

# APPROVED

## WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

### Minutes of the Meeting July 21, 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.*

#### 1. Call to Order

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, *Chair*, Marion County Commissioner  
Jeff Holcomb, *Vice Chair*, Hernando County Commissioner  
Jeff Kinnard, *Treasurer*, Citrus County Commissioner  
David Bailey, Brooksville City Councilor  
Ken Brown, Crystal River City Councilor Holly Davis, Citrus County Commissioner  
Gary Ernst, Belleview City Commissioner  
Oren Miller, Sumter County Commissioner  
Gary Search, Sumter County Commissioner  
Dale Swain, Bushnell City Councilor

##### **BOARD MEMBER(S) ABSENT**

Craig Curry, Marion County Commissioner  
Beth Narverud, Hernando County Commissioner  
Michelle Stone, Marion County Commissioner

##### **BOARD ALTERNATE(S) PRESENT**

None

#### 3. Introductions and Announcements

##### **WRWSA STAFF PRESENT**

Suzannah J. Folsom, PE, PMP, Executive Director  
Robert W. Batsel, Jr., General Counsel  
LuAnne Stout, Administrative Asst.

##### **OTHERS PRESENT**

Alys Brockway, Hernando County Water Res Mgr  
Debra Burden, Citrus Co Water Conservation Mgr  
Selma Folsom, Hillsborough County Resident  
Frank Gargano, SWFWMD Govt Affairs Reg Mgr  
Jody Kirkman, Marion Co Environmental Svcs Mgr  
Ken Cheek, Citrus Co Water Resource Director  
Joseph Quinn, SWFWMD Water Supply Project Mgr

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

5. **Public Comment** – There being no other members of the audience to address the Board, Chair Bryant closed public comment.

#### 6. Consent Agenda

a. **Approval of Minutes** – The May 19, 2021 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 (\$20,900.57) and approval of July (\$32,900.05).
- c. **2021-2022 Regulatory Plan** – Staff recommended approval of the WRWSA’s proposed 2021-2022 Regulatory Plan and authorization for the Chair and General Counsel to sign the appropriate certifications.

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

**7. Resolution 2021-03, Adoption of Final Budget for Fiscal Year 2021-22**

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. Included as Exhibit A to this item is the draft FY 2021-22 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 2021-22 work program that is supported by the proposed budget and Exhibit C is Resolution 2021-03, Adoption of Final Fiscal Year 2021-2022 Budget

**Mr. Swain moved, seconded by Mr. Miller, to ratify action taken by the Board at its May 19, 2021 meeting to approve Resolution 2021-03 adopting the FY 2021-22 budget including budgeted expenditures in the amount of \$429,134, budgeted reserves in the amount of \$1,759,459, and a combined total amount of \$2,188,593, as presented in Exhibit A, for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022. Motion carried unanimously.**

**8. Water Supply and Conservation Grants Program – Approval of Awards**

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. At the Authority’s May 19, 2021 meeting, the Board set the total allocation of funds in Fiscal Year 2021-22 for the Local Government Grant Program at \$140,000. The Authority received four grant applications, one each from Citrus, Hernando, Marion and Sumter counties totaling \$136,847. Copies of the applications are included 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. Ms. Alys Brockway and Ms. Debra Burden were in attendance.

**Ms. Davis moved, seconded by Mr. Brown, for approval of the Water Supply and Conservation Grants for the following counties with the amounts noted: Citrus - \$44,250, Hernando - \$48,750, Marion - \$21,847 and Sumter - \$22,000; and authorization of the Chair to sign the grant Agreements. Motion carried unanimously.**

(Mr. Ernst entered the meeting at 3:40 p.m.)

**9. Legislative Report**

Mrs. Suzannah Folsom, Executive Director, presented this item.

