

APPROVED

WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY BOARD OF DIRECTORS

Minutes of the Meeting November 16, 2022

TIME: 3:33 p.m.
PLACE: Lecanto Government Building
ADDRESS: 3600 W. Sovereign Path, Room 280, Lecanto, Florida 34461

The numbers preceding the items listed below correspond with the published agenda.

1. Call to Order

Chair Bryant called the Withlacoochee Regional Water Supply Authority (WRWSA) Board of Directors meeting to order at 3:33 p.m. and requested a roll call.

2. Roll Call

Ms. Suzannah Folsom, WRWSA Executive Director, called the roll and a quorum was declared present since three of the four counties were represented.

BOARD MEMBER PRESENT

Kathy Bryant, *Chair*, Marion County Commissioner
Gene Davis, Inverness City Councilor
Holly Davis, Citrus County Commissioner
Craig Estep, Sumter County Commissioner
Dale Swain, Bushnell City Councilor
Don Wiley, Sumter County Commissioner

BOARD MEMBER(S) ABSENT

Jeff Kinnard, *Vice Chair*, Citrus Co Commissioner
Beth Narverud, *Treasurer*, Hernando County Commissioner
Craig Curry, Marion County Commissioner
David Bailey, Brooksville City Councilor
Ray Dwyer, Belleview City Commissioner
Michelle Stone, Marion County Commissioner

BOARD ALTERNATE(S) PRESENT – None

3. Introductions and Announcements

- Ms. Folsom noted Viraj deSilva is in attendance for the PFAS presentation.
- Ms. Folsom thanked Jody Kirkman, Debra Burden and Alys Brockway for serving on 2024 RWSP Update Consultant Review panel.

WRWSA STAFF PRESENT

Suzannah J. Folsom, PE, PMP, Executive Dir
LuAnne Stout, Administrative Asst.

WRWSA STAFF ABSENT

Robert W. Batsel, Jr., General Counsel

OTHERS PRESENT

Dave Bracciano, Hazen and Sawyer
Viraj deSilva, Freese and Nichols
Jody Kirkman, Marion Co Environmental Svcs Mgr
Gordon Onderdonk, Hernando County Utilities Dir
Joseph Quinn, SWFWMD Water Supply Project Mgr
Craig Wells, Freese and Nichols

4. Pledge of Allegiance – Chair Bryant led those present in reciting the Pledge of Allegiance.

5. Public Comment – There being no members of the audience requesting to address the Board, Chair Bryant closed public comment.

6. Consent Agenda

- a. Approval of Minutes** – The September 21, 2022, draft minutes were provided in the Board's meeting materials and recommended for approval as presented.

Mr. Estep moved, seconded by Mr. Davis, to approve the Consent Agenda Items 6.a, as presented. Motion carried unanimously.

7. Financial Accounts, Bills to be Paid and Payment Process

Ms. Suzannah Folsom, WRWSA Executive Director, presented this item. The WRWSA funds are maintained in four accounts: (1) SBA1 – Operating Account Funds, (2) SBA2 – Project Funds, (3) Truist Checking Account, and (4) Renewal and Replacement Fund (funded and managed by Citrus County to have a balance of between \$2 and \$3 Million and is used to maintain the Charles A Black Wellfield and Treatment Plants).

The Authority maintains two State Board of Administration (SBA) Accounts with Florida Prime to maximize the return on our investments. These accounts are available for State Governments. The SBA 1 account is used for WRWSA operating funds for administrative expenses and is funded by a per capita assessment of the four counties, and interest from SBA 1 and SBA 2 accounts. The SBA 2 account is used for WRWSA project funds and is funded by Charles A. Black Wellfield supply sales to Citrus County and SWFWMD and cooperator reimbursements. In recent years, interest from these accounts has ranged from \$3,000 to \$42,000 per year depending on the Florida Prime rates; however, this revenue is not included in the annual budget as the interest rates are unpredictable.

