

Homosassa Special Water District

Regular Meeting

April 15th, 2024

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, April 15th, 2024, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner R. MacRae	Rick Sandvick (Superintendent)
Commissioner Miller	Tim Kline (Deputy Superintendent)
Commissioner Wilcox	Jenn Roberts (Office Manager)
Commissioner J. MacRae	Kendal Padgett (Staff)
Carole Barice (Attorney)	Deardra Wilcox (Guest)

Engineer George McDonald was absent from the meeting.

Commissioner R. MacRae called the meeting to order at 4:04 PM.

1. Additions, Corrections, Deletions of the Regular Meeting Minutes of March 18th, 2024

Attorney Carole Barice stated that on page six under Special District Workshop there needs to be a correction for the max term of 12 years for anyone elected after November 2024. She stated that it is for anyone after November 2024. She suggested that we strike through the words for anyone elected.

Commissioner Wilcox made a motion to accept the minutes with the corrections as suggested by Attorney Carole Barice. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

2. Public Input

A. Higbee, Joanne (Leak Adjustment)

B. Parrish, Betty (Leak Adjustment)

C. Vinson, Ben (Leak Adjustment)

Commissioner Wilcox made a motion to block together all leak adjustments, waive the conservation rate, and give them time to pay. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

3. George McDonald (Project Update)

Commissioner Miller read Engineer George McDonald's update as he was absent from the meeting.

A. W Fishbowl Dr. Water Main Project

Engineer George McDonald informed the board per his update that he has sent the amended contracts over to the Wetlands Scientist for signature and as of today, they have not been signed. He stated that once the contracts had been signed, it would take 45 days for the line to be flagged. He asked for a date so that he could coordinate with the surveyor.

B. Homosassa River Crossing Water Main Project

Engineer George McDonald informed the board per his update that any adjustment of the easement and permitting related to crossing the river will now be handled by FDEP. He stated that the work will now require an FDEP ERP permit and Sovereign Submerged Wetland's easement modification from FDEP. This modification will require an application fee, a new sketch, and a description created by a licensed surveyor.

4. Attorney Report

A. District Strategic Plan & Strategic Plan Template

Attorney Carole Barice informed the board that the legislation for House Bill 7013 has been passed but has yet to be presented to the Governor for signature. The bill will become effective July 1st, 2024 unless vetoed by the governor in 15 days.. She stated that this bill will require the creation of a Strategic Plan and the adoption of Goals, Objectives, and Measurements by October 1st, 2024. She provided a template of the Strategic Plan to the board that she received from the Mosquito District.

Commissioner R. MacRae would like Office Manager Jenn Roberts to contact the Florida Rural Water Association and the Special District Association to see if they can provide a template specifically for water districts.

B. Filling a Board Member Seat Vacancy

Attorney Carole Barice informed the board that she reached out to the Supervisor of Elections of Citrus County to advise her of an anticipated vacancy on the board and to find out what form of notification would be needed of the Board's decision on a replacement. The Supervisor of Elections stated that we would need to hold a special election to fill the vacancy. Attorney Carole Barice advised her of the Charter Amendment and that a special election is not required if the Board filled the vacancy in 30 days and sent over a copy of the Charter Amendment. When she received the Charter Amendment, she agreed no special election would be needed. She also asked what form of notification would be needed for the Board's decision. The Supervisor of Elections stated that there needs to be no particular format for the notification- it can be a letter- sent to the Supervisor of Elections office as to who fills the vacant seat. She stated that the board has thirty days from the time of the vacancy to fill the seat, and if no one is appointed, then a special election will need to be held.

Commissioner Wilcox informed the board that she will be submitting her letter of recommendation as to who should fill the vacant seat by the end of May.

5. Secretary/Treasurer Reports

A. General Fund

B. Water Fund

C. Banking Information

D. Transfer Report

Discussion

Commissioner R. MacRae and Commissioner Sipos complimented Commissioner Miller on the wonderful job she does every board meeting with the Secretary/Treasurer Reports.

E. Restitution

Commissioner Miller informed the board that the restitution had not been paid per the State Court's order. She provided paperwork with all the payments made since 2006. She then asked each board member, Attorney Carole Barice, Superintendent Rick Sandvick, Deputy Superintendent Tim Kline, and Office Manager Jenn Roberts, their opinions on the matter. After each person provided their opinion and some discussion, Commissioner Wilcox suggested that Commissioner Miller send emails to the parole officer and for Office Manager Jenn Roberts to look into a report that would list any assets and then report back with the information at next month's meeting.

6. Staff Report

A. Qualifying Dates for Seat 1, 3, 5

Office Manager Jenn Roberts informed the board that the qualifying dates for Seat 1, 3, and 5 will be from June 10th, 2024 at 12:00 PM to June 14th, 2024 at 12:00 PM. She stated that the commissioners may start submitting their paperwork on May 28th, 2024.

B. Overtime Report

C. Superintendent

1. Pope Vacate- 10533 W Larchwood St

Commissioner R. MacRae made a motion for no objection to providing the vacate request. Commissioner Miller seconded the motion. Vote Yes. Motion Carried.

2. Water Audit Report

The water loss for the month of March was 8.57%.

3. Leak Report

4. W Yulee Dr & W Central St Directional Bore

Deputy Superintendent Tim Kline informed the board that the directional bore for the corner of W Yulee Dr and W Central St will be occurring in the next week.

5. 10559 W Yulee Drive Main Leak

Superintendent Rick Sandvick informed the board that there was a main leak at 10559 W Yulee Dr on Thursday, April 11th, 2024. He stated that our field technicians were able to repair the leak and replace the wrap-around.

7. Reports to the Board

A. Adjustment Report

B. Shut Off List

Discussion

8. Board Comments

Commissioner J. MacRae stated that it was a good meeting and there was a lot of interesting information. She thanked everyone for attending.

Commissioner Sipos stated that it was a very good meeting and she thanked everyone for attending.

Commissioner Wilcox stated that it was a great meeting, there was a great discussion and she appreciated the use of the TV and the map.

Commissioner Miller thanked everyone for attending and she hopes they all have a good month.

Commissioner R. MacRae thanked everyone for their input and is looking forward to next month's meeting and all the information.

9. Pay Bills/Adjournment

Commissioner Miller made a motion to pay the bills and adjourn the meeting. Commissioner Wilcox seconded the motion. Vote Yes. Motion Carried.