



**WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**

Board Meeting Package

May 16, 2018
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 March 2018

Office	Board Members
Chair	The Honorable Michelle Stone
Vice Chair	The Honorable Stephen Printz
Treasurer	The Honorable Jeff Kinnard

Jurisdiction	Board Members
Citrus County	The Honorable Scott Carnahan
	The Honorable Jeff Kinnard
Hernando County	The Honorable Steve Champion
	<i>Vacancy</i>
Marion County	The Honorable Kathy Bryant
	The Honorable Michelle Stone
	The Honorable Carl Zalak
Sumter County	The Honorable Al Butler
	The Honorable Stephen Printz
City of Belleview	The Honorable Gary Ernst
City of Brooksville	The Honorable William Kemerer
City of Bushnell	The Honorable Dale Swain
City of Crystal River	The Honorable Ken Brown

Meeting Dates

The schedule of meetings for the 2017-2018 fiscal year are as follows:

November 15, 2017
January 17, 2018
March 21, 2018
May 16, 2018
July 18, 2018
September 19, 2018

**MEMORANDUM**

To: Water Supply Authority Board of Directors and Interested Parties

From: Richard S. Owen, Executive Director

Date: May 7, 2018

Subject: Monthly Meeting of the Withlacoochee Regional Water Supply Authority

The next meeting of the Withlacoochee Regional Water Supply Authority will be on **Wednesday, May 16, 2018, 3:30 p.m., at the Lecanto Government Center Building, Room 166, 3600 Sovereign Path, Lecanto, FL 34461.**

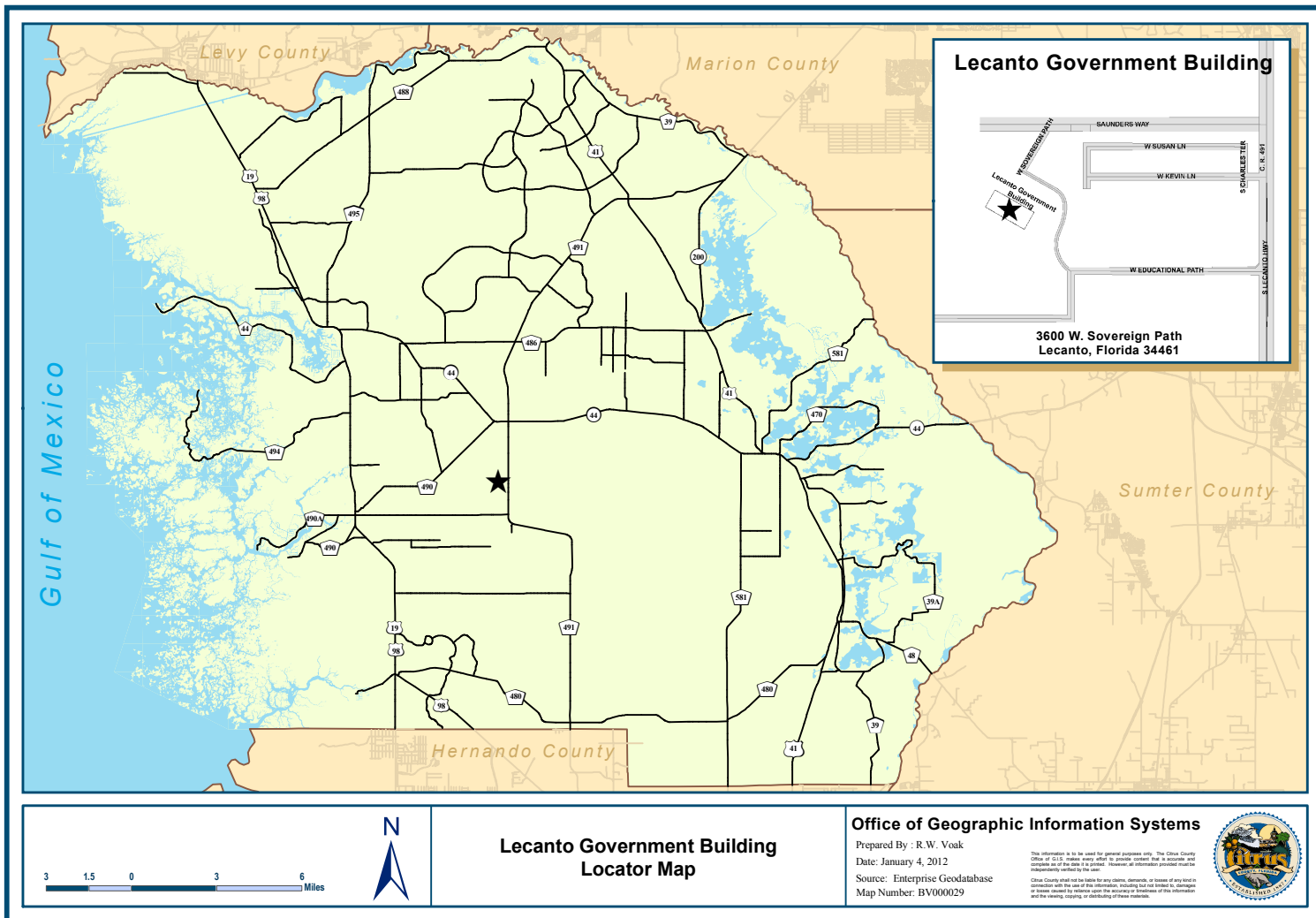
Enclosed for your review are the following items:

- Agenda
- Minutes of the March 21, 2018 meeting
- 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.
- 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 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

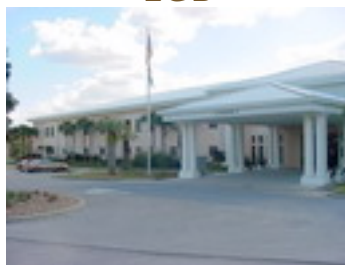
From Bushnell

- 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**

A G E N D A

**May 16, 2018 -- 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** . . . Michelle Stone, Chair
2. **Roll Call** . . . Richard Owen, WRWSA Executive Director
3. **Introductions and Announcements** . . . Richard Owen, WRWSA
4. **Approval of Minutes** . . . Michelle Stone, Chair 9
5. **Public Comment**
6. **Hydrologic Conditions Report** . . . Lois Sorensen, SWFWMD 17
7. **FY 2018-19 Budget Approval** . . . Richard Owen, WRWSA 19
8. **Board Policy 2018-02 Election of Board Officers** . . . Richard Owen, WRWSA 29
9. **Regional Water Supply Plan Update Status Report** . . . Richard Owen, WRWSA 33
10. **Executive Director's Report** . . . Richard Owen, WRWSA
 - a. **Bills to be Paid** [April 2018 bill summary included in packet; May 2018 bills provided at the meeting] 35
 - b. **Second Quarter Financial Report** 37
 - c. **SunTrust Bank Credit Card – Increase in Credit Limit** 43
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 - e. **Correspondence** 47
 - f. **News Articles** 53
 - g. **Other**
11. **Legislative Report** . . . Diane Salz, WRWSA Governmental Affairs
12. **Attorney's Report** . . . Larry Haag, WRWSA Attorney
13. **Other Business**
14. **Next Meeting** . . . July 18, 2018; 3:30 p.m.; Location – Hernando County
15. **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 4

Approval of Minutes

DRAFT

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting March 21, 2018

TIME: 3:30 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 Michelle Stone called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:30 p.m. and requested a roll call.

2. Roll Call

Mr. Richard Owen, WRWSA Executive Director, called the roll and a quorum was declared present.

BOARD MEMBERS PRESIDING

Michelle Stone, *Chair*, Marion County Commissioner
Stephen Printz, *Vice-Chair*, Sumter County Commissioner
Jeff Kinnard, *Treasurer*, Citrus County Commissioner
Ken Brown, Crystal River City Councilor
Al Butler, Sumter County Commissioner
Scott Carnahan, Citrus County Commissioner
Steve Champion, Hernando Co. Commissioner
William Kemerer, Brooksville City Councilor
Dale Swain, Bushnell City Councilor
Carl Zalak, Marion County Commissioner

BOARD MEMBERS ABSENT

Kathy Bryant, Marion County Commissioner
Gary Ernst, Belleview City Commissioner

ALTERNATE(S) PRESIDING – None

3. Introductions and Announcements

- *Introductions.* Mr. Owen recognized Authority staff present for this meeting. Audience members introduced themselves for the Board's information.
- *Announcements* – None

WRWSA STAFF PRESENT

Richard Owen, Executive Director
Larry Haag, Attorney
Diane Salz, Governmental Affairs
LuAnne Stout, Administrative Asst.

