

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
January 18, 2012**

**TIME:** 4:30 p.m.  
**PLACE:** Withlacoochee Regional Planning Council  
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**

Vice-Chairman Dennis Damato called the Withlacoochee Regional Water Supply Authority meeting to order at 4:37 p.m. and asked for a roll call.

**2. Roll Call**

Mr. Jack Sullivan, Executive Director, called the roll and a quorum was declared present.

**MEMBERS PRESENT**

Dennis Damato, Vice-Chairman, Citrus County Commissioner  
Gary Ernst, Belleview City Councilman  
Richard Hoffman, Sumter County Commissioner  
John Druzbeck, Treasurer, Hernando County Commissioner  
Jim Adkins, Hernando County Commissioner  
Maureen McNiff, Crystal River City Councilwoman  
Winn Webb, Citrus County Commissioner

**MEMBERS ABSENT**

Stan McClain, Chairman, Marion County Commissioner  
Mike Amsden, Marion County Commissioner  
Wayne Dukes, Hernando County Commissioner  
David Russell, Hernando County Commissioner  
Rebecca Bays, Citrus County Commissioner  
Carl Zalak, Marion County Commissioner  
Joe Johnston, Brooksville City Councilman  
Dale Swain, Bushnell City Councilman  
Mary S. Rich, Ocala City Councilwoman  
Randy Mask, Sumter County Commissioner

**3. Introductions and Announcements**

Mr. Jack Sullivan introduced others in the audience.

**OTHERS PRESENT**

Jack Sullivan, WRWSA Executive Director  
Larry Haag, WRWSA Attorney  
Nancy Smith, Recording Secretary  
Al Grubman, TOOFAR  
Jan Grubman, TOOFAR  
Jeff Halcomb, City of Ocala  
Darryl Muse, City of Ocala  
Blake Guillory, SWFWMD  
David Rathke, SWFWMD

John Ferguson, SWFWMD  
Bobby Lue, SWFWMD  
Richard W. Radacky, City of Brooksville  
Jon Dowler, City of Brooksville  
Doug Andrews, Marion County Utilities  
Kim Dinkins, Marion County Utilities  
David Hornsby, SJRWMD  
Robert Knight, Citrus County Utilities  
Debra Burden, Citrus County Utilities  
Richard Owen, Citizen  
Bill Bilenky, Manson Law Group  
Bruce Worth, Citizen  
Kevin Smith, Citrus County/Planning

**4. Approval of Minutes of November 16, 2011 Meeting**

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

Following consideration, a motion was made by Mr. Hoffman to approve the minutes for the November 16, 2011 meeting. The motion was seconded by Ms. McNiff and carried unanimously.

**5. Election of 2012 Officers . . . Board of Directors, WRWSA**

Mr. Sullivan outlined the election process and then turned the process over to the Board.

Following consideration, a motion was made by Mr. Hoffman to nominate Dennis Damato as Chairman, John Druzbeck as Vice-Chairman, and Carl Zalak as Treasurer. The motion was seconded by Mr. Webb and carried unanimously.

Mr. Damato presided over the remainder of the meeting as Chairman.

**6. Introduction of Blake Guillory, Executive Director, SWFWMD**

Mr. Sullivan introduced Blake Guillory, Executive Director of the Southwest Florida Water Management District, to the Board. A summary of Mr. Guillory's experience and education was provided in the packet.

Mr. Guillory addressed several areas concerning the District's re-organization. The District will focus on its core mission with a target of returning approximately 50 percent of its general revenues to its partners. Approximately 10 percent of the District's revenues will be spent on administration and 40 percent on operations and maintenance. To accomplish these goals, the District is consolidating all regulatory activities and all data collection activities. Approximately 180 positions have been lost at the District, including 30 contractual positions that will not be renewed. He stated that while there have been reductions in programs no programs have been eliminated. For fiscal year 2013, the District will double the amount of funding available to the Cooperative Funding program using money out of reserves.

To review the Cooperative Funding Program requests, the District will be divided into 4 sub-districts. Commissioners from each district will form a sub-committee to review the

requests, with a minimum of 3 meetings to review, rank and prioritize projects for funding.

