

# APPROVED

## WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

### Minutes of the Meeting January 20, 2021

**TIME:** 3:31 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.*

*Due to Federal COVID-19 guidelines and State of Florida Executive Order 20-193 not being extended, this meeting will be held in person. As per Florida Statutes 122-525(4), at least one-third of the voting members must be physically present to have a quorum; however, a teleconferencing option is available.*

#### 1. Call to Order

Acting Chair Bryant 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

Ms. Suzannah Folsom, WRWSA Executive Director, called the roll and a quorum was declared present.

#### BOARD MEMBER PRESENT

Kathy Bryant, *Acting Chair/Treasurer*, Marion County Commissioner  
David Bailey, Brooksville City Councilor  
Ken Brown, Crystal River City Councilor  
Holly Davis, Citrus County Commissioner  
Jeff Holcomb, Hernando County Commissioner  
Jeff Kinnard, Citrus County Commissioner  
Oren Miller, Sumter County Commissioner  
Dale Swain, Bushnell City Councilor

#### BOARD MEMBERS VIA TELECONFERENCE

Gary Ernst, Belleview City Commissioner  
Michelle Stone, Marion County Commissioner

#### BOARD MEMBER(S) ABSENT

Craig Curry, Marion County Commissioner  
Gary Search, Sumter County Commissioner  
Beth Narverud, Hernando County Commissioner

#### 3. Introductions and Announcements

Acting Chair Bryant welcomed newly appointed members to the Board.

#### WRWSA STAFF PRESENT

Suzannah J. Folsom, PE, PMP, Executive Director  
Robert Batsel, General Counsel, Gilligan, Gooding, Batsel, Anderson & Phelan, P.A.  
LuAnne Stout, Administrative Asst.

#### OTHERS PRESENT

Danny Brooks, Brooksville Interim Utilities Director  
Frank Gargano, SWFWMD Govt Affairs Reg Mgr

#### OTHERS VIA TELECONFERENCE

Alys Brockway, Hernando County Water Res Mgr  
Debra Burden, Citrus Co Water Conservation  
Michon Fabio, Marion County Water Res Liaison  
Jody Kirkman, Marion Co Environmental Svcs Mgr

4. **Pledge of Allegiance** – Acting Chair Bryant led those present in reciting the Pledge of Allegiance.

5. **Public Comment** – Acting Chair Bryant opened public comment.

Mr. Michael Weirich, representing the TOO FAR Lake Restoration Committee, addressed the Board to provide a history to Item 8 and to speak in favor of the project.

Mr. Kinnard requested that Item 8 be considered at this time.

**8. Request from the Board of County Commissioners of Citrus County, Florida Supporting the Proposed Lake Restoration Project from TOO FAR Lake Restoration Committee**

Mr. Kinnard noted that, on December 15, 2020, the Board of County Commissioners of Citrus County adopted to support the TOO FAR Lake Restoration Committee Project.

In 2007, the Citrus/Hernando Waterway Restoration Council requested \$4 million from the State Legislature for the Tsala Apopka Chain of Lakes to improve fisheries habitat and recreational user access by controlling aquatic vegetation, reducing floating tussocks, and removing accumulated bottom sediments. A diagnostic survey was funded by the Florida Fish and Wildlife Conservation Commission in 2008 to obtain information to calculate the quantity of bottom sediment, calculate the area and volume of generalized vegetation, and analyze selected physical and chemical properties of sediments from the 15 lakes located within the chain and categorize the vegetation in the 15 lakes.

Recognizing the need to place emphasis on restoration and management the TOO FAR Restoration Committee used the information from the study to prioritize specific lakes and locations within the Tsala Apopka system for tussock harvesting and dredging projects which includes improving fisheries habitat, and improve recreational user access. The first part of the project would include the outflow canal clean out area which includes the five lakes in Inverness. The site will be harvested and a track hoe will be used to remove vegetation and muck.

An important element of this plan is the support of the Board of County Commissioners along with partnerships in this project with the Florida Fish and Wildlife Conservation Commission (FWC), the Southwest Florida Water Management District (SWFWMD), the Florida Department of Environmental Protection and the United States Army Corp of Engineers.

Mr. Frank Gargano, representing the SWFWMD, noted that he has been part of discussions with TOO FAR and noted that the SWFWMD does not fund dredging projects. He said that the FWC has jurisdiction.

Staff recommended the Board support the Proposed Lake Restoration Project from TOO FAR Lake Restoration Committee.

Following consideration, **Mr. Brown moved, seconded by Mr. Kinnard, to approve support of the Proposed Lake Restoration Project from TOO FAR Lake Restoration Committee. Motion carried unanimously.**

At Mr. Brown's suggestion, a sentence will be added to the drafted letter as to the mission support of this project. In addition to SWFWMD, letters will also be sent to Representative Ralph Massullo and the Florida Fish and Wildlife Conservation Commission.

