



WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

Board Meeting Package

July 17, 2019
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 April 2019

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

Jurisdiction	Board Members
Citrus County	The Honorable Scott Carnahan
	The Honorable Jeff Kinnard
Hernando County	The Honorable Steve Champion
	The Honorable Jeff Holcomb
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 2018-2019 fiscal year are as follows:

October 17, 2018 – Special Budget Meeting

~~November 14, 2018~~

January 16, 2019

February 20, 2019 – Special Meeting

~~March 20, 2019~~

April 17, 2019

May 15, 2019

July 17, 2019

September 18, 2019



July 5, 2019

MEMORANDUM

To: Water Supply Authority Board of Directors and Interested Parties

From: Richard S. Owen, Executive Director

Subject: Withlacoochee Regional Water Supply Authority Board of Directors Meeting

The Withlacoochee Regional Water Supply Authority will hold a regular business meeting on **Wednesday, July 17, 2019, 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 May 15, 2019
- 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

**July 17, 2019 -- 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. **Pledge of Allegiance** . . . Led by the Board
4. **Additions/Deletions to the Agenda** . . . Richard Owen, WRWSA
5. **Public Comment**
6. **Consent Agenda** . . . Michelle Stone, Chair
 - a. **Approval of Minutes** [May 15, 2019] 9
 - b. **Bills to be Paid** [May bills in the Board materials; June bills to be provided at the meeting] 15
 - c. **2019-20 Regulatory Plan** 17
 - d. **Termination of Governmental Affairs Consultant Services Agreement** 19
7. **Selection of Firm for General Counsel Services** . . . Richard Owen, WRWSA 21
[Note - presentations will be in alphabetical order and firms not presenting will be required to wait outside the meeting room]
8. **Water Conservation Grants Program – Approval of Awards** . . . Richard Owen, WRWSA 25
9. **Legislative Report** . . . Diane Salz, WRWSA Governmental Affairs 69
10. **Attorney’s Report** . . . Larry Haag, WRWSA Attorney 73
11. **Executive Director’s Report** . . . Richard Owen, WRWSA
 - a. **Correspondence** 75
 - b. **News Articles** 91
 - c. **Other**
12. **Other Business**
13. **Next Meeting** . . . September 18, 2019; 3:30 p.m.; Lecanto Government Building, Room 166
14. **Adjournment**

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

Item 6.a.

Consent Agenda

Approval of Minutes

DRAFT

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting May 15, 2019

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

2. Roll Call

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

BOARD MEMBERS PRESIDING

Michelle Stone, *Chair*, Marion County Commissioner
Jeff Holcomb, *Treasurer*, Hernando Co Commissioner
Kathy Bryant, Marion County Commissioner
Al Butler, Sumter County Commissioner
Scott Carnahan, Citrus County Commissioner
Gary Ernst, Belleview City Commissioner
Jeff Kinnard, Citrus County Commissioner
Dale Swain, Bushnell City Councilor
Carl Zalak, Marion County Commissioner

BOARD MEMBERS ABSENT

Ken Brown, Crystal River City Councilor
Steve Champion, Hernando Co Commissioner
William Kemerer, Brooksville City Councilor
Stephen Printz, *Vice-Chair*, Sumter County Commissioner

ALTERNATE(S) PRESIDING

Don Burgess, Sumter County Commissioner
Ken Frink, Crystal River City Manager
Richard Radacky, City of Brooksville Public Works

3. Introductions and Announcements

- Mr. Owen welcomed Commissioner Don Burgess who is attending as an Alternate for Mr. Printz. He noted that Mr. Ken Frink is the new Crystal River City Manager and serving as the Alternate for Mr. Brown.
- Mr. Owen noted an agenda order change to hear Item 11 prior to Item 8.

WRWSA STAFF PRESENT

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

OTHERS PRESENT

Brian Armstrong, SWFWMD Executive Director
Alys Brockway, Hernando County Water Res Mgr

OTHERS PRESENT *(continued)*

Debra Burden, Citrus Co Water Conservation
Kim Dinkins, Marion County Water Resources
Gregg Jones, Brown and Caldwell
Jody Kirkman, Marion Co Environmental Services
Cara Martin, SWFWMD Government & Community Affairs Office Chief
Joe Quinn, SWFWMD Water Supply Project Mgr
Michael J. Saxe, Marion County Resident

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

5. Public Comment – Chair Stone opened public comment. No audience members requested to address the Board.

6. Consent Agenda

- a. **Approval of Minutes** – The April 17, 2019 draft minutes were provided in the Board's meeting materials and recommended for approval.
- b. **Bills to be Paid** – Staff recommended approval of May 2019 bills payment (\$42,921.02).
- c. **Second Quarter Financial Report** – Staff recommended acceptance of the FY 2018-19 Second Quarter Financial Report.

Mr. Carnahan moved, seconded by Mr. Swain, to approve Consent Agenda Items 6.a., 6.b. and 6.c., as presented. Motion carried unanimously.

7. Retention of General Counsel Services

Mr. Owen noted that, at the Board's April 17, 2019 meeting, Mr. Larry Haag, General Counsel, announced to the Board his intent to terminate his contract for General Counsel services. Mr. Haag subsequently provided his written notice to terminate the contract which was included in the Board's meeting materials as an exhibit to this item.

Mr. Owen said the purpose of this item is to initiate the process of selecting and contracting with a new law firm for General Counsel services. Mr. Owen said his recommendation is for the Board authorize staff to issue the Request for Qualifications, staff will return to the Board's July 17, 2019 meeting with a recommended firm or firms seeking Board approval to enter into contract negotiations with the firms in ranked order. Mr. Owen noted that included as an exhibit to this item is a draft Request for Qualifications (RFQs) and associated draft Agreement for General Counsel Services. He informed the Board that Mr. Haag's is reviewing the RFQs and will provide approval of documents before release.

Discussion ensued regarding number of years to be considered qualified (five years government experience and five years as a member of The Florida Bar), qualified private firms in this region, accepting firms outside the area and availability at Board meetings, possible use of county legal staff, and forming a committee to evaluate the RFQs.

Ms. Bryant moved, seconded by Mr. Zalak, to approve issuance of a Request for Qualifications (RFQs) for General Counsel services, subject to review and any changes recommended by General Counsel; and the RFQs to be evaluated by a committee composed of the Chair, Vice Chair and Executive Director for selection of two firms to interview before the Board. Motion carried unanimously.

Mr. Haag noted that, since two Board members will meet together with staff, public notice will need to be provided.

Following further consideration, **Ms. Bryant amended the motion for selection of three firms to interview before the Board instead of two. Mr. Zalak amended his second to the motion and it carried unanimously.**

8. The WRWSA – Past, Present and Future

Mr. Owen said that, at the Board's April 17, 2019 meeting, Board members expressed a desire to discuss the future of the WRWSA and each county's intent as to whether they desire to remain a member of the Authority. Board members requested staff to provide the WRWSA's history and background information in preparing for this discussion.

Mr. Owen provided introductory comments about the information provided which was included as an exhibit to this item: the Authority's Mission and Service Area; Statutory Powers; Organization, Representation and Funding; Charles A. Black Wellfield; Future Water Supply Needs; Budget & Work Program; and The WRWSA's Future Emphasis.

Chair Stone said the Board received the requested information in its meeting packet in preparation for this discussion. She noted that a presentation by Mr. Owen is not needed at this time.

Mr. Brian Armstrong, Southwest Florida Water Management District (SWFWMD) Executive Director, addressed the Board to review the District's position of the importance of the WRWSA, continued membership by the four counties, and continued ownership by the WRWSA of the Charles A. Black wellfield.

Ms. Bryant said that, following last month's meeting, she reached out to a former Board member who reiterated all the information Mr. Armstrong's presentation provided. She said she is not in favor of selling the wellfield.

Mr. Kinnard spoke to dispel some myths regarding Citrus County's position which is not to abandon the regional approach to water. He said he and others questioned why not pay off the wellfield and own it. He said this was never about breaking up the region but was trying to find middle ground for a win-win situation to move forward. Mr. Kinnard said the last proposal was the Authority own the wellfield but stop water payments until there is another customer. He said the County would own its own water sources until the other entities require facilities and have an equivalent customer base. Mr. Kinnard said the County wants to be in an equal position with the other counties.

Mr. Carnahan said he feels it is time to move forward with the amount of growth projected to be coming. He said he is not in favor of selling the wellfield.

Mr. Holcomb said the Hernando County Commission requested Mr. Armstrong speak at its meeting yesterday. He said the Commission is not in favor pulling out of the Authority, but he will be reviewing the budget to make changes regarding salaries, consultants and legal costs. He said the Authority needs to be building a reserve in moving forward. Mr. Holcomb said the Commission recommends a leadership change and letter will be forthcoming.

All four counties indicated they will remain signatories to the interlocal agreement. Hernando County is sending a letter stating its position.

At this time, the agenda's order of consideration was altered slightly.

11. **Legislative Report** – Ms. Salz briefed members on bills which passed or failed at the close of the Legislative Session, noting that water quality was a major focus this year. She said an item affecting this region is the proposed multi-use corridors extending the Suncoast Parkway and Florida Turnpike which will include infrastructure construction for water and sewer. She noted that interim committee meetings begin this September for the upcoming Legislative Session which starts January 14, 2020.

This was an information item and no Board action was required.

The order of consideration returned to the published agenda.

9. FY 2019-20 Budget Approval

Mr. Owen said at the April 17, 2019 meeting, the Board postponed action on the Fiscal Year (FY) 2019-20 budget. Board members asked staff to return with options that incorporate a more conservative budget including concerns with the cost of the Governmental Affairs Liaison.

Mr. Owen said the meeting packet provided three options for consideration. A description of the Authority's FY 2019-20 Work Program associated with the Option A budget is included as an exhibit. Options B and C would require corresponding amendments to the Work Program.

- The proposed FY 2019-20 budget as originally included in the April 17, 2019 meeting materials. It should be noted that at that same meeting Mr. Haag, General Counsel, provided the Board the

required 120-day notice of cancellation of his contract for General Counsel services which necessitated changes to the Legal Counsel budget, which are reflected in the subsequent budget options.

- Option A – The proposed FY 2019-20 budget prepared with enhanced efficiencies, but still containing the current level of funding for the Authority's Governmental Affairs Liaison. Enhanced efficiencies include reductions in the Authority's administrative costs (advertising, office supplies, postage, publications/software, registrations/dues, telephone, travel, and contingencies) which result in a \$10,568 or 4.6% reduction in the Authority's administrative costs compared to the April 17, 2019 proposed budget. These reductions are based upon recent year's expenditure patterns. In addition, within the Water Resource Development Projects category, the budget for General Services Contracts was reduced from \$75,000 to \$50,000. This reduction is also based upon recent year's expenditure patterns. This is a \$25,000 or 33% reduction in this line item and an almost 9% reduction in the overall Projects budget as compared to the April 17, 2019 budget. These reductions result in a combined \$35,568 or 6.8% reduction from the April 17, 2019 administration and water resource projects combined budget. Mr. Owen stated this option is his recommendation.
- Option B – The proposed FY 2019-20 budget incorporating all of Option A described above, plus a \$12,000 or a 29% reduction in the Governmental Affairs Liaison compared to the April 17, 2019 budget. This reduction results in a reduction in services provided by Ms. Salz, and this option would require a new contract with Ms. Salz redefining and limiting the services provided.
- Option C – The proposed FY 2019-20 budget incorporating all of Option A described above, plus eliminating the Governmental Affairs Liaison. Elimination of this position results in a \$42,000 total reduction in the budget. When combined with the other reductions from Option A, the total expenditure budget is reduced by \$77,568 or 15%. This option would require terminating the contract with Ms. Salz.

Mr. Carnahan noted the redundancy of legislative reporting when many of the Board members are in Tallahassee representing their county and are also members of the Florida Association of Counties (FAC). He said he supports Option C. Mr. Kinnard concurred with Mr. Carnahan and said that information is available through the FAC and SWFWMD. Mr. Holcomb said he is in agreement with Messrs. Carnahan and Kinnard.

Chair Stone said she has spoken with Mr. Owen regarding staff support and perhaps this provides an opportunity to strengthen communications with member governments.

Mr. Carnahan moved, seconded by Mr. Kinnard, to approve Option C of the FY 2019-20 budget by adoption of Resolution 2019-04, Adoption of Final Budget for Fiscal Year 2019-20, said budget including budgeted expenditures in the amount of \$442,648, budgeted reserves in the amount of \$1,340,411, and a combined total amount of \$1,783,059, as presented.

Mr. Holcomb said Hernando County will be providing a letter stating its position for a change in leadership and suggested a reduction in the Executive Director's salary. Mr. Kinnard concurred with Mr. Holcomb and suggesting a discussion regarding sharing the cost of the Authority.

Mr. Zalak, Ms. Bryant, Mr. Ernst, Mr. Swain, Mr. Butler and Chair Stone voiced their support of current leadership and salary. Mr. Butler said he supports Mr. Owen and his invaluable experience; therefore, he will support Option C but not a reduction in the Executive Director's salary.

Mr. Carnahan said he concurs with Messrs. Holcomb and Kinnard. Mr. Burgess suggested approving a budget for the coming year and then over the next year consider issues about reducing expenses. Mr. Haag reminded the Board that the previous Executive Director's salary was more than \$100,000.

As elected officials, Chair Stone reminded those present that Board members come and go, and Mr. Owen is able to provide historical knowledge for this region and the Authority.

Chair Stone called the question. Motion passed with Messrs. Ernst, Holcomb, Radacky and Swain dissenting.

10. Regional Water Supply Plan Update

Mr. Gregg Jones, Brown and Caldwell, provided an update for the Board's information. The Regional Water Supply Plan Update project progresses, with a focus on estimating future water savings through conservation, evaluating potential supply sources and seeking input from various public supply utilities in the region.

Mr. Jones reviewed 2040 Water Demand Projections All Use Categories and Water Utility Deficits. Water Supply Options Feasibility Analysis indicates no more than one site would be developed during droughts; flow analysis reveals long periods when no flow would be available so options include off-stream storage (reservoir or aquifer recharge); and conjunctive use (combine river withdrawals with groundwater wellfield).

Discussion ensued regarding surface water, local environmental changes observed by Board members, and future demand projections.

This was an information item and no Board action was required.

12. Attorney's Report – Mr. Haag said he had nothing more to report.

13. Executive Director's Report – Mr. Owen said he had nothing more to provide Board members.

- a. **Correspondence**
- b. **News Articles**
- c. **Other**

14. Other Business – None

15. Next Meeting Time and Location

- Next Regular Board Meeting – July 17, 2019 at 3:30 p.m. at the Lecanto Government Building, Room 166.

16. Adjournment – Chair Stone adjourned the meeting at 5:21 p.m.

Michelle Stone, Chair

Richard S. Owen, Executive Director

Item 6.b.

Consent Agenda

Bills to be Paid

June 2019 to be provided at meeting

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

Bills For Payment
5/15/2019

<u>Administrative Invoices</u>	<u>Invoice Number(s)</u>	<u>Invoice Date</u>	<u>Amount</u>
Richard S. Owen, AICP, Executive Director	2019-04	5/6/2019	\$6,852.70
Larry Haag, Attorney	34737	4/11/2019	\$105.00
Robert Batsel, Special Counsel	50536	5/7/2019	\$5,334.50
Diane Salz, Governmental Affairs (Professional Fee)	43019	4/30/2019	\$3,500.00
Diane Salz, Governmental Affairs (Travel)	43019	4/30/2019	\$191.98
C. LuAnne Stout, Admin Asst (Services)	04-Apr-2019	5/7/2019	\$3,125.00
Al Butler (Board Travel)		4/17/2019	\$27.59
Steve Champion (Board Travel)		4/17/2019	\$19.58
Gary Ernst (Board Travel)		4/17/2019	\$36.49
Stephen Printz (Board Travel)		4/17/2019	\$27.59
Dale Swain (Board Travel)		4/17/2019	\$27.59
Carl Zalak (Board Travel)		4/17/2019	\$36.49
Purvis Gray & Company (Bookkeeping; Forms 1096/1099)	37811	4/23/2019	\$1,150.00
Karen Allen (Web Maint)	111	5/7/2019	\$100.00
Sun Trust Business Card Statement	05.2.2019	5/2/2019	\$412.50
Total Administrative Invoices			\$20,947.01

<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	\$35,000.00	
Work Order 18-01. Water Resource Associates	\$25,000.00	\$20,754.60	
Work Order 18-02. Weber and Associates	\$15,000.00	\$11,687.50	
Regional Water Supply Plan Update	\$299,940.00	\$169,850.71	\$16,420.00 (1)
FY2017-18 Water Conservation Grants Program			
Citrus County	\$42,627.50	\$2,461.38	
Hernando County	\$48,350.00	\$7,973.69	
Marion County	\$35,245.00	\$17,571.18	
Phase 4 Irrigation Program	\$200,000.00	\$65,439.78	\$400.00 (2)
Phase 5 Irrigation Program	\$200,000.00	\$163,769.20	\$5,154.01 (3)
Total Project Invoices	\$941,162.50	\$494,508.04	\$21,974.01

Total Bills to be Paid	\$42,921.02
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State Board of Administration	Transfer from SBA2 to SBA1	\$21,974.01
State Board of Administration	Transfer from SBA1 to SunTrust Bank	\$42,921.02

Notes:

(1) Regional Water Supply Plan Update

Cardno Inc \$16,420.00 Invoice 273265

(2) Phase 4 (N822) - Irrigation Audit Reinspections

Jack Overdorff, ECO Land Design \$400.00 Invoice 353

(3) Phase 5 (Q040) - Irrigation Audits

Jack Overdorff, ECO Land Design \$4,504.01 Invoice 352

C. LuAnne Stout, Admin Services \$650.00 Invoice 04-Apr-Q040 2019

\$5,154.01

Transfer funds from SunTrust to SBA Acct 311172

SWFWMD Reimbursement - Phase 4 N822 Irrigation Evaluations \$30,995.85

2019-2020 Regulatory Plan

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

Pursuant to Chapter 120.74, the WRWSA is required to file a regulatory plan annually by October first of each year. The regulatory plan must identify laws enacted or amended during the previous 12 months that affect the duties or authority of the agency, and for each such law, the agency must state whether it must adopt rules to implement the law and provide details about the proposed rulemaking schedule. If rulemaking is not necessary to implement the identified laws, the agency must provide a concise written explanation of why that is so. Regulatory plans must also include a listing of other laws the agency expects to implement by rulemaking in the coming year and it may include an update or supplement to prior regulatory plans. Finally, the regulatory plan must include certifications by the presiding officer and principal legal advisor to the agency.