OTHERS PRESENT

Brian Armstrong, SWFWMD Executive Dir
Alys Brockway, Hernando County Water Res
Debra Burden, Citrus Co Water Conservation
Ken Cheek, Citrus Co Water Resources Director
Kim Dinkins, Marion County Water Resources
Rich Doty, Water Resource Associates
Kathryn Eno, Purvis Gray & Company
Michon Fabio, Marion Co Water Res Liaison

OTHERS PRESENT (continued)

Melissa Gulvin, SWFWMD Gov't Affairs Program
Ed Helfin, Reiss Engineering
Peter G. Hubbell, Water Resource Associates
Erin Hunt, Jones Edmunds
Greg Jones, Cardno
Mary Kassabaum, SWFWMD Gov't Affairs Reg Mgr
Terri Lowery, Jones Edmunds
Denise Diamond Lynn, Citrus County Attorney
Roy Mazur, Water Resource Associates
Earvin Myers, Reiss Engineering
Richard Radacky, City of Brooksville
Joe Quinn, SWFWMD Water Supply Project Mgr
Mark White, Purvis Gray & Company

4. Approval of Minutes

A copy of the January 17, 2017 minutes was provided in the Board's meeting materials. Following consideration, **Mr. Brown moved to approve the minutes for the January 17, 2017 meeting as presented. The motion was seconded by Mr. Printz and carried unanimously.**

5. Public Comment – No speaker cards were submitted.

6. Regional Water Supply Plan Update – SWFWMD Cooperative Funding Agreement and Budget Amendment Resolution

Mr. Owen provided introductory remarks. At its November 17, 2017 meeting, the Board approved the submittal of a cooperative funding request to the Southwest Florida Water Management District for the Regional Water Supply Plan Update project. The total project cost was in the amount of \$300,000, with \$150,000 from the Authority and a like amount from the District. This project was subsequently approved by the District as an out-of-cycle funding. The District has provided the Cooperative Funding Agreement for the project, which is included as an exhibit in the Board's meeting materials.

Following consideration, **Mr. Carnahan moved to approve the Cooperative Funding Agreement for the WRWSA Regional Water Supply Plan Update project (N945) and for the Executive Director to sign the Agreement. Mr. Printz seconded the motion and it carried unanimously.**

7. Regional Water Supply Plan Update – Consultant Selection

Mr. Richard Owen, WRWSA Executive Director, provided introductory remarks. At the November 2017 meeting the Board approved issuance of an Request for Qualifications (RFQ) for the project. Three firms responded to the RFQ, including (listed alphabetically) Cardno, Inc., Reiss Engineering, Inc. and Water Resource Associates, LLC. The purpose of this item is for the Board to rank the firms and authorize the Executive Director to enter into negotiations with the firms in ranked order and, upon successful negotiations, to enter into a contract with the successful firm.

A committee comprised of staff representatives of the Authority's four county member governments and the Authority's Executive Director was convened to review and rank these SOQ's. Only three of the four county representatives were present for the meeting, with Marion County being absent. The results of this review and ranking was for Cardno to be ranked first and Reiss and Water Resource Associates tied for second. Subsequent to the meeting, Marion County, who was absent at the review committee meeting, submitted a scoring sheet. Inclusion of the Marion County ranking results in Cardno still being ranked first, but with Water Resource Associates ranked second and Reiss ranked third.

Each of the firms made presentations to the Board. After these presentations, the Board members completed scoring sheets for the three firms.

The Board meeting recessed for a five-minute break while Messrs. Owen and Haag tallied the rankings.

Mr. Owen announced Cardno, Inc as the top ranked firm; WRA, LLC as the second ranked firm; and Reiss Engineering, Inc. as the third ranked firm.

Following consideration **Mr. Carnahan moved to authorize the Executive Director to enter into negotiations with the firms in ranked order and for the Executive Director to enter into an agreement for professional services for the Regional Water Supply Plan Update project for an amount not to exceed \$300,000 with the successful firm. Mr. Kinnard seconded the motion and it carried unanimously.**

8. Fiscal Year 2016-17 Financial Audit

Mr. Mark White, Partner with Purvis Gray & Company, LLP, presented this item. Purvis Gray and Company prepared the annual audit of the Authority's financial statements for the Fiscal Year ending September 30, 2017. Exhibits provided for the Board included the March 2, 2018 letter from Purvis Gray and Company; and Financial Statements and Independent Auditors' Report, March 2, 2018.

Following consideration, **Mr. Printz moved to approve the Financial Statements and Independent Auditors' Report for Fiscal Year 2016-17, as revised March 20, 2018 and presented at the meeting; and submittal of this report to the Auditor General and to the Florida Department of Financial Services. Mr. Butler seconded the motion and it carried unanimously.**

Mr. Owen requested approval for QuickBooks training to be provided by Purvis Gray & Company in an amount not to exceed \$1,000 and to enter in a letter of engagement for training purposes.

Mr. Brown moved, seconded by Mr. Kemerer, to approve the Executive Director entering into a Letter of Engagement with Purvis Gray & Company to provide QuickBooks training for staff and to assist in the development of end of period closing routines in an amount not to exceed \$1,000. The motion carried with Messrs. Carnahan and Champion voting against.

9. FY 2018-19 Annual Grant Program – Establishment of Funding Amount and Guidelines

Mr. Owen noted that, since 2005, the Authority has funded an annual grants program that provides matching funds for water conservation and water supply development projects. Member governments and other utilities in the region have applied for and received cooperative grants for projects of mutual benefit. The 2018-2019 grants cycle will begin with an announcement to be sent to utility directors and water conservation coordinators regarding the Authority's Local Government Grant Program.

In order to provide for this continuing program in the upcoming 2018-2019 fiscal year and to allow staff to prepare the 2018-2019 budget, staff requested the Board establish the total amount available in the fiscal year for the Program. In the recent past, the Board has established a total amount of \$130,000 and limited funding to water conservation projects.

Following consideration, **Mr. Swain moved for the Board set the total allocation of funds in fiscal year 2018/19 for the Local Government Grant Program at \$130,000 and limit such grants to water conservation projects. Mr. Kinnard seconded the motion and it carried unanimously.**

10. Charles A. Black Wellfield – Citrus County Negotiations

Mr. Owen said that, at the January 17, 2018 meeting, the Board had a discussion regarding a request by Citrus County to resolve concerns the County has with the Water Supply Contract between the County and the Authority. The result of those discussions was to direct staff to meet with Citrus County to see if a solution could be arrived at that would solve the County's concerns. Mr. Owen reported that he and Mr. Haag met with Citrus County Commissioner Kinnard and County Attorney Denise Diamond Lynn on February 22, 2018 staff. At the meeting the County continued to maintain the only options agreeable to the County must include transfer of the CAB facilities to the County and for the WUP to be in the County's name only. Mr. Owen reported that Authority staff did not agree to these demands. No other options acceptable to the County were discussed. Mr. Owen then provided an overview of the history of the wellfield.

Mr. Kinnard provided a presentation regarding the County's position and request. Board discussion ensued regarding Citrus County's requests and potential options to address the issues.

Mr. Kinnard moved, seconded by Mr. Carnahan, to transfer ownership of the CAB Facilities to Citrus County after all remaining SWFWMD grant funds have been recouped, with no additional payments by the County, plus interest.

Following continued discussion, **Chair Stone called the motion. Motion to transfer ownership of the CAB wellfields to Citrus County failed with Ms. Stone and Messrs. Butler, Kemerer, Printz, Swain and Zalak voting against; and Messrs. Brown, Carnahan, Champion and Kinnard voting in favor.**

11. Charles A. Black Wellfield – Replacement of Backup Generators

Mr. Owen said the purpose of this item is to provide the Board with an update on replacement of the back-up generators at the Charles A. Black (CAB) Wellfield Plants 1 and 2 and to seek Board concurrence with the utilization of the Authority's CAB Renewal and Replacement (R & R) Reserve Fund for this purpose. These generators are beyond their useful life and maintenance costs to keep them operational are becoming prohibitive. Replacement of these generators and related equipment was identified in the latest Engineering Evaluation of the CAB facilities completed in 2016. The cost identified at that time was estimated at \$512,600 for each generator and related equipment, for a total of \$1,025,200. The balance of the Authority's R & R Reserve Fund at the end of Fiscal Year 2016-17 was \$2,248,536.

Citrus County is responsible for undertaking this work pursuant to the Water Supply Contract between the County and the WRWSA. The intent of the project is to remove the old generators and the buildings that they are housed in, and then provide new replacement generators, fuel tanks and buildings. Citrus County received bids for replacement of the back-up generators. The bids for this work came in significantly above what the County's utilities staff had anticipated. County staff has negotiated with the bidder to reduce costs, for a final cost of \$906,419 for replacement of all generator and related facilities at both CAB wellfield #1 and #2.

Mr. Owen stated the recap for this item contains additional items the County has identified for which they would like to seek reimbursement from the R & R fund in this fiscal year. These include \$55,000 for pressure washing, painting, and sealing the ground storage tanks and an additional \$10,000 for asphalt paving and/or sealing of the entrance drive and parking area at CAB I for a total of \$65,000. Although these items were included in the staff recommendation included in the Board packet, Mr. Owen informed the Board that upon further review these items will likely not qualify for reimbursement pursuant to the Water Supply Contract and recommended these be deleted from the Board's action.

Following consideration, **Mr. Printz moved, seconded by Mr. Champion, to approve Citrus County's utilization of the Authority's R & R Funds for replacement of the back-up generators and related facilities at CAB 1 and 2 at a not-to-exceed amount of \$906,419. Motion carried unanimously.**

12. Executive Director's Report

- a. **Irrigation Audit Phase 4 – Letter of Engagement for Supplemental Administrative Support Services** – Mr. Owen noted that, due to the absence of the Authority's Administrative Support staff during much of February 2018, the Authority's Executive Director, in consultation with the Authority Chair, entered into a Letter of Engagement with Ms. Karen Gerber to assist with the ongoing Irrigation System Audit Phase 4 project. The letter of engagement was reviewed and approved by the Authority's attorney and included as an exhibit in the Board's meeting materials. The work entailed printing, stuffing and mailing invitation letters to utility customers for potential participation in the program. This work needed to be completed in this time frame for the project to stay on track with the project schedule. As of March 5, 2018, all work was completed consistent with the letter of engagement.

