaimed Water
- Water Supply Project Options
- Water Supply Partnership Opportunities
- Water Supply Regional Framework



Plan Recommendations

- For budgetary and staffing purposes, these categories have been further summarized as:
- Data Collection
- Water Conservation/Reclaimed Water
- Water Supply Project Development



Data Collection Recommendations

- Population and Water Demand
- Hydro-geologic Data Collection and Monitoring
- Regional Groundwater Assessment

These recommendations deal with updating the Master Plan population and water use data.



Water Conservation/Reclaimed Water Recommendations

- Water Conservation
- Reclaimed Water

These recommendations deal with proposed initiatives to:

- Survey and identify high water use utilities and identify appropriate conservation projects for each individual utility.
- Work with WWTPs to implement "beneficial reuse".



Water Supply Project Development Recommendations

- Water Supply Project Options
- Water Supply Partnership Opportunities
- Development of the Regional Framework Concept

These recommendations deal with the Authority:

- Working with local governments to implement the water projects identified in the Master Plan.
- Developing a conceptual plan for future integrated water supply facilities.





Questions??

7a. Bills to be
Paid

7b. 1st Qtr.
Financial Report

ACCOUNTANTS' COMPILATION REPORT

To The Governing Board
Withlacoochee Regional Water Supply Authority
Ocala, Florida

We have compiled the accompanying financial statements of the business-type activities and major fund of Withlacoochee Regional Water Supply Authority (the Authority), an Independent Special District, as of and for the three months ended December 31, 2011, which collectively comprise the Authority's basic financial statements. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

The management of the Authority is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist the management of the Authority in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

The budgetary comparison information is not a required part of the basic financial statements but is supplementary information. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and accordingly, we do not express an opinion or provide any assurance on the supplementary information.

Purvis, Gray and Company

January 31, 2012
Tallahassee, Florida

Certified Public Accountants

443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144 • FAX (850) 224-1762
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Withlacoochee Regional Water Supply Authority
BALANCE SHEET
As of December 31, 2011

ASSETS

CURRENT ASSETS

Cash in Bank - SunTrust	\$ 756.41
Cash in Bank - LGIP	564,493.30
Cash in Bank - Fund B	6,415.50
Cash in Bank - LGIP/Citrus Revenue	960,854.86
Cash in Bank - Fund B/Citrus Revenue	16,412.38
Accounts Receivable - SWFWMD	<u>12,387.50</u>

Total Current Assets **1,561,319.95**

FIXED ASSETS

Equipment	1,559.85
Accum Deprec - Equipment	(1,559.85)
Citrus Co. Wellfield	4,895,231.21
Accum Deprec - Wellfield	<u>(3,100,316.18)</u>

Total FIXED ASSETS **1,794,915.03**

TOTAL ASSETS **\$ 3,356,234.98**

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts Payable - Special Projects	\$ 33,559.60
Accounts Payable - General	15,969.47
Retainage Payable	<u>24,226.00</u>

Total Current Liabilities **73,755.07**

NET ASSETS

Unrestricted	1,487,564.88
Investment in Capital Assets	<u>1,794,915.03</u>

Total Net Assets **3,282,479.91**

TOTAL LIABILITIES AND NET ASSETS **\$ 3,356,234.98**

See Accountant's Compilation Report

Withlacoochee Regional Water Supply Authority
STATEMENT OF REVENUES AND EXPENSES
For the Period Ended December 31, 2011

	<u>3 months ended</u> <u>December 31, 2011</u>	<u>%</u>
REVENUE		
Citrus Co. Assessments	\$ 6,754.60	7.09 %
Hernando Co. Assessments	7,864.53	8.25 %
Sumter Co. Assessments	9,055.98	9.50 %
City of Ocala Assessments	2,571.70	2.70 %
Marion County Assessment	13,142.11	13.79 %
Citrus Co Facilities Recovery	40,896.75	42.92 %
Citrus County Wflid Admin Recov	<u>15,000.00</u>	<u>15.74 %</u>
Total Revenue	<u>95,285.67</u>	<u>100.00 %</u>
OPERATING EXPENSES		
Consulting Executive Director	24,999.99	26.24 %
Consulting Admin Asst	6,249.99	6.56 %
Advertising	216.56	0.23 %
Bank Charges	90.00	0.09 %
Lecanto Rent	2,047.68	2.15 %
Legal - Monthly Meeting	1,000.00	1.05 %
Legal - Other Services	956.49	1.00 %
Office Supplies	4,229.39	4.44 %
Printing & Reproduction	252.91	0.27 %
Postage	73.51	0.08 %
State Fees/Assessments	175.00	0.18 %
Web Page/Internet Services	373.15	0.39 %
Telephone	623.33	0.65 %
Travel	2,860.19	3.00 %
FY12 Moving Expense to Lecanto	295.00	0.31 %
Legislative Consultant	10,500.00	11.02 %
06-07 RWSP Ph VII MFL Anal	4,787.50	5.02 %
FY11 Marion County Conservation	6,090.00	6.39 %
FY11 WRA Marion Conservation	2,000.00	2.10 %
FY11 Hernando Wtr Conservation	34,900.00	36.63 %
FY11 Marion Wtr Conservation	23,247.00	24.40 %
FY11 Irri Audit Pmts Overdorf	19,140.00	20.09 %
FY11 Pmt Irri Audit Admin-Smith	3,612.60	3.79 %
FY11 Irrigation Audit Marketing	609.94	0.64 %
FY12 Gen Svcs Contract	<u>2,928.70</u>	<u>3.07 %</u>
Total Operating Expenses	<u>162,258.93</u>	<u>159.79 %</u>
Operating Income (Loss)	<u>(58,973.26)</u>	<u>(59.79)%</u>
OTHER INCOME		
Unrealized Gain/Loss on SBA	(237.39)	(0.25)%
Interest Income - LGIP	349.91	0.37 %
Interest Income - LGIP/Citrus Rev	<u>701.60</u>	<u>0.74 %</u>
Total Other Income	<u>814.12</u>	<u>0.85 %</u>
Net Income (Loss)	<u>\$ (56,159.14)</u>	<u>(58.94)%</u>