As shown in proposed 2019-2020 Regulatory Plan contained in the Exhibit, no new laws were enacted during the pertinent time period that affect the duties or authority of the WRWSA. In addition, no rulemaking activities are planned for the 2019-2020 timeframe. Upon approval by the Board, the WRWSA will submit the Authority's 2019-2020 Regulatory Plan and publish it on the Authority's website.

See Exhibit – WRWSA 2019-2020 Regulatory Plan

Staff Recommendation:

Board approval of the WRWSA's proposed 2019-2020 Regulatory Plan and authorization for the Chair and General Counsel to sign the appropriate certifications.

**2019-2020 Regulatory Plan of the
Withlacoochee Regional Water Supply Authority (WRWSA)**

A. RULEMAKING TO IMPLEMENT NEW LAWS

List laws enacted or amended during the previous 12 months which create or modify the duties or authority of the WRWSA:

None

B. OTHER RULEMAKING

List each law not otherwise listed under A., which the WRWSA expects to implement by rulemaking before July 1, 2020, except emergency rulemaking:

None

C. UPDATE OF PRIOR YEAR'S REGULATORY PLAN OF SUPPLEMENT

No update or supplement of any prior year's regulatory plan is needed.

D. CERTIFICATIONS

Certification of Chairman of WRWSA Board of Directors:

As Chair of the Board of Directors, I certify that I have reviewed the WRWSA's 2019-2020 Regulatory Plan, that the WRWSA repealed all of its rules effective June 29, 2014, that no rulemaking has been conducted by the WRWSA subsequent to that repeal and further, as of July 17, 2019, that the WRWSA has no plans for rulemaking in the 2019-2020 fiscal year.

Michelle Stone
Chair

Date: July 17, 2019

Certification of the WRWSA General Counsel

As General Counsel to the WRWSA, I certify that I have reviewed the WRWSA's 2019-2020 Regulatory Plan, that the WRWSA repealed all of its rules effective June 29, 2014, that no rulemaking has been conducted by the WRWSA subsequent to that repeal and further, as of July 17, 2019, that the WRWSA has no plans for rulemaking in the 2019-2020 fiscal year.

Larry Haag
General Counsel

Date: July 17, 2019

Item 6.d.

Termination of Governmental Affairs Consultant Services Agreement

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

At its May 15, 2019 meeting the Board approved the Fiscal Year 2019-20 budget and specifically excluded funds for the Government Affairs Consultant Services Contract. The Authority entered into a contract with Diane R. Salz in October 2019 for Governmental Affairs Consultant Services.

The Agreement states, in part, "Termination: The Authority or the Governmental Affairs Consultant Director may terminate this Agreement upon sixty (60) days written notice to the other party." Based upon Board direction at the May 15, 2019 meeting, it is appropriate to provide notice of Agreement termination to Ms. Salz.

A letter of Agreement termination is included as an exhibit to this item.

Staff Recommendation:

Board approval of terminating the Agreement for Governmental Affairs Consultant Services with Diane R. Salz, dated the first day of October 2009 and authorization for the Chair to sign the letter of Agreement termination included as an exhibit to this item.

Exhibit - Item 6.d.

July 17, 2019

Ms. Diane Salz
Governmental Affairs Consultant
2529 Goose Pond Road
Tallahassee, FL 32308

Subject: Termination of Agreement for Governmental Affairs Consultant Services

Dear Ms. Salz,

The Withlacoochee Regional Water Supply Authority does hereby give sixty (60) days written notice to terminate the above referenced Agreement, dated the 1st day of October 2009, with the Withlacoochee Regional Water Supply Authority. The Authority appreciates the services you have provided and wishes you the best in your future endeavors.

Sincerely,

Michelle Stone, Chair

cc: WRWSA Board of Directors
Richard S. Owen, Executive Director

Selection of Firm for General Counsel Services

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

At the Authority's May 15, 2019 meeting, the Board authorized staff to issue a Request for Qualifications (RFQ) for General Counsel Legal Services. The RFQ was advertised in newspapers of general circulation in the four-county area, on DemandStar, with the Florida Bar and on the Authority's website. In response to the RFQ, three Statements of Qualifications (SOQs) were received (listed in alphabetical order):

- Gilligan, Gooding, Franjola & Batsel, P.A.;
- Gray/Robinson, Attorneys at Law; and
- Richard A. Harrison, P.A.

Copies of the SOQs have been provided to the Board under separate cover. At the May meeting the Board created a Review Committee comprised of Chair Stone, Vice-Chair Printz and the Executive Director. The Review Committee met July 3, 2019 and received presentations from each of the firms. The Review Committee utilized a scoring form to rate each firm. A copy of the scoring form is included as an exhibit. The results of the Review Committee's ratings and the resulting ranking of the three firms is also included as an exhibit.

Pursuant to the Board's direction at the May meeting, each of the firms have been invited to the Board's July meeting for the opportunity to present to the Board. Firms will be afforded up to 15 minutes for presentations and an additional 10 minutes for questions and answers, for a total of up to 25 minutes for each firm. After receiving presentations by the three firms, the Board may either accept the Review Committee's ranking, or may elect to rank the firms differently.

See Exhibits – Request for Qualifications (RFQ) Scoring Forms
Review Committee Ranking Summary
Statements of Qualifications (under separate cover)

Staff Recommendation:

Board rank the three firms that submitted SOQs for General Counsel Legal Services, and authorize the Executive Director, with the assistance of General Counsel, to enter negotiations with the firms in ranked order. An Agreement for General Counsel Services will be presented at the September 18, 2019 Board meeting for approval.

Withlacoochee Regional Water Supply Authority

General Counsel Services Request for Qualifications

RFQ #2019-01

Review Committee Scoring Forms

Firm Name: _____

Committee Member Name: _____

	Score	X	Weight	=	Rating
1) Demonstrated knowledge of applicable rules, statutory provisions, theories, principles, and practices	_____		<u>.35</u>		_____
2) Qualifications and experience	_____		<u>.35</u>		_____
3) RFQ submission quality	_____		<u>.30</u>		_____

SCORE:

0 = Non-Responsive

1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

Exhibit - Item 7

Withlacoochee Regional Water Supply Authority

General Counsel Services Request for Qualifications RFQ #2019-01

Review Committee Rating Summary and Firm Ranking

Cumulative Rating Summary					
	Comm. Stone	Comm. Printz	Owen	Total	Rank
Gilligan, Gooding, Franjola & Batsel, P.A.	4.65	4.00	5.00	13.65	1
Gray/Robinson, Attorneys at Law	3.35	4.70	4.30	12.35	3
Richard A. Harrison, P.A.	4.70	4.40	4.30	13.40	2

Water Conservation Grants Program – Approval of Awards

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

At the Authority's May 15, 2019 meeting, the Board set the total allocation of funds in Fiscal Year 2019/20 for the Local Government Grant Program at \$130,000. The Authority has received four grant applications, one each from Citrus, Hernando and Marion counties and the City of Crystal River. A summary of the applications is presented below while copies of the applications are included as exhibits to this item.

The three of the four applications received, including Citrus, Hernando and Marion counties, reflect continuations of member government proven effective water conservation programs. The City of Crystal River has also applied for water conservation activities including toilet and irrigation controller rebates and water conservation education programs. Staff analysis of the applications indicates all of the proposed water conservation programs meet the Authority's grant program requirements. It should be noted that the application from Marion County did not contain the required resolution of support and commitment of matching funds from the County Commission. Authority staff discussed this with Marion County staff and encouraged them to submit the application absent this resolution, with the understanding the County staff would seek Commission approval at an upcoming Commission meeting. Representatives of each of the applicants have been invited to attend the meeting and answer any Board questions regarding their respective water conservation grant applications.

It should be noted the total amount of the grant requests exceed the amount approved by the Board for inclusion in the FY 2019-20 budget by \$7,530.40. Staff recommends the Board amend the FY 2019-20 budget by a like amount to afford the funding of these grants. A resolution to amend the budget is included as an exhibit.

See Exhibits:

- Citrus County Water Conservation Grant Application
- Hernando County Water Conservation Grant Application
- Marion County Water Conservation Grant Application
- The City of Crystal River Water Conservation Grant Application
- Resolution 2019-05 Amending the FY 2019-20 Budget to Increase the Water Conservation Grant Program from \$130,000.00 to \$137,530.40

Staff Recommendation:

Board approval of the grants in the amounts shown below, authorization for the Chair to sign the grant Agreements and approval of Resolution 2019-05 Amending the FY 2019-20 budget to increase the amount allocated to the Water Conservation Grant Program from \$130,000.00 to \$137,530.40.

FY 2019-20 WRWSA Grant Applications and Staff Recommendations

Applicant	Amount Requested	Amount Recommended
Citrus County	\$45,995.40	\$45,995.40
Hernando County	\$48,350.00	\$48,350.00
Marion County	\$34,095.00	\$34,095.00
Crystal River	\$9,090.00	\$9,090.00
Total	\$137,530.40	\$137,530.40



**Citrus County Board of County Commissioners
DEPARTMENT OF WATER RESOURCES**

3600 W. Sovereign Path, Suite 202
Lecanto, Florida 34461
Phone: (352) 527-7669 Fax: (352) 527-5429
www.bocc.citrus.fl.us

June 14, 2019

WCL-2019-06

Richard Owen, Executive Director
Withlacoochee Regional Water Supply Authority
3600 W Sovereign Path, Suite 228
Lecanto, FL 34461

Re: Grant Application

Dear Mr. Owen,

Citrus County is seeking funding assistance through the FY 2019/20 WRWSA Local Government Water Supply Funding Assistance Program. Per the submittal requirements, enclosed are Citrus County's application, resolution to apply and secure matching funds, and a summary of tasks proposed. Citrus County intends to expend all FY 19/20 funds by September 30, 2020.

The Withlacoochee Regional Water Supply Authority's annual grant funding allows Citrus County to offer valuable water conservation education and incentives. The Authority's continued support is greatly appreciated.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Debra R. Burden".

Debra R. Burden
Water Conservation Manager
Citrus County Department of Water Resources

Enclosures: Grant application form
Resolution 2019-045
Exhibit "A", Proposed tasks

Cc: Ken Cheek, Director, Department of Water Resources



**WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**

WATER CONSERVATION GRANT APPLICATION FORM:

Name of applicant:

Citrus County, Florida

Provide a short description of the proposed water conservation project in the text box below:

The Citrus County water conservation program will offer its annual rebate incentive program to Citrus County Utilities customers. Rebates include WaterSense® labeled toilets, WaterSense® labeled irrigation controllers, and rain sensors. Additionally, the county will carry out a cooperative funding initiative project with the Southwest Florida Water Management District to install WaterSense labeled irrigation controllers at high-water use residential sites. Per the WRWSA's Regional Water Supply Plan, the county will prioritize supplying free indoor retrofit items to customers, such as WaterSense® labeled showerheads and faucet aerators. Grant funding will also cover water conservation bill inserts, educational workshops, promotional items and other programs geared toward increasing water-saving behaviors throughout the community.

List previous grants received from WRWSA in the previous 3 fiscal years and date completed:

Resolution 2018-028, 36,875 to be completed September 2019
Resolution 2017-087, \$42,627.50 completed September 2018
Resolution 2016-075, \$36,875 completed September 2017

Attachments to application:

1. A resolution of support that includes a commitment that the grant recipient will budget and expend its matching funds as required by the grant program.
2. A summary of the project tasks (scope of services) with estimated costs by task, if applicable.
3. A time schedule for the project and expected completion date that will be inserted in the local government contract.

Return Application to: Richard S. Owen, Executive Director
WRWSA
3600 W. Sovereign Path, Suite 228
Lecanto, Florida 34461

Deadline: June 28, 2019, 5:00 p.m. EST

RESOLUTION NO. 2019 - 045

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CITRUS COUNTY, FLORIDA, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, AUTHORIZING SUBMISSION OF THE LOCAL GOVERNMENT WATER SUPPLY FUNDING ASSISTANCE PROGRAM APPLICATION TO THE WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY AND, COMMITTING FUNDS TO MATCH GRANT FUNDING FOR A WATER CONSERVATION AND PUBLIC OUTREACH PROGRAM.

WHEREAS, the Citrus County Board of County Commissioners recognizes and supports the County's efforts to educate its customers and the general public on the importance of water conservation; and

WHEREAS, pursuant to the County's Consumptive Use Permits Nos. 7121, 9791 and 2842, the County must continue to develop, improve upon, and expand water conservation programs to reduce demands on water resources within its service areas and increase efficiency of use; and

WHEREAS, the Withlacoochee Regional Water Supply Authority (Authority) provides funding assistance to local governments for projects and programs with an emphasis on water conservation; and

WHEREAS, the County's water conservation program meets the grant funding eligibility requirements of the Authority; and

WHEREAS, the County will budget and expend its matching funds as required by the grant program;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Citrus County, Florida:

Citrus County Board of County Commissioners supports the application to the Withlacoochee Regional Water Supply Authority for the FY 2019-20 Local Government Water Supply Funding Assistance program and agrees to budget funds as identified in Exhibit "A".

ATTEST:

for ANGELA VICK, CLERK



CITRUS COUNTY, FLORIDA, A POLITICAL
SUBDIVISION OF THE STATE OF FLORIDA

JEFF KINNARD D.C., CHAIRMAN

APPROVED AS TO FORM FOR
THE RELIANCE OF CITRUS
COUNTY ONLY:

Denise A. Dymond Lyn
DENISE A. DYMOND LYN
COUNTY ATTORNEY



Exhibit 'A'

FY19-20 Scope of Service

Project: Monetary Incentives

Objective: Reduce water consumption by providing monetary incentive for installation of water-efficient fixtures / systems.

Tasks: Provide four rebate opportunities to Citrus County Utilities customers: Irrigation controllers, toilets, rain sensors and clothes washers. The rebates are publicized via three applications sent to the utility's customers as a bill insert. Customers wishing to participate in the account credit program, install the applicable water-saving fixture, and return the application with an itemized receipt. A credit is then applied to the customers bill within 1-2 billing cycles. The CFI project offers an account credit to a minimum of 50 high water users for installation of a WaterSense labeled Irrigation controller.

	Estimated QTY	COST PER	County	WRWSA	SWFWMD	Total Cost
WaterSense® labeled irrigation controller account credit	50	\$100	\$2,500.00	\$2,500.00	n/a	\$5,000.00
WaterSense® labeled toilet account credit	158	\$100	\$7,900.00	\$7,900.00	n/a	\$15,800.00
Rain sensor replacement	63	\$50	\$1,575.00	\$1,575.00	n/a	\$3,150.00
Rebate application printing	3	\$925	\$1,387.50	\$1,387.50	n/a	\$2,775.00
SWFWMD CFI project - WaterSense® labeled irrigation controller installation	200	\$450	\$22,500.00	\$22,500.00	\$45,000.00	\$90,000.00
Subtotal:			\$35,862.50	\$35,862.50	\$45,000.00	\$116,725.00

Project: Free Faucet Aerator & Low-flow Showerhead Distribution

Objective: Reduce water consumption by providing free WaterSense labeled aerators and showerheads to customers.

Tasks: Distribute faucet aerators and showerheads to customers. Customers are able to pick up fixtures directly from the conservation office. The fixtures are also available at homeowner association offices and are distributed at events geared toward CCU customers.

	County	WRWSA	SWFWMD	Total Cost
WaterSense® labeled faucet aerators & showerheads	\$1,250.00	\$1,250.00	n/a	\$2,500.00
Subtotal:	\$1,250.00	\$1,250.00	n/a	\$2,500.00

Project: Water Conservation Education

Objective: Reduce water consumption by providing water conservation education to community youth and adults.

Task: Create and print eight newsletter bill inserts promoting water-saving behaviors.

Task: Coordinate student poster contest, toilet leak detection challenge and other youth education Initiatives.

Task: Purchase and distribute promotional items such as 5-minute shower timers, pens, pencils and rain gauges.

Task: Promote water conservation awareness through community workshops and other educational opportunities.

	Estimated QTY	COST PER	County	WRWSA	SWFWMD	Total Cost
Utility bill inserts	8	\$1,310.00	\$5,240.00	\$5,240.00	n/a	\$10,480.00
Youth conservation education			\$500.00	\$500.00	n/a	\$1,000.00
Promotional water conservation items			\$2,646.00	\$2,646.00	n/a	\$5,292.00
Water conservation workshops			\$500.00	\$500.00	n/a	\$1,000.00
Subtotal:			\$8,886.00	\$8,886.00	\$0.00	\$17,772.00

TOTAL:

Programming will begin October 1, 2019. Citrus County will expend all grant funding by September 30, 2020.

