

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

RESOLUTION 2023-04

**ADOPTION OF FINAL BUDGET
FOR FISCAL YEAR 2023-24**

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 July 26, 2023, on the final budget and assessment rate for general administrative, operating and project expenses for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and

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

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

Section 1. The Board of the Withlacoochee Regional Water Supply Authority hereby adopts its final budget, for general administrative, operating and project expenses for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024, as shown on the attached Exhibit, attached hereto and made a part hereof as Exhibit A.

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

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

ADOPTED in regular session this twenty-sixth day of July 2023.

WITHLACOOCHEE REGIONAL WATER
SUPPLY AUTHORITY

BY: Jeffrey Kinnard, Chair

Attest:

Suzannah J. Folsom, Executive Director

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

Fiscal Year 2023-24 Budget

Final July 12, 2023

4/1/2022 Population Estimate	Comments	Fiscal Year 2023-24	Fiscal Year 2022-23	\$ Change	% Change
Revenues: Administrative					
Assessments:	Official BEBR Population Estimates				
Citrus	158,009 2,394 person increase	\$30,022	\$29,567	\$455	1.5%
Hernando	199,207 2,667 person increase	\$37,850	\$37,343	\$507	1.4%
Marion	391,983 10,807 person increase	\$74,477	\$72,424	\$2,053	2.8%
Sumter	141,420 6,827 person increase	\$26,870	\$25,573	\$1,297	5.1%
Total Population/Assessments @ 19¢/Capita	890,619	\$169,219	\$164,907	\$4,312	2.6%
Administrative Revenue from Citrus Contract	Based on Citrus County contract and Board direction	\$26,519	\$18,999	\$7,520	39.6%
Subtotal		\$195,738	\$183,906	\$11,832	6.4%
Carryover Administration Reserve Funds (FYE 22/23 Estimate) (SBA1)	See Attachment 2	\$804,562	\$748,526	\$56,036	7.5%
Total Administrative Revenue Available		\$1,000,300	\$932,432	\$67,868	7.3%
Revenues: Water Resource Development (WRD) Projects					
2024 RWSP Update Matching Funds	50% of 75% of Remaining Project Budget	\$131,250	187,500	-\$56,250	-30.0%
SJRWMD Irrigation Audit Program SJRWMD Matching Funds	25% of Total Project Budget	\$15,000	\$0	\$15,000	100.0%
SJRWMD Irrigation Audit Program Cooperator Matching Funds	37.5% of Total Project Budget	\$22,500	\$0	\$22,500	100.0%
Phase 6 Irrigation Audit Program SWFWMD Matching Funds	0% of Total Project Budget	\$0	\$0	\$0	N/A
Phase 6 Irrigation Audit Program Cooperator Matching Funds	0% of Total Project Budget	\$0	\$0	\$0	N/A
Phase 7 Irrigation Audit Program SWFWMD Matching Funds	50% of Remaining Project Budget	\$25,500	\$51,000	-\$25,500	-50.0%
Phase 7 Irrigation Audit Program Cooperator Matching Funds	25% of Remaining Project Budget	\$12,750	\$25,500	-\$12,750	-50.0%
Annual Citrus WRD Payments (SBA2)	Based on CAB wellfield monthly average revenues of \$23,000 minus funds allocated to administrative revenue above	\$249,481	\$221,001	\$28,480	12.9%
Subtotal		\$456,481	\$485,001	-\$28,520	-5.9%
Carryover WRD Reserve Funds (FYE 22/23 Estimate) (SBA2)	See Attachment 2	\$1,267,326	\$1,127,470	\$139,856	12.4%
Total Water Resource Development Revenue Available		\$1,723,807	\$1,612,471	\$111,336	6.9%
Total Revenues Available		\$2,724,107	\$2,544,903	\$179,204	7.0%