See Accountant's Compilation Report

ACCOMPANYING SUPPLEMENTARY INFORMATION

Withlacoochee Regional Water Supply Authority
BUDGET TO ACTUAL
For the Period Ended December 31, 2011

	<u>December 31, 2011</u>	<u>December 31, 2011</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>Budget</u>
	<u>Actual</u>	<u>Budget</u>			<u>Remaining</u>
REVENUE					
Citrus Co. Assessments	\$ 6,754.60	\$ 6,754.50	\$ 0.10	\$ 27,018.00	\$ 20,263.40
Hernando Co. Assessments	7,864.53	7,864.50	0.03	31,458.00	23,593.47
Sumter Co. Assessments	9,055.98	4,528.00	4,527.98	18,112.00	9,056.02
City of Ocala Assessments	2,571.70	2,571.70	0.00	10,286.80	7,715.10
Marion County Assessment	13,142.11	13,142.11	0.00	52,568.44	39,426.33
Citrus Co Facilities Recovery	40,896.75	40,896.75	0.00	163,587.00	122,690.25
Citrus County Wifld Admin Recov	15,000.00	15,000.00	0.00	60,000.00	45,000.00
FY11 VCCDD Iri Audit	0.00	1,041.75	(1,041.75)	4,167.00	4,167.00
FY11 NSUDD Iri Audit	0.00	2,083.26	(2,083.26)	8,333.04	8,333.04
Total Revenue	95,285.67	93,882.57	1,403.10	375,530.28	280,244.61
OPERATING EXPENSES					
Consulting Executive Director	24,999.99	24,999.99	0.00	99,999.96	74,999.97
Consulting Admin Asst	6,249.99	6,249.99	0.00	24,999.96	18,749.97
Advertising	216.56	187.50	29.06	750.00	533.44
Bank Charges	90.00	100.00	(10.00)	400.00	310.00
Lecanto Rent	2,047.68	2,047.00	0.68	2,047.00	(0.68)
Registration/Dues	0.00	125.00	(125.00)	500.00	500.00
Legal - Monthly Meeting	1,000.00	1,500.00	(500.00)	6,000.00	5,000.00
Legal - Other Services	956.49	3,500.00	(2,543.51)	14,000.00	13,043.51
Office Supplies	4,229.39	3,850.00	379.39	4,975.00	745.61
Printing & Reproduction	252.91	1,125.00	(872.09)	4,500.00	4,247.09
Postage	73.51	500.00	(426.49)	2,000.00	1,926.49
Publications/Software	0.00	62.50	(62.50)	250.00	250.00
State Fees/Assessments	175.00	200.00	(25.00)	200.00	25.00
Web Page/Internet Services	373.15	725.00	(351.85)	2,900.00	2,526.85
Telephone	623.33	1,062.50	(439.17)	4,250.00	3,626.67
Travel	2,860.19	3,500.00	(639.81)	14,000.00	11,139.81
FY12 Moving Expense to Lecanto	295.00	300.00	(5.00)	300.00	5.00
Legislative Consultant	10,500.00	10,500.00	0.00	42,000.00	31,500.00
06-07 RWSP Ph VII MFL Anal	4,787.50	0.00	4,787.50	-	(4,787.50)
FY11 Marion County Conservation	6,090.00	0.00	6,090.00	-	(6,090.00)
FY11 WRA Marion Conservation	2,000.00	0.00	2,000.00	-	(2,000.00)
FY11 Hernando Wtr Conservation	34,900.00	0.00	34,900.00	-	(34,900.00)
FY11 Marion Wtr Conservation	23,247.00	0.00	23,247.00	-	(23,247.00)
FY11 Iri Audit Pmts Overdorf	19,140.00	27,737.49	(8,597.49)	110,949.96	91,809.96
FY11 Pmt Iri Audit Admin-Smith	3,612.60	3,200.01	412.59	12,800.04	9,187.44
FY11 Irrigation Audit Marketing	609.94	1,250.00	(640.06)	5,000.00	4,390.06
FY12 Gen Svcs Contract	2,928.70	6,249.99	(3,321.29)	24,999.96	22,071.26
FY12 Citrus Water Conservation	0.00	10,374.99	(10,374.99)	41,499.96	41,499.96
FY12 Hernando Water Conservati	0.00	10,875.00	(10,875.00)	43,500.00	43,500.00
FY12 Marion Water Conservation	0.00	9,750.00	(9,750.00)	39,000.00	39,000.00
FY12 Belleview Stormwtr Reuse	0.00	1,500.00	(1,500.00)	6,000.00	6,000.00
FY12 Purvis Gray Rate Analysis	0.00	4,500.00	(4,500.00)	18,000.00	18,000.00
Total Operating Expenses	152,258.93	135,971.96	16,286.97	525,821.84	373,562.91
Operating Income (Loss)	(56,973.26)	(42,089.39)	(14,883.87)	(150,291.56)	(93,318.30)
OTHER INCOME					
Interest Income - LGIP	349.91	149.53	200.38	598.12	248.21
Interest Income - LGIP/Citrus Rev	701.60	963.16	(261.56)	0.00	(701.60)
Unrealized Loss on SBA	(237.39)	0.00	(237.39)	0.00	237.39
Total Other Income	814.12	1,112.69	(298.57)	598.12	(216.00)
Net Income (Loss)	(56,159.14)	(40,976.70)	(15,182.44)	(25,794.26)	(93,534.30)

