

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

Vice-Chairman Al Butler called the Withlacoochee Regional Water Supply Authority (WRWSA) meeting to order at 3:30 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

Al Butler, *Vice-Chairman*, Sumter County Commissioner
Rebecca Bays, Citrus County Commissioner
Dennis Damato, Citrus County Commissioner
Gary Ernst, Belleview City Councilor
Don Hahnfeldt, Sumter County Commissioner
Joseph Johnston, Brooksville City Councilor
Stan McClain, *Treasurer*, Marion County Commissioner
Dale Swain, Bushnell City Councilor

ALTERNATES PRESENT

Alys Brockway, Hernando County
David Burnell, City of Crystal River
Angel Roussel, Hernando County

MEMBERS ABSENT

Jim Adkins, *Chairman*, Hernando 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

Mr. Owen announced that a quorum was present. Members of the audience introduced themselves.

STAFF PRESENT

Richard Owen, WRWSA Executive Director
Larry Haag, WRWSA Attorney
Nancy Smith, WRWSA Administrative Assistant

OTHERS PRESENT

Dennis Baxley, Florida House of Representatives

Debra Burden, Citrus County Water Resources
Ken Cheek, Citrus County Water Resources Director
Debbie Dennis, Rep. Baxley's Office
Kim Dinkins, Marion County
Jon Dowler, City of Brooksville
Jay Hoecker, SWFWMD
Gregg Jones, Cardno ENTRIX
Kraig McLane, SJRWMD
Richard Radacky, DPW City of Brooksville
Justin Ryan, Marion County
Chris Zajac, SWFWMD

4. Approval of Minutes of May 21, 2014 Meeting

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

Following consideration, **a motion was made by Mr. McClain to approve the minutes for the May 21, 2014 meeting. The motion was seconded by Mr. Damato and carried unanimously.**

5. Public Comment

There was no public comment.

6. RWSP . . . Gregg Jones, Cardno ENTRIX

a. Board Acceptance of the Final Report and approval for Submittal to the SWFWMD
Mr. Owen stated that the Regional Water Supply Plan Update (Plan) was released in draft form for public input on June 25, 2014 and comments were accepted through July 9. The copy provided to the Board is the public review draft.

Gregg Jones presented the final review draft to the Board, including substantive changes made to the public review draft as a result of comments received. The Plan is scheduled to be completed and submitted to the SWFWMD by July 25, 2014. Mr. Jones responded to a number of questions and comments by the Board.

Following consideration, **a motion was made by Mr. Damato to accept the Regional Water Supply Plan Update for submittal to the Southwest Florida Water Management District. The motion was seconded by Mr. McClain and carried unanimously.**

b. Additional Item for Contract Extension

Mr. Owen requested that the Board approve a time extension for the Plan contract between the WRWSA and SWFWMD to accommodate adequate review and processing time. The final review and invoicing to the SWFWMD will require additional time beyond the current contract completion date of August 15, 2014. The contract completion date is proposed to be extended to February 15, 2015.

Following consideration, **a motion was made by Mr. Damato to approve the request to extend the contract completion date from August 15, 2014 to February 15, 2015. The motion was seconded by Mr. Johnston and carried unanimously.**

7. Local Government Grant Applications . . . Richard S. Owen, WRWSA

Mr. Owen advised the Board that the WRWSA received three grant applications, one each from Citrus, Hernando and Marion counties. Each application is for a water conservation program and consistent with the Board's approved guidelines. The applications are summarized in Exhibit A of this item and copies of the applications are included in the Board packet. Representatives from each county are available for any questions pertaining to the applications. Staff recommends that

the Board approve the grants in the amounts shown in Exhibit A for fiscal year 2014-15. The specific agreements will be presented at the next Board meeting.

Following consideration, **a motion was made by Mr. Damato to approve the three water conservation grants as presented by Citrus, Hernando, and Marion counties. The motion was seconded by Mr. McClain and carried unanimously.**

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

a. Bills to be Paid

Mr. Owen presented the June 2014 bills and requested ratification of payment of the bills totaling \$21,336.56.

Following consideration, **a motion was made by Mr. McClain to ratify payment of the June 2014 bills of \$21,336.56. The motion was seconded by Mr. Damato and carried unanimously.**

Mr. Owen presented the July 2014 bills and requested approval of payment of the bills totaling \$18,696.99.