**7. Report on 2010-11 FY Audit . . . Mark White, Purvis Gray & Company**

Mark White, from Purvis Gray & Company, presented the FY 2010-11 audit of the WRWSA. Mr. White stated that the company examined the financial statements for the year-ended on September 30, 2011. The financial audit was provided in the Board's packet. The WRWSA financial records were found to be free of material misstatements and fairly presented. There were no significant findings or recommendations. One significant deficiency was found due to a lack of segregation of incompatible finance and accounting duties. This weakness is somewhat mitigated by controls established by the Authority, such as providing for two signatures on each check, approval of all bills paid monthly, and use of an outside accounting firm for interim quarterly financial statements and general ledger activity review. The audit recommends that the Authority continue its oversight in these areas.

Following consideration, a motion was made by Mr. Webb to accept the annual financial audit. The motion was seconded by Ms. McNiff and carried unanimously.

Mr. Sullivan advised the Board that the Annual Financial Report is required to be filed electronically and requested that the board approve the annual financial report, included as a handout, prior to the filing.

Following consideration, a motion was made by Mr. Webb to approve the annual financial report. The motion was seconded by Mr. Ernst and carried unanimously.

**8. Report & Submittal of Regional Framework Study . . . Pete Hubbell, Water Resource Associates, Inc.**

Mr. Sullivan introduced the Regional Framework by briefly reviewing the plans prepared for the WRWSA over its history. The Regional Framework is the implementation plan to compile the data needed to implement the identification of projects in the Phase II-Detailed Water Supply Feasibility Analyses and to minimize water withdrawals from groundwater resources. Chapter 7 of the Regional Framework was provided in the handout and includes eight recommendations for short, mid-term, and long-range water development opportunities. Emergency interconnections and for exchange of supplies are part of the recommendation.

This item was presented for information only; no action was required.

**9. Executive Director's Report ... Jack Sullivan, WRWSA**

**a. Bills to be Paid**

Mr. Sullivan provided a handout to the Board detailing the bills paid for December 2011 and requested the Board ratify payment of these bills in the amount of \$31,935.93.

Following consideration, a motion was made by Mr. Druzbeck to ratify payment of the December 2011 bills totaling \$31,935.93. The motion was seconded by Mr. Adkins and carried unanimously.

Mr. Sullivan also provided a handout to the Board with details of the bills to be paid for January 2012 and requested the Board approve payment of these bills in the amount of \$49,529.00.

Following consideration, a motion was made by Mr. Webb to approve payment of the January 2012 bills totaling \$49,529.00. The motion was seconded by Mr. Druzbeck and carried unanimously.

**b. Revisions to 2011-2012 Annual Budget**

Mr. Sullivan presented updates to the annual budget that resulted from changed conditions for the Authority, primarily in its relocation from SWFWMD offices in Brooksville to the office space located in the Lecanto Government Building. Also included in the revisions are the contracts to improve the Authority's operations. The net budget increase is \$21,772. These costs are covered by the Authority's reserve fund and no new revenues are required.

Following consideration, a motion was made by Mr. Hoffman to approve changes to the budget and to authorize additional funds to be transferred from reserves. The motion was seconded by Mr. Webb and carried unanimously.

**c. Correspondence**

Mr. Sullivan reviewed the correspondence enclosed in the meeting package and handouts. The first was a letter addressed to Paul Senft, as Chair of SWFWMD, to thank the District for their support of the Authority over the past three years. The second letter is a response to the Audit from Mr. Sullivan.

News articles on water supply issues were provided in a separate handout.

No action was required.

**10. Legislative Update ... Diane Salz, Legislative Consultant**

Ms. Salz was not able to be at the meeting, but she provided an update on legislative issues that are in the Board Package. Included is a list of the bills she is following this session.

A second item was forwarded to the Authority concerning proposed HB 1379 that would prohibit local governments from using water conservation rates. Mr. Sullivan asked if the Authority would like to send a letter to the Legislative delegation regarding this bill. If so, Ms. Salz will write the letter. This was agreed to by consensus of the Board.

**11. Attorney's Report ... Larry Haag, WRWSA Attorney**

Mr. Haag had no business to report at this time.

**12. Other Business**

There was no other business

**13. Public Comment**

Robert Knight, Citrus County Utilities, stated that the County was re-submitting the Charles A Black wellfield permit to the SWFWMD on January 27, 2012. He stated that the County used 20 percent less water in 2008 (from 2007) and that the Authority should have excess capacity.

No action was required.

**14. Next Meeting Time and Location**

The next meeting is scheduled for February 15, 2012 at 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

**15. Adjournment**

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 6:20 p.m.

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Dennis Damato, Chairman

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Jackson E. Sullivan, Executive Director