See Accountant's Compilation Report

7c. CAB Rates &
Evaluation

**MEMORANDUM**

March 7, 2012

To: Board of Directors, WRWSA
From: Jack Sullivan, Executive Director

Re: Update on CAB Rate Study/Need for CAB Evaluation

Mark White, our Purvis Gray & Company consultant engaged to prepare a rate analysis for the Charles A. Black Water Supply Facility, met with Jack Sullivan, Larry Haag and Pete Hubbell recently to discuss details of the rate analysis. Mark White has pulled together the entire set of contract documents pertaining to the CAB facility to familiarize himself with the contract requirements of the Authority, Citrus County and the SWFWMD. Mark also received historic data on the operation of the CAB facility from the Citrus County Utility Department. He asked for additional data from Water Resource Associates on historic pumpage, as well as future projections of water usage from the CAB facility.

The current direction of the analysis is to come up with a volumetric rate that will essentially hold the cost to the County the same as the current arrangement for the first year and slowly ramp up the cost so that they will have time to adjust. Approximately one-half of the Authority's \$1.5 million reserve will be used to absorb additional costs for the first few years. When fully implemented, the annual cost to the county would likely be in the \$500k - \$650k per year range, depending upon volume of water utilized. The additional revenue would be used to fund the various water programs, projects and activities that the Board approved at its April 2010 Board meeting. We have projected estimated annual project requirements by the Authority for the next 5 years and this revenue would adequately cover these water resource projects without having to dip further into reserves.

After lengthy discussion among staff and consultants, it was concluded that to fully analyze the joint monetary obligations of the County and the Authority, the Renewal and Replacement (R&R) Fund analysis prepared around 1990 should also be updated and included in the analysis. Part of that analysis entails estimating the useful life and replacement costs associated with the various components of the water supply facility. This is a relatively routine activity for an engineering firm experienced in water supply facility construction. The group concluded that the

update to the R&R fund could be coordinated with the Authority's triennial (3-year) update of the engineering evaluation of the CAB facility. The last evaluation was in the 2009-10 FY and a new evaluation would normally be scheduled for the 2012-13 FY. However, by moving the triennial CAB evaluation forward by several months, the scope of services could include a reanalysis of the R&R fund as well without having to engage a second engineering firm. The normal scope of services may be expanded to ensure that all the necessary information to support the rate analysis will be covered by the engineering consultant.

Based on the need to re-evaluate the remaining useful life and costs of replacement of the Charles A. Black facility, I recommend that the Authority move up its usual engineering evaluation of the CAB facility by one fiscal year to allow the renewal and replacement analysis to be coordinated with the engineering evaluation and also with the overall rate analysis being done by Purvis Gray.

The Authority has a list of engineering firms that have already been evaluated through the competitive negotiations process that can be used for projects of less than \$25,000 (see attached March 18, 2009 minutes). These include, McKim and Creed, Black & Veatch, Tampa Bay Engineering as well as Water Resource Associates. All of these firms have done work for the Authority except for Tampa Bay Engineering (TBE). Consequently, **I would recommend that the Board authorize the Executive Director to contact TBE to initiate negotiations for the CAB evaluation and the update of the capital cost analysis for the R&R fund.** The objective would be to bring back a recommended contract to the Board at its April 18, 2012 Board meeting.

Reducing the "Implementation of the Phase II Recommendations" in the Authority's current budget would pay for the CAB Evaluation and the reanalysis of R&R Fund. This is a \$75,000 budget item.

**MINUTES – WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING, MARCH 18, 2009**

Al Grubman, representing TOO FAR, said his organization very strongly objected to use of Federal or State dollars to take water from the Withlacoochee River that should be allowed to replenish Lake Tsala Apopka.

Janey Baldwin, a member of the Withlacoochee River Basin Board, requested the PowerPoint packet that Mr. Sullivan gave to the Board. She thought that it would be a great thing to take back to Hernando County as an educational tool because people have many questions about water.

Chair then thanked Mr. Sullivan for his presentation and told the Board members to move forward and schedule meetings with their respective Boards.

Agenda Item #6 Executive Director's Report . . . Jack Sullivan, WRWSA

a. Bills to be Paid

Mr. Sullivan presented the bills for payment for March in the amount of \$28,659.12.

A MOTION WAS MADE BY ROSE ROCCO TO APPROVE THE MARCH BILLS FOR PAYMENT IN THE AMOUNT OF \$28,659.12. THE MOTION WAS SECONDED BY JOHN DRUZBICK AND CARRIED UNANIMOUSLY.

