

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
November 19, 2014**

TIME: 3:30 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

In the absence of Board officers, Commissioner Dennis Damato called the Withlacoochee Regional Water Supply Authority (WRWSA) meeting to order at 3:34 p.m. and asked for a roll call. Chairman Adkins arrived following the roll call and assumed the Chair.

2. Roll Call

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

MEMBERS PRESENT

Jim Adkins, *Chairman*, Hernando County Commissioner
Dennis Damato, Citrus County Commissioner
Gary Ernst, Belleview City Councilor
Joseph Johnston, Brooksville City Councilor
Don Hahnfeldt, Sumter County Commissioner
Dale Swain, Bushnell City Councilor

ALTERNATES PRESENT

Alys Brockway, Hernando County
David Burnell, Crystal River
Flip Mellinger, Marion County

MEMBERS ABSENT

Al Butler, *Vice-Chairman*, Sumter County Commissioner
Stan McClain, *Treasurer*, Marion County Commissioner
Ken Brown, Crystal River City Councilor
Kathy Bryant, Marion County Commissioner
Nick Nicholson, Hernando County Commissioner
Carl Zalak, Marion County Commissioner

3. Introductions and Announcements

STAFF PRESENT

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

OTHERS PRESENT

Jacob Arnette Marion County
Debra Burden, Citrus County Water Resources

Jan Grubman
Al Grubman
Darrin Herbst, SWFWMD
Jack Overdorff, ECO-Land Design
Richard Radacky, DPW City of Brooksville
Kevin Smith, Marion County
Chris Zajac, SWFWMD

4. Approval of Minutes of October 15, 2014 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 15, 2014 meeting. The motion was seconded by Mr. Ernst and carried unanimously.**

5. Public Comment

There was no public comment.

6. SWFWMD Water Use Permits Issued within the WRWSA Area . . . Darrin Herbst, SWFWMD

Darrin Herbst, P.G., SWFWMD Water Use Permit Bureau Chief, presented information about water use within the WRWSA area, the percentage of water permitted in each of seven major categories, and the percentage of water used based on bottled water permits. Permits are issued if the application meets the conditions set out in Chapter 40D-2, *Florida Administrative Code* and are in compliance with applicable provisions of Chapter 373, *Florida Statutes*.

This item was presented for information only. No action is required.

7. Minimum Flows and Levels Priority Lists and Schedules . . . Richard S. Owen, WRWSA

Mr. Owen presented an updated schedule from the SWFWMD concerning the setting of minimum flows and levels (MFLs) on water bodies within the WRWSA area. The challenge for SWFWMD is to determine the impact, if any, of withdrawals from wellfields separately from any environmental or climatic impacts to those water bodies. Some of the scheduled MFLs on the Withlacoochee River System have been deferred from 2016 to 2020, Gum Springs from 2014 to 2016, and the Crystal River System from 2016 to 2017. Mr. Owen also provided the MFL information from the St. Johns River Water Management District (SJRWMD). Ocklawaha, Silver Springs and Lake Kerr have been deferred from 2013 to 2015 and Silver Glen Springs from 2016 to 2017.

Mr. Mellinger explained that the problem for Marion County is a lack of consistent modeling and interpretation between the two water management districts, which have jurisdiction over Marion County. SJRWMD maintains that Marion County is already over-pumping while SWFWMD maintains that Marion County has sufficient groundwater resources through 2030. The difference between the two districts appears to be based on differing assumptions used in, and interpretations of results from, the groundwater modeling efforts. Mr. Mellinger also commented that the SJRWMD has used an older model, not the most recently updated model that Marion County, the WRWSA, SWFWMD and SJRWMD all contributed toward. He stated he believes the most recent, up-to-date model should be used by the SJRWMD when setting MFLs. Mr. Owen responded that the Department of Environmental Protection is the appropriate agency to resolve the questions over modeling and inconsistencies between the two districts when such differences cannot be resolved by the districts.

8. Phase 2 Irrigation System Evaluation Update . . . Nancy Smith, WRWSA

Mrs. Smith provided a progress report to the Board on the Phase 2 Irrigation System Evaluation program. The on-site evaluation portion of the program is complete with 162 total evaluations. Follow-up inspections are underway through September 2015 and the final report is due at the end of November 2015. Mrs. Smith introduced Jack Overdorff, who conducts the irrigation system inspections, to present information on the evaluation process. Mr. Overdorff shared photos of the steps in the evaluation process. On-site inspections begin at the water meter and include assessment of the mechanical systems including the controller, rain sensors and the condition of sprinkler heads within each irrigation zone. Mr. Overdorff provides each participant with a diagram of their system, location of heads, condition of lawn and landscaping and a list of recommendations to more efficiently use the system.

