

APPROVED

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting May 20, 2020

TIME: 3:32 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 20-114 declaring a Public Health Emergency in Florida, this meeting was held using teleconference capabilities between Board members and staff utilizing Room 166.

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 MEMBER PRESENT

Steve Printz, *Chair*, Sumter County
Commissioner
Ken Hinkle, Inverness City Councilor

BOARD MEMBERS VIA TELECONFERENCE

Scott Carnahan, *Vice-Chair*, Marion County
Commissioner
Kathy Bryant, *Treasurer*, Marion County
Commissioner
Al Butler, Sumter County Commissioner
Gary Ernst, Belleview City Commissioner
Jeff Holcomb, Hernando County Commissioner
William Kemerer, Brooksville City Councilor
John Mitten, Hernando County Commissioner
Michelle Stone, Marion County Commissioner
Dale Swain, Bushnell City Councilor

BOARD MEMBER(S) ABSENT

Jeff Gold, Marion County Commissioner
Jeff Kinnard, Citrus County Commissioner

3. Introductions and Announcements

- Ms. Folsom noted there is a modification to Item 8 and it has been emailed to Board members for consideration at today's meeting.

WRWSA STAFF PRESENT

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

OTHERS VIA TELECONFERENCE

Alys Brockway, Hernando County Water Res Mgr
Debra Burden, Citrus County Water Conservation
Katie Eno, Purvis Gray
Frank Gargano, SWFWMD Govt Affairs Reg Mgr
Joseph Quinn, SWFWMD Water Supply Project Mgr

WRWSA STAFF VIA TELECONFERENCE

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

4. Pledge of Allegiance – Chair Printz led those present in reciting the Pledge of Allegiance.

5. Public Comment – Chair Printz opened public comment and noted that there were no audience members to address the Board. Public comment closed.

6. Board of Directors Meeting – March 18, 2020 – Agenda Items for Ratification

In response to Mr. Batsel's guidance, Chair Printz said that, to ensure all Board ratification actions are approved, each item will be considered and voted on separately. Each person was asked to state their name when making a motion or second.

- a. **Approval of Minutes** – The January 15, 2020 and March 18, 2020 draft minutes were provided in the Board's meeting materials and recommended for approval as presented. **Chair Printz moved, seconded by Mr. Hinkle, to approve the minutes as presented. Motion carried unanimously.**
- b. **Bills to be Paid** – Staff recommended ratification of bills for February (\$21,192.06) and approval of March (\$34,919.91). **Mr. Hinkle moved, seconded by Mr. Swain, to ratify the February bills and approve the March bills as presented. Motion carried unanimously.**
- 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." **Ms. Stone moved, seconded by Mr. Hinkle, to approve Resolution 2020-02 as presented. Motion carried unanimously.**
- 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 Ms. Bryant, to approve Resolution 2020-03 as presented. Motion carried unanimously.**
- e. **Fiscal Year 2018-19 Financial Audit** – Staff recommended 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. **Mr. Butler moved, seconded by Ms. Bryant, to accept the Fiscal Year 2018-19 Financial Audit as presented. Motion carried unanimously.**
- f. **Regional Irrigation System Evaluation Project Phase IV Final Report** – Staff recommended 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. **Mr. Hinkle moved, seconded by Ms. Bryant, to accept the Final Report as presented. Motion carried unanimously.**
- g. **Establishment of the Fiscal Year 2020-21 Annual Grants Program Funding Amount and Guidelines** – Ms. Folsom noted that a title change was made for consistency. She said the project title is "Local Government Water Supply and Conservation Funding Assistance Program." Staff recommended 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. **Mr. Swain moved, seconded by Mr. Ernst, to approve the staff recommendation as presented. Motion carried unanimously.**
- h. **Proposed Fiscal Year 2020-21 Budget – Establishment of the FY 2019-20 Per Capita Rate** – Staff recommended to approve a per capita rate of \$0.19 to be used in preparation of the FY 2020-21 Budget. **Mr. Swain moved, seconded by Mr. Hinkle, to approve the staff recommendation as presented. Motion carried unanimously.**

7. Consent Agenda

- a. **Approval of Minutes** – The March 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 April (\$18,720.74) and approval of May (\$16,320.05).