**a. Bill Status Summary**

The 2020-2021 Legislative Regular Session began March 2 and ended April 30. Staff has gathered information on relevant bills that related to conservation and water supply from the 1000 Friends of Florida, and the Florida Engineering Society’s Conservation and Environmental Quality Committee and the SWFWMD Board and Executive Services Manager. The exhibit included in the meeting materials is a summary of the bills that passed during the session and when the Governor approved them. Staff will continue to track the implementation of the bills

that have been approved, and give an update on their implementation at the September Board meeting.

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

b. **Senate Bill 64 Legislation**

Ms. Folsom noted that this item was presented at Mr. Kinnard's direction. Senate Bill 64 Reclaimed Water was one of the bills that passed during the 2020-2022 Legislative Session. The intent of this legislation is to eliminate non-beneficial discharges of reclaimed water to surface waters and to encourage beneficial reuse of treated wastewater.

Ms. Folsom reviewed a slide presentation to discuss more details on the legislation and the applicability to the WRWSA four-county region. In response to inquiries by Mr. Brown regarding spray fields, Mrs. Folsom provided clarifying information.

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

10. **Attorney's Report**

- a. **Executive Assistant Contract Amendment** -- Mr. Batsel, General Counsel, presented this item. He noted he has reviewed the Executive Assistant Contract and drafted a contract amendment to accommodate a three-percent raise for FY 2021-2022. This will increase the base compensation from \$37,500 to \$38,625. The amendment also allows the board to increase the base compensation in future fiscal years for cost of living, not to exceed three percent, as does the Executive Director's contract. A copy of the drafted contract amendment was included in the Board's meeting materials.

**Ms. Davis moved, seconded by Mr. Miller, for approval of the approved contract amendment, as revised for scrivener's error, for Executive Assistant Contract to increase base compensation to \$38,625 for FY 2021-2022, and to authorize cost of living increases in future budget years. Motion carried unanimously.**

- b. **Other** – None

11. **Executive Director's Report**

- a. **Water Use Permit Demand Summary** – Mrs. 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, comparing the last 12 months to the prior 12 months, and comparing the 12-month rolling average to the permit capacity. The graphs show that each month the pumpage is coming closer to being back in compliance.

Ms. Davis noted that Citrus County held a water restrictions workshop on July 13 which included discussion of water credits, home building permits, wellfield capacity, rate structures and Florida Friendly landscaping. Mr. Brown noted there is new water restriction technology but public perception regarding bottled water contradicts conservation. Discussion ensued.

Chair Bryant suggested Ms. Davis may want to learn more about water rate structure tiers. Mr. Kirkman addressed the County's rate tier system. Mr. Brown noted that the rates need to be set at an amount that leads to conservation. Chair Bryant recommended reviewing Marion County's comprehensive plan. Mr. Holcomb said the grants program includes ways to monitor amount of water use.

Mrs. Folsom said this type of discussion will continue due to each county experiencing growth. She noted that these are issues to discuss here. She said the water management districts' role is to make the Authority aware of what types of programs are working in other areas.

- b. **Water Management Information System Water Use Permit Notifications** – Mrs. Folsom reviewed the list of WMIS WUP notifications which is increasing in length. She noted that Citrus County will be starting the process of renewing the Charles A. Black Wellfield. They have hired one of their As-Needed Consultants and will be scheduling a pre application meeting with SWFWMD. She also reported that the Engineering Evaluation of the Charles A Black Wellfield is nearly complete, and that the County will most likely be increasing the Renewal and Replacement account deposit amount to keep up with the future wellfield and water treatment plant upkeep.
- c. **Correspondence** – Items provided in the meeting materials.
- d. **News Article(s)** – Two items provided in the meeting materials.

12. **Other Business**

- Mr. Holcomb noted possible reviewing report which had projections to 2040-2050 just to apprise Board. Mrs. Folsom noted that the updating of the Regional Water Supply Plan begins next year.

13. **Next Meeting Time and Location**

- Next Regular Board Meeting – September 15, 2021 at 3:30 p.m. at the Lecanto Government Building, Room 166.

14. **Adjournment** – Chair Bryant adjourned the meeting at 4:17 p.m.

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Kathy Bryant, Chair

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Suzannah J. Folsom, Executive Director