

APPROVED

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting March 18, 2020

TIME: 3:30 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 20-52 declaring a Public Health Emergency in Florida, this meeting was held using teleconference capabilities between Board members and staff utilizing Room 166. All actions approved and/or accepted will be ratified at the Board's next meeting.

1. Call to Order

Chair Printz called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:32 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 MEMBERS VIA TELECONFERENCE

Steve Printz, *Chair*, Sumter County Commissioner
Scott Carnahan, *Vice-Chair*, Marion County

Commissioner

Kathy Bryant, *Treasurer*, Marion County
Commissioner

Al Butler, Sumter County Commissioner

Gary Ernst, Belleview City Commissioner

Jeff Gold, Marion County Commissioner

Ken Hinkle, Inverness City Councilor

William Kemerer, Brooksville City Councilor

John Mitten, Hernando County Commissioner

Michelle Stone, Marion County Commissioner

Dale Swain, Bushnell City Councilor

BOARD MEMBER PRESENT

Jeff Holcomb, Hernando County Commissioner

BOARD MEMBER(S) ABSENT

Jeff Kinnard, Citrus County Commissioner

3. Introductions and Announcements

- Ms. Folsom noted that this will be an abbreviated meeting and any actions taken today will be ratified by the Board at its next meeting.
- Mr. Batsel reviewed the State of Florida Executive Order 20-52 guidelines regarding the Public Health Emergency. Government entities can temporarily suspend statutes, rules, ordinances and orders to maintain business continuity during the emergency. He said actions taken by the Board require the presence of three of the four counties represented; therefore, any actions taken today should be ratified at the next Board meeting that meets quorum requirements.

WRWSA STAFF PRESENT

Suzannah J. Folsom, PE, PMP, Executive Director
LuAnne Stout, Administrative Assistant

OTHERS PRESENT

Mark White, Purvis Gray

WRWSA STAFF VIA TELECONFERENCE

Rob Batsel, General Counsel (Gilligan, Gooding,
Franjola & Batsel, P.A.)

OTHERS VIA TELECONFERENCE

Alys Brockway, Hernando County Water Res Mgr

Debra Burden, Citrus County Water Conservation

Jon Dowler, PWD, City of Brooksville

Katie Eno, Purvis Gray

Frank Gargano, SWFWMD Govt Affairs Reg Mgr

4. **Pledge of Allegiance** – Chair Printz led those in attendance in reciting the Pledge of Allegiance.
5. **Public Comment** – Chair Printz opened public comment and then closed it since there was no audience.
6. **Consent Agenda**
 - a. **Approval of Minutes** – The January 15, 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 February (\$21,192.06) and approval of March (\$34,919.91).
 - c. **Water Conservation Month Resolution** – Staff recommended to approve and authorize the Chair to sign Resolution No. 2020-02 declaring April 2020 as “Water Conservation Month.”
 - d. **Springs Protection Awareness Month Resolution** – Staff recommended to approve and authorize the Chair to sign Resolution 2020-03 declaring April 2020 as “Springs Protection Awareness Month.”

Ms. Stone moved, seconded by Mr. Holcomb, to approve Consent Agenda Items 6.a., 6.b., 6.c. and 6.d. as presented. Motion carried unanimously.

7. Fiscal Year 201819 Financial Audit

Mr. Mark White, Partner with Purvis Gray & Company, LLP, presented this item. Purvis Gray and Company has prepared the annual audit of the Authority’s financial statements for the Fiscal Year ending September 30, 2019. He noted that included as an exhibit in the Board’s meeting materials is the Authority’s financial position provided to Purvis Gray & Company. Also included as separate documents were the February 24, 2020 letter from Purvis Gray and Company, and Financial Statements and Independent Auditors’ Report for Fiscal Year 2018-19.

Mr. White said he no significant items to report and noted it was a typical year for the Authority.

The Board was in consensus to accept the Financial Statements and Independent Auditors’ Report for Fiscal Year 2018-19, dated February 24, 2020, as presented at the meeting; and submittal of this report to the Auditor General and to the Florida Department of Financial Services.

8. SWFWMD Proposed Water Use Permit Reclaimed Water Deduction Rule Changes

Ms. Folsom noted that, due to travel restrictions, Ms. April Breton, SWFWMD Water Use Permit Manager, was not able to attend. This item will be tabled for a future meeting.