County	WRWSA	SWFWMD	Total Cost
\$45,998.50	\$45,998.50	\$45,000.00	\$136,997.00

RESOLUTION NO. 2019- 87

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA, SITTING AS THE GOVERNING BOARD OF THE HERNANDO COUNTY WATER AND SEWER DISTRICT, SUPPORTING THE HERNANDO COUNTY UTILITIES DEPARTMENT'S "LOCAL GOVERNMENT WATER SUPPLY ASSISTANCE PROGRAM" APPLICATION TO THE WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY FOR THE DEVELOPMENT OF A COUNTYWIDE WATER CONSERVATION AND QUALITY PROTECTION PROGRAM; AUTHORIZING THE CHAIRMAN TO EXECUTE THE APPLICATION AND ANY RELATED DOCUMENTS THAT MAY BE REQUIRED; AUTHORIZING THE DIRECTOR OF THE UTILITIES DEPARTMENT TO DESIGNATE APPROPRIATE STAFF TO PERFORM THE TECHNICAL, FINANCIAL AND ADMINISTRATIVE ACTIVITIES ASSOCIATED HERewith; PROVIDING THAT THIS RESOLUTION SUPERSEDE PRIOR ACTIONS IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA, AS FOLLOWS:

WHEREAS, the Hernando County Water and Sewer District (the "District") was created by ordinance and established in all of the unincorporated area of the county; and,

WHEREAS, the Hernando County Board of Commissioners (the "Board") is the Governing Board of the District; and,

WHEREAS, the Hernando County Utilities Department (the "HCUD") is responsible for the operation and maintenance of the water and wastewater facilities and infrastructure of the county; and,

WHEREAS, the Board recognized that in order to protect the water resources of unincorporated Hernando County and to properly plan for the future needs of its citizens, the establishment of a Water Conservation and Water Resource Protection Program for the County and the District is essential; and,

WHEREAS, the Southwest Florida Water Management District (the "SWFWMD") has identified water conservation as an essential planning and protection element of its water resource management program; and,

WHEREAS, the Withlacoochee Regional Water Supply Authority (the "Authority") was established, of which Hernando County is a member, to provide an entity to help ensure that an adequate and safe supply of water is available for the citizens of the region and the county; and,

WHEREAS, the Authority has established the “Local Government Water Conservation Funding Assistance Program” to which a member may apply for cooperative funding for water supply projects or projects relating to the development of water supply; and,

WHEREAS, the Authority has determined that the establishment and development of water conservation programs support and further the intention of the water supply development of the region; and,

WHEREAS, the HCUD has submitted an application to the Authority’s funding assistance program to seek financial assistance in the development of a countywide water conservation program (the “Project”) in order to provide water conservation education throughout the entire county.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF HERNANDO COUNTY, FLORIDA:

SECTION 1. The above recitals are incorporated herein by reference and made a part hereof.

SECTION 2. The Board of County Commissioners (“Board”) hereby gives its official support for the Hernando County Utilities Department to submit an application to the Withlacoochee Regional Water Supply Authority for cooperative funding in the development of the County’s water conservation program.

SECTION 3. The Board, in order to meet the terms of the financial assistance program, agrees to budget and expend on the Project an amount equal to or greater than the required fifty percent (50%) matching funds as required by the program.

SECTION 4. The Board understands and agrees that it shall expend its required matching funds prior to the Authority expending its fifty percent (50%) match for the Project.

SECTION 5. The Board hereby authorizes its Chairman to execute the referenced Application and the Board further authorizes its Chairman to execute such additional documents including, compliance assurances and related documentation required by the Authority in connection with the foregoing.

SECTION 6. The Board further authorizes HCUD, Director Gordon Onderdonk, to designate appropriate staff to perform the technical, financial and administrative activities associated herewith.

SECTION 7. In the event of any conflict between this Resolution and any prior resolution or actions of the Board, this Resolution shall supersede and control.

SECTION 8. If any section or part of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

SECTION 9. This Resolution shall take effect immediately upon its adoption.

ADOPTED IN REGULAR SESSION THIS 11th DAY OF JUNE 2019 IN BROOKSVILLE, FLORIDA.

**BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA**

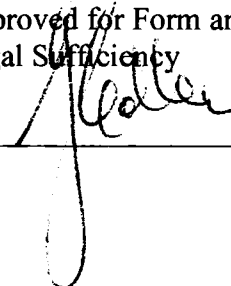
Attest Susan Bueh, Deputy Clerk
DOUGLAS A. CHORVAT, JR.
**CLERK OF COURT &
COMPTROLLER**

By: 
JEFF HOLCOMB
CHAIRMAN

(SEAL)



Approved for Form and
Legal Sufficiency

By: 



FY 2019-20

WATER CONSERVATION GRANT APPLICATION FORM:

Name of applicant:

Hernando County Utilities Department

Provide a short description of the proposed water conservation project in the text box below:

Hernando County Utilities Department promotes and produces dynamic, innovative, effective water conservation, water resource protection programs. These have led Hernando County to lower the per capita water use requirements well below the Southwest Florida Water Management District's regulations.

Projects:

In-School education programs,
Conservation messaging
campaign
Water conservation incentive programs for HCUD customers

List previous grants received from WRWSA in the previous 3 fiscal years and date completed:

FY 2016-Closed September 30, 2016

FY 2017-Closed September 30, 2017

FY 2018-Closed September 30, 2018

Attachments to application:

1. A resolution of support that includes a commitment that the grant recipient will budget and expend its matching funds as required by the grant program.
2. A summary of the project tasks (scope of services) with estimated costs by task, if applicable.
3. A time schedule for the project and expected completion date that will be inserted in the local government contract.

Return Application to:

Richard S. Owen, Executive Director
WRWSA, 3600 W. Sovereign Path, Suite 228, Lecanto, Florida 34461

Deadline: June 28, 2019, 5:00 p.m. EST

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
LOCAL GOVERNMENT WATER CONSERVATION GRANTS PROGRAM

DESCRIPTION OF PROPOSED PROJECT FOR FISCAL YEAR 2020

HERNANDO COUNTY UTILITIES DEPARTMENT
WATER CONSERVATION AND WATER RESOURCE PROTECTION
PROGRAM

Overview

The Hernando County Utilities Department (HCUD) is one of the first local governments in the Southwest Florida Water Management District (SWFWMD) to establish a conservation water rate structure. Hernando County continues to endorse Ordinance 2010-15 which is a one day per week watering schedule. Average water use in the residential sector (single-family homes) is between 8000-10,000 gallons a month. Hernando County Utilities Department supplies safe potable water and waste water services to over 80% of Hernando County. HCUD's customer accounts including, residential, commercial and industrial totals over 60,000 accounts and growing. Hernando County was also one of the first local governments to implement a rain sensor rebate program for customers. We have continued these incentive-based water conservation programs including, low flow toilets, irrigation evaluation and audit programs, Florida Friendly certified landscapes, participation in Florida Friendly Landscaping programs and participate regionally in an irrigation evaluation and audit program with WRWSA member government partners. These programs, along with many others, show the deep commitment this utility has to the protection and conservation of Hernando County's water supply.

Information is collected from Hernando County residents and other water conservation program participants on types of programs that they believe is the most vital and important. Using that information, we put together a monthly series of water related programs. We hold monthly educational seminars that are high priority water-related topics. These programs are titled Hernando County Water Awareness Series 2019 covered a variety of water-related subjects and participation in these professionally taught programs continues to rise each year. Over half of the participants in each program were new to Hernando County. These programs were: Palms for Your Florida Landscape, General Household Pest Control for Homeowners; The Top 10 Things Newcomers Need to Know About Their Florida Yard; Withlacoochee River Myths and Facts; "Getting Down and Dirty" Septic System Health and Maintenance; The Incredible Underwater World of Florida's Spring Caves and finally "Expect the Unexpected- Weather or Not!". Each program was recorded and shown on Hernando County Government Broadcast and shown on Spectrum Channel 644. The series is being broadcast on our local government cable channel 644 and is shown on WATER WEDNESDAY'S. These programs are also available for viewing on the web <https://www.hernandocounty.us/departments/departments-n-z/utilities/conservation>.

Through the WRWSA Local Government Water Conservation Grant Program we support this effort. The WRWSA provides support to this group and helped facilitate this important set of educational presentations.

Our most impact-oriented program was with another volunteer group, Hernando County's Groundwater Guardian Team, which has been instrumental bringing the importance of the protection of springs, groundwater quality and quantity to local officials and residents. As a requirement for this team to stay affiliated with the National Groundwater Guardian Foundation we have a series of Result Oriented Activities that are accomplished each year. The Groundwater Guardians are responsible for organizing and promoting a workshop every two years that targets local government leaders and community leaders on a variety of water related issues, best management practices and groundwater protection. The Protecting Springs Workshop will be held in the spring of 2020. This is an extraordinarily popular event and always has over 100 participants from all regions of Florida. This workshop is sponsored by the WRWSA, Southwest Florida Water Management District, and private corporate partners. Promotional and educational items have been and are being used to educate the residents of Hernando County.

The assistance of the WRWSA Local Government Water Supply Funding Assistance Program, all residents of Hernando County may benefit by the water conservation and water quality programs.

PURPOSE & PROPOSED INITIATIVES

Major elements of the program consist of:

- In-school education program (Springs Coast Environmental Education Center, Gulf Coast Academy of Science and Technology)
- Conservation Messaging Campaign
- Customer and Residents Incentive Programs and education pilot project.
- County-wide user advisory committee (Groundwater Guardian Team)

In order to serve all of the citizens of Hernando County, those served by the county's utility system as well as those who use private wells or customers of the City of Brooksville, the county is applying to the WRWSA for funding assistance in the continued development and expansion of its water conservation and quality protection program.

Springs Coast Environmental Education Center (SCEEC)

The SWFWMD purchased Weeki Wachee Springs and the attraction property to be part of the Weeki Wachee Preserve. The District has committed approximately \$750,000 to construct an environmental education center on the property, under the condition that the Hernando County School District supply teachers, curriculum and equipment. The Hernando County Water and Sewer District (HCW&SD) Board and

the Hernando County Board of County Commissioners have pledged to support this endeavor and have authorized a contribution to the Education Center. The doors of the unique learning center opened in April 2005. Initially it served only fourth grade students of Hernando County. SCEEC has expanded its reach to nearly all grade levels and hosted nearly 7000 Hernando County students. The Hernando County Utilities Department has specifically provided support for the development of a water resource/quality protection and water conservation module of the curriculum. By providing support to the center, the Utilities Department is allocating its resources to those skilled in working with students - teachers. In addition, creation of the curriculum module ensures that a consistent and continuing message will be embedded in the educational process. In FY 2008 we added the Gulf Coast Academy of Science and Technology to our student educational efforts. GCA is committed to providing a unique education through weekly field experiences integrated with a hands-on advanced middle school curriculum. (Budget item: Springs Coast Environmental Education Center, Gulf Coast Academy)

Water Conservation media messaging campaign:

This campaign includes radio and televised educational programming through Hernando County Government Broadcast and broadening our viewership by adding information to Spectrum TV. Additionally, we provided water conservation messages through radio spots and other media sources including Facebook. The innovative and instructional media messages broaden public awareness and heightened the acceptance of water conservation was a way of life. Both the Hernando County Utilities Department and Withlacoochee Regional Water Supply Authority are listed in the media spots. (Budget items: commercial airtime, radio and print media)

Groundwater Guardian Team

This group is authorized by the Hernando County Board of County Commissioners and is organized under the auspices of the National Groundwater Foundation. Members represent the major water users of Hernando County. The user groups represented are power industry, agriculture, development, manufacturing, and recreational industries as well as representatives from the school system, city and county governments, and the Southwest Florida Water Management District (SWFWMD) and citizens. This group has developed, in accordance with the national foundation requirements, a "Result Oriented Plan" and implemented activities to communicate the importance of ground water protection in the community. The Team received its designation as a Groundwater Guardian Community in 2002 through 2016. The extraordinary efforts of this committee have received attention by the National Groundwater Foundation. To retain its designation, the Team and the community must apply its plan and submit an annual report on the progress of implementation. The Hernando County Groundwater Guardians also bring groundwater protection issues to the Planning and Zoning Commission and Board of County Commissioners. (Budget items: educational materials, travel, field

trips/seminars, award ceremonies, web site upkeep, postage, meeting costs and other materials necessary to complete their Result Oriented Activities.)

Water Conservation (HCUD customer's only) Incentive Programs:

Through innovative conservation programs, the Hernando County Utilities Department will encourage residents to conserve our valuable water supply. Incentive programs include: Sprinkler Check Up program for high water users, continued participation with the regional irrigation evaluation and audit program. Our partners include, Withlacoochee Regional Water Supply Authority, Southwest Florida Water Management District, Citrus, Sumter and Marion Counties. Other water conservation customer incentive programs include a Rain Sensor Rebate Program (\$50.00), Low-Flow Toilet Replacement Program (\$100.00), and promotion of Florida Friendly Landscaping workshop, where customer attendees receive a "tuition" reimbursement on their water bill. Incentives also help further the promotion of Hernando County's Florida Friendly Landscaping (FFL) program. Customer rebates include a \$25 rebate for participating in the FYN rain barrel workshops and another \$25 rebate is available for certifying their landscape as a Florida Friendly Landscape. (Budget items: water conservation incentive program features, such as low flow toilets, rain sensors, irrigation audits, HE Washing Machine rebates.)

CONCLUSION

The above elements of the Hernando County Utilities Department's Water Conservation/Water Resource Program are diverse and purposefully set up that way. An effective water conservation program for a public supply utility must reach all of its customers and must strive to change behavior and attitudes towards conservation of water in order to affect reliable, long-term results. This must be accomplished through a multi-functional approach including education, outreach, and financial incentives.

IMPLEMENTATION SCHEDULE

All the above projects and initiatives will be ongoing throughout 2020 Fiscal Year. Funds from the current (FY2019) WRWSA assistance program will be encumbered by September 30, 2019. This meets the requirement to submit funding request for 2020 fiscal year. The water conservation initiatives for FY 2020 will begin October 1, 2019 and conclude with all grant assistance funds being encumbered by September 30, 2020.

*These descriptions are in lieu of the required "Scope of Services" and task list. The cost of the projects correlates to the items as identified in the attached Proposed Budget.

**FY 2020 Conservation Project Budget
Hernando County Utilities Department
Withlacoochee Regional Water Supply Authority
Local Government Water Conservation Grant Program**

Springs Coast Environmental Learning Center	\$4,500		
Gulf Coast Academy	\$3,500		
Water conservation/Quality Curriculum, texts, equipment		Total:	\$8,000
 Promotional Items & Workshops			
Pencils, pens, magnets (giveaways), calendars	\$ 7,500		
Flyers, brochures, (educational information)	\$ 10,000		
Florida Friendly Landscape Workshop, Program			
Speaker stipends, venue rental	\$ 1,200		
		Total	\$18,700
 Conservation Advertising Campaign			
Commercial media spots (television, radio, print)	\$ 15,000		
Hernando County Government Broadcast, Spectrum, And other televised media. Water conservation vehicle Wrap (broadcast of water conservation workshops, educational video and broadcast media commercial)			
		Total	\$15,000
 Water Conservation (Customer) Incentives Program:			
High Efficiency Washing Machine Program	\$13,000		
Rain Sensor Rebate Program 2020	\$9,000		
Toilet Rebate Program 2020	\$17,000		
Sprinkler Check-up Program	\$6,000		
Florida Friendly Landscaping, Rain barrel workshops	\$4,500		
		Total	\$49,500
 Presentation/Workshop Equipment			
Projector, screen and accessories	\$1,500	Total	\$1,500
 Water Awareness Program-Citizen's Workshops			
(materials, field trips, stipend for speakers, travel)	\$2,000	Total	\$ 2,000
 Groundwater Guardians			
(training, materials, field trips, web site upkeep, display Awards, travel)	\$2,000	Total	\$ 2,000
 TOTAL PROPOSED BUDGET		TOTAL	\$ 96,700
Withlacoochee Regional Water Supply Authority share	(50%)	Total	\$48,350

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
LOCAL GOVERNMENT WATER CONSERVATION
FUNDING ASSISTANCE PROGRAM**

PROJECT GRANT AGREEMENT

This Agreement is made and entered into this ____ day _____, 2019, by and between the **WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY**, (hereinafter called the "AUTHORITY"), and _____, (hereinafter called the "GRANTEE"), in furtherance of funding assistance in the development of the "_____ WATER CONSERVATION PROGRAM". In consideration of the mutual covenants contained herein and pursuant to Chapter 163, Laws of Florida, Florida Interlocal Cooperation Act of 1969, as subsequently amended, and Section 373.713(2)(i), Florida Statutes, the parties hereto agree as follows:

1. The AUTHORITY has found that the implementation of water conservation programs by a member government is the primary purpose of the project known as the "_____ WATER CONSERVATION PROGRAM" (hereinafter called the "PROJECT"), and enters into this Agreement with the GRANTEE for assisting in the funding of water conservation programs more particularly described in its Application. The PROJECT application is attached hereto marked Exhibit "A" and made a part hereof.

2. The GRANTEE shall provide the AUTHORITY with a copy of the GRANTEE's contract documents executed for the PROJECT and the third party vendor providing said services in order to confirm the total project costs.

3. PROJECT FUNDING:

A. The AUTHORITY agrees to pay, on a reimbursement basis, to the GRANTEE, the sum of \$_____ of the proposed \$_____ total budget cost for the PROJECT.

B. The GRANTEE shall pay PROJECT costs prior to requesting reimbursement from the AUTHORITY. The AUTHORITY shall reimburse the GRANTEE for fifty percent (50%) of all allowable costs in each approved invoice based upon the listed tasks contained in Exhibit "A", not to exceed the sum of \$_____ as identified in paragraph 3.A. above. Reimbursement requests must include all documentation required by the AUTHORITY for proper audit review and the GRANTEE shall certify that the request for payment is appropriate and that said task or portion thereof has been completed.