This item was presented for information only. No action is required.

9. Phase 3 Irrigation System Evaluation Contractor Selection . . . Nancy Smith, WRWSA

Mrs. Smith presented a request for contractor selection for Phase 3 of the Irrigation System Evaluation program. The SWFWMD Governing Board approved the application for Cooperative Funding (CFI) between SWFWMD, Citrus, Hernando and Marion counties for Phase 3 of this program in June 2014, and all approved projects for cooperative funding were approved in the budget in October 2014. To meet the project schedule, the WRWSA advertised for qualifications (RFQ) for an irrigation system evaluation contractor. One quote was received from Jack Overdorff, ECO-Land Design, LLC. The firm's qualifications were included in the Board packet.

- Mrs. Smith made three separate recommendations, beginning with the recommendation to select Mr. Overdorff as the contractor for Phase 3, as he meets the specifications of the RFQ and because he has done an excellent job on the Pilot and Phase 2 portions of the program.

Following consideration, **Mr. Damato made a motion to approve the selection of ECO Land Design, LLC, as contractor to perform the irrigation system evaluations for Phase 3, Irrigation System Evaluation program. The motion was seconded by Mr. Mellinger and carried unanimously.**

- Mrs. Smith explained that a draft contract between the WRWSA and ECO Land Design was included in the Board's packet. Since providing the draft, there are two changes in the language that are provided in the Handout to the Board. Section 4, Paragraph E, Compensation has been amended to provide for commencement of half of the program prior to execution of the CFI agreement between SWFWMD and WRWSA. Once the CFI agreement is executed the contractor will be notified to fulfill the second half of the program. New language for Section 6 was also included in the Handout. This language change is required following 2014 legislative changes.

Following consideration, **a motion was made by Mr. Damato to approve the contract between WRWSA and ECO Land Design, LLC, and authorize initiation of Phase 3, Irrigation System Evaluation program at a cost up to \$30,800. The remainder of the contractor's costs, \$30,800 is subject to funding from SWFWMD through an executed agreement between SWFWMD and WRWSA for Phase 3, Irrigation System Evaluation program. The motion was seconded by Mr. Johnston and carried unanimously.**

- Mrs. Smith presented the third part of Item 9, which authorizes the execution of the CFI agreement between SWFWMD and WRWSA following review and approval by the WRWSA attorney. Although this agreement is not yet available, staff anticipates that it will be forthcoming from SWFWMD and would like to continue to make progress according to scheduled activities in the program.

Following consideration, a motion was made by Mr. Damato to authorize the Chairman to sign the CFI agreement for Phase 3, Irrigation System Evaluation program, between SWFWMD and WRWSA, following review and approval by the WRWSA Attorney. The motion was seconded by Mr. Johnston and carried unanimously.

10. Executive Director's Report ... Richard S. Owen, Executive Director

a. Bills to be Paid

Mr. Owen presented the November 2014 bills and requested approval of payment of the bills totaling \$94,195.43.

Following consideration, a motion was made by Mr. Damato to approve payment of the November 2014 bills of \$94,195.43. The motion was seconded by Mr. Ernst and carried unanimously.

b. Board Policies – Election of Board Officers

Mr. Owen presented the Board with a draft policy on the election of Board officers, as provided in the Board's packet. The addition of a written policy will provide clarity in the conduct of elections, consistency over time, equity in the process and guidance to the staff to assist in the election process. Mr. Owen requested direction from the Board. Board members discussed the draft policy. Mr. Damato reminded the Board that there has historically been a rotation of officers among the Counties. It was the consensus of the Board that this rotation should be added to the policy.

Following consideration, a motion was made by Mr. Damato to approve the Election of Board Officers policy as presented, with one change to add a provision that officer nominations shall rotate among the member counties. Mr. Owen was directed to bring the final language to the next meeting. The motion was seconded by Mr. Johnston and carried unanimously.

c. Fiscal Year 2013-14 Audit Schedule

Mr. Owen advised the Board that Purvis Gray has begun the financial audit process. He anticipates that the Audit report will be presented at the January or February meeting. This item was presented for information only; no action is required.

d. FSAWWA Fall Conference

Mr. Owen requested that Diane Salz be authorized to attend the Florida Section of the American Water Works Association fall conference the first week of December 2014. This is an important meeting and an excellent opportunity for the WRWSA to be represented. The cost totals approximately \$452 and there is sufficient money in the budget this travel.

