

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
November 16, 2011**

**TIME:** 4:30 p.m.  
**PLACE:** Withlacoochee Regional Planning Council  
1241 SW 10<sup>th</sup> Street (SR 200)  
Ocala, Florida 34471-0323

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 4:35 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  
Dale Swain, Bushnell City Councilman  
Jim Adkins, Hernando County Commissioner  
Maureen McNiff, Crystal River City Councilwoman  
Gary Ernst, Belleview City Councilman  
Mary S. Rich, Ocala City Councilwoman  
Randy Mask, Sumter County Commissioner  
Richard Hoffman, Sumter County Commissioner

**MEMBERS ABSENT**

Stan McClain, Chairman, Marion County Commissioner  
John Druzbeck, Treasurer, Hernando County Commissioner  
Mike Amsden, Marion County Commissioner  
Wayne Dukes, Hernando County Commissioner  
John Priestler, Ocala City Councilman  
David Russell, Hernando County Commissioner  
Rebecca Bays, Citrus County Commissioner  
Winn Webb, Citrus County Commissioner  
Carl Zalak, Marion County Commissioner  
Joe Johnston, Brooksville City Councilman

3. **Introductions and Announcements**  
Mr. Jack Sullivan introduced others in the audience.

**OTHERS PRESENT**

Jack Sullivan, WRWSA Executive Director  
Larry Haag, WRWSA Attorney  
Al Grubman, TOOFAR  
Cara Martin, SWFWMD  
John Ferguson, SWFWMD  
David Hornsby, SJRWMD

Flip Mellinger, Marion County  
Alys Brockway, Hernando County  
Richard W. Radacky, City of Brooksville  
Debra Burden, Citrus County Utilities  
Nancy Smith, Recording Secretary

**4. Approval of Minutes of October 19, 2011 Meeting**

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

Following consideration, a motion was made by Mr. Swain to approve the minutes for the October 19, 2011 meeting. The motion was seconded by Mr. Mask and carried unanimously.

**5. Update on Move to Lecanto Government Center . . . Jack Sullivan, WRWSA**

Mr. Sullivan stated that the move into the Lecanto Government Center is underway. Telephones, desks, other furnishings, and storage items are in place. He requested that the Board approve a tentative expenditure of no more than \$6,000 to cover the cost of computers, software and office supplies. A revised budget will be presented to the Board in January 2012.

Following consideration, a motion was made by Ms. Rich to approve a tentative budget of up to \$6,000 for computers, equipment and supplies for the Lecanto office. The motion was seconded by Ms. McNiff and carried unanimously.

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

**a. Bills to be Paid**

Mr. Sullivan provided a handout to the Board detailing the bills for November 2011 and requested the Board approve payment of these bills in the amount of \$72,726.45.

Following consideration, a motion was made by Mr. Swain to approve payment of the November 2011 bills totaling \$72,726.45. The motion was seconded by Mr. Mask and carried unanimously.

**b. SWFWMD Cooperative Funding Program Applications**

Mr. Sullivan reported on a meeting with SWFWMD staff about the possibility of submitting two cooperative funding applications for fiscal year 2013. One is an update to the Regional Master Plan, at a total cost of approximately \$250,000. The second application is a continuation of the residential irrigation audit program currently underway. This will be essentially the same as the current program for a total expected cost of \$200,000. The Authority will be responsible for funding 50 percent of each program, if granted, for a total cost of approximately \$225,000.

Mr. Damato requested that the Board make one motion to approve the applications, to rank the applications in priority order, and to authorize the executive director to sign the letters of ranking and funding commitment.

Following consideration, a motion was made by Ms. McNiff to approve the applications in rank order with the Regional Master Plan update the first priority and the Residential Irrigation Evaluation Program as the second priority. The motion also authorizes the executive director to sign letters to SWFWMD of ranking and funding commitment. The motion was seconded by Ms. Rich and carried unanimously.

**c. 2010-11 Audit Schedule**

Mr. Sullivan stated that the audit by Purvis and Gray began on November 7, 2011. A report on the results of the audit is expected at the January 18, 2012 meeting.

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

**d. Correspondence**

Mr. Sullivan reviewed the correspondence enclosed in the meeting package and handouts. The first was a final report from SWFWMD regarding office space, basic clerical support and printing services for three years. He recommended that he prepare a letter for the Chairman's signature thanking SWFWMD for the in-kind services that were provided to the Authority during the three-year period.

Following consideration, a motion was made by Mr. Mask to approve writing a letter to the SWFWMD Governing Board to thank them for the in-kind services provided to the WRWSA from 2008 through 2011 fiscal years. The motion was seconded by Mr. Ernst and carried unanimously.

Two other letters were reviewed, including the annual notification from Citrus County as to the status of the Renewal and Replacement Fund for the Charles A. Black Water Supply Facility.

News articles on water supply issues were provided in a separate hand-out.

No action was required.

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

Ms. Salz was not able to be at the meeting, but she provided a list of the legislative items that she is currently tracking. A more detailed list and summary of items of interest is also included in the hand-outs.

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

**a. Conflict Waiver for Purvis Gray Engagement re: CAB Rate Analysis**

Mr. Haag stated that both Citrus County and the WRWSA need to enter into a waiver of conflict with respect to the Charles A. Black rate analysis as Purvis Gray provides auditing services to both the WRWSA and Citrus County. This waiver will allow Purvis Gray to assist both entities in the development of a study to determine wholesale water costs at the Charles A. Black Water Supply Facility and provide rate analysis. The Citrus County Board of County Commissioners approved the waiver at County's meeting on Tuesday, October 18, 2011. Mr. Haag recommended that the Board approve the waiver and the letter of engagement.

**b. Engagement Letter, Purvis Gray re: CAB Rate Analysis**

The second item presented by the attorney was the letter of engagement between the WRWSA and Purvis Gray to develop a new water rate structure with Citrus County for water consumed by Citrus County from the Charles A. Black Wellfield. The terms and objectives of the study are outlined in the proposed letter of engagement. This study will serve as a basis for negotiations between the WRWSA and Citrus County.

Following consideration, a motion was made by Mr. Hoffman to approve the waiver of conflict and to approve execution of the letter of engagement with Purvis Gray at a cost not to exceed \$18,000. The motion was seconded by Mr. Mask and carried unanimously.

**9. Other Business**

Mr. Damato noted for the record that there are existing dedicated lands for water supply storage or distribution relative to the Master Water Supply Plan and update. He specifically identified a new Walmart development in Citrus County at the intersection of Cardinal St. and U.S. 19 that dedicated property for a future water storage facility. This may have potential for use by the WRWSA at some point in time; the specific location and amount of land should be identified. Mr. Damato also suggested that Crystal River Commons, another proposed development in Citrus County located at Venable Avenue and U.S. 19, may also have included property that could be used for water storage.

**10. Public Comment**

There was no comment from the public.

**11. Next Meeting Time and Location**

The December meeting of the WRWSA was cancelled to facilitate the move into new offices at the Lecanto Government Center in Citrus County. A request was made to tour the offices at the new location.

Next meeting is scheduled for January 18, 2012 at 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

**12. Adjournment**

Vice-Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 5:20 p.m.

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Stan McClain, Chairman

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Jackson E. Sullivan, Executive Director