

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS**

**Minutes of the Meeting
March 15, 2017**

TIME: 3:30 p.m.
PLACE: Lecanto Government Building
ADDRESS: 3600 W. Sovereign Path, Room 166, Lecanto, Florida 34461

The numbers preceding the items listed below correspond with the published agenda.

1. Call to Order

Chairman Nicholson called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:37 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 PRESENT

Nick Nicholson, *Chairman*, Hernando County Commissioner
Stephen Printz, *Treasurer*, Sumter County Commissioner
Al Butler, Sumter County Commissioner
Scott Carnahan, Citrus County Commissioner
Steve Champion, Hernando County Commissioner
William Kemerer, Brooksville City Councilor
Jeff Kinnard, Citrus County Commissioner
Ron Livsey, Belleview City Commissioner
Dale Swain, Bushnell City Councilor
Ken Brown, Crystal River City Councilor

BOARD MEMBERS ABSENT

Kathy Bryant, Marion County Commissioner
Michelle Stone, *Vice Chairman*, Marion County Commissioner
Carl Zalak, Marion County Commissioner

3. Introductions and Announcements

- *Introductions.* Mr. Owen recognized Authority staff present for this meeting. Audience members introduced themselves for the Board's information.
- *Announcements.* Mr. Owen noted that Item 13.f., Executive Director's Report – Other, will be a request to adopt a drinking water proclamation.

WRWSA STAFF PRESENT

Richard Owen, Executive Director
Larry Haag, Attorney
LuAnne Stout, Administrative Asst.

LOCAL GOVERNMENT STAFF PRESENT

Brian Armstrong, SWFWMD Executive Director
Debra Burden, Citrus County Water Conservation Manager
Ken Cheek, Citrus County Water Resources
Melissa Gulvin, SWFWMD Gov't Affairs Program Manager
BJ Jarvis, Citrus County Extension Office
Gordon Onderdonk, Hernando County Utilities Director

4. Approval of Minutes

A copy of the January 18, 2017 minutes was provided in the Board's meeting materials. Following consideration, **Mr. Printz moved to approve the minutes for the January 18, 2017 meeting as presented. The motion was seconded by Mr. Brown and carried unanimously.**

5. Public Comment – No speaker cards were submitted.

6. Southwest Florida Water Management District Update

Mr. Brian Armstrong, Executive Director of the Southwest Florida Water Management District (SWFWMD), provided the Board with an update of significant activities at the District. Using a presentation entitled “Solving the Water Puzzle,” Mr. Armstrong highlighted information being used for resource protection, determining future water demand, and proposed regional projects.

Discussion ensued regarding desalination, per capita demand, conservation, reuse’s changing emphasis, and funding. The Board thanked Mr. Armstrong for attending today’s meeting.

This was an information item only and no action required.

7. Weeki Wachee River SWIM Plan Resolution

Mr. Owen noted the title was incorrect and should have been Weeki Wachee River instead of Rainbow River. The SWFWMD has completed its proposed Surface Water Improvement and Management (SWIM) Plan for the Weeki Wachee River. At its December 14, 2016 meeting, the Springs Coast Management Committee, on which the WRWSA represents Public Supply, recommended approval of the Weeki Wachee River SWIM Plan. At its January 11, 2017 meeting, the Springs Coast Steering Committee, on which a number of member governments sit, also recommended approval of the Plan. The SWFWMD Governing Board is scheduled to consider approval of the Plan at its March 28, 2017 meeting. The SWIM Plan is intended to guide not only the SWFWMD’s future management actions, but also those actions of the many stakeholders involved, including many of the Authority’s member governments.

Staff recommended approval of Resolution 17-01 which was included in the Board’s meeting materials as an exhibit to this item.

Following consideration, **Mr. Carnahan moved, seconded by Mr. Printz, to approve and execute Resolution 17-01, A Resolution by the Withlacoochee Regional Water Supply Authority in Support of the Weeki Wachee River Surface Water Improvement and Management Plan, as contained in the exhibit. The motion carried unanimously.**

This resolution was made a part of these minutes as if set forth in full but, for convenience, was filed in the permanent resolution files of the WRWSA.