Following consideration, **Mr. Printz moved, seconded by Mr. Brown, for Board concurrence with the letter of engagement with Ms. Karen Gerber. Motion carried unanimously.**

- b. **Bills to be Paid** – Mr. Owen presented the February 2018 bills and requested Board concurrence. **Mr. Printz moved to ratify payment of the February 2018 bills in the total amount of \$16,994.77. The motion was seconded by Mr. Kemerer and carried unanimously.**

Mr. Owen presented the March 2018 bills and requested Board approval. Following consideration, **Mr. Swain moved for payment of the March 2018 bills in the amount of \$30,601.83, as presented. The motion was seconded by Mr. Printz and carried unanimously.**

- c. **First Quarter Financial Report**

Following consideration, **Mr. Brown moved, seconded by Mr. Printz, to accept the First Quarter Financial Report presented by Purvis Gray & Company. The motion carried unanimously.**

- d. **Water Conservation Month**

Mr. Owen said the purpose of this item is to request the Board execute a resolution declaring April 2018 as “Water Conservation Month.” This has historically been used by the Authority as a means to focus the public’s attention on the need for and benefits of conservation and to highlight the resources available to help them.

Following consideration, **Mr. Printz moved, seconded by Mr. Swain, to approve and execute Resolution 2018-02 declaring April 2018 as “Water Conservation Month.” The motion carried unanimously.**

This resolution was made a part of these minutes as if set forth in full but, for convenience, was filed in the permanent resolution files of the WRWSA.

- e. **Springs Protection Awareness Month**

Mr. Owen said the purpose of this item is to request the Board execute a resolution declaring April 2018 as “Springs Protection Awareness Month.” This shows the Authority is committed to helping to conserve and restore the ecological balance of spring systems, thereby supporting regional economies and quality of life.

Following consideration, **Mr. Swain moved, seconded by Mr. Carnahan, to approve and execute Resolution 2018-03 declaring April 2018 as “Springs Protection Awareness Month.” The motion carried unanimously.**

This resolution was made a part of these minutes as if set forth in full but, for convenience, was filed in the permanent resolution files of the WRWSA.

- f. **Correspondence** – No items were included in the Board’s meeting materials.

- g. **News Articles** – Articles of interest were included in the Board’s meeting materials.

- h. **Other** – At its next meeting, Mr. Owen said the Board will be asked to consider revising the Election of Officers policy to include both county and city representatives may be elected to an office. He noted this is being brought to the Board’s consideration at the request of a Board member.

13. Legislative Report – Ms. Diane Salz, WRWSA Governmental Affairs, provided an update on the 2018 Legislative Session which began January 9, 2018 and concluded on March 11, 2018. She reviewed budget items which included: Springs Protection and Restoration - \$50 million, Florida Forever - \$100.8 million, Best Management Practices - \$34 million, Citrus County Cambridge Greens Septic to Sewer - \$349,000, King's Bay Restoration - \$2 million, Old Homosassa West Septic to Sewer - \$235,600, and Three Sisters Springs Infrastructure - \$400,000. Senate Confirmations included Department of Environmental Protection Secretary Noah Valenstein; Southwest Florida Water Management District Governing Board Members: Michele Williamson (Hillsborough); Mark Taylor (Hernando/Marion); Bryan Beswick (DeSoto, Hardee, Highlands); John Henslick (Manatee); James "Jim" Murphy (Polk); Joel Schleicher (Charlotte/Sarasota); Rebecca Smith (Hillsborough/Pinellas); and St. Johns River Water Management District: Janet Price (Area 1—1-year term); Susan Dolan (At-Large); Douglas Burnett (At-Large); Douglas Bournique (Area 5).

Ms. Salz also noted passed legislation which included SJRWMD Rule Ratification to establish minimum flows and levels on Silver Springs; Reclaimed Water Coordination; WMD Surplus Lands; Assumption of Federal Dredge and Fill Permitting; and Springs Protection Awareness Month (April 2018) SB1936. Failed legislation included Natural Resources (omnibus bill) HB7063; Water Management SB1506; Governmental Accountability SB192; and Local Government Fiscal Transparency SB1426.

Ms. Salz provided an overview on the status of a number of activities and ongoing issues. She noted that Board members may contact her at any time.

14. Attorney's Report – Mr. Haag, WRWSA Attorney, said he had no report to provide.

15. Other Business – None

16. Next Meeting Time and Location – May16, 2018 at 3:30 p.m. at the Lecanto Government Building, Room 166.

17. Adjournment – Chair Stone adjourned the meeting at 6:32 p.m.

Michelle Stone, Chair

Richard S. Owen, Executive Director

Hydrologic Conditions Report

Ms. Lois Ann Sorensen, Demand Management Program Manager, Southwest Florida Water Management District, will provide the Board with a review of recent past and projected hydrologic conditions and the status of water shortage orders in the region.

Staff Recommendation:

This is an information item only and no Board action is required.

Fiscal Year 2018-19 Budget Approval

This item is presented by Richard Owen, WRWSA Executive Director.

Included as Exhibit A to this item is the proposed Fiscal Year (FY) 2018-19 budget for the Board's review and approval. The budget has been prepared in a conservative manner in an effort to reduce costs and enhance efficiencies for member governments. Included as Exhibit B is a description of the Authority's FY 2018-19 work program that is supported by the proposed budget. Outlined below are the major aspects of the proposed budget.

Highlights

- Administrative expenditures of \$207,765, down slightly from the current year by \$6,240 or 2.9%. There is no change in contracted staff compensation.
- Water Resource Development Project expenditures of \$627,490, up from the current year amended budget by \$17,470 or 2.9%, due to a combination of a reduction in the budget for the continuation of the Phase 4 Irrigation Audit Program and the Regional Water Supply Plan Update, and the addition of the Phase 5 Irrigation Audit Program.
- Total budgeted expenditures amount to \$835,255, representing an increase from the current year amended budget in an amount of \$11,230, or 1.4%.
- Administrative Reserves at the end of the fiscal year are budgeted at \$575,100, up from the current year by \$74,723 or 14.9%.
- Water Resource Development Reserves at the end of the fiscal year are budgeted at \$755,656, down from the current year by \$47,462 or 6.7%.
- Combined Administrative and Water Resource Development Reserves at the end of the fiscal year total \$1,330,756, representing an increase of \$122,185 or 10.1%.

Revenues

Administrative

Staff recommends a per capita rate of \$0.19, the same assessment as in the last eight years. The per capita assessment will generate \$151,174 in revenues, up just slightly from the current year (an increase of \$1,666) due to increases in the region's population. Consistent with Board direction received at the January 18, 2017 meeting, administrative revenue from the Charles A. Black (CAB) wellfield facilities has been set at the amount of administrative expenditures in excess of the per capita revenues. This results in \$56,591 of the CAB wellfield revenues being allocated to administration, a decrease of \$3,409 from the current year. Combined, these revenue sources generate \$207,765 in revenue for administrative purposes. This is equal to the proposed Administrative expenditures described below.

Water Supply Facility Development

Revenues for Water Supply Facility Development are derived from matching funds generated by cooperatively funded projects and the CAB wellfield payments. Two continuing cooperatively funded projects, including Phase 4 of the Irrigation Audit Program and the Regional Water Supply Plan Update, will carry on in the coming fiscal year. In addition, Phase 5 of the Irrigation Audit Program commences in the fiscal year. Budgeted revenues from cooperators during the fiscal year include \$210,580 from the SWFWMD and \$52,167 from utilities participating in the

Irrigation Audit Programs. The CAB wellfield revenue has been budgeted at the minimum annual production charge of \$224,000 minus the \$56,591 allocated toward administrative expenses, as described above. Should the Authority receive funds above the annual minimum production charge, these funds will be placed in the Water Resource Development Reserves account for future projects. Combined, these revenue sources generate \$430,156 in project-related revenues.

Expenditures

General Administration

Staff has again worked diligently to hold the line on and reduce, where possible, budgeted administrative expenses. This has involved a comprehensive review of all administrative expenses, examining each for expenditures to-date, projected expenditures through the remainder of the current fiscal year and then projecting these for the coming year. Most of the Authority's contracted staff support, including the Executive Director, Administrative Assistant, and Legislative contractors are proposed at the current fiscal year levels of funding. Legal Services have been reduced to reflect only 6 Board meetings in the year and a reduced amount budgeted for other legal services based upon recent actual expenditures. The slight increase in audit services is consistent with the audit engagement letter, which provides for a cost-of-living adjustment each year. The bookkeeping services are proposed at the current year amount of \$500.00 per quarter. All other changes in budgeted administrative activities are based upon recent trends in expenditures. Contingencies represent approximately 5% of the other non-contract administrative costs (e.g., administrative costs excluding the Executive Director, Administrative Assistant, Legal Services, Legislative Consultant, Audit and Bookkeeping services).

Total administrative expenses are proposed at \$207,765, a decrease of \$6,240, or 2.8%, from the current fiscal year budget.

Water Resource Development Projects

There are five (5) projects proposed in FY 2018-19, each of which is briefly described below.