C. The GRANTEE shall provide the AUTHORITY with a schedule and description of "tasks" for the PROJECT with the cost associated with each task set forth.

D. The Grantee shall submit a final PROJECT reimbursement request after completion of the project, which shall be no later than September 30, 2020. The final reimbursement request must be submitted no later than December 31, 2020. Requests submitted after December 31, 2020 shall not be considered for reimbursement.

E. The AUTHORITY shall, within sixty (60) days after receipt of a payment request, review the work accomplished to date under this Agreement and, if the work and payment request are in accordance with all applicable requirements, approve the request for payment.

4. GRANTEE shall ensure that all services procured and all purchases of goods obtained for the accomplishment of the PROJECT shall be secured in accordance with applicable State and Federal laws and in accordance with the GRANTEE's adopted procurement procedures.

5. GRANTEE shall follow all State and Federal laws relating to its established audit and accounting procedures and as they relate to said PROJECT and cost reimbursements.

6. The GRANTEE shall retain all records supporting PROJECT costs for three (3) years after the fiscal year in which the final PROJECT payment was released by the AUTHORITY or until final resolution of matters resulting from any litigation, claim or audit that started prior to the expiration of the three-year retention period. The AUTHORITY, State Auditor General, State Comptroller, and other agencies or entities with jurisdiction shall have the right to inspect and audit the GRANTEE's records for said PROJECT within the retention period.

7. This Agreement shall become effective upon execution and the GRANTEE shall complete preparation and/or construction of all PROJECT elements on or before September 30, 2020. The completion date may be extended by the AUTHORITY for good cause at the written request of the GRANTEE and must be made prior to PROJECT completion date.

8. The AUTHORITY's Executive Director for the purposes of this Agreement shall be responsible for ensuring performance of its terms and conditions and shall be responsible for recommending approval of all reimbursement requests to the AUTHORITY prior to payment. The GRANTEE's Liaison Agent, as identified in the PROJECT application, or successor, shall act on behalf of the GRANTEE relative to the provisions of this Agreement.

9. The Executive Director shall have the authority to approve budget changes within individual tasks up to a total amount not to exceed TEN PERCENT (10%) of total project costs without Board approval.

10. All monies expended by the GRANTEE for the purpose contained herein at the option of the AUTHORITY shall be subject to audit review.

11. Each party hereto agrees that it shall be solely responsible for the wrongful acts of its employees and agents. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provisions of §768.28, Florida Statutes.

12. The GRANTEE shall comply with all federal, state, and local rules and regulations in developing this PROJECT. The GRANTEE acknowledges that this requirement includes compliance with all federal, state, and local health and safety rules and regulations. The GRANTEE further agrees to

ensure that the GRANTEE's contract will include this provision in all subcontracts issued as a result of this Agreement.

13. The AUTHORITY reserves the right to inspect said PROJECT and any and all records related thereto at any reasonable time.

14. This Agreement may be unilaterally canceled by the AUTHORITY in the event the GRANTEE refuses to allow public access to all documents, papers, letters or other material made or received in conjunction with this Agreement pursuant to Chapter 119, Florida Statutes.

15. The AUTHORITY shall also have the right to demand a refund, either in whole or in part, of the funds provided to the GRANTEE for non-compliance with the terms of this Agreement if not cured within thirty (30) days of written notice thereof from the AUTHORITY. The GRANTEE, upon notification from the AUTHORITY, agrees to refund and will forthwith pay to the AUTHORITY, the amount of money demanded by the AUTHORITY. Such refund shall include interest calculated at two percent (2%) over the prevailing prime rate as reported by the Federal Reserve on the date the AUTHORITY calculates the amount of refund due. Interest shall be calculated from the date(s) of payment(s) to the GRANTEE by the AUTHORITY.

16. The employment of unauthorized aliens by a GRANTEE is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the GRANTEE knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The GRANTEE shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.

17. No person on the grounds of race, creed, color, national origin, age, sex or marital status shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.

18. This Agreement strictly prohibits expenditure of these funds for the purpose of lobbying the Florida Legislature, the judicial branch, or a state agency.

19. The GRANTEE shall have an audit performed in accordance with the Rules of the Auditor General promulgated pursuant to §11.45, Florida Statutes, and have a statement prepared by an independent certified public accountant which attests that the GRANTEE has complied with the provisions of this Agreement and whether the audit results in an unqualified opinion.

20. A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not perform work as a grantee, contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in §287.017, Florida Statutes, or Category Two, for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

21. A copy of the audit and attestation as required in Paragraph 19 shall be submitted to the AUTHORITY within one (1) year from the PROJECT completion date as set forth in Paragraph 7 or as extended by the AUTHORITY.

22. This Agreement is not intended nor shall it be construed as granting any rights, privileges or interest in any third party without mutual written agreement of the parties hereto.

23. This Agreement represents the entire agreement of the parties. Any alterations, variations, changes, modification or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly executed by each of the parties hereto, and attached to the original of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed on the date and year first above written.

WITHLACOOCHEE REGIONAL WATER
SUPPLY AUTHORITY

By: _____
MICHELLE STONE
Chairperson

ATTEST:

By: _____
RICHARD S. OWEN
Executive Director



~~Hernando~~ political Subdivision of
the State of Florida
By: _____
JEFF HOLCOMB
Chairperson

ATTEST:

By: Susan Buzay, Deputy Clerk
for Douglas A. Chorvat Jr., clerk of court

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: GARTH COLLIER
COUNTY ATTORNEY for the Grantee

APPROVED AS TO FORM AND CORRECTNESS:

By: _____
Attorney for Authority



WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY

RECEIVED JUN 21 2019

FY 2019-20

WATER CONSERVATION GRANT APPLICATION FORM:

Name of applicant:

City of Crystal River

Provide a short description of the proposed water conservation project in the text box below:

To create a rebate program to allow residents of Crystal River to receive a rebate for the purchase of a new low-flow Water Sense toilets and/or Water Sense Irrigation Controller with Rain Sensor.

The rebates would be as follows:

\$100 (1st toilet) \$75 (2nd toilet)

WaterSense® labeled only | -\$150

Rain Sensor – Replacement ONLY | -\$50

List previous grants received from WRWSA in the previous 3 fiscal years and date completed:

None.

Attachments to application:

1. A resolution of support that includes a commitment that the grant recipient will budget and expend its matching funds as required by the grant program.
2. A summary of the project tasks (scope of services) with estimated costs by task, if applicable.
3. A time schedule for the project and expected completion date that will be inserted in the local government contract.

Return Application to:

Richard S. Owen, Executive Director
WRWSA, 3600 W. Sovereign Path, Suite 228, Lecanto, Florida 34461

Deadline: June 28, 2019, 5:00 p.m. EST

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
LOCAL GOVERNMENT WATER CONSERVATION
FUNDING ASSISTANCE PROGRAM

PROJECT GRANT AGREEMENT

This Agreement is made and entered into this _____ day _____, 2019, by and between the **WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY**, (hereinafter called the "AUTHORITY"), and City of Crystal River, (hereinafter called the "GRANTEE"), in furtherance of funding assistance in the development of the "Crystal River Waterfronts WATER CONSERVATION PROGRAM". In consideration of the mutual covenants contained herein and pursuant to Chapter 163, Laws of Florida, Florida Interlocal Cooperation Act of 1969, as subsequently amended, and Section 373.713(2)(i), Florida Statutes, the parties hereto agree as follows:

1. The AUTHORITY has found that the implementation of water conservation programs by a member government is the primary purpose of the project known as the "Crystal River Waterfronts WATER CONSERVATION PROGRAM" (hereinafter called the "PROJECT"), and enters into this Agreement with the GRANTEE for assisting in the funding of water conservation programs more particularly described in its Application. The PROJECT application is attached hereto marked Exhibit "A" and made a part hereof.

2. The GRANTEE shall provide the AUTHORITY with a copy of the GRANTEE's contract documents executed for the PROJECT and the third party vendor providing said services in order to confirm the total project costs.

3. PROJECT FUNDING:

A. The AUTHORITY agrees to pay, on a reimbursement basis, to the GRANTEE, the sum of \$ 9,090 of the proposed \$ 18,180 total budget cost for the PROJECT.

B. The GRANTEE shall pay PROJECT costs prior to requesting reimbursement from the AUTHORITY. The AUTHORITY shall reimburse the GRANTEE for fifty percent (50%) of all allowable costs in each approved invoice based upon the listed tasks contained in Exhibit "A", not to exceed the sum of \$ 9,090 as identified in paragraph 3.A. above. Reimbursement requests must include all documentation required by the AUTHORITY for proper audit review and the GRANTEE shall certify that the request for payment is appropriate and that said task or portion thereof has been completed.

C. The GRANTEE shall provide the AUTHORITY with a schedule and description of "tasks" for the PROJECT with the cost associated with each task set forth.

D. The Grantee shall submit a final PROJECT reimbursement request after completion of the project, which shall be no later than September 30, 2020. The final reimbursement request must be submitted no later than December 31, 2020. Requests submitted after December 31, 2020 shall not be considered for reimbursement.

FY 2019-20
PROJECT GRANT AGREEMENT

DRAFT
05-06-2019

E. The AUTHORITY shall, within sixty (60) days after receipt of a payment request, review the work accomplished to date under this Agreement and, if the work and payment request are in accordance with all applicable requirements, approve the request for payment.

4. GRANTEE shall ensure that all services procured and all purchases of goods obtained for the accomplishment of the PROJECT shall be secured in accordance with applicable State and Federal laws and in accordance with the GRANTEE's adopted procurement procedures.

5. GRANTEE shall follow all State and Federal laws relating to its established audit and accounting procedures and as they relate to said PROJECT and cost reimbursements.

6. The GRANTEE shall retain all records supporting PROJECT costs for three (3) years after the fiscal year in which the final PROJECT payment was released by the AUTHORITY or until final resolution of matters resulting from any litigation, claim or audit that started prior to the expiration of the three-year retention period. The AUTHORITY, State Auditor General, State Comptroller, and other agencies or entities with jurisdiction shall have the right to inspect and audit the GRANTEE's records for said PROJECT within the retention period.

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ensure that the GRANTEE's contract will include this provision in all subcontracts issued as a result of this Agreement.

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DRAFT
05-06-2019

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CRYSTAL RIVER CITY COUNCIL
Agenda Item Summary

Meeting Date: April 22, 2019

Agenda Item Number: 9.D.

Requested Motion: Motion to authorize the Waterfronts Advisory Board to prepare and submit a grant application for a toilet and irrigation controller replacement rebate program and to adopt Resolution #19-R-13 in the amount of \$9,090 matching funds

Summary:

This motion is to authorize the Waterfronts Advisory Board to prepare and submit a 50/50 grant application to the Withlacoochee Regional Water Supply Authority's Local Government Water Supply Funding Assistance Program. Submission of a separate grant for possible funding by South West Florida Water Management District reduce the cost of rebate program that allows residents of Crystal River to receive a rebate for the purchase of a new low flow Water Sense toilets and / or Water Sense Irrigation Controller with Rain Sensor.

This is a program offered by Withlacoochee Regional Water Supply Authority for the County Governments and Municipalities within there jurisdiction.

This motion will also allow for a separate application to Southwest Water Management District for grant fund which will reduce the total City cost to \$6,060 dollars or one-third of the total cost.

Staff Recommendation:

Approval

Funding Information:

Project Cost: \$ 18,180.00
Funding Source: 001-01599-31000-WTRBD (General Fund - Waterfront Board Professional Services)
001-01599-47000-WTRBD (General Fund - Waterfront Board Printing & Binding)
001-01599-40000-WTRBD (General Fund - Waterfront Board Travel)
001-01599-49005-WTRBD (General Fund - Waterfront Board Education & Training)
Amount Available: \$ 6,900.00 / \$1,953.28 / \$500.00 / \$500.00

Funding Source: 001-00000-33730 (General Fund - Withlacoochee Regional Water Authority Match Grant)
Amount Available: \$9,090.00

ATTACHMENTS:

Description

Resolution No. 19-R-13

BA Resolution No. 19-R-13

Program Information

REVIEWERS:

Department	Reviewer	Action	Date
Administration	Russell, Michelle	Approved	4/17/2019 - 4:13 PM
Administration	Burnell, Dave	Approved	4/18/2019 - 7:58 AM

CITY OF CRYSTAL RIVER

JOURNAL ENTRY

JE: 12145

Post Date: 04/22/2019

Entered By: MRUSSELL

Entry Date: 04/17/2019

Journal: BA

Description: RES #19-R-13 WATERFRONT BD GRANT APPLICA

GL #	Description	DR	CR
001-01599-31000-WTRBD	Res #19-R-13 Waterfronts Board grant app		11,280.00
001-01599-40000-WTRBD	Res #19-R-13 Waterfronts Board grant app	500.00	
001-01599-49005-WTRBD	Res #19-R-13 Waterfronts Board grant app	500.00	
001-01599-47000-WTRBD	Res #19-R-13 Waterfronts Board grant app	1,190.00	
001-00000-33730	WITHLACOCHEE REGIONAL WATER SUPPLY FUND	9,090.00	
	Journal Total:	11,280.00	11,280.00

APPROVED BY: _____



Minutes
Crystal River City Council
Regular Council Meeting
Monday, April 22, 2019 at 7:00 PM
Council Chamber, City Hall

1. CALL TO ORDER

A. Roll Call

Council Members Present: Mayor Joe Meek, Vice Mayor Cindi Guy, Council member Pat Fitzpatrick, Council member Ken Brown, Council member Robert Holmes.

Council Members Absent: None

Staff Present: City Manager Dave Burnell; City Attorney Jennifer Rey, Esq.; City Clerk Mia Fink, CMC; Assistant City Manager, Jack Dumas; Finance Director, Michelle Russell; Public Works Director Beau Keene; Three Sisters Springs Manager Beth Perez; Project Manager, Mark Livingston, Special Events Coordinator Leslie Bollin; Human Resources Manager

B. Invocation

C. Pledge of Allegiance

D. Recognition of Elected Officials in Attendance

2. ADOPTION OF AGENDA

Made by Council member Brown; Seconded by Council member Holmes
Mayor Meek advised two items would be added to the presentation portion of the agenda.

City Attorney Rey advised that items 7A and 9F would be removed from the agenda.

Motion Withdrawn

Made by Council member Brown; Seconded by Council member Fitzpatrick
Motion Passed

3. PRESENTATIONS

A. Tobacco-Free Florida Week Proclamation

Sandrew Wright II accepted the proclamation and discussed dramatic increases in youth vaping.

B. Springs Protection Awareness Month Proclamation

No one was in attendance to accept.

C. FY 2018 Audit Presentation

Tre Scott of Mauldin and Jenkins presented the FY 18 Audit Report, providing a brief overview of the financial statements, noting a clean opinion and no findings. He reviewed portions of the report, noting updated GASB standards, and provided some input regarding controls to mitigate risk. He also noted healthy fund balance and Mayor Meek commended staff.

D. Status of the City

City Manager Burnell addressed Council regarding the status of the city

Discusses Finance... increased cash reserves... importance of not burdening residents (charging user fees). Hurricane response. Water to sewer projects and water loss project... Cutler Spur to 3SSR, 3SSR visitor access and economic benefit to downtown, citrus and 19 project, riverwalk project, main street...

Duke shutdown... economy rests on tourism, for residents city needs to minimize negative effects of tourism... city leads among small cities on water quality projects, etc... resiliency (department of resiliency in Tallahassee) due to hurricanes- FEMA FIRM maps- need comp plan update... everything below the floodplain...

4. UNFINISHED BUSINESS

5. APPROVAL OF CONSENT AGENDA

Made by Council member Fitzpatrick; Seconded by Council member Brown

Discussion was held regarding item 5D and proposed Christmas Parade and related route and event changes. Council member Holmes suggested considering the motion at a later date after concerns are addressed by staff.

Motion Withdrawn

Made by Council member Brown; Seconded by Council member Fitzpatrick

Made by Council member Brown; Seconded by Council member Holmes

Mayor Meek advised that item 5D would be considered by Council at a future meeting. **Motion Passed**

A. Motion to approve minutes from the City Council meeting held April 8, 2019

B. Monthly Department Reports Summary

C. Motion to approve 2019 Statewide Mutual Aid Agreement

D. Motion to approve road closure request for the 2019 Christmas Parade

6. PUBLIC INPUT

Joe Tripp- NE 11th Street- Heatherwood Investments, LLC Water Withdrawal- does Crystal River have target on back- first toxic sludge- now another threat- wanting expanded permit of water withdrawal. Residential neighborhood, sink holes, saltwater intrusion etc. lets call for preliminary injunction to stop project now.

Mayor Meek provided assurance that council is unified in opposition.

Mike Gudis- Thanked City Manager Burnell and commended him on a job well done.

Gail Kostelnik- NW 13th st- agrees with Mr. Tripp. Glass recycling - is there an update to citizens? Budget

impacts- saw notations that there was a shortfall- confused- cannot find budget- challenged with website- per the charter- Council doesn't have ability to hire consultants- city manager does that-

Discussion was held regarding the glass pick-up- it is in the contract- City Attorney Rey provided clarification regarding contractual revision process, etc-

Joe Meek- We do not have final revenue numbers- which is why there may appear to be a potential short fall Dave- very conservative for first budget hearing-

Andy Freund- SE 8th Avenue- lighting is poor on 8th avenue- can there be more lighting for safety- yellow lines... non-existent,

Marcia Chesnicka- Bay Path Drive- thanked City Manager Burnell for openness- etc- advice with new City Manager- building permitting issues- please make it easy to do what you want people to do... and hard to do what you don't want people to do... more difficult to get a permit-

Karen Pieters- Crystal River Main Street- re-designed permit process- customer-based- not been implemented yet bc no new planning director yet- when he comes in recommendations will be shared with him

Josh Wooten- Executive Director- Citrus County Chamber of Commerce- Christmas Parade on for 40 years- asked in 20098 to get it going back south- would like to be included in subsequent parade discussion- collaborative effort- also asked to move back to Citrus Avenue- Commended City Manager Burnell- fair responsive- gentleman- recommends approving master plan assist

7. PUBLIC HEARING

- A. Consideration of approval of Ordinance 19-O-09 to amend the Official Zoning Map of Crystal River by rezoning 15.59 acres (MOL) of property owned by Christina Roddey located at 8172 Balloon Lane, Crystal River, Florida on Final Reading.

