

APPROVED

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting July 15, 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 20-69 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

BOARD MEMBERS VIA TELECONFERENCE

Scott Carnahan, *Vice-Chair*, Marion County
Commissioner
Kathy Bryant, *Treasurer*, Marion County
Commissioner
Al Butler, Sumter County Commissioner
William Kemerer, Brooksville City Councilor
Jeff Kinnard, Citrus County Commissioner
John Mitten, Hernando County Commissioner
Michelle Stone, Marion County Commissioner

BOARD MEMBER(S) ABSENT

Gary Ernst, Belleview City Commissioner
Jeff Gold, Marion County Commissioner
Ken Hinkle, Inverness City Councilor
Jeff Holcomb, Hernando County Commissioner
Dale Swain, Bushnell City Councilor

3. Introductions and Announcements

- Ms. Folsom noted others present or via teleconference.

WRWSA STAFF PRESENT

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

OTHERS VIA TELECONFERENCE

Alys Brockway, Hernando County Water Res Mgr
Frank Gargano, SWFWMD Govt Affairs Reg Mgr
Jody Kirkman, Marion Co Environmental Svcs 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. Consent Agenda

- a. **Approval of Minutes** – The May 20, 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 June (\$17,142.76) and approval of July (\$12,043.93).
- c. **2020-2021 Regulatory Plan** – Staff recommended to approve the WRWSA’s proposed 2020-2021 Regulatory Plan and authorize the Chair and General Counsel to sign the appropriate certification.

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

7. Resolution 2020-04, Adoption of Final Budget for Fiscal Year 2020-21

Mr. Suzy Folsom, Executive Director, presented this item. She noted that at the Board’s May meeting, the proposed Fiscal Year (FY) 2020-21 budget was approved and staff is requesting ratification of that action to therefore approve Resolution 2020-04, Adoption of Final Budget for Fiscal Year 2020-21.

Mr. Carnahan moved, seconded by Ms. Bryant, to ratified action taken by the Board at its May 20, 2020 meeting to approve the 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 for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021; therefore, approving Resolution 2020-04 adopting the final FY 2020-21 budget. Motion carried unanimously.

8. Water Conservation Grants Program – Approval of Awards

Mr. Suzy Folsom, Executive Director, presented this item. At the Authority’s May 20, 2020 meeting, the Board set the total allocation of funds in Fiscal Year 2020-21 for the Local Government Water Supply and Conservation Funding Assistance Program at \$130,000. The Authority has received four grant applications, one each from Citrus, Hernando and Marion counties; and City of Crystal River. A summary of the applications is presented below while copies of the applications were included in the Board’s meeting materials as exhibits to this item.

The applications received reflect continuations of member government proven effective water conservation programs. Staff analysis of the applications indicates all of the proposed water conservation programs meet the Authority’s grant program requirements. Representatives of each of the applicants have been invited to attend the meeting and answer any Board questions regarding their respective water conservation grant applications.

It should be noted that the applications from Marion County and City of Crystal River do not contain the required resolutions of support and commitment of matching funds. Authority staff discussed this with Marion County staff and encouraged them to submit the application absent this resolution, with the understanding the County staff would seek Commission approval at an upcoming Commission meeting on July 7, 2020. Both of these resolutions were provided to the Board prior to the meeting.

Staff recommends the Board approval of the grants in the amounts requested and authorization for the Chair to sign the grant Agreements.

Mr. Carnahan moved, seconded by Mr. Butler, to approve the Fiscal Year 2020-21 Local Government Water Supply and Conservation Funding Assistance Program grants in the amounts requested (Citrus County - \$45,650.00, Hernando County - \$48,350.00, Marion County - \$25,847.00, Crystal River - \$9,090.00), and authorize the Chair to sign the grant Agreements. Motion carried unanimously.

9. Phase 6 Irrigation Audit Program Contractors Authorization to Issue a Request for Quotes

Mr. Suzy Folsom, Executive Director, presented this item. At the Authority's September 2019 meeting, the Board approved submittal of an application to the SWFWMD for its Fiscal Year 2020-21 Cooperative Funding Initiative. The SWFWMD staff has recommended to their Board that this project be included in its budget for the coming fiscal year. The project entails a continuation and enhancement of the WRWSA's ongoing Irrigation Evaluation Program.

