

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
September 18, 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 4:37 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

Jim Adkins, Hernando County Commissioner
Ken Brown, Crystal River City Councilor
Al Butler, Sumter County Commissioner
Dennis Damato, Chairman, Citrus County Commissioner
Gary Ernst, Belleview City Councilor
Don Hahnfeldt, Sumter County Commissioner
Nick Nicholson, Hernando County Commissioner

MEMBERS ABSENT

Scott Adams, Citrus County Commissioner
Rebecca Bays, Citrus County Commissioner
Kathy Bryant, Marion County Commissioner
Wayne Dukes, Hernando County Commissioner
Joseph Johnston, Brooksville City Councilor
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 Liaison
Nancy Smith, WRWSA Administrative Assistant

OTHERS PRESENT

Debra Burden, Citrus County Water Resources
Kim Dinkins, Marion County Water Resources
John Ferguson, SWFWMD
Gregg Jones, Cardno Entrix

Richard Radacky, City of Brooksville, DPW
Bruce Phillips, Wildwood
Chris Zajac, SWFWMD
Alys Brockway, Hernando County Utilities
Jan Grubman, TOO FAR
Al Grubman, TOO FAR

4. Approval of Minutes of July 17, 2013, 2013 Meeting

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

Following consideration, a motion was made by Mr. Butler to approve the minutes for the July 17, 2013 meeting. Mr. Ernst seconded the motion, which carried unanimously.

<Jim Adkins arrived.>

5. Conservation Program Performance . . . Debra Burden, Citrus County and Kim Dinkins, Marion County

The agenda listed Alys Brockway and Jamie Padgett as presenters under this item; however, each requested a delay until October. Mr. Owen introduced Debra Burden, Citrus County and Kim Dinkins, Marion County, who presented status reports on their water conservation programs that are partially funded by the WRWSA local government water supply funding assistance grants.

<Nick Nicholson arrived.>

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

6. Regional Water Supply Plan Update . . . Gregg Jones, Cardno ENTRIX

Mr. Jones reported on progress made in drafting the Regional Water Supply Plan Update. The Cardno ENTRIX team continues to work on determining the availability of groundwater through 2035. This includes data to be provided from the Northern District Groundwater model, the impact of established and proposed MFLs, and the location and production quantities for wellfields. The Update also includes surface water supply sources, conservation of water and reclaimed water strategies. Mr. Jones said that the University of Florida will provide the technical assistance needed to complete the EZ Guide model to determine the most applicable conservation strategies for this region. Water supply project options and project configurations are being re-evaluated for continued inclusion in the Update.

Mr. Owen stated that the report may be delayed one or two months in order to use the most current information that will be provided from the Northern District Groundwater model.

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

7. Cooperative Funding Application FY 14/15 . . . Richard Owen, Executive Director

Mr. Owen presented a proposed Cooperative Funding Application for fiscal year 2014/15. The proposed application is Phase 3 of the Residential Outdoor Conservation Project. He summarized the Pilot program and Phase 2, both funded under the CFI program. The Pilot program results are nearing completion and show results that exceed expectations. Phase 2 began in April this year and will continue through early 2015. A third phase was proposed for FY 2013/14 but was not funded by SWFWMD. Since that time, Mr. Owen has met with SWFWMD staff, sub-committee members, and water conservation coordinators to prepare this application for a third phase of the program. The application for Phase 3 is a similar program that has been streamlined for completion of irrigation system evaluations within one year of program initiation. The total

program cost is \$79,500 that will be shared equally by SWFWMD and the WRWSA. The four coordinating utilities share one-half of the WRWSA's costs. Mr. Owen recommended that the Board approve the FY 2014-15 CFI application for a total cost of \$79,500. This includes a commitment to fund the Authority's portion of this project, \$39,750.00, in its FY 2014-15 budget if approved for funding by the SWFWMD.

Following consideration, a motion was made by Mr. Adkins to approve the FY 2014-15 Cooperative Funding Initiative application for the Irrigation Audit Program for a total amount of \$79,500.00. This includes a commitment to fund the Authority's portion of this project (\$39,750.00) in its FY 2014-15 budget if approved for funding by the SWFWMD. The motion was seconded by Mr. Butler and carried unanimously.

Mr. Owen then requested consideration by the Board of a letter to Carlos Beruff, Chairman of the SWFWMD Governing Board, regarding the CFI process. This letter is drafted to provide information to the Governing Board on the CFI ranking process and to represent concerns of the WRWSA and the Northern District Region. Mr. Owen reviewed the letter contained in the Board's packet and asked for any input from the Board. No changes were suggested and Mr. Owen recommended that the Board authorize the letter and signature by the WRWSA Chairman.