**b. Report on Water Resources Development Account and Status of
Local Government Investment Pool (LGIP)**

The latest statement as of February 28, 2009 showed that the Water Resources Development Fund contains \$1,196,340.90.

c. 1st Quarter Financial Report

Mr. Sullivan gave the 1st Quarter Financial Report, and referred to the report in the Board Packet. After presenting the financial report, Mr. Sullivan recommended the Board approve the report.

A MOTION WAS MADE BY ROSE ROCCO TO ACCEPT THE 1ST QUARTER FINANCIAL REPORT. THE MOTION WAS SECONDED BY JOE BERNARDINI AND CARRIED UNANIMOUSLY.



d. Consulting Engineering Firm to Evaluate CAB Citrus Facility

Mr. Sullivan stated it was time that an evaluation of the Charles A. Black Citrus Water Supply Facility should be prepared. The cost of doing the evaluation was budgeted this year at \$12,000. This amount was too low to go through long and expensive process of competitive negotiations. In 2005, Mr. Sullivan asked the Board to place the firms that had submitted qualifications to do the Regional Water Supply Plan update on a non-competitive negotiations list to do small engineering tasks. He said Mr. Haag indicates

**MINUTES – WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING, MARCH 18, 2009**

the statutes allow non-competitive awards for work under \$25,000. The Authority has provided work for three of the firms and the next firm in line is Black & Veatch. He recommended that the Board direct him to negotiate a contract with Black and Veatch to evaluate the Charles A. Black facility. The contract would be brought back to the Board for approval at a subsequent meeting.

A MOTION WAS MADE BY ROSE ROCCO TO CONTACT BLACK & VEATCH FOR A PROPOSAL TO EVALUATE THE CHARLES A. BLACK WATER SUPPLY FACILITY. THE MOTION WAS SECONDED BY WINN WEBB AND CARRIED UNANIMOUSLY.

e. Hydrologic Report

Mr. Sullivan summarized the February 2009 hydrologic report from SJRWMD as well as SWFWMD. He took the hydrologic report for SWFWMD from its Water Resources Monthly Update found on the District's web page for the northern part of the district. It shows a continuing decline in the water resources in the area.

- i. Aquifer levels in the Florida Aquifer in the below normal range.
- ii. Rainfall for February has been below the historic level for the month.
- iii. Lake levels have continued to decline from last month and are still below normal.
- iv. Streamflow in the Withlacoochee River is below the normal range.

Mr. Sullivan said that information from the SJRWMD web page is somewhat different from that at SWFWMD. The information was more graphic with less narrative. He summarized the graphics found on the SJRWMD web page as follows:

- Rainfall in January 2009 in eastern Marion County ranged from 3-4 inches in northern Marion to 1-3 inches in the rest of the County.
- Rainfall for the past 12 months for the County ranges from 45 to 65 inches.
- Lake levels for the past year show levels better than the average in far eastern Marion where more rain fell and less than average in the west part of the SJRWMD area where less rain fell.
- Generally the groundwater levels in Marion were stable over the past year.

f. News Articles

Mr. Sullivan included several news articles on water supply and water resources from around the region and the State that the Board can read at its leisure.

g. Correspondence

Mr. Sullivan stated that he had no current correspondence but that he wanted to convey concern about correspondence he had sent and received last month. He said he had received a letter from Kirby Green, Executive Director of the St. Johns River Water

7d. Water Cons.
Resolution

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
RESOLUTION 2012-1**

**A RESOLUTION OF THE WITHLACOOCHEE REGIONAL WATER SUPPLY
AUTHORITY BOARD OF DIRECTORS DESIGNATING APRIL AS WATER
CONSERVATION MONTH.**

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, the State of Florida, the Southwest Florida Water Management District and the Withlacoochee Regional Water Supply Authority designate April as water conservation month, and we urge every consumer to become more aware of the need to save water and to take appropriate measures to conserve and protect this vital natural resource; and

WHEREAS, the Withlacoochee Regional Water Supply Authority Board of Directors supports and encourages water conservation measures within the Withlacoochee Region; and

WHEREAS, the support of April as Florida's Water Conservation Month reinforces conservation messages and efforts put forth by the Withlacoochee Regional Water Supply Authority.

**NOW THEREFORE BE IT RESOLVED BY THE WITHLACOOCHEE
REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS
HEREBY PROCLAIMS APRIL 2012, AS WATER CONSERVATION MONTH
IN THE WITHLACOOCHEE REGION.**

ADOPTED in Regular Session this 21st day of March 2012, A.D.

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

Dennis Damato, Chairman

Attest:

Jackson E. Sullivan, Executive Director

7e. Public Rec.
Seminar

**MEMORANDUM**

To: Water Supply Authority Board of Directors and Interested Parties
From: Jackson E. Sullivan, Executive Director *JES*
Date: March 7, 2012
Subject: Public Records Seminar

The Florida Department of State is hosting a public records management seminar on April 12, 2012 in Tallahassee. This is a daylong seminar to train those individuals who are responsible for managing and maintaining agency records. All of the WRWSA records are in the Lecanto Government Building with signed, permanent records also filed with the Hernando County Records. In order to provide the most up-to-date and responsible records management for the WRWSA, our Administrative Assistant should attend this seminar.

