

**MINUTES – WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING, APRIL 16, 2008**

DATE: April 16, 2008
TIME: 4:30 p.m.
PLACE: City Commission Chambers, City Hall
151 Osceola Avenue, 2nd Floor
Ocala, Florida 34471

MEMBERS PRESENT

Dale Swain, Bushnell City Councilman
Dennis Damato, Citrus County Commissioner
Rose Rocco, Hernando County Commissioner
Richard Hoffman, Sumter County Commissioner
Phillip Price, Crystal River City Councilman
Kent Guinn, Ocala City Councilman

MEMBERS ABSENT

Gary Bartell, Citrus County Commissioner
Joyce Valentino, Citrus County Commissioner
Joe Bernardini, Brooksville City Councilman
Daniel Owen, Ocala City Councilman
Diane Rowden, Hernando County Commissioner
David Russell, Hernando County Commissioner
Christopher Kingsley, Hernando County Commissioner
Randy Mask, Sumter County Commissioner

OTHERS PRESENT

Jack Sullivan, Executive Director
Larry Haag, WRWSA Attorney
Barbara Sullivan, Recording Secretary
Peter Rocco, Hernando County
Ken Herd, SWFWMD
Jimmy Brooks, SWFWMD
Ron Basso, SWFWMD
Troy Kuphal, Marion County Water Manager
Rolly Sauls, Marion County Water Resources Project Manager
Stan McClain, Marion County Commissioner
Pete Hubbell, Water Resources Associates
Robert Knight, Citrus County Utilities
Henry Hicks, Ocala Utilities
Dale Jenkins, Black & Veatch
Lynn Spivey, Malcolm Pirney
Tonya Simmons, Malcolm Pirney

Agenda Item #1 Call to Order

Chairwoman Rose Rocco called the meeting to order at 4:33 p.m. and asked for a roll call.

Agenda Item #2 Roll Call

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

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Agenda Item #3 Introductions and Announcements

Mr. Sullivan made an announcement concerning a notice he received of a series of workshops and public hearings on a visioning process for Marion County. Mr. Sullivan said the dates and locations for the workshops were in the Board Package.

Mr. Sullivan introduced the public members in attendance and Chairwoman Rocco welcomed them to the meeting. Mr. Sullivan then introduced Stan McClain, County Commissioner from Marion County who will be sitting in Board meetings until Marion County is officially reinstated into the Authority.

Agenda Item #4 Approval of Minutes of February 20, 2008 Meeting

A MOTION WAS MADE BY RICHARD HOFFMAN TO APPROVE THE MINUTES OF THE MARCH 19, 2008 MEETING. THE MOTION WAS SECONDED BY DENNIS DAMATO AND CARRIED UNANIMOUSLY.

Agenda Item #5 Presentation on Scope of Services for Work Program to Bring Marion County Water Supply Plan into Compliance with Regional Master Plan ... Pete Hubbell, Water Resources Associates

Pete Hubbell, Water Resources Associates presented a PowerPoint presentation on where the planning program was currently with Phases II and VII. He stated that the action of the Board at the last meeting allowed Marion County to rejoin the Authority provided it prepare the necessary studies to bring the County's water supply plans into the Regional Water Supply Master Plan. Mr. Hubbell said that he, Mr. Sullivan and staff at the SWFWMD met on April 1 to discuss what needed to be done. It was agreed that WRA would prepare an outline of a Scope of Services that would result in a "compendium" separate from both the Regional Water Supply Plan 2005 Update and Marion County's Water Resources Analysis and Management Study (WRAMS), but drawing upon each of those studies to synthesize in one document the findings and recommendations contained in both studies. With that, Mr. Hubbell went over the study outline for the "compendium" saying that he had discussed the outline with Marion County staff and Mr. Sullivan and made a number of changes that were reflected in the strike through and underline version of the document handed out to the Board.

Mr. Hubbell said that based on conversations with Mr. Sullivan, his recommendation was that the Board approve the study outline and empower Mr. Sullivan to work with Marion County and WRA to flesh out the study outline and agree on Marion County's cost for the study. The scope of services and cost to prepare the study is proposed as an amendment to WRA's current contract with the Authority and may require an amendment to the Authority's contract with SWFWMD. Mr. Hubbell proposed that these details be worked out and that the revised contract(s) be presented at the next available meeting after the parties have agreed to them and been prepared for adoption by the Authority.

Mr. Troy Kuphal stated that it might take more time than until the May meeting for the proposal and cost to be approved by the Marion County Commission. The Board agreed to review the contracts whenever they were completed.