8. Crystal River / Kings Bay Minimum Flows and Levels Development

Mr. Owen noted that the SWFWMD is proposing changes to its Cooperative Funding Policy and has solicited input from the Authority’s staff. Among the various changes being proposed, most pertinent to the WRWSA are changes that address the “base supply” of alternative water supply projects. The changes, as presented at the SWFWMD Governing Board’s January 31, 2017 meeting, were included in the Board’s meeting materials as an exhibit to this item.

Mr. Owen reviewed the proposed changes to solicit any Board input for communication back to the SWFWMD. Discussion ensued about future project identification, proposals and funding assistance; and third-party review of project design and cost increases. Mr. Armstrong provided clarification for this item in response to Board member comments.

This was an information item only and no action required.

9. Board Orientation

Mr. Owen said that, since the Board has several new members, the purpose of this item is to provide members with an overview of the Authority, its current work program and ongoing priorities. He briefly discussed continued partnership with Citrus County on the Charles A. Black Wellfield; Regional Water Supply Planning – maximizing traditional and alternative water supplies and avoiding competition for limited groundwater supplies; Water Conservation – meeting and surpassing the WMDs’ requirements; MFLs – staying ahead of the curve with prevention strategies; and

partnering with members and the WMDs in water supply development. Mr. Owen addressed Board member concerns regarding Levy County's position.

This was an information item only and no action required.

10. WRWSA Local Government Grant Program

Mr. Owen noted that since 2005, the Authority has funded an annual grants program that provides matching funds for water conservation and water supply development projects. Member governments and other utilities in the region have applied for and received cooperative grants for projects of mutual benefit. The 2017/18 grants cycle will begin with an announcement to be sent to utility directors and water conservation coordinators regarding the Authority's Local Government Grant Program. A copy of the proposed announcement was included in the Board's meeting materials as an exhibit to this item.

Mr. Owen said, in order to provide for this continuing program in the upcoming 2017/18 fiscal year, and to allow staff to prepare the 2017/18 budget, staff requests the Board establish the total amount available in the fiscal year for the Program. In the recent past, the Board has established a total amount of \$130,000 and limited funding to water conservation projects. This amount would be a significant contribution toward implementing conservation in the region.

In response to Chairman Nicholson's request, Mr. Owen briefly outlined the type of projects that can be funded through this program.

Following consideration, **Mr. Carnahan moved, seconded by Mr. Brown, for the Board to set the total allocation of funds in fiscal year 2017/18 for the Local Government Grant Program at \$130,000 and limit such grants to water conservation projects. The motion carried unanimously.**

11. Charles A. Black Wellfield Pumpage

Mr. Owen said recent pumpage at the Charles A. Black (CAB) wellfield has reached and just slightly exceeded the permitted quantity (4.597 million gallons per day on an annual average basis) on its Water Use Permit issued by SWFWMD. It is the SWFWMD's practice to send a notification of over-pumpage only when the permitted quantity has been exceeded by five percent or more. Recent pumpage has not exceeded this threshold. There is concern that if demand in the wellfield service area is not reduced, this threshold may be exceeded.

Mr. Owen reviewed recent pumpage, and discussed the permit and contractual requirements. Mr. Ken Cheek, Citrus County Department of Water Resources, briefly addressed the rolling 12-month average and significance to the pumpage issue.

This was an information item and no action required.

12. Charles A. Black Wellfield Well #4 Replacement

Mr. Owen noted that, at the November 2015 meeting, the Board received a report on the need to remediate well number 7 of the CAB wellfield. Pursuant to the Contract for Water Supply between Citrus County and the Authority, Citrus County is responsible for all operation and maintenance of the Authority's CAB wellfield. At that meeting, the Board authorized staff to issue a work order to C&D Engineering to evaluate the available options and to provide a recommendation to the Authority and Citrus County on how best to proceed.

More recently, Citrus County has been having problems with well number 4 and has informed the Authority staff of the need to proceed with a similar remediation. The anticipated costs for the replacement of well number 4 pump and motor is a not-to-exceed amount of \$85,000. Funds for this work will come from the Authority's Renewal and Replacement Fund. This fund had a balance of \$2,141,668.10 at the end of the September 2016.