QUASI-JUDICIAL

ORDINANCE 1-O-09: AN ORDINANCE OF THE CITY OF CRYSTAL RIVER, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CRYSTAL RIVER, FLORIDA REZONING 15.59 ACRES (MOL) OF PROPERTY OWNED BY CHRISTINA RODDEY ALSO IDENTIFIED AS PARCEL ID 17E18S22 12000 0011 IN THE RECORDS OF THE CITRUS COUNTY PROPERTY APPRAISER FROM HIGH INTENSITY COMMERCIAL (CH) TO PLANNED UNIT DEVELOPMENT (PUD) ZONING AS DESCRIBED IN SECTION 3; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

This item was pulled.

8. CITY ATTORNEY

- A. Update regarding Heatherwood Investments, LLC/Frank A. Scudder, Sr. water use permit modification request for bottled water site on NE 11th St.

City Attorney Rey provided an overview of the request and letter from SWFWMD requesting

additional information, as well as potential legal recourse for the city.

Discussion was held regarding addressing the issue from a local level.

Consensus reached by Council to move forward with preparing to contest potential issuance of the permit.

Ms. Rey also provided a status update regarding city representation on the WRWSA Board. Ms. Rey was also requested to draft a resolution officially designated Mr. Frink as the Alternate member.

9. CITY MANAGER

- A. Motion to remove David Burnell as City Manager at 12:00 a.m. on April 29, 2019 for no cause.**

Made by Council member Fitzpatrick; Seconded by Council member Brown

- B. Motion to adopt Resolution No. 19-R-14 and approve funding to retain David Burnell for one month to complete development of a City Master Plan.**

Made by Council member Holmes; Seconded by Council member Brown

Mayor Meek noted collaborative effort with incoming City Manager Ken Frink.

Motion Passed

- C. Discussion regarding request for public meeting with the Nuclear Regulatory Commission (NRC) related to the impact of the decommissioning of the Crystal River Nuclear Plant #3**

City Manager Burnell provided a brief overview of the item, noting the deadline for letters to be received (4/17/19) and that if the City is selected for a meeting, it can be declined, etc.

Meek inquired about the purpose of the public meeting.

- D. Motion to authorize the Waterfronts Advisory Board to prepare and submit a grant application for a toilet and irrigation controller replacement rebate program and to adopt Resolution #19-R-13 in the amount of \$9,090 matching funds**

Made by Council member Brown; Seconded by Vice Mayor Guy

Motion Passed

- E. Motion to adopt Resolution No. 19-R-15 and approve a piggyback purchase from the Florida Department of Management Services "Construction and Industrial Equipment" Contract from Ring Power Corporation in the amount of \$120,721.85 for a 600 kW Caterpillar generator, associated equipment, and electrical work and to provide for an allowance of \$25,000.00 for generator rental and contingencies.**

Made by Council member Holmes; Seconded by Council member Brown

- F. Motion to authorize staff to proceed with a preliminary no-cost study to explore possible partnership and grant opportunities for the construction of a regional advanced wastewater treatment facility on the City's sprayfield property.**

Made by Council member Holmes; Seconded by Vice Mayor Guy

City Manager Burnell provided an overview of the item and discussion was held regarding importance of the project.

Motion Passed

10. CITY COUNCIL

11. COMMITTEE REPORTS

A. Mayor Meek

Reported on joint meeting with County, School Board, Inverness discussion. County appreciative of WRWSA efforts, WWTP, FEMA FIRM Maps, CCSO contracts, Riverwalk.

B. Vice Mayor Guy

TDC meeting blanketed Germany with tourism information, RV Park development hearing was well received.

C. Council member Fitzpatrick

Charitable Foundation Thursday, USFWS Coordination committee upcoming.

Contacted Dan Wilson regarding railroad ROW - Dan Wilson will contact Community Housing Partners-

D. Council member Brown

Main Street- going to Bradenton Riverwalk along Manatee River to meet with realize Bradenton

E. Council member Holmes

Keep Citrus County Beautiful- Kings Bay Festival- Holmes Kinnard and Bega met to discuss Hwy Beautification grant funding. noting some specific areas discussed- 800,000 grant- maintenance contract claimed to be picked up by the County- maintenance responsibility.

Springs Coast Steering Committee Budget meeting upcoming.

12. COMMUNICATIONS

Council member Brown- communications received regarding Heatherwood Investments project concern-

Kinnard and Carnahan reached out to offer assistance relocating boat ramp-

Dave- in Tallahassee last week- met with parks and DE - to work w new city manager on 2 proposed locations- both on State Park Road- they will do preliminary work- then we would submit a conceptual design, etc-

13. COUNCIL MEMBER REPORTS

Council members commended Mr. Burnell for all of his efforts... and welcomed incoming City Manager Ken Frink.

A. Mayor Meek

B. Vice Mayor Guy

C. Council member Fitzpatrick

Charitable Foundation Thursday, USFWS Coordination committee upcoming.

Contacted Dan Wilson regarding railroad ROW - Dan Wilson will contact Community Housing Partners-

D. Council member Brown

E. Council member Holmes

Thanked City Manager Burnell for support on 3SSR.

Request staff to get prices for a survey on the property, etc. Yeoman's... for dog park, etc-

14. PUBLIC INPUT

15. ADJOURNMENT

Mayor Meek adjourned the meeting at 9:09 p.m.



Withlacoochee Regional
Water Supply
Authority

Ensuring
Water Supplies
for the Future
of the Region

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GRANT PROGRAM

Program Guidelines

Since 1999, the Board of Directors of the Authority has provided assistance to local governments for water supply projects. The criteria for possible funding of a local water supply project are as follows:

1. The project must be within the Withlacoochee Regional Water Supply Authority jurisdiction.
2. For FY 2018-19, the project must relate to water conservation.
3. The project must be approved by the submitting local government's City Council or County Commission prior to submittal to the WRWSA. A resolution of support of the project and commitment of any co-funding by the local government should accompany the application. The Authority, in its sole discretion, will evaluate and approve/disapprove each project based on its merits.
4. The Authority Board of Directors will establish the amount of money available each year for the grant program. For Fiscal Year 2018-19, the Board set a budgeted amount of \$130,000. The number of approved applications and associated costs will determine the amount of funding for each project. Generally, the Authority funds 50% of a project budget up to the maximum set by the Board.
5. The local government applicant must provide a scope of services for the project that describes the objective of the project, the tasks involved in the project, the cost per task and the time frame for completion of the project.
6. If either the approved project tasks or the project time frames are changed, the project applicant must revise the scope of services as soon as they are known and receive approval of these revisions from the Authority. Changes to the internal budget of a project may be approved by the Executive Director up to a 10% change in budget items, as long as the overall cost of the project does not increase. Changes in excess of 10% must be approved by the Authority Board. The Authority Executive Director may also approve changes in the project time schedule as long as the contract completion date is not changed. All requests for changes in budget and schedule must be submitted in writing to the Executive Director. Any requests requiring Board approval will be scheduled for consideration at the next regularly scheduled Board meeting. Requests for an extension of the contract completion date must be done prior to the expiration of the contract.
7. The application process will open on May 1 of each year and close on the last working day in June. The applications will be considered by the Board beginning at its July Board meeting. The grant application form and a draft contract are available for download below in both .pdf and .doc formats. Grant awards will be made no later than the September Board meeting. Grant contracts will be prepared by the Authority in consultation with the grant recipient.
8. All public supply utilities within the region and member governments are eligible to apply for the WRWSA grants.
9. Applicants with past or ongoing grant projects may apply for a new grant, provided that the past, or ongoing, grant is on schedule, unless extenuating circumstances warrant a special exception. Such exceptions would be entirely at the discretion of the Authority Board.
10. Having had a previous grant from the WRWSA will not diminish standing for ranking applications, but will be only one consideration for ranking applications, including past performance in implementing projects.

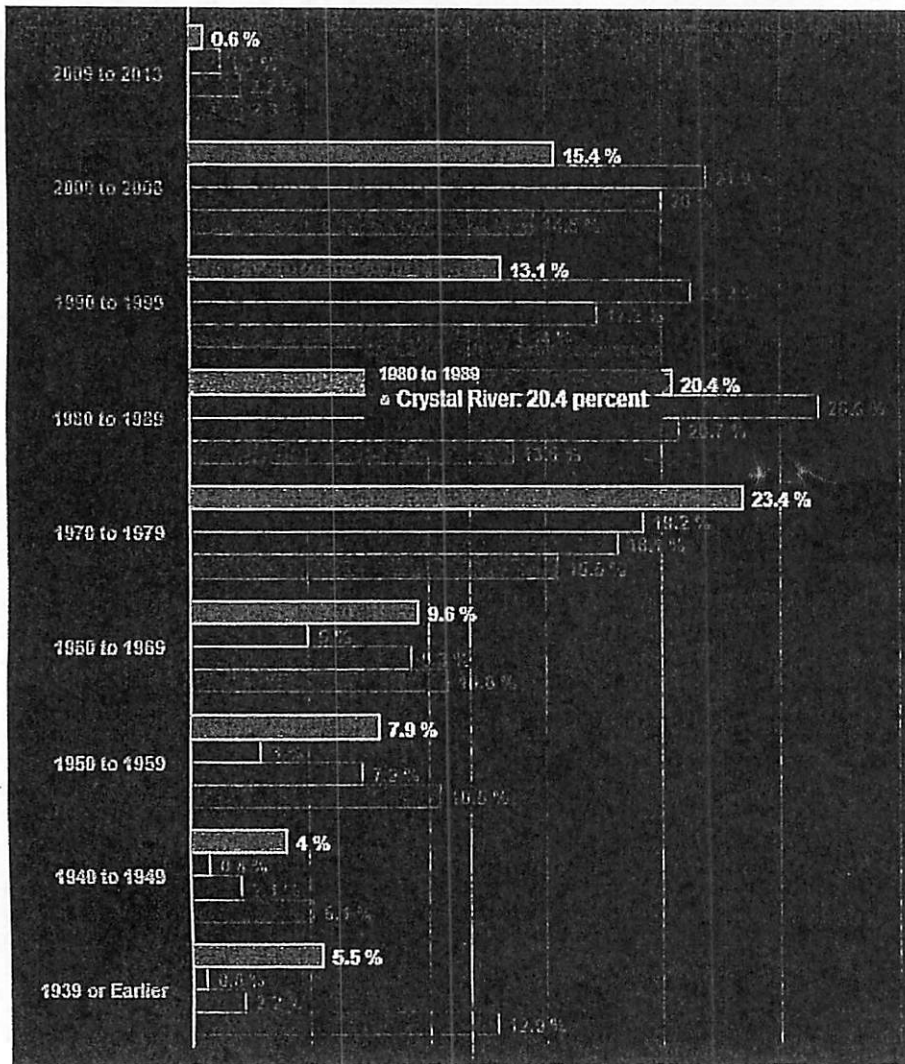
WE SHOULD INCLUDE

Water Sense Toilet Replacement of pre-1995 toilet with an EPA WaterSense labeled toilet.

Water Sense Irrigation Controller with Rain Sensor – EPA WaterSense labeled only.

Approximately 3400 water customers

Approximately 2448 pre 1995 homes or 72%



Expected customer response first year 2% for toilets = 48
1.2% irrigation = 30

<u>Rebate Units</u>	Estimated #	Cost	Estimated #	Cost	TOTAL
Toilets	36	\$100	12	\$75	\$4500.00
Irrigation Controllers	30	\$150			\$4500.00
Sub Total					\$9000.00

Education and printing

Posters for Kings Bay Park	\$400 change quarterly	\$1600.00
Water Bill Inserts	\$189 each month	\$2300.00
New Customer Packets	\$40 each month	\$480.00
Sub Total		\$4380.00

<u>Outside contractor for implementation</u>	4 Hrs. per unit @ \$15.00Hr	\$4800.00
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First Year Budget

Rebates	\$9000.00
Printing and education	\$4380.00
Contractor	\$4800.00
Total	\$18180.00
WRWSA	\$9090.00
Crystal River	\$9090.00



**Marion County
Board of County Commissioners**

Office of the County Engineer

412 SE 25th Ave.
Ocala, FL 34471
Phone: 352-671-8686
Fax: 352-671-8687

June 25, 2019

Richard S. Owen, Executive Director
Withlacoochee Regional Water Supply Authority
3600 W. Sovereign Path, Suite 228
Lecanto, Florida 34461

RE: Marion County Board of County Commissioners
FY2019/20 Water Conservation Grant Application

Mr. Owen:

Enclosed for your consideration is Marion County's Water Conservation Grant Application, along with an attachment of project tasks and their time schedules. A resolution of support of our commitment to budget and expend matching funds will be presented to the Marion County Board of County Commissioners during their next regularly scheduled Board meeting on July 16th, 2019. As this is an ongoing program that our Board has previously supported, it is anticipated that you will have a signed resolution prior to your July meeting for your use and full consideration of our grant application.

Marion County appreciates our ongoing relationship with the Withlacoochee Regional Water Supply Authority and the opportunity to partner with you in our efforts to protect our water resources. Should you have any questions or concerns, please feel free to contact me at (352) 671-8686.

Sincerely,

Michon Fabio
Water Resources Liaison

Enclosures

WATER CONSERVATION GRANT APPLICATION FORM:

Name of applicant:

Marion County

Provide a short description of the proposed water conservation project in the text box below:

Marion County Water Resources and Marion County Utilities work cooperatively to plan, implement, and manage a comprehensive, goal based water conservation program for the Marion County Board of County Commissioners. The program is conducted through public outreach, indirect public education, and direct water conservation incentives. The County requests funding for water use efficiency initiatives including landscape and irrigation retrofits, low flow toilet rebates, low flow retrofit kits and educational outreach and materials.

List previous grants received from WRWSA in the previous 3 fiscal years and date completed:

2018 - \$42,595 to be completed September 30, 2019
2017- \$44,245 September 30, 2018
2016 - \$35,475 September 30, 2017

Attachments to application:

1. A resolution of support that includes a commitment that the grant recipient will budget and expend its matching funds as required by the grant program.
2. A summary of the project tasks (scope of services) with estimated costs by task, if applicable.
3. A time schedule for the project and expected completion date that will be inserted in the local government contract.

Return Application to:

Richard S. Owen, Executive Director
WRWSA, 3600 W. Sovereign Path, Suite 228, Lecanto, Florida 34461

Deadline: June 28, 2019, 5:00 p.m. EST

Program Description

Marion County Water Resources and Marion County Utilities work cooperatively to plan, implement, and manage a comprehensive, goal-based water conservation program for the Marion County Board of County Commissioners. The program is conducted through public outreach, indirect public education, and direct water conservation incentives. The County requests funding for water use efficiency initiatives including efficient irrigation rebates, low-flow toilet rebates, low-flow retrofit kits and educational outreach materials.

The following is a breakdown of the costs of the various projects that Marion County requests grant funding for during fiscal year 2019/20:

Program	Total Cost	County cost share	WRWSA cost share
Educational Outreach	\$ 5,000	\$ 2,500	\$ 2,500
Utility Bill Inserts on Water Use Efficiency	\$ 5,490	\$ 2,745	\$ 2,745
Educational Print Media	\$ 3,700	\$ 1,850	\$ 1,850
Landscape & Irrigation Rebate Program	\$ 42,000	\$ 21,000	\$ 10,500
Low-Flow Toilet Rebates (MCU Customers East of I-75 only)	\$ 32,000	\$ 16,000	\$ 8,000
Low-Flow Toilet Rebates (Non-MCU Customers West of I-75 only)	\$ 4,000	\$ 2,000	\$ 1,000
Water Conservation Kits (MCU Customers)	\$ 11,000	\$ 5,500	\$ 5,500
Water Conservation Kits (Non-MCU Customers)	\$ 4,000	\$ 2,000	\$ 1,000
Total Project Costs	\$107,190	\$53,595	\$33,095

These projects represent only a portion of the County's on-going Water Use Efficiency Program. A cost-share of \$33,095 will help to offset the cost of performing indoor and outdoor retrofits and conducting public outreach. The remainder of the program costs will be funded by the Marion County Board of County Commissioners and other cooperative partners.

Educational Outreach: The purpose of this program is to encourage residents to make changes to their daily water use habits to increase efficiency. The program focuses on education and water use efficiency. The target audience is county wide.

Mission: Education Conservation Program: The program will give students a hands on experience in the summer months as a follow up from other education initiatives and incorporate how the implementation of simple water efficient practices have an impact on water resources. It also highlights the ability to collectively save up to 3,000 gallons of water a month per household by implementing these practices. Students will be shown how to replace non-efficient faucet aerators, showerheads, and nozzles with efficient ones; check for leaky toilets and learn how to use rain gauges effectively and apply water efficient practices in and around the home.

For FY 2019/20, Marion County will offer summer presentations that students can take advantage of individually or in combination with other partnering organizations. In all cases, the program will consist of presentations, handouts, hands on application of water conservation items and promo items for participants.