Following consideration, **a motion was made by Mr. McClain to ratify payment of the July 2014 bills of \$18,696.99. The motion was seconded by Mr. Johnston and carried unanimously.**

b. Fiscal Year 2013-14 2nd Quarter Financial Report

Mr. Owen presented the 2nd Quarter Financial Report. He reported that the WRWSA position is very positive, with a net of slightly more than \$2.9 million. He explained that the Budget to Actual shows a variance that can be somewhat misleading, in that revenues and expenditures for cooperatively funded projects, such as the Irrigation Audit and the RWSP update, are not uniform throughout the year as presented in the Budget. Staff recommended approval of the 2nd quarter financial report.

Following consideration, **a motion was made by Mr. McClain to approve the 2nd quarter financial report as contained in the Board packet. The motion was seconded by Mr. Damato and carried unanimously.**

c. Fiscal Year 2014-15 Board Meeting Calendar

Mr. Owen presented the proposed meeting calendar for the 2014-15 fiscal year. Each meeting is the third Wednesday of the month and held at the current location in Lecanto. If adopted, the schedule will be advertised as a whole in the local newspaper within each county as well as the Florida Administrative Register.

Following consideration, **a motion was made by Ms. Bays to approve the 2014-15 Board meeting calendar as presented. The motion was seconded by Mr. Hahnfeldt and carried unanimously.**

d. Correspondence

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

e. News Articles

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

f. Other

- *Citrus County current year grant agreement.* The Board was provided with a letter from Citrus County in the handout for this item. Citrus County and the WRWSA entered into an Agreement for the County's 2013-14 water conservation program. The total project cost is \$95,500, with the Authority funding up to half, or \$47,750. Within the Agreement is a project identified as the "Irrigation System Checkup Rebate," funded at a total of \$15,000, with the WRWSA contributing \$7,500. The County is requesting to reallocate these funds to an indoor plumbing fixture retrofit rebate program. Mr. Owen stated that the revised scope is in keeping with the intent of the Authority's program to implement water conservation and recommended Board approval of this change in the grant project.

Following consideration, **a motion was made by Mr. Damato to approve the reallocation of funds from the "Irrigation System Checkup Rebate" to an indoor plumbing fixture retrofit rebate program. The motion was seconded by Mr. McClain and carried unanimously.**

- *SWFWMD Springs Coast Management Committee.* Mr. Owen informed the Board that the first Springs Coast Technical and Management Sub-committee met on June 25, 2014. The first Steering Committee meeting is scheduled for July 30, 2014 at 2:00 pm at SWFWMD Headquarters in Brooksville. Some members of the Board are appointed to that committee, which has been established to provide oversight and input into the development of the Springs Management Plan, 2013-17.

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

Mr. Owen summarized the legislative report, as Mrs. Salz could not be present at today's meeting. There are two items in the Board packet, one of which is a Summary of pertinent bills signed into law at the conclusion of the 2014 legislative session. The second item is a one-page summary of SB1632, addressing new requirements for Special Districts that will impact the WRWSA.

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

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

a. Citrus County Communications Tower

Mr. Haag presented information to the Board regarding a communications tower that was erected many years ago on the Charles A. Black wellfield site. The tower was owned by the Mosquito Control District, which would like to turn the tower over to Citrus County.

Following consideration, **a motion was made by Mr. Swain to approve the Memorandum Of Understanding for the Citrus County Communications Tower. The motion was seconded by Mr. Damato and carried unanimously.**

b. Nancy H. Smith, Inc., Administrative Assistant and Project Management Services Contract

Mr. Haag presented a contract for administrative assistance to be provided by Nancy H. Smith, Inc. The contract maintains regular compensation as in the current contract, and provides for administrative fees to be paid to Nancy H. Smith, Inc. for grant administration, where such funds are included for administrative purposes.

Following consideration, **a motion was made by Mr. Swain to approve the contract with Nancy H. Smith, Inc. for administrative assistance and project management services. The motion was seconded by Mr. Johnston and carried unanimously.**

c. Other.

Mr. Haag reported to the Board that the Repeal of Rules is complete.

11. Other Business

There was no other business.

12. Next Meeting Time and Location

Mr. Owen reminded the Board that it has been the practice to cancel the August Board meeting. As there is no urgent business for the month of August, Mr. Owen recommended that the August meeting be cancelled.

Following consideration, **a motion was made by Mr. Swain to cancel the August 20, 2014 Board meeting. The motion was seconded by Mr. Johnston and carried unanimously.**

The next meeting is scheduled for September 17, 2014, 3:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

13. Adjournment

Mr. Butler announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 4:25 p.m.

James E. Adkins, Chairman

Richard S. Owen, Executive Director