

**MINUTES – WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
BOARD OF DIRECTORS MEETING, APRIL 18, 2007**

**DATE:** April 18, 2007  
**TIME:** 4:30 p.m.  
**PLACE:** Sumter County Courthouse  
Commission Meeting Room 222  
209 N. Florida Street  
Bushnell, FL 33513

**MEMBERS PRESENT**

Joyce Valentino, Citrus County Commissioner  
Gary Bartell, Citrus County Commissioner  
Richard Hoffman, Sumter County Commissioner  
Rose Rocco, Hernando County Commissioner  
Mike Francis, Sumter County Commissioner  
Kent Guinn, Ocala City Councilman

**MEMBERS ABSENT**

Dennis Damato, Citrus County Commissioner  
Dale Swain, Bushnell City Councilman  
Sophia Diaz-Fonseca, Inverness City Councilwoman  
Joe Bernardini, Brooksville City Councilman  
Diane Rowden, Hernando County Commissioner  
David Russell, Hernando County Commissioner  
Christopher Kingsley, Hernando County Commissioner  
Daniel Owen, Ocala City Councilman

**OTHERS PRESENT**

Jack Sullivan, Executive Director  
Larry Haag, WRWSA Attorney  
Barbara Sullivan, Recording Secretary  
Jimmy Brooks, SWFWMD  
Pete Hubbell, Water Resources Associates  
Alys Brockway, Hernando County Utilities

**Agenda Item #1 Call to Order**

Chair Joyce Valentino called the meeting to order at 4:32 p.m.

**Agenda Item #2 Roll Call**

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

**Agenda Item #3 Introductions and Announcements**

Mr. Sullivan also introduced members of the public and welcomed them to the meeting. Mr. Sullivan made the following announcements:

1. On May 10, 2007 at the Sand Hill Scout Reservation, 11210 Cortez Blvd, Brooksville, Hernando County Utilities would host a Groundwater Guardian Workshop on Stormwater.

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2. On April 23, 2007 at 6:00 p.m. at the Sumter County Fairgrounds Ag Center; SWFWMD would hold its second Public Workshop on designating Sumter and Marion as Water Use Caution Areas.

3. Mr. Sullivan said he had received an e-mail from Water Resources Associates indicating that the final report for the RWSPU is now posted on the Authority's web page.

**Agenda Item #4 Approval of Minutes of March 21, 2007 Meeting**

**A MOTION WAS MADE BY MIKE FRANCIS TO APPROVE THE MINUTES OF THE MARCH 21, 2007 MEETING. THE MOTION WAS SECONDED BY RICHARD HOFFMAN AND CARRIED UNANIMOUSLY.**

**Agenda Item #5 Phase II and VII Contracts with Water Resources Associates**

**a. Overview of Phases II and VII Work Program ... Pete Hubbell, WRA**

Mr. Sullivan stated that he and others have been working over the past several months with Water Resources Associates on the Scope of Services for the Phase II Feasibility Studies and the Phase VII MFL analyses. He said they had finished and agreed on a scope of services and asked Pete Hubbell to come and give the Board an overview of what we have agreed to for these two study programs.

Mr. Sullivan stated that he had included in the Board Package the actual contract for the Phase II Feasibility study along with the Scope of Services for that study. In addition, he provided the Scope of Services for the Phase VII study. To save space, paper and postage, he did not include the contract for Phase VII since it mirrors the Phase II contract except for the name of the contract and the amount of money. He then turned the floor over to Pete Hubbell to discuss the work programs for the Phase II and Phase VII contracts and then since Larry Haag worked up the base contract he would explain the contract.

Mr. Hubbell discussed each task in the Phase II work program including the detailed feasibility analysis that would be done on the identified potential new water sources. He indicated his firm would develop conceptual designs for the identified projects and prepare a detailed feasibility report on each project. Of the new water projects identified, a detailed feasibility matrix would be prepared to prioritize the projects. In addition, the projects would be evaluated as to eligibility for funding opportunities, determine who might be potential partners in developing proposed projects and determine, as necessary, options and possible partners that may cross water management district lines.

Mr. Hubbell then discussed the Phase II work program. This program would initially go back and prepare groundwater modeling using the Northern District Groundwater Model to determine impacts of the 2025-year water demands initially developed in the Phase I program. The model would use "proxy" MFLs where MFLs had not yet been developed by the water management district. The second part of the program would be a technical assistance effort for local governments as needed to determine impacts should MFLs effect their future groundwater supply plans.

After Mr. Hubbell's presentation, there were additional questions from the Board and discussion

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of the overall work program.