A MOTION WAS MADE BY PHILLIP PRICE TO APPROVE THE SCOPE OF SERVICES AND EMPOWER MR. SULLIVAN TO WORK WITH WATER RESOURCES ASSOCIATES AND MARION COUNTY TO FLESH

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OUT THE STUDY AND AGREE ON THE SCOPE OF SERVICES AND THE COSTS ASSOCIATED WITH THE “COMPENDIUM” BEING PREPARED AND BRING ANY CONTRACT REVISIONS BACK TO THE AUTHORITY BOARD AS SOON AS THEY WERE AVAILABLE. THE MOTION WAS SECONDED BY RICHARD HOFFMAN AND CARRIED UNANIMOUSLY.

**Agenda Item #6 Data Collection and Monitoring Plan for Northern Sumter County ...
Ron Basso, SWFWMD**

Mr. Sullivan said that he had provided the Board with a memorandum outlining the data collection program in north Sumter County. One of the problems that has held up the completion of the feasibility studies for the Master Plan water supply projects, especially the wellfield to serve The Villages and Wildwood, is a lack of hydrogeologic data in north Sumter County. The program that Mr. Basso will present is designed to provide the necessary information that can be used in the groundwater models needed to permit a dispersed wellfield in Sumter County. Mr. Sullivan then introduced Ron Basso from SWFWMD to present the data gathering effort.

Mr. Basso presented a three-phase program for the north Sumter County data collection effort. He said the work program is a \$100,000 effort that would be equally split among the District, the Authority and The Villages. Phase I includes four Lower Floridan Aquifer wells that would go down approximately 2,000 feet. Mr. Basso said that two of those wells had already been in progress for about 1.5 years. The District would be undertaking this portion of the work program. Phase II of the data collection program would be an aquifer test well program prepared by the City of Wildwood in conjunction with their new wellfield approved by the District. Phase III of the program would be a series of nested shallow wells. This portion of the program would be shared among the District, The Villages and the Authority. Cost to the Authority would be \$33,333 expended in FY 2008-09.

Mr. Sullivan asked who would be drilling the nested wells. Mr. Basso said that the District has a number of well drillers under contract. Mr. Sullivan asked if the program could be completed in one year. Mr. Basso said that all of it could except possibly the Lower Florida wells, which because of the depth may take longer. Mr. Sullivan reminded the Board that the Authority’s interest in this work program is to develop the necessary hydrogeologic information to permit the wells planned by the Authority to serve Wildwood and The Villages. He recommended approval of the cost to the Authority for the data collection effort.

PHILLIP PRICE MADE A MOTION TO APPROVE THE FINANCIAL PARTICIPATION OF THE AUTHORITY IN THE AMOUNT OF \$33,333 IN THE NORTHERN SUMTER COUNTY DATA COLLECTION EFFORT. THE MOTION WAS SECONDED BY KENT GUINN AND CARRIED UNANIMOUSLY.

**Agenda Item #7 Report on Follow-Up Issues re: Transition of Authority to Permanent
Offices and Staff ... Jack Sullivan, WRWSA**

a. Office Space at Historic Masonic Building in Inverness

Mr. Sullivan said he had received and placed in the Board Package a letter from Sophia Diaz-Fonseca offering space in the old Masonic Hall, now called the Masonic Business Center. He said the facility that is being offered is the old meeting location for the County Commission. Although the meeting space is being offered at \$14/s.f. Mr. Sullivan said he was concerned that it is not optimal for our needs. He said that individual offices surrounded the space and he felt that the

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orientation of the space and the bathroom space was not the best. He asked Commissioner Damato to comment since he was more familiar with the room.

Mr. Damato also said that he did not feel that the space was the best fit for the Authority at this time. He felt that the best location for the Authority would be the Inverness City Hall. He said that Mr. Sullivan should investigate the payback period if the Authority paid for its own construction of the space in the City Hall. Mr. Sullivan said if the Board wanted him to pursue this avenue, he could set up a meeting with Mr. DiGiovanni and with the City's designer and other team members, and design a space that could then be costed out by a builder to see what the cost would be. Based on that cost, the payback period between a lease of \$22/s.f. vs. \$12/s.f. could be determined.