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY

Fiscal Year 2023-24 Budget

Final July 12, 2023

		Fiscal Year 2023-24	Fiscal Year 2022-23	\$ Change	% Change
Expenditures: General Administration					
Executive Director	3% increase	\$91,956	\$89,280	\$2,676	3.0%
Administrative Assistant	3% increase	\$40,980	\$39,780	\$1,200	3.0%
Legal Services	Based on annual contract:				
Monthly Meetings @ \$235/hr	6 meetings/year, 3 hrs/meeting = 18 hrs	\$4,230	\$4,230	\$0	0.0%
Other Services @ \$235/hr.	6 hrs/month = 72 hrs	\$16,920	\$16,920	\$0	0.0%
Advertising	Based on FY 2021-22 actual	\$700	\$800	-\$100	-12.5%
Audit	Engagement Letter Email 05/31/23	\$14,500	\$11,623	\$2,877	24.8%
Bookkeeping Services	3x \$750/quarter per Engagement Letter email	\$2,250	\$2,000	\$250	12.5%
Liability Insurance	FY 21-22 actual plus 5%	\$4,879	\$3,150	\$1,729	54.9%
Office Supplies	Based on FY 2021-22 actual	\$1,250	\$1,250	\$0	0.0%
Postage	Based on FY 2021-22 actual	\$800	\$800	\$0	0.0%
Printing and Reproduction	Based on FY 2021-22 actual	\$1,600	\$1,600	\$0	0.0%
Publications/Software	Based on FY 2021-22 actual	\$150	\$150	\$0	0.0%
Rent (Lecanto Gov't Bldg)	Based on Lease Agreement	\$2,048	\$2,048	\$0	0.0%
Registrations/Dues	Based on FY 2021-22 actual	\$1,500	\$1,500	\$0	0.0%
State Fees/Assessments	Based on FY 2021-22 actual	\$175	\$175	\$0	0.0%
Telephone	Based on FY 2021-22 actual	\$1,200	\$1,200	\$0	0.0%
Travel (Board Members & Staff)	Based on FY 2021-22 actual	\$3,000	\$3,000	\$0	0.0%
Web Page / Computer Maintenance	Based on FY 2021-22 actual	\$6,000	\$2,800	\$3,200	114.3%
Contingencies	@ 5% of non-contract admin costs	\$1,600	\$1,600	\$0	0.0%
Subtotal - General Administration Expenditures		\$195,738	\$183,906	\$11,832	6.4%
Fund Balance for Admin. Reserves FYE 23/24	FYE22/23 Admin Funds Bal + FY23/24 Admin Rev's - FY23/24 Admin Exp's	\$804,562	\$748,526	\$56,036	7.5%
Expenditures: Water Resource Development Projects					
General Services Contracts	As Needed Eng. & Tech. Firms	\$50,000	\$50,000	\$0	0.0%
Local Government Grant Program	To be approved 5/17/23	\$180,000	\$140,000	\$40,000	28.6%
2024 RWSP Update	75% of Project Budget	\$262,500	\$375,000	-\$112,500	-30.0%
SJRWMD Pilot Irrigation Audit Program	100% of project Budget	\$60,000	\$0	\$60,000	100.0%
SWFWMD Phase 7 Irrigation Audit Program	50% of Project Budget	\$51,000	\$102,000	-\$51,000	-50.0%
SWFWMD Phase 6 Irrigation Audit Program	0% of Project Budget	\$0	\$0	\$0	0.0%
Subtotal - Water Resource Development Projects		\$603,500	\$667,000	-\$63,500	-9.5%
Fund Balance for Water Resource Development Reserves FYE 23/24	FYE22/23 WRD Funds Bal + FY23/24 WRD Rev's - FY23/24 WRD Exp's	\$1,120,307	\$757,971	\$362,336	47.8%
Total Administration and WRD Expenses		\$799,238	\$850,906	-\$51,668	-6.1%
Total Administration and WRD Fund Balances at F)	See Attachment 2 for detail	\$1,924,869	\$1,490,497	\$434,372	29.1%
Combined FYE 23/24 Expenditures and Fund Balances		\$2,724,107	\$2,341,403	\$382,704	16.3%