**b. Discussion and Approval of Phases II and VII Contracts with WRA ... Larry Haag, Attorney**

After Mr. Hubbell's presentation, Mr. Haag then presented the two contracts for approval by the Board. He stated that the Phase II contract had a duration period of 18 months, while the Phase VII contract had a contract period of 36 months. He stated that the base contracts with Water Resources Associates were very similar to that approved by the Board last year with a few modifications based on the Authority's contract with SWFWMD. The Scope of Services for the two contracts had been the larger portion that had to be worked out with the Authority staff and SWFWMD. Mr. Haag said the only portion of the base contracts that were not included were the new policies approved by SWFWMD regarding travel that they require us to use in our contracts. He is waiting on that exhibit so it can be appended to the contract. However, he said that the contract could be approved and signed tonight pending the receipt and attachment of the new travel requirements from SWFWMD.

**A MOTION WAS MADE BY GARY BARTELL TO ACCEPT THE PHASE II CONTRACT AS PRESENTED BY LARRY HAAG WITH THE STIPULATION THAT THE LATEST EXHIBIT FOR TRAVEL BE ATTACHED TO THE CONTRACT WHEN RECEIVED FROM SWFWMD AND AUTHORIZE THE CHAIR TO SIGN THE CONTRACT. THE MOTION WAS SECONDED BY MIKE FRANCIS AND CARRIED UNANIMOUSLY.**

**A MOTION WAS MADE BY GARY BARTELL TO ACCEPT THE PHASE VII CONTRACT AS PRESENTED BY LARRY HAAG WITH THE STIPULATION THAT THE LATEST EXHIBIT FOR TRAVEL BE ATTACHED TO THE CONTRACT WHEN RECEIVED FROM SWFWMD AND AUTHORIZE THE CHAIR TO SIGN THE CONTRACT. THE MOTION WAS SECONDED BY KENT GUINN AND CARRIED UNANIMOUSLY.**

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

**a. Bills to be Paid**

Mr. Sullivan stated that the bills for April had been handed out separately. They total \$49,072.06.

**A MOTION WAS MADE BY ROSE ROCCO AND SECONDED BY MIKE FRANCIS TO PAY THE APRIL 18, 2007 BILLS IN THE AMOUNT OF \$49,072.06. THE MOTION CARRIED UNANIMOUSLY.**

**b. Report on Water Resources Development Account**

Mr. Sullivan reported that the Water Resources Development Fund earned \$5,030.47 in interest during March. The fund balance on March 31, 2007 was \$1,108,800.53.

**c. 1<sup>st</sup> Quarter Financial Report**

Mr. Sullivan presented the 1<sup>st</sup> quarter financial report. He first explained the Balance Sheet and indicated that the ratio of Current Assets to Current Liabilities is approximately 22: 1, which indicates that the Authority's Administrative Fund is very solvent. He also indicated that the ratio of Restricted Assets to Restricted Liabilities had a very high ratio of approximately 54: 1, which also indicated it was very solvent. He mentioned that the Authority did have some outstanding contract obligations to the Restricted Assets Fund. However, after reviewing them with the Authority, he stated that the amounts owed on these older contracts would probably revert back to

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the Restricted Fund. Mr. Sullivan then reviewed the 1<sup>st</sup> quarter's financial report which showed an overall Net Loss of \$44,665.98. However, Mr. Sullivan stated that the total amount of the loss was attributed to payment of old local governments contracts that had not been budgeted for the current year, but the payments were not made until the current year. A review of the Administrative Fund indicated that it sustained a Net Income of \$20,685.11 while a review of the Projects Fund showed a \$65,351.09 loss, netting out at the \$44,665.98 loss for the quarter.

Mr. Sullivan recommended that the Board accept the Financial Report.

**A MOTION WAS MADE BY KENT GUINN TO ACCEPT THE 2006-07 1<sup>ST</sup> QUARTER FINANCIAL REPORT. THE MOTION WAS SECONDED BY MIKE FRANCIS AND CARRIED UNANIMOUSLY.**

**d. Legislative Issues**

Mr. Sullivan stated that Diane Salz is tied up in committee hearings and could not make the meeting. She provided her weekly report in the Board Package. Mr. Sullivan stated that Ms. Salz would be at the May meeting to provide a full Legislative Report.

**d. Update on Marion County Issues**

Mr. Sullivan said he had provided a copy of a memorandum that he sent to General Pat Howard, Marion County Administrator and Troy Kuphal, Water Resources Director for Marion County. This memo lays out the approach the Authority was taking with Marion County relative to bringing their water supply plans into alignment with the Authority's plans.

Mr. Sullivan said he had arranged a meeting with General Howard and Troy Kuphal tomorrow in Ocala along with Joyce Valentino and Larry Haag. In order to determine what needed to be done to bring Marion County's planning efforts into alignment with the Authority, Mr. Sullivan said he asked Water Resources Associates to review both our Master Plan along with Marion County's WRAMS study to determine the differences between the two plans and make recommendations to bring them into alignment.