1. General Services – the General Services project is proposed to continue at the current funding amount of \$75,000.
2. Local Government Water Supply Grants – the Board previously approved setting the Authority's Water Conservation Grants program at a funding level of \$130,000 for the year. Grant proposals are due by the end of June 2018 and will be presented at the Board's September 2018 meeting.
3. Phase 4 Irrigation Audit Program – this program started in FY 2016-17 and is scheduled to continue through the coming FY with a budget of \$65,000. Completion is scheduled for FY2019-20.
4. Phase 5 Irrigation Audit Program – this phase of the irrigation audit program is currently recommended for cooperative funding by the SWFWMD. Pursuant to the District's cooperative funding requirements, the project's full cost is budgeted in the coming year, even though it is a multi-year project and the expenditures will extend into future years.
5. Regional Water Supply Plan Update – this project began in FY 2017-18 and continues into the coming year.

Item 7

The total project-related budgeted expenditures are \$627,490. This represents \$197,334 more than project-related revenues (\$627,490 - \$430,156), which is funded by utilization of Carryover WRDF reserves. Carryover WRDF reserve funds are estimated to be \$755,656 at the end of FY 2018-19.

Fund Balances

Total fund balances at the end of FY 2018-19 are projected to be \$1,330,756 with Administrative Reserves comprising \$575,100 and Water Resource Development Reserves projected at \$755,656. These funds could be used during FY 2018-19 for possible projects and costs that may arise and that are approved by the Board and will be available for future project funding.

Staff Recommendation:

Approve the FY 2018-19 budget by adoption of Resolution 2018-04, as shown in the exhibit included in the Board's meeting materials, said budget including budgeted expenditures in the amount of \$835,255, budgeted reserves in the amount of \$1,330,756, and a combined total amount of \$2,166,010, as presented in Exhibit A.

Exhibit A to Item 7

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY						
Proposed Fiscal Year 2018-19 Budget						
As of April 26, 2018						
	4/1/2017 Population Estimate	Comments	Fiscal Year 2018-19	Fiscal Year 2017-18	\$ Change	% Change
Revenues: Administrative						
Assessments:	Official BEBR Population Estimates					
Citrus	143,801	747 person increase	\$27,322	\$27,180	\$142	0.5%
Hernando	181,882	2,379 person increase	\$34,558	\$34,106	\$452	1.3%
Marion	349,267	3,518 person increase	\$66,361	\$65,692	\$669	1.0%
Sumter	120,700	2,123 person increase	\$22,933	\$22,530	\$403	1.8%
Total Population/Assessments @ 19¢/Capita	795,650		\$151,174	\$149,508	\$1,666	1.1%
Administrative Revenue from Citrus Contract		Based on Citrus County contract and Board direction	\$56,591	\$60,000	-\$3,409	-5.7%
Subtotal			\$207,765	\$209,508	-\$1,744	-0.8%
Carryover Administration Reserve Funds (FYE 17/18 Estimate) (SBA1)		See Attachment 2	\$575,100	\$500,377	\$74,723	14.9%
Total Administrative Revenue Available			\$782,865	\$709,885	\$72,980	10.3%
Revenues: Water Resource Development (WRD) Projects						
Phase 4 Irrigation Audit Program SWFWMD Matching Funds		Based on project schedule and billings	\$31,835	\$52,510	-\$20,675	-39.4%
Phase 4 Irrigation Audit Program Cooperator Matching Funds		Based on project schedule and billings	\$15,917	\$26,255	-\$10,338	-39.4%
Phase 5 Irrigation Audit Program SWFWMD Matching Funds		50% of Total Project Budget	\$72,500	\$0	\$72,500	NA
Phase 5 Irrigation Audit Program Cooperator Matching Funds		25% of Total Project Budget	\$36,250	\$0	\$36,250	NA
Regional Water Supply Plan Update SWFWMD Matching Funds		50% of Projected FY 2018-19 Expenses based on CABS weinera contract minimum production charge of \$224,000 minus funds allocated to administrative revenue above	\$106,245	\$150,000	-\$43,755	NA
Annual Citrus WRD Payments (SBA2)			\$167,409	\$161,169	\$6,240	3.9%
Subtotal			\$430,156	\$389,934	\$40,223	10.3%
Carryover WRD Reserve Funds (FYE 17/18 Estimate) (SBA2)		See Attachment 2	\$952,989	\$928,280	\$24,709	2.7%
Total Water Resource Development Revenue Available			\$1,383,146	\$1,318,214	\$105,154	8.0%
Total Revenues Available			\$2,166,010	\$2,028,099	\$178,134	8.8%
Expenditures: General Administration						
Executive Director		Based on annual contract	\$80,000	\$80,000	\$0	0.0%
Administrative Assistant		Based on annual contract	\$37,500	\$37,500	\$0	0.0%
Legal Services		Based on annual contract:				
Monthly Meetings @ \$500/meeting		6 meetings per year	\$3,000	\$5,000	-\$2,000	-40.0%
Other Services @ \$150/hr.		80 hours	\$10,000	\$12,000	-\$2,000	-16.7%
Legislative Consultant		Based on annual contract	\$42,000	\$42,000	\$0	0.0%
Advertising		Based on FY 2017-18 Actual	\$1,000	\$1,000	\$0	0.0%
Audit		FY 2017 Actual plus 3% COLA	\$10,325	\$9,978	\$347	3.5%
Bookkeeping Services		\$500/quarter per Engagement Letter	\$2,000	\$2,000	\$0	0.0%
Liability Insurance		Based on FY 17-18 plus 5% rounded up	\$2,530	\$2,625	-\$95	-3.6%
Office Supplies		Based on FY 2017-18 Actual	\$1,400	\$800	\$600	75.0%
Postage		Based on FY 2017-18 Actual	\$800	\$800	\$0	0.0%
Printing and Reproduction		Based on FY 2017-18 Actual	\$1,500	\$2,000	-\$500	-25.0%
Publications/Software		Based on FY 2017-18 Actual	\$200	\$200	\$0	0.0%
Rent (Lecanto Gov't Bldg)		Based on lease agreement	\$2,048	\$2,048	\$0	0.0%
Registrations/Dues		Based on inventory	\$1,900	\$1,900	\$0	0.0%
State Fees/Assessments		Based on FY 2017-18 Actual	\$175	\$175	\$0	0.0%
Telephone		Based on FY 2017-18 Actual	\$1,400	\$1,100	\$300	27.3%
Travel (Board Members & Staff)		Based on FY 2017-18 Actual	\$6,500	\$9,000	-\$2,500	-27.8%
Web Page / Computer Maintenance		Increase in web maintenance costs	\$2,000	\$2,300	-\$300	-13.0%
Contingencies		@ 5% of non-contract admin costs	\$1,487	\$1,579	-\$92	-5.9%
Subtotal - General Administration Expenditures			\$207,765	\$214,005	-\$6,240	-2.9%
Fund Balance for Admin. Reserves FYE 18/19		FYE17/18 Admin Funds Bal + FY18/19 Admin Rev's - FY18/19 Admin Exp's	\$575,100	\$500,377	\$74,723	14.9%
Expenditures: Water Resource Development Projects						
General Services Contracts		As Needed Eng. & Tech. Firms	\$75,000	\$75,000	\$0	0.0%
Local Government Grant Program		Based on Board Direction	\$130,000	\$130,000	\$0	0.0%
Phase 4 Enhanced Irrigation Audit Program		Based on Project Schedule and Billings	\$65,000	\$105,020	-\$40,020	-38.1%
Phase 5 Irrigation Audit Program		100% of Project Budget	\$145,000	\$0	\$145,000	NA
Regional Water Supply Plan Update SWFWMD		Projected Project Expenditures	\$212,490	\$300,000	-\$87,510	NA
Subtotal - Water Resource Development Projects			\$627,490	\$610,020	\$17,470	2.9%
Fund Balance for Water Resource Development Reserves FYE 18/19		FYE17/18 WRD Funds Bal + FY18/19 WRD Rev's - FY18/19 WRD Exp's	\$755,656	\$708,194	\$47,462	6.7%
Total Administration and WRD Expenses			\$835,255	\$824,025	\$11,230	1.4%
Total Administration and WRD Fund Balances at FYE 18/19			\$1,330,756	\$1,208,571	\$122,185	10.1%
Combined FYE 18/19 Expenditures and Fund Balances			\$2,166,010	\$2,032,596	\$133,414	6.6%

ATTACHMENT 1

CALCULATION OF REVENUE FOR 2018-19 AND CALCULATION OF AMOUNT OF FUNDS NEEDED FROM RESERVES As of April 26, 2018

Revenue	4/1/2017 Population	Annual Amount	Sub-Totals
LOCAL ASSESSMENTS @ 19¢ PER CAPITA			
Citrus	143,801	\$27,322	
Hernando	181,882	\$34,558	
Marion	349,267	\$66,361	
Sumter	120,700	\$22,933	
Subtotal	795,650		\$151,174
CHARLES A. BLACK WATER SUPPLY FACILITY			
Minimum Production Charge		\$224,000	
Subtotal			\$224,000
MATCHING CONTRIBUTIONS FOR STUDIES			
SWFWMD Match for Phase 4 Irrigation Audit Program		\$31,835	
Cooperator Match for Phase 4 Irrigation Audit Program		\$15,917	
SWFWMD Match for Phase 5 Irrigation Audit Program		\$72,500	
SWFWMD Match for RWSP Update		\$106,245	
Subtotal			\$226,497
TOTAL REVENUE FOR FY 2018-19			\$601,671
Less: 2018-19 Administration Expense			-\$207,765
Less: 2018-19 WRD Cost			-\$627,490
Funds Required from WRWSA Reserves			-\$233,584