There being no other members of the audience to address the Board, Acting Chair Bryant closed public comment.

At this time, consideration returned to the published agenda.

**6. Consent Agenda**

- a. **Approval of Minutes** – The November 18, 2020 draft minutes were provided in the Board's meeting materials and recommended for approval as presented.
- b. **Bills to be Paid** – Staff recommended ratification of bills for December (\$38,222.75) and approval of January (\$12,824.64).

**Mr. Kinnard moved, seconded by Mr. Holcomb, to approve Consent Agenda Items 6.a. and 6.b. as presented. Motion carried unanimously.**

**7. Election of Board Officers**

The Board of the WRWSA annually elects its Board officers, including a Chair, Vice Chair and Treasurer at its January meeting. The Executive Director is the Board Secretary who serves in an ex-officio capacity. Pursuant to the Election of Officers Policy, included as an exhibit to this item, the Board may entertain nominations for individual officers or a slate of officers. Typically, the current Vice Chair is nominated to become Chair and the current Treasurer is nominated to become Vice Chair. The office of Treasurer is customarily filled by a Board member from the county without a representative as an officer in the current slate of officers. This practice is informal, and circumstances may warrant nominations and elections to deviate from this practice. Also, pursuant to the Board Policy, the current Chair will chair the complete January meeting. The new officers will take their respective seats 24 hours before the next Board meeting.

Marion County Commissioner Kathy Bryant is currently the Acting Board Chair; Previous Board Chair Stephen Printz was not re-elected as a Sumter County Commissioner in November, and previous Board Vice-Chair Commissioner Carnahan is no longer representing Citrus County on this Board.

The natural succession would have Commissioner Bryant move into the Chair position, a Hernando County Commissioner nominated in the Vice Chair Position, and Sumter County Commissioner in the Treasurer Position.

**Mr. Holcomb moved to nominate Ms. Bryant to serve as the Board's Chair. Mr. Kinnard seconded the motion and it carried unanimously.**

**Mr. Kinnard then moved to nominate Mr. Holcomb to serve as the Board's Vice Chair. Acting Chair Bryant amended the nomination to also have Mr. Kinnard as the Board's Treasurer, and seconded the motion; it carried unanimously.**

The new officers will take their respective seats 24 hours before the March 17 Board meeting.

**9. Charles A. Black Wellfield**

**a. Renewal and Replacement Fund Annual Report**

Ms. Folsom, WRWSA Executive Director, will presented this item. Citrus County has submitted to the Authority the annual report for the Charles A. Black (CAB) Wellfield Renewal and Replacement (R&R) Fund, documenting deposits and expenditures for the fiscal year ending September 30, 2020, the first two pages of which are included as an exhibit to this item in the Board's meeting materials.

This annual report is required by the Water Supply Contract between the WRWSA and Citrus County. Staff has reviewed this report, and has found that the report is consistent with the pertinent Contract requirements, which state in part:

R&R Reserve Fund Reporting – The County shall provide to the Authority an annual report on contributions to and utilization of the R&R Reserve Fund, describing the date and amount of contributions to the Fund, interest earnings in the Fund; and the date, amount, and description of expenditures from the fund, including the purpose of the capital facility replacement, renewal or major repair. This annual report shall be for the prior Contract Year and shall be provided no later than January 31st in the following Contract Year.

The R&R Fund was credited with \$180,000 in deposits from Citrus County and \$18,095.63 in interest revenue. Expenditures for totaled \$19,186.89 for SCADA telemetry upgrades, replacement of a high service pump, gopher tortoise relocation and roofing repairs. The R&R Fund balance increased from \$1,652,843.28 to \$1,831,752.02.

**Mr. Kinnard moved, seconded by Mr. Miller, for the Board to accept Citrus County's annual report for the CAB R&R Fund, documenting expenditures and deposits for the fiscal year ending September 30, 2020. Motion carried unanimously.**

**b. Engineering Analysis**

Ms. Folsom, WRWSA Executive Director, presented this item. The Water Supply Contract with Citrus County requires that an engineering analysis be completed of the infrastructure at the Charles A. Black Wellfield and Treatment Plants every five years. The most recent report was completed in September 2016 at a cost of \$28,590. The evaluation will examine the condition and useful life of the water supply facilities, and project expenditures for Renewal and Replacement (R&R) for the coming five-year time period. The analysis will also include the recommended amount that Citrus County should deposit monthly to maintain the R&R fund balance between \$2 million and \$3 million dollars, per the requirements of the Water Supply Contract.

