

**WITHLACOOCHEE REGIONAL WATER SUPPLY AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
September 19, 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 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 Commission
Dennis Damato, Chairman, Citrus County Commission
Gary Ernst, Belleview City Council
Richard Hoffman, Sumter County Commission
Joe Johnston, Brooksville City Council
Stan McClain, Marion County Commission
Maureen McNiff, Crystal River City Council
Dale Swain, Bushnell City Council
Winn Webb, Citrus County Commission

MEMBERS ABSENT

Rebecca Bays, Citrus County Commission
John Druzbeck, Vice Chairman, Hernando County Commission
Wayne Dukes, Hernando County Commission
Randy Mask, Sumter County Commission
John McLeod, Ocala City Council
Jay Musleh, Ocala City Council
David Russell, Hernando County Commission
Charlie Stone, Marion County Commission
Carl Zalak, Treasurer, Marion County Commission

3. **Introductions and Announcements**
Mr. Richard Owen introduced consulting staff present at the meeting.

Mr. Owen announced that there is a reception for Jack Sullivan, former executive director of the Withlacoochee Regional Water Supply Authority, in the lobby following the Board meeting. Everyone is invited to attend.

OTHERS PRESENT

Pete Hubbell, Water Resource Associates, Inc.
Larry Haag, WRWSA Attorney
Diane Salz, Governmental Affairs Consultant
Nancy Smith, Administrative Assistant
Jack Sullivan, WRWSA Consultant

Barbara Sullivan, Citizen
Brett Cunningham, Jones Edmunds
David Hornsby, SJRWMD
Alys Brockway, Hernando County Utilities
John Ferguson, SWFWMD
Jack Overdorff, Eco Land Design
Kim Dinkins, Marion County Water Resources Coordinator
Al Grubman, TOOFAR
Debra Burden, Citrus County Water Conservation
Len Sossamon, Hernando County Administrator
Chris Zajac, SWFWMD
Jimmy Brooks, Farm Bureau
Mark White, Purvis Gray & Company

4. Approval of Minutes of July 18, 2012 Meeting

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

Following consideration, a motion was made by Ms. McNiff to approve the minutes for the July 18, 2012 meeting. The motion was seconded by Mr. Adkins and carried unanimously.

5. Amendment to the Residential Irrigation Audit Pilot Program (N278) . . . Nancy Smith, Program Administrator

Ms. Smith presented a request to amend the Cooperative Funding Agreement with the Southwest Florida Water Management District (SWFWMD) for the irrigation system evaluation program. The request is to reduce the number of follow-up evaluations from 100 percent to up to 50 percent, to extend the ending date for the follow-up evaluations to December 1, 2013, to extend the deadline for completion of the on-site evaluations until December 1, 2012, to amend the deadline for the final report to January 31, 2014, and to reduce the overall budget.

Following consideration, a motion was made by Mr. McClain to request an amendment to the Cooperative Funding Agreement with SWFWMD for the residential irrigation audit program, as presented. The motion was seconded by Mr. Swain and carried unanimously.

6. SWFWMD 2013/14 Cooperative Funding Program – Approval of Applications . . . Richard Owen, WRWSA

Mr. Owen presented two proposed applications for the 2013-2014 Cooperative Funding Initiative funding cycle. The Cooperative Funding Initiative is a 50/50 matching fund program with submittals due by October 5, 2012.

The recommended applications are a Sub-regional Planning for Beneficial Reclaimed Water Project and an Irrigation Audit Project that is a continuation of the FY 2010-11 and FY 2012-13 projects. During a meeting with staff members of the Authority's member governments, concern was expressed that the Sub-Regional Planning for Beneficial Reclaimed Water may be duplicative of activities already undertaken by some of the members. Therefore, Mr. Owen recommended that both applications be submitted and that staff continue to work with member governments and the SWFWMD to address these concerns. If the member governments do not believe that there is value in proceeding, the Sub-Regional Planning application will be withdrawn.

