

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES  
February 20, 2013**

**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 4:30 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**

Scott Adams, Citrus County Commissioner  
Jim Adkins, Hernando County Commissioner  
Rebecca Bays, Citrus County Commissioner  
Al Butler, Sumter County Commissioner  
Dennis Damato, Chairman, Citrus County Commissioner  
Joseph Johnston, Brooksville City Councilor  
Nick Nicholson, Hernando County Commissioner  
Stan McClain, Marion County Commissioner  
Dale Swain, Bushnell City Councilor

**MEMBERS ABSENT**

Ken Brown, Crystal River City Councilor  
Kathy Bryant, Marion County Commissioner  
Wayne Dukes, Hernando County Commissioner  
Gary Ernst, Belleview City Councilor  
Don Hahnfeldt, Sumter County Commissioner  
David Russell, Hernando County Commissioner  
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  
Nancy Smith, WRWSA Administrative Assistant

**OTHERS PRESENT**

Gregg Jones, Cardno Entrix  
Pat Hawk, Waterwell Justice  
Judy Etzler, Waterwell Justice  
Jack Overdorff, ECO-Land Design  
Sheila Feldman, Waterwell Justice

Jim Carroll, Citizen  
Tina Malmberg, Citrus County Water Resources  
Debra Burden, Citrus County Water Resources  
John Ferguson, SWFWMD  
Chris Zajac, SWFWMD  
Al Grubman, TOO FAR  
Jan Grubman, TOO FAR  
Pam Adams  
Kim Dinkins, Marion County Water Resources  
Alys Brockway, Hernando County Water Conservation  
Mark White, Purvis Gray & Company

**4. Approval of Minutes of January 16, 2013 Meeting**

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

Following consideration, **a motion was made by Mr. Johnston to approve the minutes for the January 16, 2013 meeting. The motion was seconded by Mr. Swain and carried unanimously.**

**5. FY 2011/12 Audit Report . . . Mark White, Purvis Gray and Company**

Mr. Owen introduced Mark White, Purvis Gray and Company, who presented the FY 2011/12 audit report. The audit is prepared to express an opinion on the WRWSA financial statements and in accordance with general accounting procedures. The WRWSA is debt-free and has a high degree of solvency. The audit also evaluates the internal financial controls of the WRWSA. In 2012, the WRWSA contracted with both a new executive director and an administrative assistant. These two separate positions will allow the internal financial and accounting duties to be segregated over time and formalized as part of the WRWSA's accounting procedures and policies.

The WRWSA's response to the Audit is contained in the management Response letter and is part of the audit report. This response outlines steps to ensure segregation of duties for financial reporting.

Following consideration, **a motion was made by Mr. McClain to approve the FY 2011/12 audit as presented. The motion was seconded by Mr. Butler and carried unanimously.**

**6. Regional Water Supply Plan Update – SWFWMD Cooperative Funding Agreement . . . Richard Owen, Executive Director**

Mr. Owen presented the Cooperative Funding Agreement with the Southwest Florida Water Management District (District) for updating the WRWSA's Regional Water Supply Plan. At the last meeting, a consultant was selected to assist with the update, contingent on the final agreement with the District. Action on the Agreement was postponed since it was not available prior to the meeting. Since that time, some issues with new contract language were resolved and are included in this Agreement. The overall timeline has been adjusted to accommodate this delay. This cooperative funding project has a total budget, not-to-exceed \$250,000, of which \$125,000 is to be reimbursed by the District.

Following consideration, **a motion was made by Mr. Adkins to authorize the Executive Director to enter into the Cooperative Funding Agreement with the Southwest Florida Water Management District for the purpose of updating the WRWSA's Regional Water Supply Plan, for a total amount of \$250,000, funded by the WRWSA and District equally in**

**an amount of \$125,000. The motion was seconded by Mr. Johnston and carried unanimously.**

**7. Phase II Irrigation Audit Program – SWFWMD Cooperative Funding Agreement . . . Nancy Smith, Project Manager**

Ms. Smith presented the agreement between the District and the WRWSA for Phase II of the Irrigation Evaluation Program. The amount of the contract is a maximum of \$192,200, with 50 percent reimbursable by the District. The WRWSA is responsible for the other 50 percent, which is shared with the four utilities in Citrus, Hernando, and Marion counties and the Villages. The staff, conservation coordinators, and Board discussed the results of the on-going irrigation evaluation program.

Following consideration, **a motion was made by Mr. McClain to authorize the Executive Director to enter into the Cooperative Funding Agreement with the Southwest Florida Water Management District to conduct Phase II of the Regional Irrigation Evaluation Program, for a total amount of \$192,200. The motion was seconded by Mr. Adkins and carried unanimously.**

**8. Board Member Meeting Preferences – Survey Results . . . Richard Owen, Executive Director**

Mr. Owen reviewed the results of a survey to obtain preferences for meeting time, date, location, and frequency. The results of the survey are summarized in the Board's package. Staff is seeking Board direction as to the schedule for and location of future Board meetings. Per Chapter 189, *Florida Statutes*, the annual meeting schedule will be advertised in the *Florida Administrative Register* and a local newspaper in each member county.

Following consideration, **a motion was made by Ms. Bays to keep the meeting dates as presented in the schedule, held at the Lecanto location and starting at 4:30 p.m, with the ability to cancel meetings at the discretion of the Executive Director. The motion was seconded by Mr. Adkins and carried unanimously.**

Mr. Owen requested that the calendar, as presented in the handout, be approved so that the March through December 2013 meetings can be advertised as required.