ATTACHMENT 1

CALCULATION OF REVENUE FOR 2023-24 AND CALCULATION OF AMOUNT OF FUNDS NEEDED FROM RESERVES

Final July 12, 2023

Revenue	4/1/2022 Population	
LOCAL ASSESSMENTS @ 19¢ PER CAPITA		
Citrus	158,009	\$30,022
Hernando	199,207	\$37,850
Marion	391,983	\$74,477
Sumter	141,420	\$26,870
Subtotal	890,619	\$169,219
CHARLES A. BLACK WATER SUPPLY FACILITY		
\$23,000 per month * 12 months		\$276,000
Subtotal		\$276,000
MATCHING CONTRIBUTIONS FOR STUDIES		
SWFWMD Match for RWSP Update		\$131,250
SWFWMD Match for Phase 7 Irrigation Audit Program		\$25,500
Local Cooperator Match for Phase 7 Irrigation Audit Program		\$12,750
SWFWMD Match for Phase 6 Irrigation Audit Program		\$0
Local Cooperator Match for Phase 6 Irrigation Audit Program		\$0
SJRWMD Match for Irrigation Pilot Evaluation Program		\$15,000
Local Cooperator Match for Irrigation Pilot Evaluation		\$22,500
Subtotal		\$207,000
TOTAL REVENUE FOR FY 2023-24		\$652,219
Less: 2023-24 Administration Expense		-\$195,738
Less: 2023-24 WRD Cost		-\$603,500
Funds to WRWSA Reserves (+to, -from)		-\$147,019

ATTACHMENT 2

ANALYSIS OF BEGINNING FUND BALANCES FY 2023 - 2024 Final July 12, 2023

ESTIMATE OF WATER RESOURCES DEVELOPMENT FUND BALANCE AT END OF FY 2022-23

04/21/23 WRDF Balance (SBA2) \$1,346,559

FY 2022-23 Remaining WRD Fund Revenues

6 Citrus Co. Payments @ \$20,000/month minus administrative component below \$110,501
2024 RWSP SWFWMD Revenue \$43,750
Phase 6 Irrigation Audit Local Cooperator Revenue \$0
Phase 6 Irrigation Audit SWFWMD Revenue \$7,172
Phase 7 Irrigation Audit Local Cooperator Revenue \$13,250
Phase 7 Irrigation Audit SWFWMD Revenue \$26,500

Revenues Subtotal \$201,173

Less: FY 2022-23 Remaining Contract Expenditures:

2022-23 Citrus Water Conservation Program \$35,075
2022-23 Hernando Water Conservation Program \$49,750
2022-23 Marion Water Conservation Program \$14,081
2022-23 Sumter County Water Conservation Program \$23,000
2022-23 General Services Contracts \$20,000
2024 RWSP \$87,500
Phase 7 Irrigation Audit Program \$51,000

Expenditures Subtotal \$280,406

Total WRD Funds at end of FY 2022-23 **\$1,267,326**

ESTIMATE OF ADMINISTRATIVE FUND BALANCE AT END OF FY 2022-23

04/21/23 Admin Bal (SBA1) \$804,562
Admin Revenue from CAB WSF \$9,499
Admin Revenue from Per Capita Contributions \$82,454
Less remaining FY Admin costs for 6 months -\$91,953

Total Administrative Funds at end of FY 2022-23 **\$804,562**

ESTIMATE OF TOTAL FUND BALANCE AT END OF FY 2022-23

Total WRD Funds at end of FY 2022-23 \$1,267,326
Total Administrative Funds at end of FY 2022-23 \$804,562