9. Regional Irrigation System Evaluation Project Phase IV Final Report

Ms. Folsom said that Phase IV of the Authority’s Regional Irrigation System Evaluation Program began in September 2016 as part of the Authority’s ongoing water conservation initiative. Phase IV of the Irrigation Audit Program was funded by and completed in cooperation with the Southwest Florida Water Management District (SWFWMD), Citrus, Hernando, and Marion counties and the North Sumter County Utility Dependent District (NSCUDD) and the Villages Community Center Development District (VCCDD). Phase IV included an “enhanced” component when compared to the previous phases, whereby the WRWSA’s contractor implemented various aspects of the irrigation audit recommendations, rather than relying on the homeowner for implementation. The report details the outcomes of this enhanced component. Phase IV has been completed on time and within budget.

Ms. Folsom briefly summarized the major findings of the Phase IV effort. The final report was provided as a separate document accompanying the Board’s meeting materials

The Board consensus was to accept the Regional Irrigation System Evaluation Program Phase IV Final Report, dated March 19, 2020, and authorize staff to submit the Final Report to the SWFWMD.

10. Establishment of the Fiscal Year 2020-21 Annual Grants Program Funding Amount and Guidelines

Ms. Folsom 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 2020-21 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 as an exhibit in the Board's meeting materials.

In order to provide for this continuing program in the upcoming 2020-21 fiscal year and to allow staff to prepare the 2020-21 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. Last year the budget was increased mid-year to fully fund all grant funding applications received. The proposed amount of \$140,000 would be an increase of \$10,000 increase and a significant contribution toward implementing conservation in the region.

Mr. Swain moved, seconded by Mr. Kemerer, to approve setting the total allocation of funds in fiscal year 2020-21 for the Local Government Grant Program at \$140,000 and limit such grants to water conservation projects. Motion carried unanimously.

11. Proposed Fiscal Year 2020-21 Budget

a. Establishment of the FY 2019-20 Per Capita Rate

Ms. Folsom noted that each year the Authority Board must approve a per capita rate for each of the member counties. The current rate of \$0.19 per capita has been in effect for eleven years, since the 2009-10 fiscal year. The per capita rate is applied to the latest county population estimates prepared by the Bureau of Economic and Business Research, which prepare the State's official population estimates. In the coming fiscal year, a per capita rate of \$0.19 will generate a total revenue of \$156,782, an increase of approximately 1.9% from the current fiscal year.

Mr. Swain moved, seconded by Mr. Ernst, to approve a per capita rate of \$0.19 to be used in preparation of the FY 2020-21 Budget. Motion carried unanimously.

b. FY 2019-20 Draft Budget for Review

Ms. Folsom said that Exhibit A to this item is the draft FY 2020-21 budget for the Board's review. The budget has been prepared in a conservative manner to keep costs in check and enhance efficiencies for member governments. Included as Exhibit B is a description of the Authority's FY 2020-21 work program that is supported by the proposed budget.

This item was provided for information and review only, and no action was required. Any comments received will be incorporated for consideration at the Board's May 20, 2020 meeting.

12. 2020 Visions for Clear Springs – A Springs Protection Workshop

Ms. Alys Brockway, Hernando County Water Resource Manager, announced that this workshop scheduled for May 8, 2020, has been postponed and may be rescheduled for summer or early fall.

13. Legislative Report

Ms. Folsom noted that the 2019-2020 Legislative Regular Session began in mid-January and was scheduled to end in mid-March. She briefly reviewed information about the relevant bills that are related to conservation and water supply from the 1000 Friends of Florida, and the Florida Engineering Society's Conservation and Environmental Quality Committee. Three bills were approved regarding water quality, aquatic preserves and public financing for construction projects. She said a final status will be reported at the May Board Meeting.

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

14. Attorney's Report

Mr. Batsel said he had no report to provide at this time.

15. Executive Director's Report

- a. **Update on Charles A. Black Wellfield Pumpage** – Ms. Folsom provided a graph of the annual average wellfield pumping, noting that the level is greater than the permit limit. Formal notice is expected from SWFWMD if/when the pumping has exceeded the permit limit for five months at greater than five percent. Ms. Folsom said this pumping is nearly 30% higher than projected in the Regional Water Supply Plan Update. In response to Ms. Stone's question, Ms. Folsom said she is investigating how the projection was determined and will report back to the Board. Ms. Folsom said the Authority fully supports Citrus County and its use of water conservation and grant programs to reduce per capita water usage.
- b. **Correspondence**
- c. **News Articles**
- d. **Other** – Ms. Folsom and Chairman Printz noted Ms. Stone will be recognized for her service as Board Chair at the next meeting.

16. Other Business - None

17. Next Meeting Time and Location

- Next Regular Board Meeting – May 20, 2020 at 3:30 p.m. at the Lecanto Government Building, Room 166.
- Actions taken today by the Board via teleconferencing will be ratified at the May 20 meeting as required by a quorum being physically present.

18. Adjournment – Chair Printz adjourned the meeting at 4:05 p.m.

Steve Printz, Chair

Suzannah J. Folsom, Executive Director