Mr. Owen requested that the priority order given to the projects be revised. Since the Sub-Regional Planning project may be changed or withdrawn, he recommended that the Irrigation Audit project be ranked as the first priority and the Sub-Regional Planning project be ranked as the second priority.

Following consideration, a motion was made by Mr. Johnston to approve submittal of the two applications and to rank the Irrigation Audit project as the first priority and the Sub-Regional Planning for Beneficial Reclaimed Water project as the second priority. The motion was seconded by Ms. McNiff and carried unanimously.

7. Board Resolution Recognizing Jackson E. Sullivan's Service to the WRWSA as Executive Director

Chairman Damato read Resolution No. 2012-2 into the record, recognizing Jackson Sullivan's service to the WRWSA as executive director from 1983-2012. The resolution expressed appreciation for Mr. Sullivan's commitment and leadership to the Authority.

Following consideration, a motion was made by Mr. Adkins to approve Resolution No. 2012-2. The motion was seconded by Mr. Webb and carried unanimously.

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

a. Bills to be Paid

Bills paid for the month of August 2012 were provided in the Board's packet. A handout to the Board detailed the bills for September 2012. Mr. Owen requested that the Board ratify payment of the August bills in the amount of \$46,103.57 and approve the September bills in the amount of \$40,682.49.

Following consideration, a motion was made by Mr. Webb to approve payment of the August and September 2012 bills totaling \$46,103.57 and \$40,682.49, respectively. The motion was seconded by Mr. McClain and carried unanimously.

b. 3rd Quarter Financial Report

Mr. Owen presented the 3rd Quarter Financial Report as prepared by Purvis Gray and Company. It was noted that the City of Ocala has paid its assessment for the third and fourth quarters of the current fiscal year since the 3rd quarter ended on June 30, 2012.

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

c. Adena Springs Ranch CUP Application Update

Mr. Owen updated the Board on the status of the Adena Springs Ranch CUP. The applicant has indicated that their application will be amended to reduce the volume of water requested to 5 mgd and to reduce the total number of pivots. The applicant has requested a time extension to November 24, 2012 to complete the request for additional information.

WRWSA Chairman Damato and Mr. Owen met with Adena Springs Ranch representatives Matt Baker and Ed de la Parte, at their request. This was an informational meeting to discuss the Adena Springs Ranch water use permit submittal. Mr. Baker and Mr. De la Parte asked that a PowerPoint presentation be made available to the members of the Authority in either electronic or hard copy.

This item was provided for information only. No action was required.

d. Correspondence

Mr. Owen reviewed the correspondence provided in the Board's meeting packet. This item was provided for information only. No action was required.

e. Other

Mr. Owen reviewed three additional topics with the Board.

i. SWFWMD has announced changes to the MFLs for the Chassahowitzka and Homosassa Rivers. While the changes to the minimum flows and levels are slightly more restrictive to future water use, the SWFWMD model shows that there would be no restraint on water supply development plans as identified in the WRWSA Master Plan. A public meeting on the MFLs will be held on October 2, 2012, at 5:30 p.m. in the Lecanto Government Building at 3600 W. Sovereign Path, Lecanto.

ii. The WRWSA Request for Qualifications (RFQ) for As Needed Technical Services was issued on September 7, 2012 with responses due on October 5, 2012 at 2 p.m. Inquiries from 23 firms that may submit qualifications have been received. Mr. Owen will make a recommendation for contracting with 3-5 firms at the November Board meeting. Actual agreements for work would be issued subsequently for specific needs.

iii. The WRWSA received matching funds to update the Master Water Supply Plan during the 2013 Cooperative Funding Initiative funding cycle. This project is included in the WRWSA 2012/13 Budget. Mr. Owen met with SWFWMD staff to discuss the pending update. He advised the Board that he wants to set up a process to involve the member governments in refining the Scope of Services. A separate RFP or RFQ will be issued for this project.

These items were provided for information only. No action was required.

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

Ms. Salz reviewed a series of on-going activities related to water supply planning and preliminary legislation that are occurring throughout the state. Some of the most pertinent to the WRWSA are efforts to provide collaborative water supply planning, consistency in defining MFLs, and in issuing consumptive use, or water use, permits. The Department of Environmental Protection is holding public workshops around the state on consistency issues for consumptive use permits in order to have a rule available prior to the 2013 legislative session.