Following consideration, a motion was made by Mr. Butler to authorize execution of the letter from the WRWSA to the SWFWMD Governing Board Chairman. The motion was seconded by Mr. Adkins and carried unanimously.

8. Correspondence to SWFWMD . . . Richard Owen, Executive Director

Mr. Owen stated that he and Diane Salz have discussed several issues with the SWFWMD staff and with Governing Board members. He presented a draft letter that contains three major issues that are of interest to the Authority, its member governments and other stakeholders within this region. He requested Board concurrence that this letter, with Mr. Owen's signature, be sent to Robert Beltran, recently appointed Executive Director to SWFWMD.

There was consensus from the Board that Mr. Owen should sign the letter as drafted to Robert Beltran, Executive Director of the SWFWMD.

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

a. Bills to be Paid – August 2013

The August 2013 bills were provided in the Board's Packet. Mr. Owen requested the Board approve payment of the August 2013 bills totaling \$32,781.02.

Following consideration, a motion was made by Mr. Adkins to approve payment of the August 2013 bills of \$32,781.02. The motion was seconded by Mr. Butler and carried unanimously.

b. 3rd Quarter Financial Report

Mr. Owen presented the 3rd Quarter Financial Report, which includes a balance sheet, a statement of revenue and expenses, and a budget to actual report. Staff recommends approval of the 3rd Quarter Financial Report.

Following consideration, a motion was made by Mr. Butler to approve the 3rd Quarter Financial Report. The motion was seconded by Mr. Ernst and carried unanimously.

a. Bills to be Paid – September 2013

Because the Board did not meet in August, there are two sets of bills to review and approve. The September 2013 bills are provided in the handout. The September bills total \$53,879.33. Mr. Owen requested approval of the September 2013 bills to be paid.

Following consideration, **a motion was made by Mr. Adkins to approve payment of the September 2013 bills of \$53,879.33. The motion was seconded by Mr. Brown and carried unanimously.**

c. Purvis Gray Letter of Engagement

Mr. Owen presented the Letter of Engagement from Purvis Gray & Company to provide compilation services to the Authority in the amount of \$500.00 per quarter. An updated Letter of Engagement was provided in the handout. Mr. Owen advised the Board that an addition was made to page three of the letter, included in the handout, to provide terms for automatic renewal and for termination. He recommended approval of the Letter of Engagement with Purvis Gray & Company.

Following consideration, **a motion was made by Mr. Brown to approve the Letter of Engagement with Purvis Gray & Company to provide compilation services to the WRWSA. The motion was seconded by Mr. Ernst and carried unanimously.**

d. SunTrust Credit Card

Mr. Owen presented a Corporate Resolution and Certificate of Incumbency form from SunTrust to replace the form approved by the Board in July 2013. SunTrust sent the wrong form in July and apologized for the inconvenience. Mr. Owen requested approval for the WRWSA officers to sign the form.

Following consideration, **a motion was made by Mr. Butler to approve signature of the SunTrust Corporate Resolution and Certificate of Incumbency form. The motion was seconded by Mr. Adkins and carried unanimously.**

e. Correspondence

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

f. 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.

g. Other

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

- **July 30, 2013 SWFWMD Governing Board Meeting.** The SWFWMD Governing Board reviewed a revised draft of its Strategic Plan for 2014-2018. The strategic plan identifies two areas of priority in the Northern Planning Region. The first is to "improve springs systems" and the second is to "ensure long-term sustainable water supply." Under the second priority are three objectives for public water supply: 1) increased conservation; 2) maximize beneficial use of reclaimed water; and 3) Partner with the WRWSA to promote regional water supply planning and development. This partnership with the WRWSA is an accomplishment and reflects the quality of its relationship with the District.
- **August 27, 2013 SWFWMD Governing Board Meeting.** The District reviewed its 5-year update on the Southern Water Use Caution Area (SWUCA). A major conclusion

of the update shows that the District has achieved its goal of reducing the use of groundwater by 50 mgd. This reduction was designed to reduce the rate of saltwater intrusion. The current finding is that the rate of saltwater intrusion has not changed. Mr. Owen expects the District to revisit its strategy and see what else can be done to address saltwater intrusion, which means more money to fund projects to reduce saltwater intrusion. The WRWSA needs to ensure that the northern region is represented and ultimately receives its fair share of the District's tax dollars.