ATTACHMENT 2

ANALYSIS OF BEGINNING FUND BALANCES

FY 2017 - 2018

As of April 26, 2018

ESTIMATE OF WATER RESOURCES DEVELOPMENT FUND BALANCE AT END OF FY 2017-18

04/17/18 WRDF Balance (SBA2)	\$1,014,487
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FY 2017-18 Remaining WRD Fund Revenues

6 Citrus Co. Payments 4/18 - 9/19 @ \$1,866.67/month minus administrative component below	\$94,330.02
Phase 4 Irrigation Audit Revenue	\$101,948
Regional Water Supply Plan Update	\$43,755

Revenues Subtotal	\$1,254,520
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Less: FY 2017-18 Remaining Contract Balances:

2017-18 Citrus Water Conservation Program	\$42,628
2017-18 Hernando Water Conservation Program	\$48,350
2017-18 Marion Water Conservation Program	\$35,245
Irrigation Audit Phase 4	\$135,931
2017-18 General Services Contract	\$17,500
Regional Water Supply Plan Update	\$21,878

Expenditures Subtotal	\$301,531
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Total WRD Funds at end of FY 2017-18	\$952,989
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ESTIMATE OF ADMINISTRATIVE FUND BALANCE AT END OF FY 2017-18

04/17/18 Admin Bal (SBA1)	\$575,100
Admin Revenue from CAB WSF	\$17,670
Admin Revenue from Per Capita Contributions	\$62,295
Less remaining FY Admin costs for 5 months	-\$79,965

Total Administrative Funds at end of FY 2017-18	\$575,100
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ESTIMATE OF TOTAL FUND BALANCE AT END OF FY 2017-18

Total WRD Funds at end of FY 2017-18				\$952,989
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Total Administrative Funds at end of FY 2017-18				\$575,100
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Total Fund Balance at end of FY 2017-18	\$1,528,089
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PROJECTED FUND BALANCES AT END OF FY 2018-19

Total Fund Balances beginning of FY 2018-19:	\$1,528,089
Add: 2018-19 Revenues	\$601,671
Deduct 2018-19 Expenses:	-\$835,255

Projected Fund Balances at end of FY 2018-19:	\$1,294,506
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Exhibit B to Item 7

Withlacoochee Regional Water Supply Authority

FISCAL YEAR 2018-19 WORK PROGRAM

1. Joint Funding of Water Conservation Projects with Member Local Governments

The Authority will continue its grant program to assist local governments in improving water conservation within the region in order to extend the use of groundwater as long as possible. Fresh groundwater is the least expensive source available to meet growing demands, however there is a limit to this source due to environmental impacts and impacts on other existing legal users caused by withdrawals. As the limit to fresh groundwater resources is reached, alternative, more expensive water sources will need to be developed. At the present time, water conservation programs are the most appropriate way for the Authority to help local governments extend the use of lower cost groundwater supplies. During Fiscal Year (FY) 2018-19, the proposed budget anticipates appropriating an additional \$130,000 toward local government water conservation projects. Proposals will be considered from local governments and public supply utilities in the Authority's jurisdiction. The grant program guidelines and application package may be found on the Authority's web page at www.wrwsa.org. The water conservation activities co-funded by this grant program help participating utilities meet and surpass the maximum 150 gallons per person per day that is required by the SWFWMD no later than 2019 and to meet the SJRWMD conservation requirements.

2. Regional Residential Irrigation Audit Program to Promote Water Conservation within the Region

This ongoing program provides an opportunity for residential water utility customers to obtain site-specific evaluations for optimizing the use of water through landscaping techniques and efficient irrigation systems, and to implement recommendations provided by a professionally certified contractor. Contractors used for the site-specific evaluations are professionals certified by the Florida Irrigation Society (FIS) or another recognized certifying agency in the targeted region. The initiative includes program information, water conservation education, reporting and analysis by a consultant. This continuing project targets existing inefficient landscape and irrigation water use and results in significant water savings and can lead to water quality protection through reduced leaching of fertilizers and lawn chemicals. Results from the Pilot Project and Phases 2 and 3 indicate a total water savings of 48 million gallons per year for 532 residential customers, representing an average reduction in total water use of 29%.

The current Phase 4 of the program began in FY2016-17 is scheduled to be complete in FY 2019-20 and includes an "Enhanced Program," whereby participants in certain utilities can elect to have the WRWSA's contractor assist in implementing certain recommendations. Phase 4 is planned to reach approximately 400 customers in the participating utilities. Phase 5 is planned to start in FY 2018-19 and to reach a total of 260 residential customers. This program is co-funded by the SWFWMD. Participating utilities incur only 25% of their respective portion of the project, leveraging local dollars with regional funds. This water conservation initiative helps participating utilities meet and surpass the maximum 150 gallons per person per day that is required by the SWFWMD no later than 2019.

3. Regional Water Supply Plan Update

The Authority initiated an update to its Regional Water Supply Plan (RWSP) in FY 2017-18 and this effort will continue throughout FY 2018-19. This work effort includes updated water demand projections, evaluation of source options and potential water supply project options. The update of the

Exhibit B to Item 7

WRWSA RWSP will include updating population projections; existing and future water demands for public supply and other water use categories; traditional and alternative water supply availability; regional groundwater modeling; estimates of the amount of future demands that could be offset through enhanced water conservation efforts; reclaimed water availability and potential offsets; and recommendations regarding the WRWSA Regional Framework. The project entails significant coordination with and input by the water supply utilities within the WRWSA's region. The Authority's RWSP was last updated in 2014. This project is cooperatively funded by the SWFWMD.

4. Legislative and Governmental Affairs Advocacy on Behalf of the Authority and Its Member Governments

The Authority conducts legislative and executive branch advocacy year-round to promote initiatives on behalf of the Authority and its member governments, and to protect the Authority's interests. Historically, the Authority has played a vital role in influencing state and regional water supply planning, permitting and funding programs including "local sources first," the Water Protection and Sustainability Program and subsequent water resource and supply funding programs. Each year prior to the Legislative Session, the Authority Board of Directors reviews and approves policy direction to guide its advocacy efforts. Progress reports are provided on a regular basis. It is anticipated that during FY 2018-19, the Florida Legislature will continue to make modifications to the state's comprehensive water policies and funding programs. The passage of comprehensive water protection legislation, springs protection and restoration funding and legislation, and the "Legacy Florida" legislation relating to the implementation of the Constitutional Land and Water Conservation Amendment in recent years will likely require continuing refinements in the upcoming session. The Authority will remain fully engaged in assisting the Legislature to implement and refine this recent legislation that significantly revamped the state's comprehensive water policies and funding programs, as well as engage as appropriate on new legislation that would affect the Authority and member governments' water supplies.

5. Continued Cooperation with Citrus County in Operation and Management of the Authority's Charles A. Black Water Supply Facilities (CABWSF)

The Authority and Citrus County completed negotiations at the end of FY 2015-16 of the new Water Supply Contract governing the operation and maintenance of the CABWSF. The new Contract allows for the continued operation of the facilities by Citrus County in a cost-effective manner ensuring a long-term water supply for the County and its customers while also providing for long-term financial stability for the Authority. Various provisions of the new Contract call for improved coordination between the County and Authority.

6. Participation in Maintenance and Enhancement of the North-Central Florida Groundwater Model

The first phase of this project was jointly funded by the SWFWMD, St. Johns River WMD, Marion County and the Authority. The project was initiated in fiscal year 2012-13. Phase 1 of the project entailed updating and expanding the SWFWMD's Northern District Groundwater Model to encompass all of Marion County and to incorporate the most recent hydrologic data. Phase 1 of the project was successfully completed. The intent is for both WMDs to utilize this common model for determining the availability of groundwater in the region, particularly in Marion County which is split by the WMDs' boundaries. The SJRWMD and SWFWMD continue to improve upon the model and seek the engagement of various stakeholders. The model has significant implications for groundwater availability in the region and the Authority's continued participation and coordination with member governments is essential to ensure water supply implications are considered as the model is updated. The Authority also engages with both WMDs to ensure continued use and support of the model.

Exhibit B to Item 7

7. Springs Protection and Restoration

The Authority continues to work with the SWFWMD on its springs coast initiative. The SWFWMD recently completed Surface Water Improvement and Management (SWIM) Plans for the five first magnitude springs in the northern SWFWMD. These SWIM plans call for action by not only the SWFWMD but local governments and other stakeholders in the region to protect and restore these first magnitude springs. The Authority staff continues to actively participate in the Springs Coast Management Committee and monitor activities of the SWFWMD and the Steering Committee for implications on water supply in the region.