Following consideration, a motion was made by Mr. Damato to authorize payment of travel and hotel costs for Diane Salz to attend the FSAWWA 6th Annual Florida 2030 Water Summit on December 2, 2014. The motion was seconded by Mr. Johnston and carried unanimously.

e. Correspondence

Recent correspondence was provided in the Board's packet. This item was presented for the Board's information; no action was required.

f. News Articles

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

g. Other

- *SWFWMD Advisory Committees.* SWFWMD has a number of advisory committees on a variety of issues. The Public Supply Advisory Committee held elections and Richard Anderson, Peace River-Manasota Regional Water Supply Authority, was elected as chair and Richard Owen was elected as Vice-Chair. This is an opportunity to provide guidance to district staff as to agenda items.
- *WRWSA Policies.* Mr. Owen advised that there are other issues where it may be practical for the WRWSA to have written policies. These include the 1) responsibilities of officers and members, 2) the conduct of meetings, and 3) consultant selection. If the Board concurs, Mr. Owen will present these at future meetings. There was a consensus from the Board that these policies be drafted for presentation to the Board at various regular meetings.

11. Legislative Report . . . Diane Salz, Governmental Affairs Liaison

Mrs. Salz reported that November 18th was the Legislative organization day. Water is a major topic this year, particularly for implementation of Amendment 1 and for springs protection. The legislative leadership stated that there will be no committee meetings between now and January. From that, it is expected that the legislative committees will be very active in January and February leading up to the March legislative session. Committee appointments will be made after the Thanksgiving holiday.

Ms. Salz asked for consideration of two items. The first is a letter requested by Representative Baxley that outlines the Authority's position on Amendment 1 and its implementation, and its position on a comprehensive statewide water policy. Ms. Salz requested that the letter be authorized for Mr. Owen's signature and stated that it will be consistent with WRWSA policies of local sources first, that any lands acquired be used for water resource and water supply development as well as preservation, that areas not experiencing over-pumpage should be eligible for funding under Amendment 1, and that implementation should promote regionalism for water supply planning and development. The second request is that the Board authorize a letter for the Chair's signature that will go to each county's legislative delegation to express the Authority's positions on Amendment 1 implementation and a statewide water policy.

There was discussion by the Board and Executive Director concerning the position statements. Mr. Owen clarified that the intent is that those lands acquired for preservation, where appropriate, also be eligible for water supply development. A second clarification is that water resource and water supply development, as legislatively defined and when developed on a regional basis, should be eligible for funds that may be available. Typically, recent funding efforts have gone mostly for alternate water supply (AWS), which is not needed in our area as yet. We need to take steps to limit our risks of over-pumpage and prevent permit reduction and environmental problems in the future and to advocate for regional water supply development.

Mr. Damato suggested that the two described letters be completed as a broad approach. He also recommended that the Board develop a list of regional water supply projects, which would be available to be provided if and when State funds become available. One project could be the location of a site for a regional water supply development project to be located along with the development of the recreational trail network within this region; the trail right-of-way could also be used for the water pipeline. He would like this list to begin a multi-county discussion of projects so that the project list can be submitted to the State and available to the legislature when they begin looking for projects eligible for funding under Amendment 1.

Mr. Mellinger requested that springs protection and springs protection projects be included in the letter being prepared by Ms. Salz to the legislative delegations. Mr. Damato agreed that springs protection might be priority number 1 as our water supply need is not as great.

Following consideration, **a motion was made by Mr. Damato that staff prepare the two letters as outlined by Ms. Salz for distribution as soon as possible. In addition, Mr. Owen is to prepare a list of water supply projects from the Regional Water Supply Plan Update that would include a potential project to co-locate a regional water supply development project along the regional trail network within the WRWSA region should Amendment 1 or other funds be provided for the trail system. The trail system could also provide a conduit for the water pipeline. This list should be presented to the Board in January or February to begin a multi-county discussion. The motion was seconded by Mr. Ernst and carried unanimously.**

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

12. Attorney's Report . . . Larry Haag, WRWSA Attorney
There was no business to report.

13. Other Business

Mr. Owen recommended that the December 17, 2014 meeting be cancelled. The next meeting would be January 21, 2015 as previously noticed.

Following consideration, **a motion was made by Mr. Swain to cancel the December 17, 2014 Board meeting. The motion was seconded by Mr. Damato and carried unanimously.**

14. Next Meeting Time and Location

The next meeting is scheduled for January 21, 2015, 3:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

15. Adjournment

Chairman Adkins announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 5:33 p.m.

James E. Adkins, Chairman

Richard S. Owen, Executive Director