The purpose of this item is to seek authorization from the Board to publish a Request for Quotes from qualified contractors to implement certain components of this project. Similar to the past phases of the program, this phase will provide a base level of services (Core Program) to all participants. In addition, in the ongoing Phase 5 of the program, certain enhancements (Enhanced Program) were made available to participants. This Phase of the program will allow flexibility to the participating utilities to offer both the core and enhanced programs to their customers at the local utility's discretion.

The total project budget is \$121,200, with 50% (\$60,600) provided by the SWFWMD and the matching 50% being the WRWSA's responsibility. The Authority's matching funds are split 50/50 with participating utilities based upon the number and type of irrigation evaluations conducted in each utility. Local participants include Citrus County, Hernando County and Marion County utilities, the North Sumter County Utility Dependent District and the Village Center Community Development District. The amount of the project budget that is to be implemented by the selected contractor or contractors is a total amount not to exceed of \$121,200.00. This includes conducting irrigation system evaluations (core and enhanced) and follow-ups.

Staff will return to the Board with a recommended short list of responsive contractors at the September 2020 meeting. The RFQ and all subsequent contracts will be dependent upon funding from all participating parties. The draft RFQ Information Packet was reviewed by the Authority's General Counsel and comments incorporated. The draft RFQ packet was included in the Board's meeting materials as an exhibit.

Mr. Carnahan moved, seconded by Mr. Kinnard, to approve the issuance of the Phase 6 Irrigation Evaluation Program Contractors Request for Quotes, as contained in the exhibit. Motion carried unanimously.

10. Legislative Report – Annual Legislative Priorities

Ms. Suzy Folsom, Executive Director, noted the exhibit included five bills approved at the Legislative Session and pending the Governor's signature. She said one additional bill approved that pertains to the Authority is CS/SB 1466, Governmental Oversight and Accountability. Ms. Folsom said that, since publication of the Board's meeting packet, all of the bills have now been signed by the Governor.

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

11. Water Use Permit Demand Summary

Ms. Suzy Folsom, Executive Director, said that one of the primary missions of the Authority is to prepare and analyze studies and feasibility reports regarding water supply development. The 2019 Regional Water Supply Plan (RWSP) Update was completed in 2019, and included demand projections for the major water users in the four County service area for the years 2020-2040.

She noted that, included in the Board's meeting materials, was a table which provides a summary of the actual 12-month rolling average water demand by water use permit, and a comparison of that demand to the permit capacities and the projected values for 2020 in the RWSP. The table also includes the permit numbers and expiration dates.

The demands that exceed the permit quantities are shown in shaded cells and bold print text. The locations where the projected demands from the RWSP are more than 20% greater or less than the actual demands are also shown in shaded cells and bold print text.

If this information is of interest to the Board, it can be provided as a recurring status update in the future.

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

12. Attorney's Report

Mr. Batsel said he appreciated everyone's willingness to participate via teleconference. He said he will keep the Board apprised of the Governor's actions regarding public meetings. He had no report to provide at this time.

13. Executive Director's Report

- a. **Correspondence** – Ms. Folsom said reviewed the correspondence provided in the meeting materials.
- b. **News Articles** – Two articles were provided in the meeting materials: (1) Citrus County rolls out one-day water scheduled for unincorporated areas and (2) Section of The Villages under boil order after major main break. Ms. Folsom noted that she attended the June 23 Citrus County Board of Commissioners meeting regarding water restrictions. Mr. Carnahan thanked Mr. Frank Gargano of the Southwest Florida Water Management District for assistance in making people aware of the water restrictions change.
- c. **Other** – None

14. Other Business – None

15. Next Meeting Time and Location

- Next Regular Board Meeting – September 16, 2020 at 3:30 p.m. at the Lecanto Government Building, Room 166.

16. Adjournment – Chair Printz adjourned the meeting at 3:50 p.m.

Steve Printz, Chair

Suzannah J. Folsom, Executive Director