My recommendation is to authorize travel for Nancy Smith, Administrative Assistant, to attend the Public Records Seminar in Tallahassee on April 12, 2012. This authorization will include the \$75.00 fee for the seminar, mileage, a hotel room for one night, and per diem for meals. The total cost is estimated at \$425.00

Enclosure: Public Records Management Information

Florida Department of State Division of Library & Information Services

Citizens State Employees Librarians Archivists Records Managers

Search this web site

Search

contact us 

Services for Records Managers

About Records
Management / Home
General Records
Schedules
Records Retention
Scheduling & Disposition
Records Management
Liaison Officers
Publications & Forms
Statutes & Rules
Training
Records Storage Center
Total Recall Web Module
Disaster Recovery
Frequently Asked
Questions
Related Links

Quick Access

- [Ask a Librarian](#)
- [Library Catalog](#)
- [FL Electronic Library](#)
- [FL Government Info](#)
- [FL Memory Project](#)
- [Meetings & Notices](#)

Judith Ring, Director
R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250
850.245.6600

State Library
R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250
850.245.6600
Hours:
Mon.- Fri. 9:00am - 4:30pm
Closed Weekends

State Archives
R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250
850.245.6700

PUBLIC RECORDS MANAGEMENT SEMINAR

- [Seminar Sites](#)
- [The Seminar](#)
- [Seminar Agenda](#)
- [Contact Information](#)
- [Register Online Now](#)

Seminar Sites

Tallahassee

April 12, 2012
Rm. 1220, Building 1
Department of Revenue
Capital Circle Office Center (Southwood)
2450 Shumard Oak Boulevard
Tallahassee, FL 32311

The Seminar

COURSE OBJECTIVES

After completion of this seminar attendees will be able to apply records management principles and best practices to ensure their respective records management programs are in compliance with Florida's Public Records Law.

WHO SHOULD ATTEND?

This seminar is recommended for individuals who are responsible for managing and maintaining agency records, including, but not limited to:

- Records Management Liaison Officers
- Administrative Staff
- Office Managers
- IT Professionals

REGISTRATION

Space is limited at each seminar site. Please register early. Registrations are accepted on a first-come, first-served basis. [Register Online Now.](#)

FEE

The seminar fee is \$75.00 per person, and includes the workshop and materials. This fee does not include lunch. Advance payment is required. Payment may be made by credit card (P-card, Visa, MasterCard, and

Hours:
Mon.- Fri. 9:00am - 4:30pm
Closed Weekends

[Florida Administrative Code](#)
[/ Florida Administrative](#)
[Weekly](#)

R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250
850.245.6270

Hours:
Mon.- Fri. 8:00am - 5:00pm

[Capitol Branch](#)

Room 701
The Capitol
Tallahassee, FL 32399-1400
850.488.2812

Hours:
Mon.- Fri. 9:00am - 4:30pm

[State Records Center](#)

4319 Shelfer Road
Tallahassee, FL 32305
850.245.6750

Hours:
By Appointment Only

Discover), check, or journal transfer. Call 850.245.6750 to pay by credit card. Please make check payable to Florida Department of State, and send to this [contact address](#).

CERTIFICATES

Certificates acknowledging seminar attendance will be mailed out following the completion of the workshop.

REFUNDS

A \$10.00 handling fee will be charged for all refunds. Requests for refunds must be made in writing 14 days prior to the date of the seminar and sent to the address listed in the [contact information](#) below.

HANDOUTS

Seminar materials will be provided to each registrant.

ACCOMMODATIONS

Registrants must make their own hotel arrangements.

FOR MORE INFORMATION:

See [contact information](#) below.
[top](#)

Seminar Agenda

This seminar is intended to provide records managers, administrative staff, information technology professionals, and managers with an overview of laws and regulations regarding the identification, maintenance, access, and retention of public records for both state and local agencies. Each session will include hands-on exercises (in groups or your own).

Registration: 8:30 - 9:00 a.m.

Seminar Begins: 9:00 a.m.

Session 1: Public Records Law and Agencies' Legal Responsibilities

- Overview of Florida's Public Records Law
- Issues related to access and maintenance of public records
- Tools to develop a public records policy
- Compliance with public records laws and regulations

Morning Break: 15 Minutes

Session 2: The Life Cycle of Records

- Basics of Records Management
 - Records inventory methods
 - Identifying relevant general schedules and record series
 - Determining retention and disposition

requirements

- Changes in records retention requirements related to the new General Records Schedule GS1-SL for State and Local Government Agencies
- Demonstration of the State Library and Archives of Florida's Web site for Records Managers

Lunch: 75 Minutes (on your own)

Session 3: Vital Records and Disaster Preparedness

- Identifying and protecting vital records
- Making vital records readily available after a disaster
- Identifying and prioritizing records needed to support the resumption of critical business functions
- Establishing and administering a vital records and disaster preparedness program

Afternoon Break: 15 Minutes

Session 4: Electronic Records Management

- Current issues in electronic recordkeeping
- Emerging technologies and their implications for records management
- Issues related to e-mail and electronic media storage
- Tools and resources needed to develop an electronic record management policy

Seminar Ends: 4:00 p.m.