8. Program Development and Technical Assistance

- a) Support efforts to further define the hydrogeology of the region. Continue cooperation with the water management districts (WMDs) on the collection of hydrologic data to further refine the WMDs' planning and regulatory models. Coordinate on efforts to better define the lower Floridan aquifer and the extent of fresh and brackish groundwater within the aquifer.
- b) Promote the WRWSA Regional Framework through coordination with WRWSA member governments to facilitate regional and sub-regional cooperation on water supply development and reclaimed water projects. Work with the WMDs in defining strategic priorities for the region and how these priorities may influence the ranking criteria for the WMDs' Cooperative Funding Initiatives, including potential WMD funding for regional and sub-regional traditional and non-traditional water supply development that is consistent with the WRWSA Regional Framework.
- c) Participate in the SWFWMD and SJRWMD minimum flows and levels (MFLs) programs representing the interests of member governments. Provide technical assistance to WRWSA member governments in determining the potential impact to both the environment and potential water supply development based on proposed MFLs.
- d) Coordinate with FDEP, SJRWMD, SWFWMD and the Florida Department of Agriculture and Consumer Services on policy and rule development. Provide assistance to WRWSA member governments on FDEP and WMD rule development that may include Water Use Permitting, Environmental Resource Permitting, water conservation and future water supply development, including the statewide consistency initiatives. Monitor water management programs and rule development in other parts of the state, including the Central Florida Water Initiative, for implications to the WRWSA and its member governments.
- e) Monitor and coordinate with the water supply planning and development activities in adjacent communities and regions, including but not limited to Tampa Bay Water, the Central Florida Water Initiative, the Polk Water Cooperative, and Lake and Levy counties for possible implications on water resource availability within the WRWSA region. Provide input to such activities when appropriate.
- f) Monitor applications for significant water use permits and permit modifications within the region for potential impacts on WRWSA and member government existing and planned water supply facilities and engage in the permitting process where appropriate.

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

RESOLUTION 2018-04

**ADOPTION OF FINAL BUDGET
FOR FISCAL YEAR 2018-19**

WHEREAS, pursuant to the requirements of Section 189.016(4), Florida Statutes, the Board of Directors of the Withlacoochee Regional Water Supply Authority held a public meeting on May 16, 2018, on the final budget and assessment rate for general administrative, operating and project expenses for the fiscal year beginning October 1, 2018 and ending September 30, 2019; and

WHEREAS, the Board has complied with all requirements of said section and desires to adopt its final budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY:

Section 1. The Board of the Withlacoochee Regional Water Supply Authority hereby adopts its final budget, for general administrative, operating and project expenses for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019, as shown on the attached Exhibit, attached hereto and made a part hereof as Exhibit A.

Section 2. This Resolution and a copy of the final budget as adopted shall be forwarded to the Board of County Commissioners of each member County.

Section 3. This Resolution shall become effective immediately upon its adoption.

ADOPTED in regular session this sixteenth day of May 2018.

BOARD OF DIRECTORS, WITHLACOOCHEE
REGIONAL WATER SUPPLY AUTHORITY

BY: _____
Michelle Stone, Chairperson

Attest:

Richard S. Owen, Executive Director

Board Policy 2018-02 Election of Board Officers

Mr. Richard Owen, Executive Director, will present this item.

The WRWSA Board has in the recent past elected only County member government representatives on the Board to be elected as Board officers. This has been an unwritten policy of the Board, believed to be based upon the fact that the counties provide the per-capita funding contributions to the Authority. At the March 2018 Board meeting, the concept of specifying that both city and county Board appointees may be elected officers of the Board was discussed and it was requested that this topic be placed on the May 2018 Board agenda.

Should the Board wish to specify either that (A) both city and county appointees may be elected to officer positions, or that (B) only county appointees may be elected to officer positions, amendments to existing Board Policy 2015-01, entitled Election of Board Officers, would be an appropriate manner by which to formalize this policy. Amendments to this Board policy have been drafted in the exhibit to this item by adding a new section entitled *Board Members Eligible to be Nominated and Elected an Officer*.

Option A states:

Any County Commission or City Council WRWSA Board Member is eligible to be nominated and elected a Board Officer. Board Member Alternates may not be nominated or elected as a Board Officer.

Option B states:

Only County Commission WRWSA Board Members are eligible to be nominated and elected a Board Officer. Board Member Alternates may not be nominated or elected as a Board Officer.

See Exhibit

Staff Recommendation:

Board discussion of the options outlined above and approval of one option or direction to do nothing at this time.

<p style="text-align: center;">BOARD POLICY WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</p>			
<p>TITLE: ELECTION OF BOARD OFFICERS NUMBER 2018-02</p>		<p>PAGE: 1 OF 2</p>	
APPROVED BY:	MICHELLE STONE, CHAIR	EFFECTIVE DATE: 05-16-2018	SUPERSEDES: 2015-01

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

<p style="text-align: center;">BOARD POLICY WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY</p>			
<p>TITLE: ELECTION OF BOARD OFFICERS NUMBER 2018-02</p>		<p>PAGE: 2 OF 2</p>	
APPROVED BY:	MICHELLE STONE, CHAIR	EFFECTIVE DATE: 05-16-2018	SUPERSEDES: 2015-01

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.

7. Board Members Eligible to be Nominated and Elected an Officer

Option A:

Any County Commission or City Council WRWSA Board Member is eligible to be nominated and elected a Board Officer. Board Member Alternates may not be nominated or elected as a Board Officer.

Option B:

Only County Commission WRWSA Board Members are eligible to be nominated and elected a Board Officer. Board Member Alternates may not be nominated or elected as a Board Officer.

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)

Regional Water Supply Plan Update Status Report

Mr. Richard Owen, Executive Director, will present this item.

At the March 2018 Board meeting, the Board chose Cardno as the consultant to undertake the Regional Water Supply Plan Update project. The Agreement with Cardno has been fully executed and Cardno has begun working on the project.

WRWSA staff and/or Cardno staff will provide the Board with a project update.

Staff Recommendation:

This is an information item only and no action is necessary at this time.

Item 10.a.

Executive Director's Report

Bills to be Paid

April 2018 provided in meeting materials.

**May 2018 to be provided at meeting
in supplemental materials.**

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

Bills For Payment
4/18/2018

<u>Administrative Invoices</u>	<u>Invoice Number(s)</u>	<u>Invoice Date</u>	<u>Amount</u>
Richard S. Owen, AICP, Executive Director	2018-03	4/4/2018	\$6,773.76
Larry Haag, Attorney	33866 33867	4/3/2018	\$1,200.24
Diane Salz, Governmental Affairs (Professional Fee)	#033118	3/31/2018	\$3,500.00
Diane Salz, Governmental Affairs (Travel)	#033118	3/31/2018	\$191.98
C. LuAnne Stout, Admin Asst	3-Mar-2018	4/3/2018	\$3,513.60
Al Butler (March 2018 Board Travel)		3/21/2018	\$27.59
Jeff Kinnard (March 2018 Board Travel)		3/21/2018	\$11.13
Stephen Printz (March 2018 Board Travel)		3/21/2018	\$27.59
Dale Swain (March 2018 Board Travel)		3/21/2018	\$27.59
Carl Zalak (March 2018 Board Travel)		3/21/2018	\$27.59
Karen Allen (Web Maintenance)			\$0.00
Sun Trust Business Card Statement	3.2.2018	3/2/2018	\$167.04
Total Administrative Invoices			\$15,468.11

chk \$36.49

<u>Water Supply Studies and Facilities</u>	<u>Contract/ Budget</u>	<u>Balance Remaining</u>	<u>Current Invoice(s)</u>
General Services Contract	\$75,000.00	\$40,000.00	
Work Order 18-01. Water Resource Associates	\$25,000.00	\$21,560.85	
Work Order 18-02. Weber and Associates	\$15,000.00	\$13,406.25	
FY2016-17 Water Conservation Grants Program			
Marion County	\$35,245.00	\$33,141.24	
FY2017-18 Water Conservation Grants Program			
Citrus County	\$42,627.50	\$42,627.50	
Hernando County	\$48,350.00	\$48,350.00	
Marion County	\$35,245.00	\$35,245.00	
Phase 4 Irrigation Program	\$200,000.00	\$124,463.08	\$10,417.82 (1)
Total Project Invoices	\$476,467.50	\$358,793.92	\$10,417.82

Total Bills to be Paid	\$25,885.93
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State Board of Administration	Transfer from SBA2 to SBA1	\$10,417.82
State Board of Administration	Transfer from SBA1 to SunTrust Bank	\$25,885.93

Notes:

(1) Phase 4 (N822) - Irrigation Audits

Jack Overdorff, ECO Land Design	\$6,467.82	Invoice 310
C. LuAnne Stout, Admin Services	\$3,950.00	05-N822-2018
	<u>\$10,417.82</u>	

Item 10.b.

Executive Director's Report

Second Quarter Financial Report

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

Management is responsible for the accompanying financial statements of the Withlacoochee Regional Water Supply Authority (the Authority), an Independent Special District, as of and for the three months and six months ended March 31, 2018 in accordance with accounting principles generally accepted in the United States of America. We performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows as required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows 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.

Supplementary Information

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. This information was subject to our compilation engagement, however, we have not audited or reviewed the supplementary information, and, accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on such information.