Utility Bill Inserts on Water Use Efficiency: Billing inserts are distributed on a bimonthly basis by Marion County Utilities. These inserts are used to educate citizens on water use efficiency and to promote the County's incentive based programs. Message topics in FY2018/19 will include: informing citizens of the change back to the once a week watering schedule, how to conduct a routine check on an irrigation system, how to identify common household leaks, and other topics related to water use. These inserts are a big driver for participation in the County's water use efficiency initiatives.

Educational Print Media: Along with billing inserts for Utility customers, tip cards and brochures on water use efficiency, incentive programs and resource protection are made available at three County libraries and the MCU lobby for customers free of charge.

Landscape and Irrigation Rebate Program: The purpose of this program is to encourage residents to make changes to their landscape and irrigation system to increase water use efficiency. Since FY 2012/13, the County has had in place a program that offers up to \$5,000 for residents to make substantial changes to their landscape and irrigation system to meet Florida Water Star® Silver Level criteria. For many residents, completing a full retrofit to their landscape and irrigation system to meet these criteria is expensive and does not result in a significant financial return on investment. There are, however, many changes that residents can often make to use water more efficiently that require less time, money and effort to install.

For FY 2019/20, Marion County will offer four different retrofit options that residents can take advantage of individually or in combination with each other. In all cases, the rebate offered will not exceed the actual price paid for the purchase and installation. Depending on results, the program can be refined in future years to take advantage of concepts or retrofit options that provide the greatest benefit for the cost.

Smart Irrigation Controller and Sensors: Smart irrigation controllers utilize local weather and landscape conditions to tailor watering schedules to actual conditions on site. Studies have found that these devices reduce outdoor water use by an average of 15-30%. When used in conjunction with a soil moisture sensor (SMS) or evapotranspiration (ET) based sensor, the potential savings is as high as 90% during the rainy season. With smart controllers and sensors residents will be eligible for a rebate of up to \$500 towards the purchase and installation of a smart irrigation controller and a SMS or ET based sensor. This may only be applied for once every five years at a residence.

Efficient Irrigation: The sprinkler heads typically used on irrigations systems (rotors and sprays) have an efficiency of only 60-75%. This means that 25-40% of the water being applied is wasted. High efficiency sprinkler nozzles (rotating nozzles) save water by applying it more uniformly and efficiently (90-95%) than traditional sprinklers. Rotating nozzles typically cost between \$2 and \$10 each, and result in an average water savings of 1,000 gallons per nozzle per year. Because rotating nozzles apply water at a slower rate than traditional nozzles, it is necessary to ensure that entire irrigation zones are retrofitted to prevent too much or too little water from being applied in areas of the zone. With efficient irrigation residents will be eligible for a rebate of up to \$200 per zone converted to rotating nozzles.

Micro-Irrigation: Micro-irrigation, sometimes referred to as “drip” or “low volume” irrigation, improves irrigation efficiency through the precise application of water to the root area of the plant. Micro-irrigation reduces the amount of water lost to wind, evaporation and runoff, and minimizes the growth of weeds. An added benefit is that it is highly customizable for oddly shaped areas and those with a variety of different plant types. Depending on a number of different factors, water savings from converting a single landscape zone to micro-irrigation can range from 5-20% or more. With micro-irrigation residents will be eligible for a rebate of up to \$200 per high-volume irrigation zone converted to micro-irrigation.

Florida-Friendly Landscape: Landscape plant selection and water efficiency go hand in hand. Installing drought tolerant plants can greatly reduce or eliminate the need for supplemental irrigation. The Florida-Friendly Landscape will incentivize the installation of drought tolerant plants in a previously high-volume irrigation zone. In order to take advantage of this, the zone where plants are being installed must concurrently be converted to low-volume or micro-irrigation, or irrigation must be removed. This will offer residents a rebate of up to \$200 per zone and can be used in conjunction with the Efficient Irrigation or Micro-Irrigation.

Rain Sensor Repair and Replacement Kits: Rain sensors and repair kits are distributed for free at the Marion County Utilities office and the office of the County Engineer to customers. These kits contain the replacement discs used in the operation of the sensor to ensure the rain sensors are functioning properly. If the sensor cannot be repaired a replacement sensor will be

issued to the customer. Each rain sensor installed has the potential to save 3,000 gallons of water a month.

Low-Flow Toilet Rebates (East of I-75 only): The toilet rebate program offers Marion County Utilities customers up to \$100 (or \$180 if two toilets are replaced) to replace a conventional high-volume toilet (3.5 gallons per flush or greater) with a dual flush or high-efficiency toilet (1.28 gallons per flush or less). This is an ongoing program that has been in place since October, 2011. As of April 1, 2019; this program has incentivized the replacement of 2,253 toilets.

This grant would provide for approximately 150 toilet rebates in the Marion County Utilities service areas east of I-75. It is estimated that the replacement of these toilets will save an estimated 25.1 million gallons total over their 20 year lifespan at a cost of approximated \$1.01 per thousand gallons saved. The County is expected to have a grant with the Southwest Florida Water Management District to cooperatively fund rebates west of I-75.

Low-Flow Toilet Rebates (Non-MCU customers): This grant would provide for approximately 50 toilet rebates in Marion County where residents are not customers of Marion County Utilities. As mentioned previously, it is estimated that the replacement of these toilets will save an estimated 25.1 million gallons total over their 20 year lifespan at a cost of approximated \$1.01 per thousand gallons saved. The County is expected to have a grant with the Southwest Florida Water Management District to cooperatively fund rebates county wide. This will be the initial launch of this program.

Water Conservation Kits: Low flow retrofit kits are distributed for free at the Marion County Utilities office to customers. These kits contain low-flow fixtures and devices to reduce both indoor and outdoor water use. Each kit fully installed has the potential to save 25,000 gallons of water a year.

Grant Timeline

Educational Materials

Enroll participants	4/1/2020 – 6/1/2020
Complete program	6/1/2020 – 8/10/2020
Develop, print, and distribute materials	10/1/2019 – 9/30/2020

Efficient Irrigation Rebates

Enroll participants	12/1/2019 – 8/1/2020
Complete retrofits and issue rebates	12/1/2019 – 9/30/2020
Distribute and track rain sensor repair kits	4/1/2020 – 6/10/2020

Low-Flow Toilet Rebates

Enroll participants	9/1/2019 – 9/1/2020
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Marion County WRWSA FY 2019/2020 Grant Application Attachments

Perform inspections and issue rebates 10/1/2019 – 9/30/2020

Water Conservation Kits

Order conservation kits 10/1/2019 – 6/1/2020

Distribute and track conservation kits 10/1/2019 – 9/30/2020

Utility Bill Inserts on Water Use Efficiency

Develop, print, and distribute materials 10/1/2019 – 9/30/2020

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

RESOLUTION 2019-05

**AMENDMENT OF THE ADOPTED BUDGET
FOR FISCAL YEAR 2019-20**

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 15, 2019, at which the final budget and assessment rate for general administrative, operating and project expenses for the fiscal year beginning October 1, 2019 and ending September 30, 2020 was adopted; and

WHEREAS, the Board desires to amend its adopted 2019-20 budget to include additional funds for the Water Conservation Grants Program; and

WHEREAS, the previously approved FY 2019-20 budget included a total of \$130,000; and

WHEREAS, the Authority has received a total of \$137,530.40 in water conservation grant applications for FY 2019-20, \$7,530.40 more than currently budgeted and the Board desires to fund these activities in the total amount requested; and

WHEREAS, funds for these grants will come from the Authority's Water Resource Development Reserves account.

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 amends its Fiscal Year 2019-20 adopted budget, to include additional funds in the amount of \$7,530.40 for Water Conservation Grants, and to transfer \$7,530.40 from the Water Resource Development Reserves account to the Local Government Grant Program account, with said amended budget shown on the attached Exhibit, attached hereto and made a part hereof as Exhibit A.

Section 2. This Resolution and a copy of the amended budget as adopted shall be posted on the official website of the Authority within 5 days after adoption and will remain on the website for at least 2 years.

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

ADOPTED in regular session this seventeenth day of July 2019.

BOARD OF DIRECTORS, WITHLACOOCHEE
REGIONAL WATER SUPPLY AUTHORITY

Attest:

BY Michelle Stone, Chair

Richard S. Owen, Executive Director

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY						
Amended Fiscal Year 2019-20 Budget						
Approved May 16, 2019 / Amended July 17, 2019						
	4/1/2018 Population Estimate	Comments	Fiscal Year 2019-20	Fiscal Year 2018-19	\$ Change	% Change
Revenues: Administrative						
Assessments:		Official BEBR Population Estimates				
Citrus	145,721	1,920 person increase	\$27,687	\$27,322	\$365	1.3%
Hernando	185,604	3,722 person increase	\$35,265	\$34,558	\$707	2.0%
Marion	353,898	4,631 person increase	\$67,241	\$66,361	\$880	1.3%
Sumter	124,935	4,235 person increase	\$23,738	\$22,933	\$805	3.5%
Total Population/Assessments @ 19¢/Capita	810,158		\$153,930	\$151,174	\$2,757	1.8%
Administrative Revenue from Citrus Contract		Based on Citrus County contract and Board direction	\$21,718	\$56,591	-\$34,873	-61.6%
Subtotal			\$175,648	\$207,765	-\$32,117	-15.5%
Carryover Administration Reserve Funds (FYE 18/19 Estimate) (SBA1)		See Attachment 2	\$553,358	\$575,100	-\$21,742	-3.8%
Total Administrative Revenue Available			\$729,006	\$782,865	-\$53,859	-6.9%
Revenues: Water Resource Development (WRD) Projects						
Phase 4 Irrigation Audit Program SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$31,835	-\$31,835	-100.0%
Phase 4 Irrigation Audit Program Cooperator Matching Funds		Billings will be completed this FY	\$0	\$15,917	-\$15,917	-100.0%
Phase 5 Irrigation Audit Program SWFWMD Matching Funds		Based on Project Schedule	\$29,000	\$72,500	-\$43,500	NA
Phase 5 Irrigation Audit Program Cooperator Matching Funds		Based on Project Schedule	\$14,500	\$36,250	-\$21,750	NA
Regional Water Supply Plan Update SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$106,245	-\$106,245	NA
Annual Citrus WRD Payments (SBA2)		Based on CAB wellfield contract minimum production charge of \$224,000 minus funds allocated to administrative revenue above	\$202,282	\$167,409	\$34,873	20.8%
Subtotal			\$245,782	\$430,156	-\$184,374	-42.9%
Carryover WRD Reserve Funds (FYE 18/19 Estimate) (SBA2)		See Attachment 2	\$808,271	\$952,989	-\$144,719	-15.2%
Total Water Resource Development Revenue Available			\$1,054,053	\$1,383,146	-\$513,467	-37.1%
Total Revenues Available			\$1,783,059	\$2,166,010	-\$567,325	-26.2%
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 @ \$235/hr		6 meetings/year, 3 hrs/meeting = 18 hrs	\$4,230	\$3,000	\$1,230	41.0%
Other Services @ \$235/hr.		8 hrs/month = 96 hrs	\$22,560	\$10,000	\$12,560	125.6%
Special Counsel		No longer necessary	\$0	\$20,000	-\$20,000	-100.0%
Legislative Consultant		Leg / Staff Support Removed	\$0	\$42,000	-\$42,000	-100.0%
Advertising		Based on FY 2017-18 actual	\$800	\$1,000	-\$200	-20.0%
Audit		FY 2018 Actual plus 3% COLA	\$10,635	\$10,325	\$310	3.0%
Bookkeeping Services		\$500/quarter per Engagement Letter	\$2,000	\$2,000	\$0	0.0%
Liability Insurance		FY 18-19 actual plus 5% rounded up	\$2,650	\$2,530	\$120	4.7%
Office Supplies		Based on FY 2017-18 actual	\$1,200	\$1,400	-\$200	-14.3%
Postage		Based on FY 2017-18 actual	\$700	\$800	-\$100	-12.5%
Printing and Reproduction		Based on FY 2017-18 actual	\$1,500	\$1,500	\$0	0.0%
Publications/Software		Based on FY 2017-18 actual	\$150	\$200	-\$50	-25.0%
Rent (Lecanto Gov't Bldg)		Based on Lease Agreement	\$2,048	\$2,048	\$0	0.0%
Registrations/Dues		Based on FY 2017-18 actual	\$1,500	\$1,900	-\$400	-21.1%
State Fees/Assessments		Based on FY 2017-18 actual	\$175	\$175	\$0	0.0%
Telephone		Based on FY 2017-18 actual	\$1,000	\$1,400	-\$400	-28.6%
Travel (Board Members & Staff)		Based on FY 2017-18 actual	\$5,000	\$6,500	-\$1,500	-23.1%
Web Page / Computer Maintenance		Based on FY 2017-18 actual	\$2,000	\$2,000	\$0	0.0%
Contingencies		Removed from budget	\$0	\$1,487	-\$1,487	-100.0%
Subtotal - General Administration Expenditures			\$175,648	\$227,765	-\$52,117	-22.9%
Fund Balance for Admin. Reserves FYE 19/20		FYE18/19 Admin Funds Bal + FY19/20 Admin Rev's - FY19/20 Admin Exp's	\$553,358	\$575,100	-\$21,742	-3.8%
Expenditures: Water Resource Development Projects						
General Services Contracts		As Needed Eng. & Tech. Firms	\$50,000	\$75,000	-\$25,000	-33.3%
Local Government Grant Program		Based on Board Direction	\$137,530	\$130,000	\$7,530	5.8%
Phase 4 Enhanced Irrigation Audit Program		Contractor work completed FY 2018/19	\$0	\$65,000	-\$65,000	-100.0%
Phase 5 Irrigation Audit Program		40% of Project Budget	\$58,000	\$145,000	-\$87,000	NA
Regional Water Supply Plan Update SWFWMD		Projected Project Expenditures	\$29,000	\$212,490	-\$183,490	NA
Subtotal - Water Resource Development Projects			\$274,530	\$627,490	-\$352,960	-56.2%
Fund Balance for Water Resource Development Reserves FYE 19/20		FYE18/19 WRD Funds Bal + FY19/20 WRD Rev's - FY19/20 WRD Exp's	\$779,522	\$755,656	\$23,867	3.2%
Total Administration and WRD Expenses			\$450,178	\$855,255	-\$405,076	-47.4%
Total Administration and WRD Fund Balances at FYE 19/20			\$1,332,880	\$1,330,756	\$2,125	0.2%
Combined FYE 19/20 Expenditures and Fund Balances			\$1,783,059	\$2,186,010	-\$402,951	-18.4%

Legislative Report

The 2020 Legislative Session begins January 14, 2020 and is scheduled to end on March 13, 2020. Interim Legislative Committee meetings in Tallahassee will begin in September 2019, and County Legislative Delegation meetings may begin as early as August 2019.

Materials in the Board Packet as exhibits include the following useful reference documents: "How An Idea Becomes A Law" and the 2020 Legislative Session Dates. Board members may also find of interest the House Clerk's Manual 2018-2020 which can be found at:

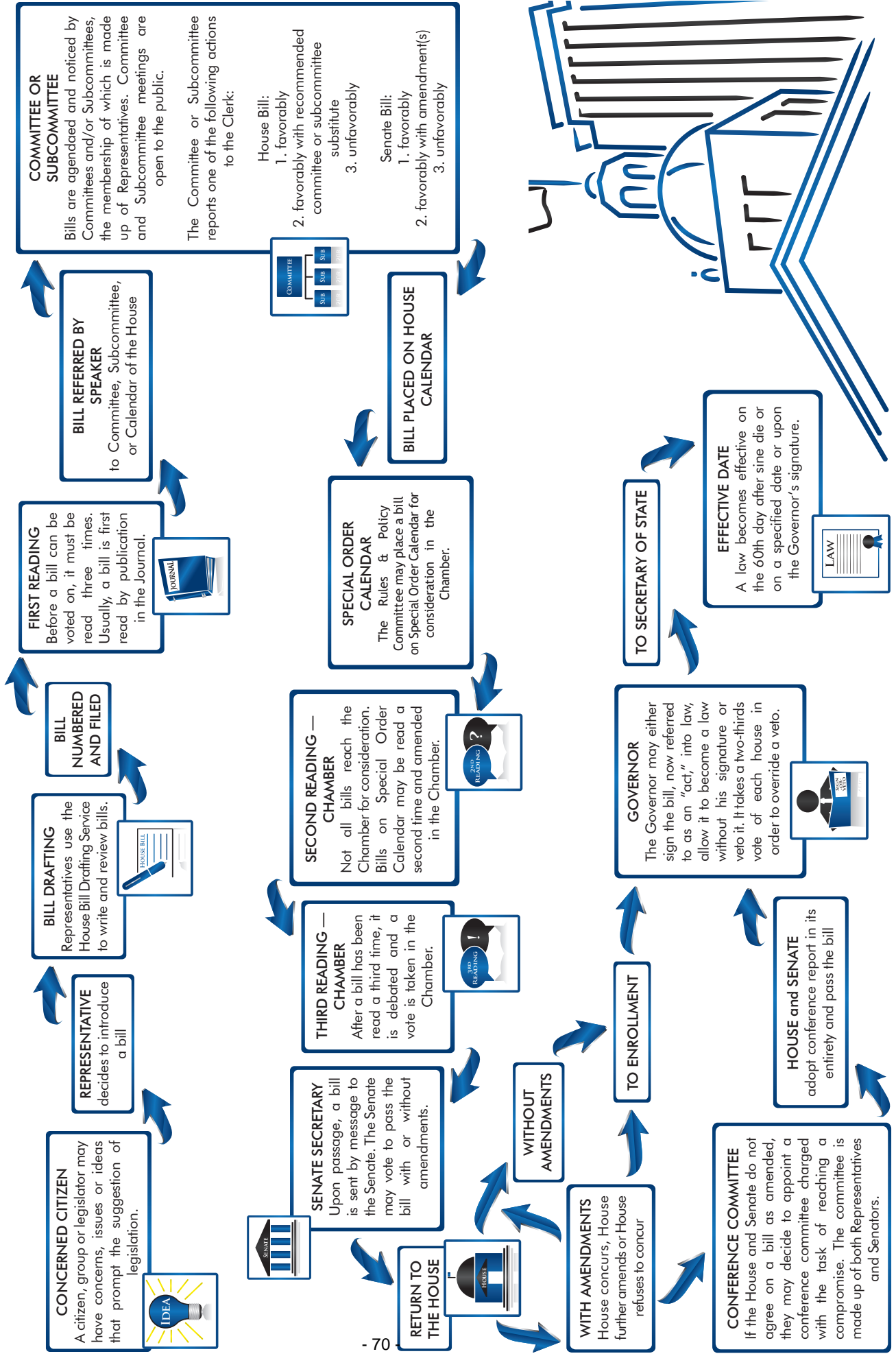
<https://www.myfloridahouse.gov/FileStores/Web/HouseContent/Approved/ClerksOffice/Clerks%20Manual.pdf>

Staff Recommendation:

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



HOW AN IDEA BECOMES A LAW



2020 SESSION DATES

August	1, 2019	Deadline for filing claim bills (Rule 4.81(2))
January	14, 2020	Regular Session convenes (Article III, section 3(b), Constitution) 12:00 noon, deadline for filing bills for introduction (Rule 3.7(1))
February	29, 2020	All bills are immediately certified (Rule 6.8) Motion to reconsider made and considered the same day (Rule 6.4(4))
March	3, 2020	50th day—last day for regularly scheduled committee meetings (Rule 2.9(2))
March	13, 2020	60th day—last day of Regular Session (Article III, section 3(d), Constitution)

Item 10

Attorney's Report

To be provided at meeting

Item 11.a.