[top](#)

Contact Information

Department of State
Division of Library and Information Services
Records Management Training
R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250

General Contact

E-mail rmtraining@dos.state.fl.us
Phone 850.245.6750
FAX 850.245.6795

[top](#)

7f. News
Articles

Bill doesn't do enough to return control to water districts

Published Tuesday, March 6, 2012

Only with this governor and Legislature does a watered-down assault on local control and the environment count as a victory. A Senate bill approved last month and now part of this week's endgame with the House would restore some of last year's budget cuts to the state's five water management districts. The districts need the money, but the trade-off is unacceptable. The bill gives more authority over water policy to the same governor who caused the districts' financial free fall in the first place, and it enables Tallahassee to continue to hijack local water for political purposes.

The measure, SB 1986, marks an election-year attempt by the Republican-led Legislature to distance itself from the deep cuts it imposed on the water agencies last year. The caps in revenue cost the five water management agencies a combined \$700 million and forced the layoff of hundreds of employees, including the most experienced hydrologists in the state. This year's bill is part apology, and also a realization that the state cannot meet its water supply and flood control needs — much less invest for the future — with a revenue base that is fundamentally inadequate.

It is understandable that some environmentalists support the legislation, because it would put the water management agencies on sounder financial footing. And the Senate stripped out several provisions that would have made it easier for the Legislature to prevent the water management districts from regulating big water users such as developers and utilities. But the bill would enable lawmakers to interfere early and often as the districts shape their spending plans. And Gov. Rick Scott would have more authority over direct spending — having the power, for example, to approve any budget transfers at the agencies greater than \$1 million. This level of micromanaging undermines the purpose of regulating the state's distinct watersheds at the regional level. And it amounts to a political shot from Tallahassee aimed at keeping local officials in line.

Legislators could amend the bill — for better or for worse — but really, why bother? The sound course is the simplest one: Repeal last year's law, withdraw the spending caps and put the districts in charge of their own budgets. Scott boxed himself and legislative leaders into a corner with last year's cuts. He should not be rewarded with more revenue that makes it even easier for the governor and Legislature to collude over the use of the state's most precious resource. The focus should be on preserving local control. This governor and Legislature already recognize the need for more money.

From: Diane Salz <disalz@yahoo.com>
Subject: House passes bill repealing septic tank inspection requirement
Date: February 29, 2012 9:08:15 PM EST
To: Jack Sullivan <jesull@comcast.net>
Reply-To: Diane Salz <disalz@yahoo.com>

----- Forwarded Message -----

From: Diane Salz <disalz@yahoo.com>
To: Diane Salz <disalz@yahoo.com>
Sent: Wednesday, February 29, 2012 9:07 PM
Subject: House passes bill repealing septic tank inspection requirement

House passes bill repealing septic tank inspection requirement
Bruce Ritchie, 02/29/2012 - 01:28 PM

The Florida House on Wednesday approved a bill that would repeal a statewide septic tanks inspection requirement.

The Legislature in 2010 passed a requirement for statewide septic tank inspections, but the measure prompted a backlash from rural residents who viewed it as a government intrusion. The House passed a repeal bill in 2011 but the Senate did not take up the measure.

This year, **HB 999** by **Rep. Chris Dorworth**, R-Lake Mary, attempted to strike a compromise with the Senate by requiring inspections in 19 counties with the largest first-magnitude springs, which each discharge more than 64 million gallons per day.

The bill establishes restrictions on local inspection programs, and it allows those counties with first-magnitude springs to opt out of the inspections. That drew opposition from some Democrats on the House floor. **Sierra Club Florida** also remains opposed to the bill.

"When it comes to first-magnitude springs I don't think we ought to be looking at the opportunity to opt out," said **Rep. Rick Kriseman**, D-St. Petersburg. "I think we ought to be doing everything we can to protect those springs."

But supporters said Dorworth had worked on a complicated issue to address the concerns of a variety of interests. Bill supporters included the **Florida Home Builders Association**, **Florida Realtors**, **Associated Industries of Florida**, the **Florida Onsite Wastewater Association** and **Audubon of Florida**.

"Today I think everyone wins," said **Rep. Marti Coley**, R-Marianna. "Our citizens who told us, 'You, government, have overstepped your bounds,' we heard them and stepped back."

The bill passed 105-11 and now goes to the Senate. The Senate version of the bill, **SB 820**, is in its final committee stop.

Reporter Bruce Ritchie can be reached at britchie@thefloridacurrent.com.

From: Diane Salz <disalz@yahoo.com>
Subject: Fwd: St. Johns River Water Management District Water News
Date: February 15, 2012 8:00:33 AM EST
To: Jack Sullivan <jesull@comcast.net>

Sent from my iPad

Begin forwarded message:

From: WaterNews <waternews@sjrwmd.com>
Date: February 15, 2012 7:53:04 AM EST
To: "disalz@yahoo.com" <disalz@yahoo.com>
Subject: St. Johns River Water Management District Water News

Email not displaying correctly? Click to view online.

St. Johns River Water Management District Water News

News, meetings
and notices

February 15, 2012

Water Supply Impact Study released

The St. Johns River Water Management District has **released its report** on the St. John River Water Supply Impact Study, the most comprehensive and scientifically rigorous analysis of the St. Johns River ever conducted.

The **four-year study** resulted in the development of state-of-the-art models and methodologies that can be used in consumptive use permitting, minimum flows and levels development, regional water projects and water supply planning. The tools developed through the study will be applied during the review process for any future river water withdrawal permit applications. The amount of water that may ultimately be withdrawn will depend on the proposed location, design and timing of the withdrawal and numerous permitting criteria that are considered when a permit application is submitted. These tools also can be used by local governments, other agencies, and potentially with other river systems.

