

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 28, 2012**

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 4:36 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
Gary Ernst, Belleview City Councilor
Maureen McNiff, Crystal River City Councilor

MEMBERS ABSENT

Rebecca Bays, Citrus County Commissioner
Kathy Bryant, Marion County Commissioner
Al Butler, Sumter County Commissioner
Wayne Dukes, Hernando County Commissioner
Don Hahnfeldt, Sumter County Commissioner
Joseph Johnston, Brooksville City Mayor
Stan McClain, Marion County Commissioner
David Russell, Hernando 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

Kim Dinkins, Marion County
John Ferguson, SWFWMD
Al Grubman, TOO FAR
David Hornsby, SJRWMD
Debra Burden, Citrus County Water Resources

Mike Czerwinski, MGC Environmental
Frank Schiraldi, Hoyle Tanner & Assoc.
Kraig McLane, SJRWMD
Bruce Wirth, Cardno TBE
David Moore, Atkins North America
Joe Haber, Progressive Water Resources
Chris Zajac, SWFWMD
Pete Hubbell, Water Resource Associates
Dennis Davis, Jones Edmunds
Paul Duchesneau, Citrus County Water Resources
Richard Radacky, City of Brooksville
Alys Brockway, Hernando County Water Conservation

4. **Approval of Minutes of October 17, 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 October 17, 2012 meeting. The motion was seconded by Ms. McNiff and carried unanimously.

5. **General Professional Engineering/Technical Services . . . Richard Owen, WRWSA**
Mr. Owen stated that ten Statements of Qualifications for the Professional Engineering/Technical Services were received. One firm was disqualified because the submittal arrived after the deadline and the other firm exceeded the specified page limitation. The eight remaining firms were short-listed and recommended to the Authority's Board of Directors for approval and authorization to enter into contract.

Following consideration, a motion was made by Ms. McNiff to approve the list of qualified firms and to authorize the Executive Director to enter into contract with each of the listed firms. The motion was seconded by Mr. Adkins and carried unanimously.

6. **Issuance of First Work Order Under the General Professional Engineering/Technical Services Agreement . . . Richard Owen, WRWSA**
Based upon the action taken by the Authority in Item #5 of this Agenda, Mr. Owen requested the Boards' approval to issue the first Work Order for As-Needed Professional Engineering/Technical Services. Mr. Owen recommended that the first work order, for a total of \$25,000, be issued to Water Resource Associates (WRA). WRA has particular knowledge of groundwater modeling and other technical expertise useful to Mr. Owen in the coming year.

Following consideration, a motion was made by Mr. Adkins to authorize the Executive Director to issue a Work Order for As-Needed Professional Engineering/Technical Services in an amount not to exceed \$25,000 and for a period through September 2013. The motion was seconded by Mr. Ernst and carried by a vote of 3 to 1.

7. **Regional Water Supply Plan Update . . . Richard Owen, WRWSA**
Mr. Owen provided an update on the status of the RFQ for the Regional Water Supply Plan Update that is scheduled for 2013 under a Cooperative Funding Grant with the Southwest Florida Water Management District. The Request for Statements of Qualifications (SOQ) was advertised on November 9, 2012 with submittals due to the WRWSA on Friday, December 7, 2012. Mr. Owen will present a short list to the Board at the regular meeting on January 16, 2013 with presentations by each firm on the short list. The Board will rank the firms. The Executive

Director will negotiate with the top ranked firm to reach a contract. Mr. Owen has requested a representative from each County utility and from SWFWMD to assist him in reviewing the SOQs. Once the selection process is complete, Mr. Owen intends to broaden the size of the Technical Review Committee (TRC) to include representation from all members and municipalities as well as the Southwest and St. Johns River water management districts. This group will help review the Regional Water Supply Plan and provide input as it is prepared over the next year.

Mr. Owen introduced David Hornsby, from SJRWMD. Mr. Hornsby stated that the SJRWMD is updating its Regional Water Supply Plan during 2013 and he will keep Mr. Owen apprised through out the process.

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

8. Northern District Model Expansion . . . Richard Owen, WRWSA

Mr. Owen informed the Board that he had issued a work order to the St. Johns River Water Management District (SJRWMD) for the Authority's portion of Phase 1 of the Northern District Groundwater Model Expansion project. This is a joint project with the SJRWMD, Marion County, SWFWMD, and the WRWSA, designed to extend the groundwater model throughout Marion County. The WRWSA's portion is \$37,500 for Phase 1.

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

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

a. Bills to be Paid

In addition to the information provided in the Board's packet, Mr. Owen provided a revised handout to the WRWSA detailing the bills for November 2012 and requested the WRWSA approve payment of these bills in the amount of \$68,873.84.