The Authority's Truist Checking is used to pay our monthly bills and is funded via monthly transfers from SBA1 and SBA2. A minimum balance of \$15,000 is maintained, and monthly Bills to be Paid are reported at each board meeting. Checks are typically signed by the Executive Director and Board Chair.

The Authority uses Quickbooks accounting software, and every month staff reconciles the bank statements. Each quarter the books are posted and have quarterly and annual audits by Purvis Gray.

In August, staff missed a transfer from SBA2, and subsequently bounced a check to Marion County for their conservation grant funding reimbursement. Payment has been made to Marion County via cashier's check, including a 5% fee.

In order to make sure this does not occur again; staff plans to increase the minimum balance in the Truist checking account to \$30,000 and have signed up for an online banking login so that staff can check the real time bank balance weekly.

The bills paid for October and November reflect these events.

Ms. Davis moved, seconded by Mr. Davis, to ratify bills paid in October 2022 (\$28,386.00) and approve bills for payment in November 2022 (\$57,121.91), including an increase in the Truist Checking account to maintain a minimum balance of \$30,000. Motion carried unanimously.

8. 2024 Regional Water Supply Plan Update - Consultant Short List

Ms. Suzannah Folsom, Executive Director, presented this item. At its September 21, 2022, meeting, the Board approved issuance of a Request for Qualifications (RFQ) for purposes of soliciting consultant interest in undertaking the Authority's Regional Water Supply Plan Update project. Two consulting firms responded to the RFQ, including (listed alphabetically):

- CHA Consulting, Inc.
- Hazen and Sawyer

A committee comprised of staff representatives of Marion, Citrus and Hernando reviewed, scored and ranked these SOQs. A summary of the scoring and ranking is included as an exhibit to this item.

The firms are ranked in the following order:

- 1) Hazen and Sawyer
- 2) CHA Consulting, Inc.

Mr. Estep moved, seconded by Ms. Davis, for the Board to approve the selection committee ranking and authorize the Executive Director to enter into negotiations with the firms in ranked order for professional services agreement for the Regional Water Supply Plan Update project for an amount not to exceed \$350,000. This Contract will be brought back for Board Approval on January 18, 2023. Motion carried unanimously.

9. Charles A. Black Wellfield Fiscal Year 2022-22 Revenues

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. The end of Fiscal Year 2021-22 represented the sixth full year operating under the revised Water Supply Contract with Citrus County. The purpose of this agenda item is to report to the Board the status of water sales to Citrus County and corresponding revenues for the fiscal year. The FY 2022-23 budget included the minimum contract charge of \$224,000. The revenue received reflects a surplus revenue of \$49,428.15.

This item was for information only and no Board action was required.

10. Minimum Flows and Levels – Priority Lists and Schedules

Mrs. Suzannah Folsom, WRWSA Executive Director, presented this item. The purpose of this item is to provide a status report to the Board of the establishment of minimum flows and levels (MFLs) in the Authority's four-county area.

Chapter 373, Florida Statutes, requires each of the water management districts to have a Priority List and Schedule for the establishment of MFLs. This Priority List and Schedule identifies water bodies for which the District plans to establish minimum flows and levels and also identifies planned water reservations. Minimum flows and levels are limits set by the District Governing Board for surface waters and groundwater systems that are intended to prevent significant harm to the water resources or ecology of the area that may be caused by water withdrawals. Reservations set aside water from withdrawals for the protection of fish and wildlife or public health and safety.

The Districts are required to update this List and Schedule each year and provide the updated List to the Florida Department of Environmental Protection (DEP) by November 15th. Included as exhibits to this item are the MFLs that have been established to-date, and the proposed Priority Lists and Schedules for waterbodies within the WRWSA four-county area that are to be approved by the District Governing Boards for submittal to the DEP in November. A GIS map of the MFL locations and the current status of the MFL are provided by the DEP Office of Water Policy.

