

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
January 16, 2013**

TIME: 4:30 p.m.
PLACE: Lecanto Government Building
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 Dennis Damato called the Withlacoochee Regional Water Supply Authority (WRWSA) meeting to order at 4:35 p.m. and asked for a roll call.

2. Roll Call

Mr. Richard Owen, Executive Director, called the roll and a quorum was declared present.

MEMBERS PRESENT

Dennis Damato, Chairman, Citrus County Commissioner
Jim Adkins, Hernando County Commissioner
Ken Brown, Crystal River City Councilor
Al Butler, Sumter County Commissioner
Don Hahnfeldt, Sumter County Commissioner
Joseph Johnston, Brooksville City Councilor
David Russell, Hernando County Commissioner

MEMBERS ABSENT

Scott Adams, Citrus County Commissioner
Rebecca Bays, Citrus County Commissioner
Kathy Bryant, Marion County Commissioner
Wayne Dukes, Hernando County Commissioner
Gary Ernst, Belleview City Councilor
Stan McClain, Marion County Commissioner
Dale Swain, Bushnell City Councilor
Carl Zalak, Marion County Commissioner

3. Introductions and Announcements

Members of the audience introduced themselves. There were no announcements.

STAFF PRESENT

Richard Owen, WRWSA Executive Director
Larry Haag, WRWSA Attorney
Diane Salz, Governmental Affairs Consultant
Nancy Smith, WRWSA Administrative Assistant

OTHERS PRESENT

Bruce Wirth, Cardno TBE
Terry Clark, Cardno Entrix
Gregg Jones, Cardno Entrix
Linda Shelley, Fowler, White, Boggs

Ken Weber, Weber and Associates
Pete Hubbell, Water Resource Associates
Mark Farrell, Water Resource Associates
Ken Jones, Water Resource Associates
Chris Baggett, Jones Edmunds
Brett Goodman, Jones Edmunds
Brett Cunningham, Jones Edmunds
Terri Lowery, Jones Edmunds
Tina Malmberg, Citrus County Water Resources
Ray Pribble, Janicki Environmental
Ron Basso, SWFWMD
John Ferguson, SWFWMD
Al Grubman, TOO FAR
Jan Grubman, TOO FAR
Mike Czerwinski, MGC Environmental
David Hornsby, SJRWMD
Debra Burden, Citrus County Water Resources
Trey Arnett, Arnett Environmental
Kraig McLane, SJRWMD
Ricardo Calvo, HDR Engineering, Inc.
Pat Hawk, Waterwell Justice
Judy Etzler, Waterwell Justice
David Moore, Atkins North America
Chris Zajac, SWFWMD
David O'Connor, Cardno
Flip Mellinger, Marion County Utilities

4. Approval of Minutes of November 28, 2012 Meeting

A copy of the minutes was provided in the Board packet for review.

Following consideration, **a motion was made by Mr. Adkins to approve the minutes for the November 28, 2012 meeting. The motion was seconded by Mr. Russell and carried unanimously.**

5. Election of Officers

Mr. Owen described the traditional sequence of officers for the Authority has been to advance the previous vice-chairman to chairman, the previous treasurer to vice-chairman, and to select a new treasurer, keeping a balance of officers among the member local governments. This year is different in that the past vice-chairman was not re-elected and the current treasurer does not wish to continue to hold office on the Board.

Chairman Damato opened the floor for nomination of officers.

Following consideration, **Mr. Johnston nominated a slate of officers for the upcoming year: Dennis Damato, Chairman, Citrus County; James Adkins, Vice-Chairman, Hernando County; and Al Butler, Treasurer, Sumter County. The nomination was seconded by Mr. Russell and carried unanimously.**

6. Northern Sumter Data Collection, Final Report. . . Ron Basso, SWFWMD

Ron Basso, Senior Professional Geologist, presented the final report of the Northern Sumter Data Collection project. The data collection was a joint project between the WRWSA, SWFWMD, and

The Villages to construct four test wells in the vicinity of the Villages in northern Sumter County. The data collected from these wells provides more specific information for the groundwater model about the depth to the water table, separation of upper and lower Floridan aquifer and degree of confinement. The project began in 2009 and was completed in December 2012. The projected total cost was \$100,000 with each participant contributing \$33,333. The actual cost to the WRWSA is under budget at \$9,000.