Following consideration, a motion was made by Mr. Adkins to approve payment of the November 2012 bills totaling \$68,873.84. The motion was seconded by Ms. McNiff and carried unanimously.

b. Correspondence

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

c. News Articles

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

d. Other

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

- **SWFWMD MFLs for the Homosassa and Chassahowitzha Rivers:** The SWFWMD Governing Board voted on MFLs for the Homosassa and Chassahowitzha Rivers at their October 30, 2012 meeting. The Board's action was to adopt a minimum flow for both rivers at 97% of natural flows, thereby allowing 3% of the flow to be available for groundwater withdrawals. Current flow reductions due to groundwater withdrawals are estimated at approximately 1% for each river system, leaving approximately 2% flow available to new groundwater withdrawals. The SWFWMD Governing Board action includes initiation of rulemaking to establish the MFLs in Rule 40D-8.041, *Florida Administrative Code*.

- ***WRWSA Permanent Record Storage.*** The WRWSA stores its permanent records in the Hernando County Records office in Brooksville. Mr. Owen recently visited the office to review the files and assess the possibility of moving these records to the WRWSA office in Lecanto. There are five boxes of records dating from the creation of the WRWSA in 1977. Mr. Owen requested that the WRWSA authorize the purchase of a fireproof and water-resistant filing cabinet, at a cost of up to \$2,000, for the safe storage of these permanent records.

It was the consensus of the Board that Mr. Owen plan to move the records to the Lecanto office, to check with Citrus County and SWFWMD for the possibility of finding an appropriate filing cabinet that is not in use, and to research the cost to out-source these records in digital form for cloud storage. The Board requested that additional information on these items be provided at the January meeting.

- ***Develop Criteria for Receiving Notices of Water Use Permits.*** This is an item that Mr. Owen wants assistance from the General Professional Engineering/Technical Services consultant.
- ***Adena Springs Water Use Permit.*** It has received another time extension to December 14, 2012 with SJRWMD.
- ***December 2012 bills.*** Mr. Owen reminded the Board that staff would pay bills in December and bring the paid bills to the Board for ratification in January, per established practice.
- ***Officer Elections.*** Mr. Owen reminded the Board that officer elections for the WRWSA normally occur in January. He will be contacting Board members prior to the January meeting to determine interest in serving as an officer of the Board. Mr. Damato offered to serve as Chair for another year if no one else is interested.

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

Ms. Salz provided a tracking report of on-going legislative activities. She met with Rep. Jimmie Smith who is interested in learning more about the WRWSA and water issues. Appointments to committees in both the House and the Senate have been made. This information will be provided to the Board in written form. Interim committee weeks begin the week of December 3rd and are scheduled a number of times prior to the beginning of the legislative session on March 5, 2013.

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

Mr. Haag presented the Final Compliance Economic Review of Rules and Required Report, as required by Section 120.745(5), F.S. This is a compilation of the previous submittals to the State. The WRWSA has no regulations and assesses no taxes, and its economic impact is limited to its members. If the Authority decides to repeal its Rules and reconstitutes how it is organized, making changes to the Authority's organizational structure would be less costly than amending Rules. This action may be addressed in the first part of 2013.

Mr. Haag requested a motion from the Board to approve the final report of the Compliance Economic Review of the Rules and authorize the Chairperson to sign the Report and letter of transmittal on behalf of the Authority.

Following consideration, a motion was made by Mr. Adkins to approve the final report of the Compliance Economic Review of the Rules as required by Section 120.745(5), F.S. and to

authorize the Chairperson to sign the Report and letter of transmittal on behalf of the Authority. The motion was seconded by Ms. McNiff and carried unanimously.

12. Other Business

There was no other business of the WRWSA Board.

13. Public Comment

Mr. Grubman, TOO FAR, requested that the WRWSA Board members state their positions in regard to the MFLs as adopted by the SWFWMD Governing Board for the Homosassa and Chassahowitzha Rivers, preferably at the January meeting.

Alys Brockway, Hernando County Water Conservation Coordinator, announced a workshop scheduled for May 10, 2013. This workshop is for government leaders and is entitled "Water Quality: What Does it Mean to You?" It is organized by the Hernando County Water Conservation Coordinator and the Groundwater Guardian Committee. The WRWSA, the SWFWMD, and Hernando County sponsor this bi-annual workshop.

14. Next Meeting Time and Location

Next meeting is scheduled for January 16, 2013, 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 5:42 p.m.



Dennis Damato, Chairman


Richard S. Owen, Executive Director