Executive Director's Report

Correspondence



May 16, 2019

Mr. Randy Oliver
Citrus County Administrator
110 North Apopka Avenue
Inverness, Florida 34450

Subject: WRWSA Budget for FY 2019-20

Dear Mr. Oliver:

The Withlacoochee Regional Water Supply Authority (Authority or WRWSA) Board approved its Fiscal Year (FY) 2019-20 budget at its May 15, 2019 meeting. Enclosed is a copy of the budget and the Authority's FY 2019-20 Work Program. The budget is based upon, in part, maintaining the current \$0.19 per capita contribution from each County, resulting in Citrus County contributing \$27,687 in per capita revenues. In addition, pursuant to the Contract for Water Supply between the County and the Authority governing the Charles A. Black Wellfield, the budget also includes \$224,000 in revenue from the Charles A. Black wellfield, with \$21,718 allocated to the Administrative Revenue category and \$202,282 allocated to the Water Resource Development Projects category.

The Authority's Work Program for the fiscal year calls for continued development and implementation of its regional work program to ensure our member governments' long-range water supply needs are met in a cost-effective and sustainable manner. We have maintained our local government grants program and the ongoing phase 5 residential irrigation audit program to assist our member governments in water conservation. We continue to monitor and engage with the water management districts, the Florida Department of Environmental Protection and other state agencies to stay abreast of water management activities that may affect this region and to advocate for the interests of our member governments and public supply water needs within our region.

I hope this information is sufficient for your budgetary needs. If you need further information, please don't hesitate to contact me.

Sincerely,

Richard S. Owen, AICP
Executive Director

Enclosures

cc: WRWSA Board Members
Office of Management and Budget
Ken Cheek, Water Resources Director
Gary Loggins, Operations Division Director
Debra Burden, Water Conservation Manager



May 16, 2019

Mr. Jeff Rogers
Hernando County Administrator
20 N. Main Street, Rm 263
Brooksville, Florida 34601

Subject: WRWSA Budget for FY 2019-20

Dear Mr. Rogers:

The Withlacoochee Regional Water Supply Authority (Authority or WRWSA) Board approved its Fiscal Year (FY) 2019-20 budget at its May 15, 2019 meeting. Enclosed is a copy of the budget and the Authority's FY 2019-20 Work Program. The budget is based upon, in part, maintaining the current \$0.19 per capita contribution from each County, resulting in Hernando County contributing \$35,265 in per capita revenues. The other counties will contribute a total of \$118,665 in per capita contributions and Citrus County is budgeted to contribute an additional minimum amount of \$224,000 for the purchase of water from the Authority's Charles A. Black wellfield.

The Authority's Work Program for the fiscal year calls for continued development and implementation of its regional work program to ensure our member governments' long-range water supply needs are met in a cost-effective and sustainable manner. We have maintained our local government grants program and the ongoing phase 5 residential irrigation audit program to assist our member governments in water conservation. We continue to monitor and engage with the water management districts, the Florida Department of Environmental Protection and other state agencies to stay abreast of water management activities that may affect this region and to advocate for the interests of our member governments and public supply water needs within our region.

I hope this information is sufficient for your budgetary needs. If you need further information, please don't hesitate to contact me.

Sincerely,

Richard S. Owen, AICP
Executive Director

Enclosures

cc: WRWSA Board Members
Stephanie Russ, Director, OMB
Gordon Onderdonk, P.E., Utilities Director
Grace Sheppard, Finance Manager, HCUD
Alys Brockway, Water Resource Manager



May 16, 2019

Mr. Mounir Bouyoune
Marion County Administrator
601 SE 25th Avenue
Ocala, Florida 34471

Subject: WRWSA Budget for FY 2019-20

Dear Mr. Bouyoune:

The Withlacoochee Regional Water Supply Authority (Authority or WRWSA) Board approved its Fiscal Year (FY) 2019-20 budget at its May 15, 2019 meeting. Enclosed is a copy of the budget and the Authority's FY 2019-20 Work Program. The budget is based upon, in part, maintaining the current \$0.19 per capita contribution from each County, resulting in Marion County contributing \$67,241 in per capita revenues. The other counties will contribute a total of \$86,689 in per capita contributions and Citrus County will contribute an additional minimum amount of \$224,000 for the purchase of water from the Authority's Charles A. Black wellfield.

The Authority's Work Program for the fiscal year calls for continued development and implementation of its regional work program to ensure our member governments' long-range water supply needs are met in a cost-effective and sustainable manner. We have maintained our local government grants program and the ongoing phase 5 residential irrigation audit program to assist our member governments in water conservation. We continue to monitor and engage with the water management districts, the Florida Department of Environmental Protection and other state agencies to stay abreast of water management activities that may affect this region and to advocate for the interests of our member governments and public supply water needs within our region.

I hope this information is sufficient for your budgetary needs. If you need further information, please don't hesitate to contact me.

Sincerely,

Richard S. Owen, AICP
Executive Director

Enclosures

cc: WRWSA Board Members
David R. Ellspermann, Clerk of the Circuit Court & Comptroller
Angel Roussel, Assistant County Administrator
Mike McCain, Office of Fiscal Review Manager
Jody Kirkman, Utilities Director
Kim Dinkins, Senior Planner
Michon Fabio, Water Resources Liaison



May 16, 2019

Mr. Bradley Arnold
Sumter County Administrator
7375 Powell Road
Wildwood, Florida 34785

Subject: WRWSA Budget for FY 2019-20

Dear Mr. Arnold:

The Withlacoochee Regional Water Supply Authority (Authority or WRWSA) Board approved its Fiscal Year (FY) 2019-20 budget at its May 15, 2019 meeting. Enclosed is a copy of the budget and the Authority's FY 2019-20 Work Program. The budget is based upon, in part, maintaining the current \$0.19 per capita contribution from each County, resulting in Sumter County contributing \$23,738 in per capita revenues. The other counties will contribute a total of \$130,192 in per capita contributions and Citrus County will contribute an additional minimum amount of \$224,000 for the purchase of water from the Authority's Charles A. Black wellfield.

The Authority's Work Program for the fiscal year calls for continued development and implementation of its regional work program to ensure our member governments' long-range water supply needs are met in a cost-effective and sustainable manner. We have maintained our local government grants program and the ongoing phase 5 residential irrigation audit program to assist our member governments in water conservation. We continue to monitor and engage with the water management districts, the Florida Department of Environmental Protection and other state agencies to stay abreast of water management activities that may affect this region and to advocate for the interests of our member governments and public supply water needs within our region.

I hope this information is sufficient for your budgetary needs. If you need further information, please don't hesitate to contact me.

Sincerely,

Richard S. Owen, AICP
Executive Director

Enclosures

cc: WRWSA Board Members
Bill Kleinsorge, Finance Director
Olga Rabel, Assistant County Budget Officer

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY						
Fiscal Year 2019-20 Budget						
Approved May 16, 2019						
	4/1/2018 Population Estimate	Comments	Fiscal Year 2019-20	Fiscal Year 2018-19	\$ Change	% Change
Revenues: Administrative						
Assessments:		Official BEBR Population Estimates				
Citrus	145,721	1,920 person increase	\$27,687	\$27,322	\$365	1.3%
Hernando	185,604	3,722 person increase	\$35,265	\$34,558	\$707	2.0%
Marion	353,898	4,631 person increase	\$67,241	\$66,361	\$880	1.3%
Sumter	124,935	4,235 person increase	\$23,738	\$22,933	\$805	3.5%
Total Population/Assessments @ 19¢/Capita	810,158		\$153,930	\$151,174	\$2,757	1.8%
Administrative Revenue from Citrus Contract		Based on Citrus County contract and Board direction	\$21,718	\$56,591	-\$34,873	-61.6%
Subtotal			\$175,648	\$207,765	-\$32,117	-15.5%
Carryover Administration Reserve Funds (FYE 18/19 Estimate) (SBA1)		See Attachment 2	\$553,358	\$575,100	-\$21,742	-3.8%
Total Administrative Revenue Available			\$729,006	\$782,865	-\$53,859	-6.9%
Revenues: Water Resource Development (WRD) Projects						
Phase 4 Irrigation Audit Program SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$31,835	-\$31,835	-100.0%
Phase 4 Irrigation Audit Program Cooperator Matching Funds		Billings will be completed this FY	\$0	\$15,917	-\$15,917	-100.0%
Phase 5 Irrigation Audit Program SWFWMD Matching Funds		Based on Project Schedule	\$29,000	\$72,500	-\$43,500	NA
Phase 5 Irrigation Audit Program Cooperator Matching Funds		Based on Project Schedule	\$14,500	\$36,250	-\$21,750	NA
Regional Water Supply Plan Update SWFWMD Matching Funds		Billings will be completed this FY	\$0	\$106,245	-\$106,245	NA
Annual Citrus WRD Payments (SBA2)		Based on CAB wellfield contract minimum production charge of \$224,000 minus funds allocated to administrative revenue above	\$202,282	\$167,409	\$34,873	20.8%
Subtotal			\$245,782	\$430,156	-\$184,374	-42.9%
Carryover WRD Reserve Funds (FYE 18/19 Estimate) (SBA2)		See Attachment 2	\$808,271	\$952,989	-\$144,719	-15.2%
Total Water Resource Development Revenue Available			\$1,054,053	\$1,383,146	-\$513,467	-37.1%
Total Revenues Available			\$1,783,059	\$2,166,010	-\$567,325	-26.2%
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 @ \$235/hr		6 meetings/year, 3 hrs/meeting = 18 hrs	\$4,230	\$3,000	\$1,230	41.0%
Other Services @ \$235/hr.		8 hrs/month = 96 hrs	\$22,560	\$10,000	\$12,560	125.6%
Special Counsel		No longer necessary	\$0	\$20,000	-\$20,000	-100.0%
Legislative Consultant		Leg / Staff Support Removed	\$0	\$42,000	-\$42,000	-100.0%
Advertising		Based on FY 2017-18 actual	\$800	\$1,000	-\$200	-20.0%
Audit		FY 2018 Actual plus 3% COLA	\$10,635	\$10,325	\$310	3.0%
Bookkeeping Services		\$500/quarter per Engagement Letter	\$2,000	\$2,000	\$0	0.0%
Liability Insurance		FY 18-19 actual plus 5% rounded up	\$2,650	\$2,530	\$120	4.7%
Office Supplies		Based on FY 2017-18 actual	\$1,200	\$1,400	-\$200	-14.3%
Postage		Based on FY 2017-18 actual	\$700	\$800	-\$100	-12.5%
Printing and Reproduction		Based on FY 2017-18 actual	\$1,500	\$1,500	\$0	0.0%
Publications/Software		Based on FY 2017-18 actual	\$150	\$200	-\$50	-25.0%
Rent (Lecanto Gov't Bldg)		Based on Lease Agreement	\$2,048	\$2,048	\$0	0.0%
Registrations/Dues		Based on FY 2017-18 actual	\$1,500	\$1,900	-\$400	-21.1%
State Fees/Assessments		Based on FY 2017-18 actual	\$175	\$175	\$0	0.0%
Telephone		Based on FY 2017-18 actual	\$1,000	\$1,400	-\$400	-28.6%
Travel (Board Members & Staff)		Based on FY 2017-18 actual	\$5,000	\$6,500	-\$1,500	-23.1%
Web Page / Computer Maintenance		Based on FY 2017-18 actual	\$2,000	\$2,000	\$0	0.0%
Contingencies		Removed from budget	\$0	\$1,487	-\$1,487	-100.0%
Subtotal - General Administration Expenditures			\$175,648	\$227,765	-\$52,117	-22.9%
Fund Balance for Admin. Reserves FYE 19/20		FYE18/19 Admin Funds Bal + FY19/20 Admin Rev's - FY19/20 Admin Exp's	\$553,358	\$575,100	-\$21,742	-3.8%
Expenditures: Water Resource Development Projects						
General Services Contracts		As Needed Eng. & Tech. Firms	\$50,000	\$75,000	-\$25,000	-33.3%
Local Government Grant Program		Based on Board Direction	\$130,000	\$130,000	\$0	0.0%
Phase 4 Enhanced Irrigation Audit Program		Contractor work completed FY 2018/19	\$0	\$65,000	-\$65,000	-100.0%
Phase 5 Irrigation Audit Program		40% of Project Budget	\$58,000	\$145,000	-\$87,000	NA
Regional Water Supply Plan Update SWFWMD		Projected Project Expenditures	\$29,000	\$212,490	-\$183,490	NA
Subtotal - Water Resource Development Projects			\$267,000	\$627,490	-\$360,490	-57.4%
Fund Balance for Water Resource Development Reserves FYE 19/20		FYE18/19 WRD Funds Bal + FY19/20 WRD Rev's - FY19/20 WRD Exp's	\$787,053	\$755,656	\$31,397	4.2%
Total Administration and WRD Expenses			\$442,648	\$855,255	-\$412,607	-48.2%
Total Administration and WRD Fund Balances at FYE 19/20			\$1,340,411	\$1,330,756	\$9,655	0.7%
Combined FYE 19/20 Expenditures and Fund Balances			\$1,783,059	\$2,186,010	-\$402,951	-18.4%

ATTACHMENT 1

CALCULATION OF REVENUE FOR 2019-20 AND CALCULATION OF AMOUNT OF FUNDS NEEDED FROM RESERVES

Approved May 16, 2019

Revenue	4/1/2018 Population	Annual Amount	Sub-Totals
LOCAL ASSESSMENTS @ 19¢ PER CAPITA			
Citrus	145,721	\$27,687	
Hernando	185,604	\$35,265	
Marion	353,898	\$67,241	
Sumter	124,935	\$23,738	
Subtotal	810,158		\$153,930
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		\$0	
Cooperator Match for Phase 4 Irrigation Audit Program		\$0	
SWFWMD Match for Phase 5 Irrigation Audit Program		\$29,000	
Local Cooperator Match for Phase 5 Irrigation Audit Program		\$14,500	
Subtotal			\$43,500
TOTAL REVENUE FOR FY 2019-20			\$421,430
Less: 2019-20 Administration Expense			-\$175,648
Less: 2019-20 WRD Cost			-\$267,000
Funds Required from WRWSA Reserves			-\$21,218

ATTACHMENT 2

ANALYSIS OF BEGINNING FUND BALANCES FY 2018 - 2019 Approved May 16, 2019

ESTIMATE OF WATER RESOURCES DEVELOPMENT FUND BALANCE AT END OF FY 2018-19

04/17/18 WRDF Balance (SBA2)	\$929,878
FY 2018-19 Remaining WRD Fund Revenues	
6 Citrus Co. Payments @ \$1,866.67/month minus administrative component below	\$86,168.56
Phase 4 Irrigation Audit Local Cooperators Revenue	\$22,848.00
Phase 4 Irrigation Audit SWFWMD Revenue	\$45,696.00
Phase 5 Irrigation Audit Local Cooperator Revenue	\$16,000
Phase 5 Irrigation Audit SWFWMD Revenue	\$32,000.00
RWSP SWFWMD Revenue	\$112,500
Revenues Subtotal	\$1,245,091
Less: FY 2018-19 Remaining Contract Expenditures:	
2018-19 Citrus Water Conservation Program	\$36,875
2018-19 Hernando Water Conservation Program	\$48,350
2018-19 Marion Water Conservation Program	\$42,595
2018-19 General Services Contracts	\$8,100
Phase 4 Irrigation Audit Program	\$5,700
Phase 5 Irrigation Audit Program	\$70,200
Regional Water Supply Plan Update	\$225,000
Expenditures Subtotal	\$436,820
Total WRD Funds at end of FY 2017-18	\$808,271

ESTIMATE OF ADMINISTRATIVE FUND BALANCE AT END OF FY 2018-19

03/27/19 Admin Bal (SBA1)	\$553,358
Admin Revenue from CAB WSF	\$25,831
Admin Revenue from Per Capita Contributions	\$88,185
Less remaining FY Admin costs for 7 months	-\$114,016
Total Administrative Funds at end of FY 2018-19	\$553,358

ESTIMATE OF TOTAL FUND BALANCE AT END OF FY 2018-19

Total WRD Funds at end of FY 2018-19				\$808,271
Total Administrative Funds at end of FY 2018-19				\$553,358
Total Fund Balance at end of FY 2018-19				\$1,361,629

PROJECTED FUND BALANCES AT END OF FY 2019-20

Total Fund Balances beginning of FY 2019-20:	\$1,361,629
Add: 2019-20 Revenues	\$421,430
Deduct 2019-20 Expenses:	-\$442,648
Projected Fund Balances at end of FY 2019-20:	\$1,340,411

Withlacoochee Regional Water Supply Authority

Fiscal Year 2019-20 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) 2019-20, the proposed budget anticipates appropriating \$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 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 ongoing Phase 5 of the program began in FY2018-19, is scheduled to be complete in FY 2020-21 and includes an "Enhanced Program", whereby participants in certain utilities can elect to have the WRWSA's contractor assist in implementing certain recommendations. Phase 5 is planned 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.