This was an information item and no action required.

13. Executive Director's Report

- a. **Bills to be Paid** – Mr. Owen noted that February's bills paid were included in the Board's meeting materials and copies of March 2017 bills to be paid were provided to Board members at their seats.

Mr. Owen presented the February 2017 bills and requested Board concurrence of payment in the amount of \$20,711.38. **Mr. Butler moved to ratify payment of the February 2017 bills in the total amount of \$20,711.38. The motion was seconded by Mr. Brown and carried unanimously.**

Mr. Owen presented the March 2017 bills and requested approval of payment totaling \$18,807.31. Following consideration, **Mr. Carnahan moved for payment of the March 2017 bills in the amount of \$18,807.31, as presented. The motion was seconded by Mr. Printz and carried unanimously.**

- b. **First Quarter Financial Report** – Mr. Owen thanked Mr. Kemerer for identifying a mistake on page five and a revised copy of that page was provided.

Mr. Printz moved, seconded by Mr. Brown, for the Board to accept the First Quarter Financial Report from Purvis Gray & Company, including a corrected page 5. The motion carried unanimously.

- c. **Water Conservation Month Resolution** – Mr. Owen said the purpose of this item is to request the Board execute a resolution declaring April 2017 as "Water Conservation Month." Declaring April as "Water Conservation Month" has historically been used by the Authority as a means to focus the public's attention on the need for and benefits of conservation and to highlight the resources available to help them.

Ms. BJ Jarvis, representing the Citrus County Extension Service, provided an overview highlighting the importance of water conservation. Since 1998, the state of Florida, water management districts, local governments, and water-related organizations such as the Florida Section of the American Water Works Association, have declared April as "Water Conservation Month." April is typically the time of year when water demands increase due to generally hot and dry conditions. The concept of "Water Conservation Month" was developed by the Florida Water Wise Council, which has since evolved into the Water Efficiency Division of the Florida Section of the American Water Works Association. The Florida Water Wise Council board encouraged its members to declare "Water Conservation Month" within their own agencies and worked with Florida's Commissioner of Agriculture to have the state make a similar declaration.

The resolution for the Board's consideration is provided in the meeting materials as an exhibit.

Following consideration, **Mr. Printz moved, seconded by Mr. Butler, to approve and execute Resolution 2017-02 declaring April 2017 as "Water Conservation Month." The motion carried unanimously.**

This resolution was made a part of these minutes as if set forth in full but, for convenience, was filed in the permanent resolution files of the WRWSA.

- d. **Correspondence** – Items were included in the Board's meeting materials.
- e. **News Articles** – News articles of interest were included in the Board's meeting materials and at their seats.

f. **Other**

- Mr. Owen provided copies of the WRWSA Proclamation regarding Drinking Water Week. **Mr. Champion moved, seconded by Mr. Brown, to approve and execute the Proclamation declaring March 7 through March 13, 2017 as Drinking Water Week. The motion carried unanimously.**

(Mr. Carnahan left the meeting.)

This proclamation was made a part of these minutes as if set forth in full but, for convenience, was filed in the permanent files of the WRWSA.

14. Legislative Report – Mr. Owen said that Ms. Salz is in Tallahassee today to follow ongoing activities. He noted that copies of the Legislative Update dated March 10, 2017 and 2017 bills (40) being tracked which are the most pertinent to the WRWSA were provided for Board members at their seats. This was an information item only and no action required.

15. Attorney's Report – No report at this time.

16. Other Business – None

17. Next Meeting Time and Location

- **Chairman Nicholson called the question to cancel the April 19, 2017 monthly meeting. Mr. Swain moved, seconded by Mr. Butler, to cancel the April meeting. The motion carried unanimously.**
- The next monthly meeting is scheduled for May 18, 2017 at 3:30 p.m. at the Lecanto Government Building, Room 166.

18. Adjournment

Chairman Nicholson adjourned the meeting at 4:51 p.m.

Nick Nicholson, Vice-Chairman

Richard S. Owen, Executive Director