A MOTION WAS MADE BY MR. DAMATO TO DIRECT MR. SULLIVAN TO CONTACT THE INVERNESS CITY MANAGER TO PLAN THE OFFICE SPACE AT INVERNESS AND DETERMINE TO COST FOR CONSTRUCTION. THE MOTION WAS SECONDED BY KENT GUINN AND CARRIED UNANIMOUSLY.

b. Meeting with SWFWMD Governing Board

Mr. Sullivan said he wanted to roll both items 7. b. and c. into one item to report on. He said that he had received considerable feedback, especially from District staff, on the meeting with the District Governing Board. He said that the staff had requested that he prepare a 10-year financial analysis to see how the additional assistance from the District would affect our finances and achievement of our goals. Mr. Sullivan said he had prepared a 10-year analysis and presented it at the Basin Board meetings, but had not had a chance to present it to this Board yet. Therefore, he wanted to take this earliest opportunity to do so. Mr. Sullivan then went over the 10-year financial analysis with the Board. Mr. Damato said he felt that Mr. Sullivan had done a good job of bringing the various issues together into a reasonable financial plan.

c. Meetings with Withlacoochee and Coastal Rivers Basin Boards

On April 10, Mr. Sullivan said that he and Commissioner Rose Rocco made presentations to the Withlacoochee and Coastal Rivers Basin Boards. Ms. Rocco said that she felt that the Boards accepted the proposals very well with some minor exceptions. She said that some of the members wanted the material Mr. Sullivan presented in a more readable form. They could not see all of the figures from the PowerPoint presentation. Mr. Sullivan said he would provide those figures to them.

d. Public Records Request by Gene Andrews re: Marion County Back Dues

Mr. Sullivan said that he had provided the Board with letters that he had received from Mr. Gene Andrews of Ocala protesting that we don't have the statutory ability to waive Marion County's back dues assessments. Mr. Sullivan said that he had also provided Larry Haag with information Mr. Andrews requested. Larry Haag provided this information to Mr. Andrews. He also provided Larry Haag's response to Mr. Andrews and Mr. Andrews latest letter back to the Authority.

Mr. Sullivan said that he and Mr. Haag believe the Authority has the ability to make changes to our rules and the issue does not have anything to do with legislative authority. Larry Haag said that Mr. Andrews' position is that the Marion County Commission could spend a lot of money coming back into the Authority only to have another Commission later on come back and withdraw again from the Authority. Mr. Haag said he would report on the progress of the rules change under his agenda item.

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Agenda Item #7 Executive Director's Report ... Jack Sullivan, WRWSA

a. Bills to be Paid

Mr. Sullivan presented the April 16, 2008 bills to be paid in the amount of \$59,213.90. He requested that these bills be approved for payment.

A MOTION WAS MADE BY DENNIS DAMATO AND SECONDED BY PHILLIP PRICE TO APPROVE THE APRIL 16, 2008 BILLS IN THE AMOUNT OF \$59,213.90. THE MOTION CARRIED UNANIMOUSLY.

b. Report on Water Resources Development Fund and Status of Local Government Investment Pool

Mr. Sullivan said that the Authority received additional monies returned to Pool A from the restricted Pool B Fund - \$5,977.64 was returned to Administration and \$15,292.39 was returned to the Water Resource Development Fund. The WRDF received \$2,752.69 in interest (a 3.07% return) during March. The balance in the WRDF as of March 31, 2008 is \$1,087,343.45.

c. 2008-09 Local Government Grant Program

Mr. Sullivan said that he had sent out a notification that applications for the Local Government Grant Program would open up as of May 1 and go through June 30, 2008. However, he said that because we will be moving into the first year of support from the SWFWMD next budget year, he had two policy questions for the Board:

- First, Mr. Sullivan asked how much money did the Board want to commit to the Grant program? He said that over the past several years the amount had been capped at \$125,000.
- His second question was, in the face of restricted monies available, would the Board want to limit the grants to only those for water conservation?

Mr. Sullivan said his recommendation would be to limit grants to water conservation grants only and to cap the total amount available to \$100,000. He also recommended that Marion County be allowed to apply for a grant provided the County successfully rejoined the Authority by the beginning of the next fiscal year.

A MOTION WAS MADE BY KENT GUINN TO LIMIT THE GRANT PROGRAM TO \$100,000, AVAILABLE ONLY TO WATER CONSERVATION PROGRAMS AND TO ALSO ALLOW MARION COUNTY TO BE ELIGIBLE FOR A WATER CONSERVATION GRANT SHOULD THEY BE ADMITTED BACK INTO THE AUTHORITY BY THE BEGINNING OF THE NEW FISCAL YEAR (OCTOBER 1, 2008). THE MOTION WAS SECONDED BY PHILLIP PRICE AND CARRIED UNANIMOUSLY.

Mr. Sullivan said that a second issue relative to the Grants program is a request from Citrus County to make changes in the line items for their current water conservation grant. He said that a request from Citrus County outlining the request is in the Board Package. He indicated that Mr. Robert Knight was here to present the request from the County. Mr. Knight said that the County Utilities Department had as a part of its program a toilet rebate program. The program was a resounding success and quickly depleted the monies originally set aside for this particular

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program. Since it was such a success, the County would like to move \$4,000 from other portions of the program to the toilet rebate program. Mr. Sullivan said that he recommends the change in budget items.