Following consideration, **a motion was made by Mr. Johnston to accept the Northern Sumter County Data Collection final report, as presented. The motion was seconded by Mr. Hahnfeldt and carried unanimously.**

7. Regional Water Supply Plan Update . . . Richard Owen, WRWSA

Mr. Owen introduced the Regional Water Supply Plan Update. This is a two-part process. The first of these is the approval of a cooperative funding agreement with the SWFWMD. The SWFWMD has been reviewing all of its cooperative funding agreements and determining the type of risk associated with four different types of projects. Because of this process, there was no cooperative funding agreement available to the Board in advance of today's meeting, although the Agreement has been provided to staff today and should be available in the February Board packet. This has resulted in a revised staff recommendation, provided as a handout, to recommend first, that the Board postpone action on the SWFWMD agreement until it is available for review. The second part of the revised staff recommendation is that the Board hear the scheduled presentations by the two firms that submitted proposals to update the Regional Water Supply Plan. The staff also recommends that the Board rank the firms and authorize the Executive Director to enter into negotiations with the firms in the ranked order, and to enter into that agreement, contingent upon the WRWSA entering into the Cooperative Funding Agreement with SWFWMD.

Following consideration, **a motion was made by Mr. Russell to postpone Board action on the SWFWMD Cooperative Funding Agreement. The motion was seconded by Mr. Adkins and carried unanimously.**

Chairman Damato stated that the Board would consider the second part of Item 7, ranking the two firms that submitted Statements of Qualifications (SOQ) based on their submittals and the presentations that will be made at today's meeting. Mr. Owen reviewed the ranking method used by the Technical Review Committee to rank the firms and included in the Board's packet. Following the presentations by each firm, the Board will rank each firm as either Rank 1 or Rank 2 on the sheet provided. The firm with the most number 1 rankings will be ranked 1; the other firm will be ranked number 2.

Gregg Jones, Cardno, the project manager for the Regional Water Supply Plan update, made the presentation for his firm and other team members. This was followed by a presentation by Pete Hubbell, Water Resource Associates and Brett Goodman, Jones Edmunds, the team leaders for the Regional Water Supply Plan update for the second responding firm. Members of the Board asked questions after each presentation. Following both presentations, the Board members ranked the firms as follows: Cardno, number 1; Water Resource Associates, number 2.

Following consideration, **a motion was made by Mr. Johnston to accept the ranking as presented, with the number 1 ranked firm, Cardno, and the number 2 ranked firm, Water Resource Associates. The motion was seconded by Mr. Adkins and carried unanimously.**

The next step will be to work with Cardno to develop an agreement. The completion of that agreement will be contingent on finalizing the cooperative funding agreement between the

WRWSA and SWFWMD, and signatures by both parties. Mr. Owen reminded the Board that he plans to establish a Technical Advisory Committee to assist in the review of the Regional Water Supply Plan update. Membership will include each of the four counties and every member government, as well as The Villages.

[There was a 5-minute recess. Mr. Adkins left the meeting]

8. CAB Engineering Evaluation . . . David O'Connor, Cardno TBE

David O'Connor summarized the engineering report prepared for the WRWSA evaluating the Charles A. Black wellfield and water treatment facilities. These include two Charles A. Black facilities 1 and 2, as well as the distribution system. The report includes compliance regarding all regulatory issues and the physical condition of the facilities. Some engineering recommendations were made in the report and a 10-year renewal and replacement cost assessment was prepared. This report was delivered to Citrus County followed by a meeting to review its contents with minor comments. Pending today's meeting, Cardno will prepare the final report.

Following consideration, **a motion was made by Mr. Russell to accept the Engineering Evaluation of the Charles A Black Wellfield and Water Treatment Facilities Report as presented. The motion was seconded by Mr. Johnston and carried unanimously.**

9. Regional Framework, Acceptance of Final Report . . . Richard Owen, WRWSA

Mr. Owen explained that the *Regional Framework* was satisfactorily completed in 2012, all reports were submitted to the WRWSA, and final payment was made to Water Resource Associates. However, during the audit process, it was noted that there was no request for the WRWSA Board to take formal action to "accept" the final work product. Staff recommended that the Board accept the final report as presented.

Following consideration, **a motion was made by Mr. Russell to accept the *Regional Framework Initiative Report* as presented. The motion was seconded by Mr. Brown and carried unanimously.**

10. Annual Board Meeting Calendar . . . Richard Owen, WRWSA

Mr. Owen presented a tentative 2013 meeting schedule for the Board's approval. A survey of all WRWSA members will be taken as soon as the member governments finalize new Board liaison appointments. The survey results will be distributed at the February Board meeting. Staff recommended that the Board approve an annual Board meeting calendar as presented in the Board packet, including a meeting time of 4:30 p.m. at the Lecanto Government Building, Room 166.