The Authority has a number of consultants currently under contract to perform work on an as-needed basis. Authority staff requested a proposal from Reiss Engineering, to update and re-evaluate the previous work conducted in 2016. Staff has identified a not-to-exceed amount of \$29,870 for this work. Funds are available in the current budget in the General Services Contract line item. The proposal by Reiss Engineering and proposed Work Order are attached to this Board item and included in the Board's meeting materials.

Staff recommended approval of the Work Order to Reiss Engineering to conduct an Engineering Evaluation of the Charles A. Black Water Supply Facilities for an amount not to exceed \$29,870.

**Mr. Swain moved, seconded Ms. Davis, for the Board to approve the Work Order to Reiss Engineering to conduct an Engineering Evaluation of the Charles A. Black Water Supply Facilities for an amount not to exceed \$29,870. Motion carried unanimously.**

**10. Legislative Report**

Ms. Folsom, Executive Director, reviewed the draft WRWSA 2021 legislative issues noting items being tracked for the upcoming year. She briefly reviewed the Senate Bill 712, Drinking Water Standards.

This item was provided for information only and no Board action was required.

**11. Attorney's Report**

Mr. Batsel, General Counsel, welcomed new members and noted that he is available should an orientation be requested about the Authority and its history.

He noted that the Governor has rescinded the COVID executive order allowing attendance by phone to count toward meeting a quorum requirement. Members of the Board should attend in person unless there is an extreme circumstance. Participating via phone will continue to be an option for those Board Members that have extreme circumstances; however, their attendance will not count toward a quorum.

In response to Mr. Brown's question, Mr. Batsel agreed that you participate on the phone but not vote. He noted there are no concerns for today's meeting.

## 12. Executive Director's Report

- a. **Phase 5 and Phase 6 Irrigation System Evaluation Programs Status** – Ms. Folsom provided a status report of the two phases: Phase 5 is complete, and Phase 6 is underway.
- b. **H2OSAV Program by UF IFAS** – Ms. Folsom said the H2OSAV is an online GIS tool that uses an archive of multi-year, utility territory datasets that merge water meter, conservation program and property appraiser data for evaluating water consumption patterns and the effectiveness of individual water conservation programs.

H2OSAV also serves as a repository of measured and verified conservation program water savings that extend over multi-year timeframes, allowing for more tangible, direct comparisons of retrofit programs, construction practices and land development policies focused on water conservation. The program is part of the Program for Resource Efficient Communities (PREC) and within the Center for Land Use Efficiency (CLUE) as part of UF/IFAS Extension. H2OSAV is sponsored by the Florida Legislature in coordination with the Florida Department of Environmental Protection (DEP), with additional support from the member utilities and their Water Management Districts who often provide cost-share assistance. Member Utilities include:

- Gainesville Regional Utilities (GRU), Alachua County
- Central Florida Water Initiative
- Sarasota County Utilities
- St. Johns County Utilities
- Tampa Bay Water

WRWSA is not currently a Member of H2OSAV. It would be very beneficial purchase membership to utilize this tool to help with the irrigation evaluation program. Specifically, it would be very helpful in selecting the target high use residential properties for our outreach, and to analyze the lower water usage after the irrigation evaluations are complete. Membership would include a setup fee and an annual subscription. It would also require the member utilities to submit their monthly billing data for analysis. This information would NOT be available to the public.

Ms. Folsom said she will (1) have a representative from the H2OSAV program to present at the March Board meeting; (2) determine interest from the Irrigation Evaluation Program cooperators; and (3) prepare budget and implementation plan proposal for the FY 2021-2022 Budget.

- c. **Water Use Permit Demand Summary** – Ms. Folsom said that a summary and two graphs were included in the Board's meeting materials regarding Charles A. Black Wellfield pumpage showing the permit has been exceeded. She noted that Citrus County went to once-a-week water restrictions in June which has reduced pumpage flows from the wellfield.
- d. **Correspondence** – Items provided in the meeting materials.
- e. **News Article(s)** – Two articles were included in the meeting materials, one giving more background on the TOO FAR Restoration, and one on the Lead and Copper Rule regulations
- f. **Other** – None

## 13. Other Business

- In response to Mr. Swain's question about flooding in the St. Johns River presented at the November Board meeting, staff will forward information.

- In response to Mr. Brown's concerns about not being notified about new water use permit applications pending within their jurisdiction, Mr. Frank Gargano (SWFWMD) said there is a permit noticing system for residents to be alerted when a permit application has been applied received. SWFWMD staff will come before the Board to review the system.
- Acting Chair Bryant welcomed new members and noted they will learn a great deal about water.

**14. Next Meeting Time and Location**

- Next Regular Board Meeting – March 17, 2021 at 3:30 p.m. at the Lecanto Government Building, Room 166.

**15. Adjournment** – Acting Chair Carnahan adjourned the meeting at 4:21 p.m.

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Kathy Bryant, Chair

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Suzannah J. Folsom, Executive Director