- c. **First Quarter Financial Report** – Staff recommended acceptance of the FY 2019-20 First Quarter Financial Report.
- d. **Second Quarter Financial Report** – Staff recommended acceptance of the FY 2019-20 Second Quarter Financial Report.
- e. **Staff Travel to the Florida Chamber of Commerce Environmental Permitting Summer School, July 21 24, 2020** – Staff recommended approval for Ms. Folsom, WRWSA Executive Director, to attend this year’s Professional Engineer Legislative Days for an estimated cost of \$831.00.

Mr. Butler moved, seconded by Mr. Swain, to approve Consent Agenda Items 7.a., 7.b., 7.c., 7.d. and 7.e. as presented. Motion carried unanimously.

8. Proposed Fiscal Year 2020-21 Budget Approval

Mr. Suzy Folsom, Executive Director, presented this item and noted it was the March meeting agenda. Included as 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.

Ms. Folsom noted that a correction was made to the total water resources development fund balance on Exhibit 1 – Attachment 2. She noted that a corrected version was forwarded to each member. Ms. Folsom asked the Board members is there any comments and there were none.

Staff recommended to approve the proposed FY 2020-21 budget including budgeted expenditures in the amount of \$493,220, budgeted reserves in the amount of \$1,500,677, and a combined total amount of \$1,993,887, as presented. Resolution 2020-04 will be presented at the July 2020 Board Meeting to formally adopt the final budget, for general administrative, operating and project expenses for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021.

Mr. Butler moved, seconded by Mr. Ernst the proposed FY 2020-21 budget including budgeted expenditures in the amount of \$493,220, budgeted reserves in the amount of \$1,500,677, and a combined total amount of \$1,993,887, as presented. Motion carried unanimously.

13. Legislative Report – Annual Legislative Priorities

Ms. Suzy Folsom, Executive Director, noted the 2019-2020 Legislative Regular Session is began in mid-January and ended in mid-March. Staff has prepared a summary of ten relevant bills related to conservation and water supply and environmental topics. The exhibit included in the Board’s meeting materials documents the final session status of these bills and provides a more in-depth description of the three bills that passed. Additional information on two bills that passed that affect professional services and construction procurement was included in the exhibit. Governor DeSantis has not yet signed the bills into law.

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

14. Attorney’s Report

Mr. Batsel said he appreciated everyone’s willingness to participate via teleconference at the last meeting. He had no report to provide at this time.

15. Executive Director’s Report

- a. **Status of Phase 5 Irrigation Audits** – Ms. Folsom provided an update that, by the end of May 2020, the number of contracted audits (260) to be performed has been met. She noted that, since there has been a lower than average cost, SWFWMD advised to perform more audits as funding allows. Ms. Folsom said the SWFWMD offered to extend project timeline but it is not needed.

- b. **Correspondence** – Ms. Folsom said a letter from SWFWMD was received regarding projects which may needed a time extension. She said a response letter will be sent this week.
- c. **News Articles** – Ms. Folsom reviewed articles in the Board’s meeting materials. She noted that Tampa Bay Water, the regional supplier of drinking water for more than 2.5 million people, has filed a lawsuit suing chemical companies, including DuPont and 3M, over environmental contamination from flame retardants, according to court records.
- d. **Other** – None

16. **Other Business** –

- Chair Printz thanked Ms. Folsom and Ms. Stout for their support and flexibility, and continuing their remarkable job during this challenging time.
- Chair Printz noted that he hoped that the Board will be able to meet in July and present Ms. Stone with her plaque noting her two-year service as the Board’s Chair.

17. **Next Meeting Time and Location**

- Next Regular Board Meeting – July 15, 2020 at 3:30 p.m. at the Lecanto Government Building, Room 166.

18. **Adjournment** – Chair Printz adjourned the meeting at 3:56 p.m.

Steve Printz, Chair

Suzannah J. Folsom, Executive Director