Following consideration, **a motion was made by Mr. Russell to approve the annual meeting calendar as presented, with the addition of the 4:30 meeting time and meeting location in Room 166, Lecanto Government Building. The motion was seconded by Mr. Johnston and carried unanimously.**

11. Executive Director's Report ... Richard Owen, WRWSA

a. Bills to be Paid

The December 2012 bills are provided in the Board's Packet, Mr. Owen also provided the January 2013 bills as a handout. He requested the WRWSA approve payment of the December 2012 bills totaling \$21,565.17 and January 2013 bills totaling \$22,663.66.

Following consideration, **a motion was made by Mr. Russell to approve payment of the December 2012 bills of \$21,565.17 and January 2013 bills of \$22,663.66. The motion was seconded by Mr. Hahnfeldt and carried unanimously.**

b. Correspondence

This item was presented for the WRWSA's information; no action was required.

News Articles were presented as a handout for the WRWSA's information; no action was required.

c. Other

Mr. Owen presented updates to the Board on the following issues:

- ***Adena Ranch Update:*** Adena Ranch submitted a modification to its permit request, which was received by SJRWMD prior to the deadline. The SJRWMD has requested additional information. Staff will keep the Board informed, as more information is available.
- ***SWFWMD MFLs for the Homosassa and Chassahowitzha Rivers:*** The SWFWMD Governing Board held a public hearing on January 15, 2013 on MFLs for the Homosassa and Chassahowitzha Rivers at the request of an affected party. Chris Zajac, SWFWMD, briefly summarized the meeting. The public hearing was held to discuss rulemaking for the two rivers. The Board heard a presentation and then took comments from both sides of the debate represented at the meeting. District staff will take these comments into consideration during rule development.
- ***Northern Groundwater Model.*** SJRWMD is the lead agency in this project. They have received five Statements of Qualifications from firms. The review committee meeting is Thursday, January 17, 2013 and Mr. Owen will attend this meeting.
- ***DEP – Notice of Rulemaking and Consistency.*** Rulemaking is underway on the consistency of consumptive use permits and there is a hearing scheduled on January 23rd in Tallahassee. Diane Salz is expected to attend that meeting on our behalf. Mr. Owen will be reviewing the rule and will inform the Board of any modifications pertinent to the WRWSA.
- ***Cooperative Funding Applications.*** The WRWSA submitted two applications to SWFWMD for the next fiscal year, 2013-2014. One was a continuation of the Residential Irrigation Evaluation program, and the other was for sub-regional planning for beneficial reclaimed water. The time frame to apply for the cooperative funding cycle was earlier this year than in prior years and a decision was made to apply for two projects and then discuss the applications with the member governments. Subsequent to that submittal, Mr. Owen discussed the sub-regional planning project with staff of the member governments and did not find a need for this project. Therefore, Mr. Owen asked that the Board rescind the application for the Sub-regional Planning application.

Following consideration, **a motion was made by Mr. Russell to rescind the Cooperative Funding Application for the Sub-regional Planning for Reclaimed Water project. The motion was seconded by Mr. Butler and carried unanimously.**

- **Official Records Storage:** Mr. Owen stated that the Authority's permanent records are stored in Hernando County. He would like to move these official records to the WRWSA office in Lecanto, but the WRWSA does not have suitable, fire-rated storage. Staff has explored several options for acquiring a surplus or used fire-rated cabinet without success and is still looking at electronic storage options. In order to safely store the official records in the WRWSA office, Mr. Owen recommended that the Board authorize purchase of a fire-rated filing cabinet, not to exceed a cost of \$2,000.00. Staff will obtain a minimum of three estimates prior to any purchase.

Following consideration, **a motion was made by Mr. Brown to approve the purchase of a fire-rated filing cabinet, at a cost not to exceed \$2,000.00. The motion was seconded by Mr. Russell and carried unanimously.**

12. Legislative Update ... Diane Salz, Governmental Affairs Consultant

Ms. Salz provided a schedule of interim committee weeks and a list of committees that are important to the WRWSA concerns. Ms. Salz also included a draft summary of key issues that are pending in this upcoming legislative session. That list will be presented to the Board for action at the February meeting. Two bills are of particular interest to the WRWSA. One deals with equitable representation on the SWFWMD Governing Board and the other deals with cross-jurisdictional impacts, such as Marion County that is bisected by the Southwest and St. Johns River water management districts.

13. Attorney's Report ... Larry Haag, WRWSA Attorney

There was no report from the Attorney.

14. Other Business

There was no other business of the WRWSA Board.

15. Public Comment

There was no public comment.

16. Next Meeting Time and Location

Next meeting is scheduled for February 20, 2013, 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

17. Adjournment

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 6:47 p.m.

Dennis Damato, Chairman

Richard S. Owen, Executive Director