The Water Management Districts will use these MFLs to assess the health of the environment and will limit the issuance of future water supply permits based on monitoring these locations. All MFLs are currently being met except for the Silver Spring MFL, which is listed as "Prevention" which means that the SJRWMD has a Prevention Strategy in place to bring it back to "Meeting" the MFL. This strategy includes conservation, aquifer recharge with the Ocala wetland aquifer recharge park, relocating supply to the lower Floridan aquifer, and increasing use of reclaimed water for irrigation.

The most relevant upcoming MFLs to be set will be four locations along the Withlacoochee River to be set by 2024. The Withlacoochee River has been identified as a potential alternative water supply source for the region, but the potential quantities that could be available cannot be determined until the minimum flows are set. WRWSA will continue to monitor and report on efforts to set these MFLs.

This item was for information only and no Board action was required.

11. Legislative Report – PFAS Presentation

Ms. Suzy Folsom, Executive Director, presented this item. The 2023 Legislative Regular Session will begin March 7, 2023 and end May 5, 2023. Staff will gather information on relevant bills that are related to conservation and water supply from SWFWMD, 1000 Friends of Florida, and the Florida Engineering Society's Conservation and Environmental Quality Committee, and the House and Senate websites.

Ms. Folsom noted that one bill that staff tracked during the 2022 legislative session was SB 7012/HB 1475 on PFAS, which was sponsored by Senator Albritton and Representative McClure. This Bill included:

- Creating the task force within the Department of Environmental Protection.
- Providing the membership, organization, and duties of the task force.
- Requiring the department to provide staffing to assist the task force in the performance of its duties.
- Requiring the task force to convene by a specified date.
- Requiring the task force to submit an annual report to the Governor and the Legislature by a specified date.

Mrs. Suzy Folsom, Executive Director, introduced Mr. Viraj deSilva, representing Freese and Nichols, who provided an overview on PFAS as an emerging contaminant and presented the potential concerns within the WRWSA service area for public water supply.

This item was for information only and no action was required.

12. **Attorney's Report**

Mr. Batsel was unable to attend today's meeting and a report was not provided.

13. **Executive Director's Report** – Ms. Folsom presented the following items.

- a. **Charles A. Black Water Use Permit Renewal** – The Wellfield WUP number 7121.006 continues under review and an extension of time has been requested.
- b. **Water Use Permit Demand Summary** - A summary was in the Board's meeting materials.
- b. **Water Management Information System Water Use Permit Notifications** – A list of notifications was included in the Board's meeting materials.
- c. **Correspondence** – Several items were included in meeting materials.
- d. **News Articles** – Several articles included in meeting materials included the Florida Springs Council's plan shows springs restoration, though difficult, is achievable; Wildwood leaders hold special meeting to discuss yellow, brown water issues facing residents; Wildwood residents to see 40 percent discount in bill over discolored water; and Wildwood approves \$2.3 million contract for new sewage treatment plant to cope with growth.
- e. **Save the Date – Springs Workshop** – April 14, 2023 at the Sandhill Scout Reservation
- f. **Citrus County Wins Region IV Best Tasting Drinking Water Contest** – Ms. Folsom said special congratulations go to Citrus County for winning the Region IV Florida Section American Water Works Association Best Tasting Drinking Water Contest on October 28. Citrus County beat out 18 other utilities from the region. The submitted water was from the Charles A. Black Wellfield, which is owned by WRWSA and operated by the County. Citrus County will compete against other utilities from around the State at the end of November at the State AWWA conference in Orlando. Citrus County and WRWSA will also help to host the Region IV Taste Test next year in October 2023.

14. **Other Business** – None

15. **Next Meeting Time and Location**

- Next Regular Board Meeting – January 18, 2023, at 3:30 p.m. at the Lecanto Government Building, Room 166.
- Ms. Folsom noted that this is Mr. Davis' last meeting as the seat reverts to Crystal River for 2023.

16. **Adjournment** – Chair Bryant adjourned the meeting at 4:54 p.m.

Kathy Bryant, Chair

Suzannah J. Folsom, Executive Director