Assistant Executive Director announces retirement

After more than 30 years of water resources experience, **David W. Fisk** has announced his retirement, effective March 9. Fisk joined the District in February 2002 and has served as

Connect with us



Upcoming meetings

For a listing of upcoming meeting dates, times and locations, visit our [meetings calendar page](#).

Contacts

District staff contacts for:

- [Local governments](#)
- [Public and media](#)

[How to contact your local government](#)

About us

The St. Johns River Water Management District is a regional agency of the state of Florida whose mission is to protect and ensure the sustainable use of water resources.

assistant executive director since June 2003.

Fisk's varied and extensive experience includes responsibilities for the direction of staff, budget, water use and wetlands permitting, water resources research, environmental restoration, planning, land acquisition, administration, operations, and legislative and interagency coordination. Prior to joining the St. Johns District, Fisk was assistant executive director at the Suwannee River Water Management District, where his duties included acting as a liaison between state and federal governmental bodies and the District.

District General Counsel **William H. Congdon**, who has worked at the District for 15 years, will serve as interim assistant executive director. Congdon has been a member of the Florida Bar for more than 30 years and has been the lead attorney representing the District in federal court, state court, and in hearings before the Department of Administrative Hearings. Congdon will continue to fill the role of general counsel while handling the assistant executive director's duties until a replacement for Fisk is hired.

The District is also currently recruiting for a **chief financial and administrative services officer**. The position, which reports to the District's Executive Director, will be responsible for the offices of Finance and Administration, Budget and Management Reporting and Human Resources.

Florida Water StarSM program now offered statewide

The District's residential water conservation program — **Florida Water StarSM** — is **now offered statewide**, bringing the economic and environmental benefits of water efficiency to homeowners in all of Florida's 67 counties.

The Florida Green Building Coalition recently agreed to administer the program in the Suwannee River and Northwest Florida water management districts — the two remaining regions where Florida Water StarSM had not yet been available. The St. Johns River, South Florida and Southwest Florida water management districts administer the program within their **respective boundaries**.

Minimum flows and levels (MFLs) meeting scheduled for March

The District will hold a public meeting in March to discuss **MFLs prevention and recovery strategies** for water bodies in northeast Florida.

The **Clay-Putnam** technical work group will meet at 2 p.m. on March 15 at Trinity Baptist Church Fellowship Hall, 3716 S.E. State Road 21, Keystone Heights. Parking for meeting attendees is available on the south end of the complex, near the playground. The Clay-Putnam work group was formed to

The District is responsible for managing groundwater and surface water resources in all or part of 18 counties in northeast and east-central Florida.

floridaswater.com

develop a list of prevention and recovery strategies for lakes Geneva, Brooklyn, Cowpen and Grandin.

Stakeholder meetings are being held in areas where **MFLs** are currently not being met or are projected not to be met within 20 years. The District's goal is to work collaboratively with stakeholders to develop long-term comprehensive strategies to achieve the MFLs.

St. Johns River Water Management District
P.O. Box 1429 • Palatka, FL 32178-1429

(800) 725-5922

© 2012 St. Johns River Water Management District

[Unsubscribe](#) from this list.

From: Tampa Bay Water <mrapp@tampabaywater.org>
Subject: Water News from Tampa Bay Water
Date: December 22, 2011 4:08:09 PM EST
To: Jack <wrwsa@wrwsa.org>
Reply-To: Tampa Bay Water <mrapp@tampabaywater.org>

If you are having trouble viewing this email, [click here](#) to view it online.



2575 Enterprise Road
Clearwater, FL 33763
727-796-2355

DECEMBER 2011

WATER NEWS

SURFACE WATER SYSTEM EXPANSION COMPLETED



At the end of fiscal year 2011, Tampa Bay Water completed the last of 10 projects that adds an average of 25 million gallons of capacity per day to our surface water system. The projects included modifying the Tampa Bypass Canal water use permit to allow capture of additional wet weather flows, expanding the Tampa Bypass Canal Pump station, expanding the Tampa Bay Regional Surface Water Plant and High Service Pump Station, building two new pump stations to convey increased flows to and from the C.W. Bill Young Regional Reservoir and new pipeline interconnections.

The approved construction budget for expansion projects was \$212.2 million; to date, project managers have saved approximately \$27.6 million through competitive procurement practices, the agency's tax savings program and contract under-runs. To date, the Southwest Florida Water Management District has co-funded \$119.7 million of the program cost.

IN THIS ISSUE

[Surface Water System Expansion Completed](#)

[Utility Wins Award for Educational Publication](#)

[Suit Against Reservoir Designer Re-Opened](#)

[Board Approves Desalination Reliability Program](#)

[Water Demand Forecast Updated](#)

UTILITY WINS AWARD FOR EDUCATIONAL PUBLICATION



Gold MarCom Award Winner

Tampa Bay Water received the Gold MarCom Award for "Go with the Flow," an educational booklet on water supplies for middle-school students of the Tampa Bay region. The booklet was created for the *St. Petersburg Times*' Newspaper in Education initiative to teach local students and their families about the source of our water supplies, and how those supplies can be conserved and protected.