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 extend into the first half of FY 2019-20. This work effort includes updated water demand projections, evaluation of source options and potential water supply project options. The update of the 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. Advocacy on Behalf of the Authority and Its Member Governments

For Fiscal Year 2019-20 the Authority's Legislative Consultant was removed from the budget. The Authority staff will work with member governments and the water management districts to develop a program for monitoring legislative activities and advocating for Board approved legislative priorities and for advocating with other key stakeholders.

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

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 water management districts to utilize this common model for determining the availability of groundwater in the region, particularly in Marion County which is split by the districts' 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 Districts to ensure continued use and support of the model.

7. Springs Protection and Restoration

The Authority continues to work with the SWFWMD on its springs coast initiative. The SWFWMD has completed Surface Water Improvement and Management (SWIM) Plans for the five first magnitude springs in the northern District. These SWIM plans call for action by not only the District but local governments and other stakeholders in the region to protect and restore these first magnitude springs. The Authority staff continue to actively participate in the Springs Coast Management Committee and monitor activities of the District 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 on the collection of hydrologic data to further refine the Districts' 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 RWSP 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 Districts' Cooperative Funding Initiatives, including potential District funding for regional and sub-regional traditional and non-traditional water supply development that is consistent with the WRWSA RWSP.
- 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 District rule development that may include Water Use Permitting, Environmental Resource Permitting, water conservation and future water supply development, including 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.



Clerk of the Circuit Court

Board of County Commissioners

Finance Department

David R. Ellspermann
Clerk of the Circuit Court
John W. Garri, CPA
Finance Director

Post Office Box 1030, Ocala, Florida 34478-1030
110 NW First Avenue, Ocala, Florida 34475

Telephone: (352) 671-5520
Facsimile: (352) 671-5519
www.marioncountyclerk.org

May 31, 2019

RECEIVED JUN 10 2019

Mr. Richard Owen
WRWSA
3600 West Sovereign Path
Suite 228
Lecanto, FL 34461

RE: Submission of Audit Report for Fiscal Year Ending September 30, 2018

Dear Sir or Madam:

Enclosed is a copy of the Comprehensive Annual Financial Report of Marion County, Florida for the fiscal year ending September 30, 2018. This document contains the report of our independent auditors, Purvis Gray & Company, CPA's, on federal awards and state financial assistance received by Marion County during the reporting period.

The Single Audit portion of the report, located on pages 229-241, of the Compliance Section, was prepared by our auditors in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and Chapter 10.550, *Rules of the Auditor General*. As required, it includes the Independent Auditors' Reports on Compliance and Internal Control, the Schedule of Expenditures of Federal Awards and State Financial Assistance, and a Schedule of Findings and Questioned Costs.

I trust this information will fulfill your requirements. Should you have any questions or require any additional information concerning the report, please contact me at the address listed above or by telephone at (352) 671-5520.

Sincerely,

David R. Ellspermann
Clerk of the Circuit Court
Marion County, Florida

By:

Tina Novinger

Tina Novinger
Controller

Re: Residential Irrigation System Evaluation

Glenn <glennnavigator4@aol.com>

Sat 6/8/2019 9:58 AM

Ph5 Q040 Info

To: Istout wrwsa.org <Istout@wrwsa.org>;

Just wanted to let you know that Jack came by the house yesterday and did an outstanding job checking my sprinkler system and gave me many great tips on how to save water and money. Thanks for the evaluation!!and Jack, Super Job!!

Glenn and Tempest Parker

Sent from my iPad

On May 31, 2019, at 10:43 AM, Istout wrwsa.org <Istout@wrwsa.org> wrote:

I am forwarding your application to the auditor ... thanks for the quick response.

C. LuAnne Stout

WRWSA Administrative Assistant

3600 W. Sovereign Path, Suite 228

Lecanto, FL 34461

352-527-5795 Fax: 352-527-5797

From: glennnavigator4@aol.com <glennnavigator4@aol.com>

Sent: Thursday, May 30, 2019 7:18 PM

To: Istout wrwsa.org

Subject: Residential Irrigation System Evaluation

LuAnne,

Attached is our application for the Marion County Irrigation Evaluation.

Thank you.

Glenn Parker
Tempest Parker



BOARD OF COUNTY COMMISSIONERS

20 NORTH MAIN STREET • ROOM 263 • BROOKSVILLE, FLORIDA 34601
P 352.754.4002 • F 352.754.4477 • W www.HernandoCounty.us

RECEIVED JUN 14 2019

May 30, 2019

The Honorable Michelle Stone, Chairperson
Withlacoochee Regional Water Supply Authority
Lecanto Government Building
3600 W. Sovereign Path, Suite 228
Lecanto, FL 34461

RE: Withlacoochee Regional Water Supply Authority (WRWSA)

Dear Ms. Stone:

During its regular meeting held May 14, 2019, the Hernando County Board of County Commissioners discussed the County's membership in the Withlacoochee Regional Water Supply Authority (WRWSA). The Board heard presentations from Brian Armstrong, Executive Director of the Southwest Florida Water Management District, and Richard Owen, Executive Director of the WRWSA. Members of the public also spoke in support of and in opposition to the WRWSA.

The consensus of the Board was that the WRWSA serves a purpose in providing a regional approach to addressing water supply issues and water conservation projects. However, the Board expressed dissatisfaction with the operation and management of the WRWSA. According to the Commission, a change in leadership is needed in the WRWSA to resolve these problems. The Board requested that a letter be sent to the Board of Directors and the other members of the WRWSA communicating these concerns.

The Hernando County Board of County Commissioners is willing to work with the Board of Directors and the other member governments of the WRWSA to improve the governance and functioning of the WRWSA.

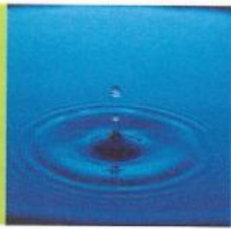
Sincerely,

A handwritten signature in dark ink, appearing to read "Jeff Holcomb", is written over a faint circular stamp.

Jeff Holcomb, Chairman
Board of County Commissioners
Hernando County, Florida

cc: Honorable Chairman, Members, Citrus County Board of County Commissioners
Honorable Chairman, Members, Marion County Board of County Commissioners
Honorable Chairman, Members, Sumter County Board of County Commissioners

RECEIVED JUN 14 2019



Owen Consulting Services

Water Resource Management

www.OwenConsultingServices.co

PO Box 15733
16150 Aviation Loop
Brooksville, Florida 34604

RichardOwen@OwenConsultingServices.co
352-293-5955

June 28, 2019

The Honorable Michelle Stone, Chair
Withlacoochee Regional Water Supply Authority
3600 W Sovereign Path, Suite 228
Lecanto, FL 34461

RE: Termination of Agreement for Executive Director Services

Dear Chair Stone,

I am hereby giving the one hundred and eighty (180) days written notice to terminate the above referenced Agreement with the Withlacoochee Regional Water Supply Authority. This is pursuant to our Agreement dated the 20th day of June, 2012.

It has been a pleasure to serve as the Authority's Executive Director over the past 7 years. I would like to express my gratitude to the Board for hiring me. I greatly appreciate the support I have received from you and the Board during my tenure. This experience has been professionally rewarding and I believe the Authority is well positioned to continue its successful programs into the future. During the remaining term of the Agreement, I will assist the Board in soliciting and retaining a new executive director and will work to ensure a smooth transition. I sincerely wish the organization the best in the future.

Sincerely,



Richard S. Owen, AICP

cc: WRWSA Board of Directors

Item 11.b.

Executive Director's Report

News Articles

Hernando Sun

Hernando County will continue participation in water supply authority

by LISA MACNEIL / Thu, 05/16/2019 - 08:16

At the May 14, 2019 Board of County Commissioners (BOCC) regular meeting, the board members voted 5-0 in favor of drafting a letter to notify the Withlacoochee Regional Water Supply Authority (WRWSA) of their continued participation, while reviewing of whether or not the county will continue to be a member of the four-county independent water authority.

The matter was brought up at the end of the April 23, 2019 BOCC meeting during Commissioner's Comments, where Commissioner Steve Champion said, "The more I go to (the WRWSA meetings)... I believe it's a waste of taxpayer funds. It's another layer of government. Of all the boards I'm a part of, I feel like I just waste time." Champion added that participation in the inter-local organization costs Hernando County \$30,000 annually. WSWSA's budget is approximately \$1-million, funded by participating counties.

Commissioner Wayne Dukes agreed with Champion's assessments, adding that those are the reasons he withdrew from the committee as a county representative. Dukes also voiced concern over leadership issues within the authority.

"We already have SWFWMD, why do we need this other organization?" According to Champion, Citrus County is considering ending their participation in the WRWSA, and if Hernando pulls out as well, it could disband the organization.

Champion ended his comments by telling the other commissioners that if the board's decision was to remain a part of WRWSA, then he would withdraw as Hernando County's representative.

Later in the meeting, Commissioners John Mitten and John Allocco stated that the board should continue participation for now. "At this point, I'm not in favor of leaving the authority, I think there are way too many questions right now." Allocco went on to say that the board should make sure that WRWSA stays on its mission, and that the funding with "seed money" for new water supplies by the authority is a crucial benefit.

Continuation in participation in the WRWSA was first discussed at the meeting held September 11, 2018, in response to the Board's request for a legal opinion as to whether Hernando County must participate in the WRWSA. The county's legal department determined that participation is not mandatory, however, should the board decide to end their interlocal agreement with Citrus, Marion and Sumter counties, a repeal of the ordinance (77-7) that outlines the county's participation would be necessary.

Following the discussion on September 11, 2018, the Board of County Commissioners approved two Funding Agreements with the WRWSA, that are still in progress. The first, a Fiscal Year (FY) 2018-2019 Project Grant Agreement for Local Government Water Conservation Funding Assistance Program was approved by a 4-0 vote. This Agreement requires completion of the Project on or before September 30, 2019. Although the Agreement expires on that date, the County is required to submit an audit and attestation relating to compliance with the contract provisions no later than September 30, 2020.

The second is a Funding Agreement with WRWSA for Regional Irrigation Evaluation Program Phase 5 was approved by a 5-0 vote. This Agreement will remain in effect through May 31, 2022, or upon satisfactory completion of the Project and reimbursement to the WRWSA.

Since this Agreement does not contain a termination clause, the status of the Project and payment of funds would need to be negotiated between the parties if Hernando County decides to withdraw from the WRWSA prior to the end of the contract period.

Brian Armstrong, Executive Director of the Southwest Florida Water Management District (SWFWMD), addressed the board in favor of the WRWSA. Armstrong defined the interests and scope of the WRWSA, which also includes rehabilitation and conservation efforts, most notably, the Weeki Wachee Spring System.

According to Armstrong, Florida legislature requires that SWFWMD work with a water supply authority when planning, and not individual governments, municipalities and counties. Not a simple relationship, Armstrong said, "What we've learned from ... every water supply authority that (SWFWMD) has helped develop is that an area will run out of water, and will look elsewhere for it."

Armstrong reports that bringing a new water supply online takes about 8 years, including permitting, planning and building. The WRWSA provides bargaining power when water issues are taken to the state. "You have a much bigger voice, and more legislators on your side." Other benefits include environmental benefits and the development of water supplies, and equitable distribution of water.

Armstrong cautioned the board on the aspect of funding. "If you need to develop an alternative water supply, and you want half of that funding to come from the district, you must be a member of the water supply authority. We don't fund potable alternative supplies through municipalities or counties. So if you need (alternative water supplies) and you're not part of (a water supply authority), you're not going to get water management district money."

The funding Armstrong reported is significant. Funding for a Peace River project was stated at \$130-million.

Citrus County Chronicle

Don't drain our rivers,' citizens tell water district

by Michael D. Bates / Jun 12, 2019

Southwest Florida Water Management District (SWFWMD) officials got the message loud and clear Tuesday night: Leave the rivers alone.

About 80 people showed up at SWFWMD-sponsored workshop in Lecanto to urge the district not to increase withdrawals from the Chassahowitzka and Homosassa rivers. Specifically, the district is recommending allowing up to an 8% flow reduction for the Chassahowitzka and a 5% reduction for Homosassa.

The public was even more upset because those levels have been set at 3% since 2013.

Why tamper with them again, asked several people gathered at the workshop at the College of Central Florida.

Minimum flows and levels (MFLs) are defined by state statute as "the limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area." Water districts use them in water-supply planning and in determining water-use permitting and environmental resource regulation.

The district is required by the state to re-evaluate minimum flows after six years. The most recent recommendations are part of that re-evaluation.

People weren't buying it.

"(That) explanation doesn't satisfy me," said Iris Hollis of Crystal River.

David Blatt doesn't know why water authorities want to keep messing with artificial means of controlling a river's flows.

"We need to stop draining water and start saving water," said Blatt, a Chassahowitzka River resident.

Cheryl Turman was more blunt.

"It's bull hockey," said Turman, who's lived on the Chassahowitzka River for 26 years. "The whole thing of this is to steal our water and send it down south. They're not fooling anybody."

The audience listened respectfully to SWFWMD Senior Environmental Scientist Gabe Herrick's 30-minute presentation ahead of an audience question-and-answer period explaining how the district arrived at its recommendations.

Herrick said river flows are determined using scientific data and are independently peer-reviewed. The MFLs determine how much water can be withdrawn from a water body before significant harm is done to ecosystems, he said.

But the public wasn't buying it.

"If all that is true, then why is everyone (upset)?" asked Rodney McRae, a lifelong Homosassa River resident.

County Commission Chairman Jeff Kinnard also disagrees with the "it's all about science" argument.

"It's all about cheap water for the area — for the Withlacoochee regional area," Kinnard said. "That's what it's about."

The district is recommending allowing an up to 8% flow reduction in the Chassahowitzka river system and a 5% reduction for the Homosassa river system — lower for Chassahowitzka and higher for Homosassa than was recommended during a contentious round of evaluations in 2013, after which the governing board set the rates for both at 3%.

Initial staff recommendations that year called for allowable flow reductions 9% for Chassahowitzka and 3% for Homosassa.

The water district held Tuesday's workshop to solicit public reaction before its staff recommendations are presented to the SWFWMD governing board in October.

Sky Notestein, SWFWMD springs and environmental flows manager, explained that the recommendations are science-based and ultimately protect the rivers.

"It's not a way to take new water," Notestein said. "It's a way to help us plan for future and current water use. We want to specifically limit the impacts of the Chassahowitzka and Homosassa rivers from human water withdrawals.

"We use the best available data, the best available models, that allow us to predict conditions where we don't have direct measures," Notestein said. "This is a balancing act that we are required to do."

Kinnard, though, said the new recommendations negatively affect Citrus County.

"It's not forcing elected officials in our Withlacoochee region water supply area to make tough decisions," Kinnard said. "Right now, they believe they have groundwater to last them for decades. When you take steps like this by increasing the minimum flows, to 5 and 8%, you're increasing the availability of groundwater to them so they're going to continue pulling that cheap water out of the ground until it reaches a critical point at some point down the road."

When it reaches that critical point, those elected officials will have to make some tough decisions about using surface water, which is more expensive, he said.

"They won't see it over in their communities. What we will be left with is minimum flow rivers over here in Citrus County," Kinnard said. "So it's going to impact what we have in our community. It's going to impact everybody's cost of water at that time.

"What should be happening right now is we should be capping out the availability of groundwater or reducing the availability of groundwater and forcing (all) the elected officials involved in the Withlacoochee Regional Water Supply Authority to make tough decisions on where the next water supply is going to come from."

Brad Rimbey, who sits on the Homosassa River Alliance and Withlacoochee Aquatic Restoration boards, said he is not optimistic that the current water district board will heed the concerns of the public. Board members, he said, are more concerned about serving real estate and agricultural interests.

The evidence, he said, is clear from the recommended withdrawal increases and previous actions involving Crystal River, King's Bay and the Rainbow River.

"I'm pretty pessimistic about the future of our coastal rivers," said Rimbey, also vice president of the Florida Springs Council.

The water district will take written and oral comments from Tuesday's workshop and present them before the SWFWMD governing board for their consideration ahead of this fall's meeting.

"They become part of the record (and) we will share their concerns," Notestein said.

Didn't make it to Tuesday's workshop? You can still submit comments by mail. Send to:

Southwest Florida Water Management District
Attn: Environmental Scientist Dr. Gabe Herrick
2379 Broad Street
Brooksville, Florida 34609-6899

You can also send emails to Gabe.Herrick@WaterMatters.org.