Following consideration, **a motion was made by Mr. Adkins to approve the 2013 WRWSA Board meeting calendar as presented. The motion was seconded by Mr. McClain and carried unanimously.**

**9. Authority Agency Statement of Organization and Operations . . . Richard Owen, Executive Director**

Mr. Owen explained that in October 2012, the Board directed staff to investigate rescinding its rules and adopting an "Agency Statement of Organization and Operations." The requirement that the WRWSA operate under adopted administrative rules was removed in 1996 when Section 120.53, *Florida Statutes* was revised. Instead, agencies may adopt a written statement of organization. Mr. Owen provided the Board with a summary of the topics that could be included in an Agency Statement. Staff recommends that the Board authorize staff to initiate action to repeal Chapter 49C-1, *F.A.C.* While the repeal action is underway, staff will draft the Agency Statement for approval by the Board.

Following consideration, **a motion was made by Mr. Nicholson to initiate action to repeal the WRWSA's existing rules. The motion was seconded by Mr. Butler and carried unanimously.**

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

**a. Bills to be Paid**

The February 2013 bills were provided to the Board as a handout. Mr. Owen requested the Board approve payment of the February 2013 bills totaling \$20,102.77.

Following consideration, **a motion was made by Mr. Adkins to approve payment of the February 2013 bills of \$20,102.77. The motion was seconded by Mr. Nicholson and carried unanimously.**

**b. Correspondence**

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

**c. News Articles**

News articles were presented in the Board's package and additional articles in a handout. This item was presented for the Board's information; no action was required.

**d. Other**

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

- ***SWFWMD Cooperative Funding Review.*** Mr. Owen stated that the SWFWMD Governing Board sub-committee met on February 5, 2013 to review the CFI applications from the Northern District, including the WRWSA's application for Phase III of the Irrigation Audit Program. A second meeting is scheduled for April 9, 2013 when we will report on the benefits of the irrigation program.
- ***WRWSA Status Report to the SWFWMD Governing Board.*** Mr. Owen has been asked to provide a status report to the District Governing Board on the activities of the WRWSA. This is a customary presentation to the District and is usually provided on an annual basis. Mr. Owen stated that it would be beneficial to have members of the WRWSA Board attend this meeting with him. He asked for support and attendance from any Board member who is available to attend this meeting on Tuesday, March 26, 2013. More specific information will be available about one week prior to the meeting. Mr. Johnston and Mr. McClain agreed to attend; Mr. Adkins will attend if the presentation occurs after the Hernando County Commission meeting adjourns that day.
- ***Consumptive Use Permits – Consistency Efforts.*** The water management districts and the Department of Environmental Protection held a workshop on February 19, 2013 to focus on the conservation requirements in the consumptive use permitting process. The goal is to standardize conservation requirements among the five water management district permitting rules. Mr. Owen participated in this session to represent the WRWSA, its member governments and utilities. Two options for water conservation requirements are proposed. These include standard water conservation requirements or a goal-based water conservation plan (optional for permittees). The goal-based approach allows for a demonstration of water saved, attributable to conservation efforts with measurable results and based on past performance, and would allow the permittee to qualify for permit extensions. A second area of interest is the incentive to reduce potable water use through reclaimed water. Currently, this effort is for reclaimed uses that demonstrate reductions in potable water uses. However, a number of the reclaimed water projects in this district are for non-potable customers, such as golf courses or the power plant, but provide significant savings of

groundwater. Mr. Owen will continue to advocate for allowing off-sets for non-utility customers.

**11. Legislative Update ... Diane Salz, Governmental Affairs Consultant**

Mr. Owen presented the legislative update for Ms. Salz who was at work in Tallahassee. Two legislative updates were included in the Board's package with information on legislation that will have either a direct or indirect effect on the WRWSA or the member governments. There is also a list of Legislative/Regulatory issues that concern the WRWSA and may be considered during this legislative session. The Staff recommends that the Board adopt the 2013 legislative priorities.

Following consideration, **a motion was made by Mr. Adkins to approve the list of 2013 legislative priorities. The motion was seconded by Mr. McClain and carried unanimously.**

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

Mr. Haag stated that he had been requested to report to the Board regarding insurance coverage. The Charles A. Black wellfield is insured through Citrus County. The other type of insurance is liability insurance for the Board's officers and directors. Although the Board has not been insured in the past, Mr. Haag recommended that he seek proposals for liability insurance for the Board's officers and directors for the Board's review.

Following consideration, **a motion was made by Ms. Bays to authorize Mr. Haag to solicit proposals for insurance for the Board's Officers and Directors. The motion was seconded by Mr. Adams and carried unanimously.**

**13. Other Business**

There was no other business of the WRWSA Board.

**14. Public Comment**

Mr. Al Grubman, TOO FAR member and director, spoke to the Board regarding inter-regional pipelines identified in the mid-term Alternative Water Supply Projects, intended to move water from one place to another. This pipeline was identified for removal from the *Phase II, Detailed Water Supply Feasibility Analysis*, but it has not been removed. He requested that this omission be corrected.

**15. Next Meeting Time and Location**

Next meeting is scheduled for March 20, 2013, 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

**16. Adjournment**

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 6:33 p.m.

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Dennis Damato, Chairman

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Richard S. Owen, Executive Director