WRA had a number of recommendations, which Mr. Sullivan attached to the memo. However, many of those recommendations are not critical and really would have to be worked out over time. Mr. Sullivan said he felt there were three major issues that needed to be resolved in order to bring Marion County's planning efforts into alignment with what the Authority is doing.

**1. Need to do proxy MFL modeling for Marion County** as we are doing in the balance of the region to determine the impact of setting MFLs on groundwater availability. Regardless of the model used, we need a region-wide understanding of the impact of setting MFLs on groundwater supplies in order to do project planning.

**2. The WRAMS and the RWSPU have to be reevaluated** to take into consideration the plans of both in utilization of groundwater and surface water supplies and evaluate how future demand from both areas may be met by specific projects serving both areas.

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**3. More detailed project planning needs to take place in Marion County** to determine where (generally) projects will take place, how much water can be taken, who it will serve, timing for these projects and funding sources.

Mr. Sullivan said he felt that in order to receive future funding from the WMDs, this higher level of planning and feasibility study will be necessary. The Authority is undertaking this more detailed analysis over the next 18 months for projects identified in its plan and could accommodate the same analyses for Marion County. Ultimately, funding for the selected projects could then be applied for as a WRWSA member project and receive priority under the SWFWMD funding policy.

Mr. Sullivan said he did not know exactly how much these studies will cost. However, he said he made it clear in his memo that the Board is expecting Marion County to pay the cost for the studies. He also suggested that the water management districts may be interested in helping to fund the necessary studies and that both Diane Salz and he would be happy to work with Marion County and the Southwest and/or St. Johns WMDs to fund these studies through matching funds.

Mr. Sullivan said his only concern was that he needed to get clarity from the Board on back dues. He said he understood the Board's direction to be when he asked what amount we should declare Marion owed in back dues that the amount would be whatever it took to bring Marion County fully into the Authority's Master Planning program. Mr. Sullivan said based on that understanding, he had an analysis done by WRA to indicate the differences between Marion's Plans and the Authority's Master Plan. Mr. Sullivan said he focused on those items he felt are attainable and necessary to bring Marion County into the Authority's program.

Mr. Sullivan asked the Board if those studies are done and the Authority doesn't have to pay that amount, does that satisfy the back dues issue? Mr. Sullivan said his understanding is that it does and he just wanted to make sure he was doing what the Board directed.

The Board discussed the issue and made several recommendations for how the issues should be presented to Marion County. As a general consensus, the Board agreed that Mr. Sullivan's interpretation of its directive was correct and to proceed.

**e. Hydrologic Report**

Mr. Sullivan said he downloaded the hydrologic report from SWFWMD's web page. He stated that the weather report is about the same - we still need rain. All levels of the aquifer, lakes and rivers are down and the only solution is rain.

**f. Correspondence**

Mr. Sullivan said he had two pieces of correspondence. The first was the letter on Ms. Diaz-Fonseca's term on the Board that he sent to Andrew Houston, Crystal River City Manager and copied Frank DiGiovanni, Inverness City Manager. The second letter was to SunTrust establishing the check-signing cards for the new Authority officers.

**g. News Articles**

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Mr. Sullivan said he included a number of news articles that the Board can read at its leisure.

**h. Other**

Mr. Sullivan said he wanted to make the Board aware that he had prepared an award for Nancy Robinson as Chair of the Authority in 2006. He had been trying to contact her to come to a meeting where the Board could recognize her. However, he had not received any response. He asked her to come either to the Bushnell meeting or the meeting in Brooksville in May. The Board recommended that if she does not respond or come to the Hernando meeting to mail the award to her.

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

Mr. Haag reported that all of his items had been taken care of earlier in the agenda and he had no further business.

**Agenda Item #8 Other Business**

No Board member had any additional business to bring up at the meeting.

**Agenda Item #9 Public Comments**

Alys Brockway, Hernando County Water Conservation Coordinator, reminded the Board again that Hernando County was sponsoring a Groundwater Guardian Workshop on May 10, 2007. Alys emphasized that all Board members were invited to attend. She also pointed out that there was a workshop scheduled for October 10-12 on the State's springs.

With no further comment from the public, the public comment portion of the meeting was closed.

**Agenda Item #10 Next Meeting Time and Location**

Chair Valentino stated that the next meeting would take place on May 16, 2007, 4:30 p.m., Hernando County Government Center, County Commission Chambers, 20 N. Main Street, Brooksville, FL 34601

**Agenda Item #11 Adjournment**

With no further business to come before the Board, a motion was made by Mike Francis and seconded by Richard Hoffman to adjourn the meeting. The meeting was adjourned at 5:30 p.m.

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Joyce Valentino, Chair

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Jackson E. Sullivan, Executive Director