May 3, 2018
Ocala, Florida

Certified Public Accountants

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5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350 • FAX (941) 907-0309
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
STATEMENT OF NET POSITION

As of March 31, 2018

ASSETS

Cash in Bank - SunTrust	\$ 3,545.46
Cash in Bank - SBA1	726,919.61
Cash - SBA2/Citrus Rev	864,867.66
Accounts Receivable - SWFWMD	25,426.79
Accounts Receivable - Citrus Co	20,829.74
Prepaid Expense	<u>2,579.53</u>

Total Current Assets	1,644,168.79
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PROPERTY AND EQUIPMENTS

Equipment	3,728.84
Accum Deprec - Equipment	(2,683.49)
Citrus Co. Wellfield	4,895,231.21
Accum Deprec - Wellfield	<u>(4,079,362.40)</u>

Total Property and Equipment	<u>816,914.16</u>
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TOTAL ASSETS	<u>\$ 2,461,082.95</u>
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LIABILITIES AND NET POSITION

CURRENT LIABILITIES

A/P Special Projects	\$ 6,878.58
Acct Payable - General	<u>15,977.01</u>

Total Current Liabilities	22,855.59
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NET POSITION

Beginning Net Position	2,380,239.58
Net Income	<u>57,987.78</u>

Total Net Position	<u>2,438,227.36</u>
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TOTAL LIABILITIES AND NET POSITION	<u>\$ 2,461,082.95</u>
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Withlacoochee Regional Water Supply Authority

STATEMENT OF REVENUES AND EXPENSES

For the Period Ended March 31, 2018

	<u>3 months ended</u>		<u>6 months ended</u>	
	<u>March 31, 2018</u>	<u>%</u>	<u>March 31, 2018</u>	<u>%</u>
Revenue				
Citrus Co. Assessments	\$ 6,795.00	5.77 %	\$ 13,590.00	6.91 %
Hernando Co. Assessments	8,526.50	7.24 %	17,053.00	8.67 %
Sumter Co. Assessments	5,632.50	4.78 %	11,265.00	5.73 %
Marion County Assessment	16,423.00	13.94 %	32,846.00	16.70 %
Interest Income - SBA Accounts	6,750.30	5.73 %	10,979.59	5.58 %
CAB Wflld Restricted Revenues	57,587.52	48.87 %	78,649.07	40.00 %
CAB Wflld Unrestricted Revenues	<u>16,124.25</u>	<u>13.68 %</u>	<u>32,248.50</u>	<u>16.40 %</u>
Total Revenue	117,839.07	100.00 %	196,631.16	100.00 %
Operating Expenses				
Consulting Admin Asst	7,031.25	5.97 %	16,406.25	8.34 %
Executive Director Richard Owen	20,000.01	16.97 %	39,999.98	20.34 %
Advertising	33.04	0.03 %	290.54	0.15 %
Bank Charges	0.00	0.00 %	15.00	0.01 %
Lecanto Rent	0.00	0.00 %	2,047.68	1.04 %
Registration/Dues	480.00	0.41 %	980.00	0.50 %
Legal - Monthly Meeting	1,700.24	1.44 %	2,200.24	1.12 %
Legal - Other Services	1,560.24	1.32 %	2,961.28	1.51 %
Office Supplies	74.00	0.06 %	345.98	0.18 %
Printing & Reproduction	403.50	0.34 %	855.88	0.44 %
Postage	176.34	0.15 %	309.24	0.16 %
Audit	10,025.00	8.51 %	10,025.00	5.10 %
Bookkeeping/Financial Asst.	0.00	0.00 %	500.00	0.25 %
Publications/Software	19.50	0.02 %	39.00	0.02 %
State Fees/Assessments	0.00	0.00 %	175.00	0.09 %
Web Page/Internet Services	450.16	0.38 %	915.16	0.47 %
Telephone	243.17	0.21 %	484.25	0.25 %
Travel	920.21	0.78 %	1,261.72	0.64 %
Legislative Consultant	10,500.00	8.91 %	21,000.00	10.68 %
General Services Acct	2,338.50	1.98 %	8,942.04	4.55 %
Phase 4 N822 Irrigation Audits	<u>22,166.90</u>	<u>18.81 %</u>	<u>28,889.14</u>	<u>14.69 %</u>
Total Operating Expenses	78,122.06	66.30 %	138,643.38	70.51 %
Net Income (Loss)	\$ 39,717.01	33.70 %	\$ 57,987.78	29.49 %

ACCOMPANYING SUPPLEMENTARY INFORMATION

Withlacoochee Regional Water Supply Authority

BUDGET TO ACTUAL

For the Period Ended March 31, 2018

	<u>6 months ended</u> <u>March 31, 2018</u> <u>Actual</u>	<u>6 months ended</u> <u>March 31, 2018</u> <u>Budget</u>	<u>Variance</u> <u>Over/(Under)</u> <u>Budget</u>	<u>Annual</u> <u>Budget</u>	<u>Variance</u>
Revenue					
Citrus Co. Assessments	\$ 13,590.00	\$ 13,590.00	\$ -	\$ 27,180.00	\$ (13,590.00)
Hernando Co. Assessments	17,053.00	17,053.00	-	34,106.00	(17,053.00)
Sumter Co. Assessments	11,265.00	11,265.00	-	22,530.00	(11,265.00)
Marion County Assessment	32,846.00	32,846.00	-	65,692.00	(32,846.00)
Interest Income - SBA Accounts	10,979.59	-	10,979.59	-	10,979.59
CAB Wifld Restricted Revenues	78,649.07	79,751.50	(1,102.43)	159,503.00	(80,853.93)
CAB Wifld Unrestricted Revenues	32,248.50	32,248.50	-	64,497.00	(32,248.50)
Ph 4 Irrg Aud Pgm SWFWMD Match	0.00	26,255.00	(26,255.00)	52,510.00	(52,510.00)
Ph 4 Irr Aud Pgm Coop Match	0.00	13,127.50	(13,127.50)	26,255.00	(26,255.00)
Reg Wtr Sup Plan-SWFWMD Match	0.00	75,000.00	(75,000.00)	150,000.00	(150,000.00)
Total Revenue	196,631.16	301,136.50	(104,505.34)	602,273.00	(405,641.84)
Operating Expenses					
Consulting Admin Asst	\$ 16,406.25	\$ 18,750.00	\$ (2,343.75)	\$ 37,500.00	\$ (21,093.75)
Executive Director Richard Owen	39,999.98	40,000.00	(0.02)	80,000.00	(40,000.02)
Advertising	290.54	500.00	(209.46)	1,000.00	(709.46)
Bank Charges	15.00	-	15.00	-	15.00
Lecanto Rent	2,047.68	1,024.00	1,023.68	2,048.00	(0.32)
Registration/Dues	980.00	950.00	30.00	1,900.00	(920.00)
Legal - Monthly Meeting	2,200.24	2,500.00	(299.76)	5,000.00	(2,799.76)
Legal - Other Services	2,961.28	6,000.00	(3,038.72)	12,000.00	(9,038.72)
Liability Insurance	-	1,312.50	(1,312.50)	2,625.00	(2,625.00)
Office Supplies	345.98	400.00	(54.02)	800.00	(454.02)
Printing & Reproduction	855.88	1,000.00	(144.12)	2,000.00	(1,144.12)
Postage	309.24	400.00	(90.76)	800.00	(490.76)
Audit	10,025.00	4,989.00	5,036.00	9,978.00	47.00
Bookkeeping/Financial Asst.	500.00	1,000.00	(500.00)	2,000.00	(1,500.00)
Publications/Software	39.00	100.00	(61.00)	200.00	(161.00)
Legislative Consultant	21,000.00	21,000.00	-	42,000.00	(21,000.00)
Web Page/Internet Services	915.16	1,150.00	(234.84)	2,300.00	(1,384.84)
Telephone	484.25	550.00	(65.75)	1,100.00	(615.75)
Contingency Funds	-	789.50	(789.50)	1,579.00	(1,579.00)
State Fees/Assessments	175.00	87.50	87.50	175.00	-
Travel	1,261.72	4,500.00	(3,238.28)	9,000.00	(7,738.28)
FY 17 Local Govt Water Cons Pro	0.00	65,000.00	(65,000.00)	130,000.00	(130,000.00)
General Services Acct	8,942.04	37,500.00	(28,557.96)	75,000.00	(66,057.96)
Reg Wtr Sup Plan Match	-	150,000.00	(150,000.00)	300,000.00	(300,000.00)
Phase 4 N822 Irrigation Audits	28,889.14	52,510.00	(23,620.86)	105,020.00	(76,130.86)
Total Operating Expenses	138,643.38	412,012.50	(273,369.12)	824,025.00	(685,381.62)
Increase (Decrease) in Net Position	\$ 57,987.78	\$ (110,876.00)	\$ 168,863.78	\$ (221,752.00)	\$ 279,739.78

Item 10.c.

Executive Director's Report

SunTrust Bank Credit Card

Increase in Credit Limit

SunTrust Bank Credit Card – Increase in Credit Limit

Mr. Richard Owen, Executive Director, will present this item.

WRWSA staff have had several recent occasions where the current limit on the Authority's credit card has been insufficient to cover costs. Credit cards are used to pay for business expenses such as postage, office supplies, internet service provider charges and others. The current credit card used by the Administrative Assistant has a limit of \$300 and the Executive Director's card limit is \$1,000. Therefore, staff is requesting the Board consider raising the limit to handle these costs.

Staff Recommendation:

Approve increasing the SunTrust Bank credit card limits to \$2,500.

Item 10.d.

Executive Director's Report

Rotation of Board Meeting Locations

Item 10.d.

Executive Director's Report

Rotation of Board Meeting Locations

Mr. Richard Owen, WRWSA Executive Director, will present this item.

The Authority is required to follow Florida Statute Chapter 189 concerning meeting notices. In response to these statutory requirements, the Authority publishes an annual calendar of meeting dates that is approved by the Board. Any changes to the meeting dates, times or locations must be published in area newspapers to notice the change from the originally published calendar.