Total Fund Balance at end of FY 2022-23 **\$2,071,888**

PROJECTED FUND BALANCES AT END OF FY 2023-24

Total Fund Balances beginning of FY 2023-24: \$2,071,888
Add: 2023-24 Revenues \$652,219
Deduct 2023-24 Expenses: -\$799,238

Projected Fund Balances at end of FY 2023-24: \$1,924,869

Withlacoochee Regional Water Supply Authority

Fiscal Year 2023-2024 Work Program

1. 2024 Regional Water Supply Plan Update

Work will continue on the 2024 Regional Water Supply Plan update. This will include population and demand projections, evaluation of water supply sources, conservation and reuse alternatives, and an evaluation of alternative water supply options. This work is co-funded by SWFWMD, and will be incorporated into their 2025 Northern Region Regional Water Supply Plan, and SJRWMD 2026 Central Springs/East Coast Regional Water Supply Plan update.

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

The Authority will continue its grant program to assist local governments in improving water supply and 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. The 2023-24 proposed budget includes \$180,000 toward local government water supply and 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.

3. 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. More than 1300 audits have been conducted as part of Phases 1 to 5. In Phase 4, we began offering enhanced audits that have a more intense implementation of improvements, and have an improved benefit to reduce water usage. An average reduction in total water use of 28% has been achieved for the locations that have been audited. Phase 6 is ongoing, and Phase 7 started in January 2023. 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.

In Fiscal Year 2023-24 we will begin a new program cofounded by SJRWMD that will include Marion County and the City of Belleview as cooperating utilities. This pilot program will include 60 enhanced evaluations.

4. 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.

WRWSA is coordinating with Citrus County as a co-applicant for the Water Use Permit No. 7121 renewal. Citrus County has increased its annual contribution to the Renewal and Replacement Fund from \$180,000 to \$270,000 to account for inflation, and additional planned activities, and to maintain a balance the required balance of between \$2,000,000 and \$3,000,000.

5. Participation in Maintenance and Enhancement of the Central Springs Groundwater Model

The Authority will continue to participate in discussions with SJRWMD and SWFWMD on the implementation of the Central Springs Groundwater model. 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. This model will be used for the 2024 Regional Water Supply Plan update.

6. Springs Protection and Restoration

The Authority continues to work with the SWFWMD on its springs coast initiative. The Authority staff continue to actively participate in the Springs Coast Management Committee as the public supply Representative, and monitor activities of the District and the Steering Committee for implications on water supply in the region. WRWSA is also providing a representative on the Technical Advisory Committee via one of our As-Needed Consultants.

7. 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 Regional Framework through coordination with WRWSA member governments to facilitate regional and sub-regional cooperation on water supply development and reclaimed water projects. Work with the WMDs in defining strategic priorities for the region and how these priorities may influence the ranking criteria for the 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 Regional Framework.
- c) Participate in the SWFWMD and SJRWMD minimum flows and levels (MFLs) programs representing the interests of member governments. Provide technical assistance to WRWSA member governments in determining the potential impact to both the environment and potential water supply development based on proposed MFLs.
- d) Coordinate with FDEP, SJRWMD, SWFWMD and the Florida Department of Agriculture and Consumer Services on policy and rule development. Provide assistance to WRWSA member governments on FDEP and District rule development that may include Water Use Permitting, Environmental Resource Permitting, water conservation and future water supply development, including the statewide consistency initiatives. Monitor water management programs and rule development in other parts of the state, including the Central Florida Water Initiative, for implications to the WRWSA and its member governments.
- e) Monitor and coordinate with the water supply planning and development activities in adjacent communities and regions, including but not limited to Tampa Bay Water, the Central Florida Water Initiative, the Polk Water Cooperative, and Lake and Levy counties for possible implications on water resource availability within the WRWSA region. Provide input to such activities when appropriate.
- f) Monitor applications for significant water use permits and permit modifications within the region for potential impacts on WRWSA and member government existing and planned water supply facilities and engage in the permitting process where appropriate.