- **Consumptive Use Permit Workshops.** Two workshops were held in August with continuing refinements being made to the consumptive use permit process. Mr. Owen will continue to monitor this process and its implications for water conservation.
- **Conserve Florida.** Mr. Owen reported that he and the Cardno staff worked with SWFWMD and the Conserve Florida staff to provide a free training event for utility representatives in August. All of the county cooperators attended. Conserve Florida's commitment to assist the WRWSA in updating its Regional Water Supply Plan will likely be a model for other regional water supply plan updates.
- **Florida Department of Environmental Protection.** A public hearing was held regarding the petition filed with the Secretary of DEP contesting the MFLs set for the Chassahowitzka and Homosassa Rivers. The DEP staff draft recommendation is to find the MFLs consistent with 62-40, F.A.C. If the MFLs are revised to allow no further impact, it could result in cutting off any further groundwater supplies to the western portion of our region and would have serious water supply implications. There is no time frame for DEP to issue a final decision.
- **Levy County Commission.** Mr. Owen attended the Levy County Commission meeting on September 17 regarding possible renewal of membership in the WRWSA. The Commission had some questions and indicated that they need more information and time to deliberate on the matter. Mr. Owen invited the Commission to send one of their members to attend a WRWSA Board meeting.

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

Ms. Salz reported that a series of County legislative meetings are scheduled in October; she will provide a specific list with dates, times and places next week. The week of September 23rd kicks off interim committee weeks leading up to the 2014 session beginning in March. On Friday, September 20, the Water Summit takes place in Orlando to discuss key water issues within the state. One anticipated topic of interest is renewal of the water protection and sustainability program where a portion of documentary stamp money is sent to the water management districts for distribution to worthwhile projects within the districts.

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

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

a. Local Government Grant Agreements

Mr. Haag stated that he had prepared the contracts between the WRWSA and the three counties receiving water conservation funding assistance for fiscal year 2013-2014. He recommended that the Board review and approve each grant separately.

Following consideration, a motion was made by Mr. Butler to approve the Local Government Water Supply Funding Assistance Project Grant Agreement between the WRWSA and Citrus County. The WRWSA will reimburse Citrus County for a total of

\$40,250.00 out of total program costs of \$80,500.00. The motion was seconded by Mr. Adkins and carried unanimously.

Following consideration, a motion was made by Mr. Nicholson to approve the Local Government Water Supply Funding Assistance Project Grant Agreement between the WRWSA and Hernando County. The WRWSA will reimburse Hernando County for a total of \$48,400.00 out of total program costs of \$96,800.00. The motion was seconded by Mr. Adkins and carried unanimously.

Following consideration, a motion was made by Mr. Adkins to approve the Local Government Water Supply Funding Assistance Project Grant Agreement between the WRWSA and Marion County. The WRWSA will reimburse Marion County for a total of \$38,600.00 out of total program costs of \$77,200.00. The motion was seconded by Mr. Ernst and carried unanimously.

b. Public Participation Process

Mr. Haag read the title of Resolution No. 2013-2 into the record. This resolution provides for policies and procedures with respect to allowing the public a reasonable opportunity to be heard on matters and actions of the WRWSA Board. These policies and procedures meet the requirements of Sec. 286.0114, *Florida Statutes*. The public comment portion of the meeting will follow approval of the minutes at each meeting. If a non-agenda item is discussed and action considered, the Board will take public input prior to any action. These policies will be effective October 1, 2013.

Following consideration, a motion was made by Mr. Nicholson to approve resolution No. 2013-2 providing for public participation. The motion was seconded by Mr. Hahnfeldt and carried unanimously.

11.c. Liability Insurance

Mr. Haag stated that one bid was received to provide officers and liability insurance for members of the WRWSA Board and its officers, including the Executive Director. The bid was from VanAllen Insurance for \$1,634.78 for one year.

Following consideration, a motion was made by Mr. Brown to approve the expenditure of \$1,634.78 to purchase liability insurance for the WRWSA Board, its officers, and Executive Director. The motion was seconded by Mr. Nicholson and carried unanimously.

11.d. Rule Repeal and Interlocal Agreement Changes

Mr. Haag presented a draft of the Revised and Restated Interlocal Agreement under which the member governments formed the WRWSA in 1977. He has combined the agreement with changes made in the Rule since the mid-1980s to maintain certain key provisions once the Rule is repealed. He requested that Board members review the draft and provide comments to the WRWSA prior to the next Board meeting. Once the WRWSA Board agrees to the revised Interlocal Agreement, it will be circulated to each County for action and signature. Board discussion followed with Mr. Butler asking members to consider using a population formula based on 100,000 rather than 50,000; Mr. Haag will bring that revision to the October Board meeting.

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

12. Other Business

There was no other business.

13. Public Comment

Mr. Grubman commented that the WRWSA has always handled the public comment portion of its meetings well.

14. Next Meeting Time and Location

The next meeting is scheduled for October 16, 2013, 3:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461. Please note the new meeting time, with the next meeting beginning at 3:30 p.m.

15. Adjournment

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 6:20 p.m.

Dennis Damato, Chairman

Richard S. Owen, Executive Director