It is recommended that the WRWSA Board consider rotating meetings as shown below:

Location	Start Time	Meeting Dates
SWFWMD Governing Board Room 2379 Board Street Brooksville 34604	3:30 p.m.	July 18, 2018 March 20, 2019
Lecanto Government Building Room 166 3600 W. Sovereign Path Lecanto 34461	3:30 p.m.	January 16, 2019 September 18, 2019
Marion County Growth Services Training Room 2710 E. Silver Springs Boulevard Ocala 34470	3:30 p.m.	September 19, 2018 May 15, 2019
The Villages Sumter County Service Center Room 2012 7375 Powell Road Wildwood 34785	3:30 p.m.	November 14, 2018 July 17, 2019

Staff Recommendation:

Consider locations for meetings as shown above, including any changes directed by the Board at the meeting.

Item 10.e.

Executive Director's Report

Correspondence

SAVE THE DATE

ANNUAL BBQ - APRIL 27, 2018

'THE CONTINUING NEED FOR INVESTMENT IN OUR WATER INFRASTRUCTURE'

www.RegionalWater.org



**Peace River
Manasota**

Regional Water Supply Authority

Sponsored by Friends of Peace Water, Inc.
Friday – April 27, 2018; 11:30 A.M. – 1:30 P.M.
8998 SW County Road 769 [Kings Highway]
Arcadia, FL

RECEIVED MAR 28 2018

RECEIVED MAR 28 2018



Board of County Commissioners Executive Office

110 N. Apopka Ave., New Courthouse, Inverness, Florida 34450
(352) 341-6560 • Toll Free From Citrus Springs/Dunnellon • (352) 489-2120
Fax (352) 341-6584 • Website: www.bocc.citrus.fl.us

Our Vision

"We are a user-friendly and common sense organization dedicated to responsive citizen services."

April 12, 2018

Richard Owen, Executive Director
c/o Withlacoochee Regional Water Authority (WRWSA)
Lecanto Government Building
3600 W. Sovereign Path
Suite 228
Lecanto, FL 34461

Subject: Charles A. Black Facilities

Dear Mr. Owen:

Citrus County Board members at the March 21, 2018 water supply authority meeting, initiated discussion regarding the possibility of Citrus County acquiring the Charles A. Black water supply facilities. The premise of the request was that Citrus County should own and control the water supply facilities in Citrus County as do the other members of the Authority within their designated jurisdictions. Ultimately, the Authority Board voted to deny the County's request to turn over ownership of those facilities to the County for the outstanding balance of the original project costs less prior County payments.

The Authority Board members who voted against the County acquisition expressed various reasons for their opposition. One area of concern to some Authority Board members was the fact that interest had not been charged as part of the County payments to the Authority, and that if the County had bonded the project rather than going through the Authority to fund the project, the costs would have been higher due to the interest charges. In response to that concern, Commissioner Kinnard offered to take the request to pay both the outstanding balance and interest to the Citrus County Board of County Commissioners for approval.

The issue of paying both the outstanding balance and interest was brought forward by Commissioner Kinnard at the April 10, 2018 Citrus County Board of County Commissioners meeting. The BOCC voted unanimously in favor of making a formal offer to the Withlacoochee Regional Water Supply Authority for acquisition of the Charles A. Black facilities for the balance of the outstanding facility costs plus interest calculated based on current bonding rates and planning and design costs as follows:

Page Two
Richard Owen/WRWSA
April 12, 2018

Planning and Design costs (per SWFWMD grant)	\$ 300,000.00
Original Construction costs (per SWFWMD grant)	\$3,426,979.00
Less prior County Payments	(\$3,006,483.08)
Interest based on nominal annual rate of 3.3%	<u>\$2,172,692.60</u>
Total:	<u>\$2,893,188.52</u>

Based on the above action taken by the Board of County Commissioners, the Citrus County BOCC requested that this offer be formally considered by the Withlacoochee Regional Water Supply Authority Board at the next available meeting.

Should you need any additional information from Citrus County, Mr. Randy Oliver, County Administrator or Ms. Denise Lyn, County Attorney, will be able to assist you.

Sincerely,



Ronald E. Kitchen, Jr.
Chairman, Citrus County Board of County Commissioners

cc: Senator Wilton Simpson
Representative Ralph Massullo
Mr. Kelly S. Rice, SWFWMD Board
Mr. Brian Armstrong, Executive Director of SWFWMD
Board of County Commissioners
Mr. Randy Oliver, County Administrator
Ms. Denise Lyn, County Attorney
Mr. Ken Cheek, Director of Water Resources



April 24, 2018

The Honorable Ronald E. Kitchen, Jr.
Chairman, Citrus County Board
of County Commissioners
110 N. Apopka Ave
Inverness, FL 34450

Dear Chairman Kitchen:

I have received your April 12, 2018 letter regarding Citrus County making a formal offer to acquire the Charles A. Black facilities. In consultation with the Authority Chair, this item will be placed on the agenda for the next Authority Board meeting, scheduled for May 16, 2018.

Sincerely,

Richard S. Owen, AICP
Executive Director

cc: Senator Wilton Simpson
Representative Ralph Massullo
Mr. Kelly S. Rice, SWFWMD Board
Mr. Brian Armstrong, SWFWMD Executive Director
Mr. Randy Oliver, Citrus County Administrator
Mr. Larry Hagg, WRWSA Attorney

Item 10.f.

Executive Director's Report

News Articles

Why septic-to-sewer conversion is key to protecting springs

Brian J. Armstrong, P.G., is executive director of the Southwest Florida Water Management District.
April 24, 2018

The Springs Coast is one of the most vibrant and dynamic regions in Florida, providing both economic and ecological benefit to the communities that call it home. The Southwest Florida Water Management District is the leading scientific agency on springs in the region with the mission of improving and restoring these natural treasures.

Over the years, these treasures have been affected both by the increase in people moving to the Springs Coast and visiting the springs as well as through the historical cycles of rainfall and droughts. Nitrogen concentrations also have increased in most springs throughout the district. Excess nitrate concentrations can be harmful to aquatic life and result in algae growth, which can reduce water clarity.

What many residents and visitors may not know is that septic tanks contribute 15 to 42 percent of the current nitrogen pollution in the district's five first-magnitude springs, according to the Florida Department of Environmental Protection (DEP). Other nitrogen sources that affect our springs include agricultural operations, lawn fertilization, storm water runoff and wastewater treatment facilities.

This is a critical time for the future of our springs. That's why the district is working closely with DEP and our local government partners to implement projects to conserve and restore the ecological balance of our spring systems. The time is now to begin removing septic systems in priority areas within the springsheds. The district's governing board has committed to assist in funding this effort to protect and restore the spring systems as well as reduce the financial burden on the local communities.

Septic-to-sewer conversions would require the installation of transmission lines and, in some cases, upgrades to or the creation of wastewater treatment facilities. Obviously, this won't happen overnight and will need to be addressed in stages, starting in priority areas. The district's governing board also will require strong protections in contractual funding language and/or local ordinances to ensure that the benefits for any district-funded projects are not offset by the approval of new conventional septic systems in the springsheds.

Our are vital in our efforts to improve and protect our springs. We appreciate their urgency to address septic systems in the springsheds to improve our springs for future generations.

Polk County's Local Governments No Longer Need to Go It Alone

Guest Editorial
May 1, 2018

How to meet the water needs of a growing region when your main water source is reaching its limits?

That's the challenge facing Polk County.

Developing new water supplies is costly and can be especially difficult for smaller communities. It makes sense for the various local governments in the county to work together, share the cost and ensure a water supply for future generations. That's why the Southwest Florida Water Management District (District) urged local leaders to work together to plan for the region's future water needs.

In 2016, the county and its local governments formed the Polk Regional Water Cooperative (PRWC) to proactively identify alternative water resources and projects that ensure the future sustainability of the regional water supply. This historic action of joining together elected officials from 16 governments, consisting of 15 cities and Polk County, garnered praise from state leaders and policy makers.

The District initially committed \$40 million toward helping the organization form and begin the process of identifying potential supplies. Through its research and collaboration, the cooperative has pinpointed three potential alternative water supply projects.

The District's Governing Board voted at its April meeting to approve a resolution for future funding of the PRWC alternative water supply projects, committing an additional \$25 million, or \$5 million a year, over the next five years. The District's funding will assist in completing projects that can provide an additional 30 million gallons of potable water per day in Polk County.

These are the three ongoing alternative water supply projects being evaluated for future development:

Southeast Wellfield project: This project is a Lower Floridan aquifer production test well study, including the conceptual designs of a wellfield, the associated treatment facility and the regional transmission system in southeastern Polk County.

West Polk County Lower Aquifer Deep Wells project: This project is a Lower Floridan aquifer production test well study, including conceptual designs of a wellfield, the associated treatment facility and the regional transmission system in northwest Polk County.

Peace Creek Integrated Water Supply project: This project is a feasibility study focusing on the determination of options to increase alternative water supplies in central Polk County.

The District's funding commitment will be based on milestones that must be met through fiscal year (FY) 2023. The financial support to these projects is the next step in this groundbreaking effort to create a new regional model for water resource development in Polk County.

Brian J. Armstrong, P.G.
Executive Director
Southwest Florida Water Management District