The Board discussed concerns of possible duplication of efforts, statewide consistency, and regionally significant hydrogeological differences.

This item was provided for information only. No action was required.

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

a. Member Government Grant Contracts

Mr. Haag presented the grant contracts for Citrus, Hernando, and Marion counties. Each county submitted an application for funding assistance under the Local Government Grant program for water conservation programs. The WRWSA voted at the July 18, 2012 meeting to provide matching funds for the grants as follows: Citrus County, \$48,300; Hernando County, \$46,800; and Marion County, \$34,900. Mr. Haag requested a motion to authorize entry into each Agreement and to authorize the Chairman of the Authority to sign each Agreement.

Following consideration, a motion was made by Mr. Adkins to authorize funding each Contract and to authorize the Chairman of the Authority to sign. The motion was seconded by Mr. Johnston and carried unanimously.

b. Nancy H. Smith, Inc., Administrative Assistant Services Contract

Mr. Haag presented the contract with Nancy H. Smith, Inc. to continue administrative assistant services for the WRWSA for the 2012-2013 fiscal year in the amount of \$37,500. This contract provides for automatic year-to-year renewal, termination clause, and additional responsibilities for the FY2013 Irrigation Audit Program. Mr. Johnston recommended that the name Nancy Smith on page 4 of 5 be revised to Nancy H. Smith, Inc. consistent with her corporate capacity.

Following consideration, a motion was made by Mr. McClain to enter into the Agreement and to authorize the Chairman of the Authority to sign the contract with the noted revision. The motion was seconded by Mr. Ernst and carried unanimously.

11. Other Business

Mr. Owen presented a letter from Jeff Halcomb, Director of the City of Ocala Utilities, which was received on Tuesday, September 18, 2012. Each Board member was provided a copy of the letter, which states that the City of Ocala respectfully withdraws from active membership on the WRWSA. Mr. Owen and the Board discussed the WRWSA Rule concerning membership and per capita assessments. If an amendment to the WRWSA Rule is required, Mr. Owen recommended that the board repeal their Rules and adopt a Statement of Agency Organization and Operations. He will bring information back to the Board.

Mr. Haag recommended that Mr. Owen send a letter to the Ocala City Council to clarify whether or not there has been a vote of Council to withdraw from the Water Supply Authority. This is an administrative item. No action by the Board is required.

Ms. McNiff requested that the WRWSA request notification from the St. Johns and Southwest Florida Water Management Districts as to pending water use permits of a certain size. Mr. Owen suggested that he bring criteria for notification requests to the Board for water use permits within the WRWSA area.

12. Public Comment

Mr. Al Grubman, TOOFAR, expressed concerns about the water use permit recently issued within the City of Crystal River without prior notice to the City, which has home rule authority.

Mr. Adkins introduced Leonard Sossamon, Hernando County Administrator, to the Board.

13. Next Meeting Time and Location

The next meeting is scheduled for October 17, 2012 at 4:30 p.m., at the Lecanto Government Building, Room 166, 3600 W. Sovereign Path, Lecanto, Florida 34461.

Mr. Owen requested that the Board consider amending the meeting schedule in November and December to avoid the Thanksgiving and Christmas holidays. He recommended that the Board consider meeting on November 28, 2012 and cancel the meetings scheduled for November 21 and December 19, 2012.

Following consideration, a motion was made by Mr. Swain to approve moving the November Board meeting to November 28, 2012 and canceling the December 19, 2012 meeting. Mr. McClain seconded the motion. The motion was amended by Mr. Swain to allow the bills to be paid as usual in absence of a Board meeting. The amendment was seconded by Mr. McClain and carried unanimously.

14. Adjournment

Chairman Damato announced there was no further business or discussion to come before the WRWSA and adjourned the meeting at 5:59 p.m.

Dennis Damato, Chairman

Richard S. Owen, Executive Director