

Homosassa Special Water District

Regular Meeting

June 17th, 2024

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, June 17th, 2024, at the Water District office located at 7922 W. Grover Cleveland Blvd, Homosassa, FL.

Present were:

Commissioner R. MacRae	Tim Kline (Deputy Superintendent)
Commissioner Miller	Jenn Roberts (Office Manager)
Commissioner Sipos	Kendal Padgett (Staff)
Commissioner J. MacRae	Rosey Rendueles (Guest)
Carole Barice (Attorney)	Seth Edge (Guest)
George McDonald (Engineer)	Dee Dee Wilcox (Guest)
Caitlin Wilcox (Guest)	

Superintendent Rick Sandvick was absent from the meeting.

Commissioner R. MacRae called the meeting to order at 3:59 PM.

1. Additions, Corrections, Deletions of the Regular Meeting Minutes of May 20th, 2024

Commissioner Miller made a motion to accept the minutes as written. Commissioner J. MacRae seconded the motion. Vote Yes. Motion Carried.

2. Public Input

A. Citrus County, FL BOCC~00113 (Leak Adjustment)

B. Citrus County, FL BOCC~01105 (Leak Adjustment)

C. Doak, Brian & Jennifer (Leak Adjustment)

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

3. George McDonald (Project Update)

A. Homosassa River Crossing Water Main Replacement

Engineer George McDonald informed the board that one complication has arisen regarding the line replacement. He stated that the current line is outside of our State Lands Easement, and

the required number of turns would be too extreme. He stated there is an alternative proposal of where to place the replacement line.

B. W Fishbowl Dr. Water Main Replacement

Engineer George McDonald informed the board that he is currently waiting for the Wetland flagging to begin. He stated that the flagging should start sometime this week and then once completed, the surveying will begin.

4. Attorney Report

A. Florida Statute 112.3135 Restriction on Employment of Relatives

Attorney Carole Barice presented to the board Florida Statute 112.3135, which restricts the board from appointing, employing, promoting, advancing, or advocating a new member who is a relative of a member of the board. She stated that she called and gathered opinions on the statute. She stated that with Caitlin Wilcox submitting her resignation letter, this statute does not apply to her.

B. House Bill 7013

Attorney Carole Barice informed the board that with the passing of House Bill 7013, it will now be required that they have a strategic plan uploaded to the district's website by October 1st, 2024. There is a Strategic Plan Workshop scheduled for July 15th, 2024 at 1:30 PM.

C. Purchase of Vermeer Rock Cutter

Attorney Carole Barice informed the board that she looked into the Florida Sheriff's Association and contacted an attorney of the Florida Sheriff's Cooperative Association to verify that they follow the state's bidding requirements. The attorney informed her that the Florida Sheriff's Association does follow all of the state's bidding requirements.

D. Special Assessment Funding Improvements

Attorney Carole Barice informed the board that she looked into what would be required for a Special Assessment if there is the need for one at a future date. She stated that there is a charter and statute that apply.

E. HSWD Amendment Citrus County ROW Utilization Agreement

Attorney Carole Barice informed the board that she is still working with an assistant of the county attorney, Denise Lynn, to clarify the verbiage of the agreement.

5. Secretary/Treasurer Reports

A. General Fund

B. Water Fund

C. Banking Information

D. Transfer Report

E. Monthly Water Sales Transfer

Discussion

6. Staff Report

A. Final Audit

Office Manager Jenn Roberts informed the board that the 2022-2023 Final Audit has been submitted to the website and mailed to the Auditor General, the Citrus County Clerk of Financial Services, and the State of Florida Chief Financial Officer. She stated that Kendal and herself are currently taking the proper steps to educate themselves and are also working with Janice Saltmarsh, our accountant.

B. Andy Eastman Request

Office Manager Jenn Roberts informed the board that she reached out to Andy Eastman regarding any grants or low-interest loans that the district would be able to receive. She stated that Andy Eastman reached out to her on June 3rd stating that he would take a look and that she has not heard back from him as of today.

C. Water Fund Non-Payment Fees for May

Office Manager Jenn Roberts informed the board that there was no revenue listed under Non-Payment Fees for May as there was a post office issue that caused numerous payments to go missing. Due to this issue, she opted to not do shut-offs as we were not 100% positive about who would be a part of the extremely delayed payments and who would have been the delinquent payments. She stated that we have since received all of those payments.

D. Overtime Report

E. Superintendent Report

1. Water Audit Report

The water loss for the month of May was 5.88%.

2. Leak Report

Discussion

3. Real-Time Meter

Deputy Superintendent Tim Kline informed the board that the property study from Ferguson came back with the recommendation of installing three turn-key 80' towers offering 94% coverage of the district. The study also provided the costs for the installation. He stated that the installation of the towers would require an antenna to be installed on each meter so the towers could pick up the readings. He stated that Ferguson would be coming back out on Monday, June 24th, 2024, to complete a site study for the recommended locations.

7. Reports to the Board

A. Adjustment Report

B. Shut-Off List

Discussion

8. Filling Board Seat #2 Vacancy

Caitlin Wilcox provided the board with her resignation letter dated June 17th, 2024. Each candidate then introduced themselves to the board before the vote took place.

The board had a Roll-Call Vote take place to fill the seat vacancy.

Commissioner R. MacRae- Rosey Rendueles
Commissioner Miller- Rosey Rendueles
Commissioner Sipos- Dee Dee Wilcox
Commissioner J. MacRae- Dee Dee Wilcox

Commissioner R. MacRae asked each member of the board if there was a way that one of them could have their vote changed as it was a 2-2 tie. Commissioner Miller stated there could be a way to change her vote with more discussion.

The board had a second Roll-Call Vote take place.

Commissioner R. MacRae- Rosey Rendueles
Commissioner Miller- Dee Dee Wilcox
Commissioner Sipos- Dee Dee Wilcox
Commissioner J. MacRae- Dee Dee Wilcox

Dee Dee Wilcox has been appointed to fill seat #2 vacancy.

9. Oath of Office

Attorney Carole Barice swore in Dee Dee Wilcox to the Office of Commissioners.

10. Pay Bills/Adjournment

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