PHILLIP PRICE MADE A MOTION TO APPROVE THE TRANSFER OF \$4,000 FROM THE FLORIDA FRIENDLY LANDSCAPE PROGRAM TO THE INDOOR WATER CONSERVATION PROJECT. THE MOTION WAS SECONDED BY DENNIS DAMATO AND CARRIED UNANIMOUSLY.

d. Resolution re: April 2008 as Water Conservation Month

Mr. Sullivan said that he had been asked by SWFWMD to join them in passing a resolution recognizing April as Water Conservation Month. He said that he had prepared a resolution to that effect, which is in the Board Package. Chair Rocco read the resolution into the record as follows:

RESOLUTION # 01-2008

**WITHLACOOCHEE REGIONAL WATER SUPPLY
AUTHORITY
PROCLAIMING APRIL 2008 AS "WATER CONSERVATION MONTH"**

WHEREAS, the State of Florida, the Southwest Florida Water Management District, local governments and others have since 1998 designated April, typically a dry month when water demands increase, as Florida's Water Conservation Month to educate citizens about saving Florida's precious water resources; and

WHEREAS, the Withlacoochee Regional Water Supply Authority and its member governments have encouraged and supported water conservation through its water supply planning and local government assistance program to foster water conservation coordinators in each member county; and

WHEREAS, every business, industry, school and citizen can make a difference when it comes to conserving water; and

WHEREAS, each business, industry, school and citizen can help save water by participating in conservation programs at the State, Water Management District and local levels, and by adhering to water conservation restrictions and ordinances.

THEREFORE, BE IT RESOLVED that the Withlacoochee Regional Water Supply Authority hereby proclaims the month of April 2008 as "WATER CONSERVATION MONTH."

BE IT FURTHER RESOLVED that the Withlacoochee Regional Water Supply Authority shall continue to promote water conservation through its various programs.

BE IT FURTHER RESOLVED that the Chairman and Secretary of the Authority Board of Directors are hereby authorized to affix their signatures to the Resolution on behalf of the Board.

PASSED AND ADOPTED in Ocala, Marion County, Florida, on this 16th day of April 2008.

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PHILLIP PRICE MADE A MOTION TO ACCEPT THE RESOLUTION DECLARING APRIL 2008 AS “WATER CONSERVATION MONTH” AND EMPOWERING THE CHAIR AND THE EXECUTIVE DIRECTOR TO SIGN THE RESOLUTION. THE MOTION WAS SECONDED BY KENT GUINN AND CARRIED UNANIMOUSLY.

e. Hydrologic Report

Mr. Sullivan said he had copied the March Monthly Water Resource Update from the SWFWMD web page. It shows that the aquifer levels have now moved just into the normal range; rainfall for March was about equal to the historic average and the amount for the 1st quarter was about an inch above the historic level; lake levels are still below normal but improved slightly; and stream flow in the Withlacoochee River is just slightly below the normal range but getting better with the added rain.

f. Correspondence

Mr. Sullivan said he had no additional correspondence that has not been provided elsewhere.

g. News Articles

Mr. Sullivan said he had provided some news articles in the Board Package for the Board to read at its leisure.

Agenda Item #9 Attorney's Report ... Larry Haag, WRWSA Attorney

Mr. Haag stated that he had prepared revisions to the Authority's rules to allow Marion County to rejoin the Authority provided it pay for the update to the Master Plan rather than paying delinquent dues. Mr. Haag indicated that he was ready to proceed with the revision to the rules.

A MOTION WAS MADE BY KENT GUINN TO APPROVE THE REVISION TO THE RULES THAT WOULD ALLOW MARION COUNTY TO PAY FOR THE UPDATE TO THE MASTER PLAN RATHER THAN PAY DELINQUENT DUES. THE MOTION WAS SECONDED BY PHILLIP PRICE AND CARRIED UNANIMOUSLY.

Agenda Item #10 Legislative Consultant's Report

Mr. Sullivan stated that Ms. Salz could not be at the meeting because of other obligations. However, Mr. Sullivan said she had prepared a report on current activities that he had provided to the Board in a separate handout.

Agenda Item #11 Other Business

There was no other business by the Board.

Agenda Item #12 Public Comments

There were no public comments.

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Agenda Item #13 Next Meeting Time and Location

Chairwoman Rocco stated that the next meeting would take place on May 21, 2008, 4:30 p.m., Sumter County Government Annex, 910 North Main Street, Room 142, Bushnell, FL 33513

Agenda Item #14 Adjournment

With no further business to come before the Board, a motion was made to adjourn the meeting at 6:45 p.m.

Rose Rocco, Chairwoman

Jackson E. Sullivan, Executive Director