Tampa Bay Water was selected to receive the award from over 6,000 MarCom Award entries from throughout the United States, Canada and several other countries. MarCom Awards is administered and judged by the Association of Marketing and Communication Professionals. Entries are judged by industry professionals who are looking for publications that exhibit high standards of excellence and serve as benchmarks for the industry.

SUIT AGAINST RESERVOIR DESIGNER RE-OPENED



Tampa Bay Water is continuing its legal case against HDR Engineering, Inc., the engineer of record that designed the regional reservoir. The case was re-opened on Nov. 16, 2011, after Tampa Bay Water unanimously rejected a \$30 million mediator's proposed settlement agreement and filed a motion to reopen the case. On Dec. 2, 2011, the Court entered another order reactivating all of the motions that were pending immediately before the case was dismissed, and directing the parties to respond to those motions by Dec. 15, 2011.

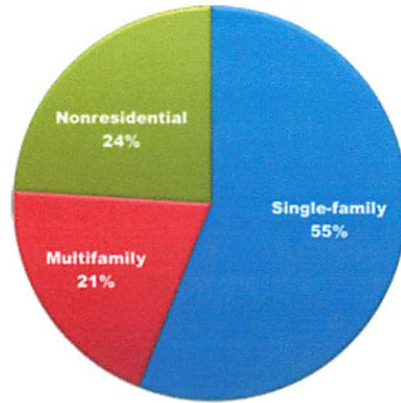
On Dec. 13, 2011, the Court denied HDR's motion to enforce the Mediator's proposal.

BOARD APPROVES DESALINATION RELIABILITY PROGRAM

At its December meeting, Tampa Bay Water's board of directors authorized staff to implement several tasks that will strengthen the desalination plant and improve its reliability. The desalination plant works as intended and has met all performance milestones, but some equipment that has been in place since 2002 must be replaced and improvements must be made to ensure continued smooth operations. The \$3.6 million program will add a fourth seawater pump and a new

transformer, replace the 2nd pass membranes which have been in place since 2002, and replace the inlet and discharge piping. Improving the seawater desalination plant's reliability ensures that it will continue to operate when needed.

WATER DEMAND FORECAST UPDATED



Tampa Bay Water recently completed its regional water demand forecast for the Tampa Bay region. The long-term demand forecast model was developed using historic water use data from our six member governments and the updated forecast is based on 2010 census data, updated predictions of socio-economic factors, including population growth, income and employment, and weather conditions, as well as recent data from the property appraiser's office. The census data show 2.6 million people living in the Hillsborough-Pasco-Pinellas region, 2.3 million of which are served by Tampa Bay Water and its member governments. The updated demand forecast shows that the region's rate of growth remains at approximately 0.86 percent annually, and is not projected to drive the need for additional water supply development over the next 15 years or so.

[Back to top](#)

Copyright (C) 2011 Tampa Bay Water All rights reserved.
Tampa Bay Water • 2575 Enterprise Road • Clearwater, FL 33763 • 727-796-2355

EPA cost estimates too low

By [Fred Hiers](#)

Staff writer

Published: Tuesday, March 6, 2012 at 5:10 p.m.

The U.S. Environmental Protection Agency's cost estimate for Florida to follow the federal agency's new nutrient pollution limits was too low, according a study by the National Academy of Sciences.

The academy began the study last year at the request of the EPA amid complaints that the agency's estimate to meet the new standards would cost Floridians between \$135.5 million and \$206.1 million per year. Critics estimated the cost to be about \$12 billion annually.

The polluting nutrients at issue are nitrogen and phosphorus which, in high concentrations, cause algae blooms, kill fish and change the chemical makeup of water bodies.

The academy did not estimate its own cost of meeting the EPA's new rules.

Leonard Shabman, vice chair of the committee that wrote the report, said the EPA's request was for the committee to merely review the EPA's approach in its cost estimates. It was not tasked with deriving its own estimates nor the effectiveness of the standards on Florida's waters.

"But the number is unequivocally not \$200 million. It's higher than that," Shabman told the Star-Banner. "But we don't know how much."

Shabman said although the EPA's estimated costs were often "fairly optimistic" by making assumptions toward the low end of the cost spectrum, EPA critics were "highly pessimistic" and tended to focus on the high end of costs.

He also warned that cost estimates in the billions of dollars were likely due to incorrectly calculating the full cost of addressing Florida's waters instead of the additional costs the EPA's standards would incur.

"It's not like the state was doing nothing. It was already doing a significant amount," Shabman said.

The report also said the cost to some municipal wastewater plants to meet the EPA's goals would see "substantial near-term increases."

Ocala estimated that to make its three wastewater treatment plants meet the EPA's standards would cost between \$90 million and \$150 million.

Meanwhile, the Florida Department of Environmental Protection has proposed its own water standards and is asking the EPA to allow the state to implement them instead of the federal rules. The FDEP still awaits an answer.

Florida environmental groups also are fighting the FDEP, saying the FDEP's proposed standards are not stringent enough.

The EPA responded to the Star-Banner regarding the academy findings in writing.

“EPA is already incorporating some of the report’s findings and recommendations for the economic analysis and is considering how it can inform future potential analyses,” the EPA wrote.

Reach Fred Hiers at fred.hiers@starbanner.com and 352-867-4157.

Copyright © 2012 Ocala.com — All rights reserved. Restricted use only.