



TO: Lake County Water Authority Board of Trustees

FROM: Patricia Burgos, Land Resources Director

DATE: July 15, 2016

SUBJECT: Status of Lake Norris Property Options

Discussion Item

Lake Norris Property Update

Staff presented six (6) options to the Board for consideration at the June meeting. The Board directed staff to investigate the options further and present an update at the July meeting.

Below are updates to some of the options that staff has investigated further as of July 15th:

- Option 1 – Consideration of a land trust as a partner that could fundraise acquisition dollars. Staff has found out that The Trust for Public Lands in Tallahassee indicated that they were not interested in partnering and that The Nature Conservancy in Keystone Heights was also not interested. However, TNC suggested that The Conservation Fund out of Cocoa Beach might be a possible group to work with since the Lake Norris Acres parcel is within the Wekiva River watershed. **Update - The property owner would prefer to deal with the Lake County Water Authority directly and not have a trust act as a “middle man” charging him a percentage of the transaction value.**
- Option 2 – Researching grants. The Trust for Public Lands recommended that staff investigate the Florida Communities Trust/FDEP grant that will be advertised at the end of June for possible funding. **Update - Staff is working on a draft just in case the Board would like to submit a cost-share grant by August 30th. Staff has also contacted the FDEP staff in Tallahassee to see if the Special District Water Authority would be eligible as a local government to submit a grant. Staff has not heard back yet.**
- Option 3 – Researching grant funding through Federal Government. Over seven months ago staff had mentioned this project at the Wekiva River Advisory Management Committee as part of an update of “happenings” in the Wekiva Basin. Since then the U.S. National Park Service Coordinator Jaime Doubek-Racine has kept up with this project and suggested she would like to meet to discuss this project as a Land and Water Conservation Fund Project for 2017. **Update - Staff has been playing email and phone tag with Ms. Doubek-Racine to get a better understanding of the federal grant**

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specifics and deadlines. It is hoped that by July 27th staff will be able to provide a better update to this option.

- Option 4 - Working with a conservation buyer. The Conservation Trust for Florida in Gainesville who had just recently worked with the SJRWMD on a Silver Springs project is interested in speaking to the owner; however, the Trust's Director mentioned that they did not have funds to be an acquisition partner, but could search for a conservation buyer to collaborate with the Water Authority. There also might be interest from a local private investor to partner on the conservation acquisition. **Update - The Conservation Trust for Florida has not contacted staff with any further information. The update for the local private investor is covered under Option 5 as the Florida Green Foundation. Staff sent a detailed email to the Friends of the Wekiva River, Inc. to gauge their interest in partnering with the Water Authority. No response as of July 15th.**
- Option 5 - Working with a foundation. Staff was notified by an interested party that the Felburn Foundation in Ocala may be a possible partner and passed along Water Authority staff contact information to the foundation's director. Staff has not been contacted. **Update - After making contact again with the intermediary for the Fellburn Foundation, staff has not heard back as of July 15th. However, staff had a meeting with the First Green Bank Foundation July 14th and did a 40 –minute presentation regarding the property, environmental value and potential sponsorship opportunities. Staff will hopefully hear back from either one of these foundations prior to the July 27th or August 24th meeting.**
- Option 6 - No longer consider this property for acquisition.

Executive Director's Recommendation:

For information purposes. No action is required



TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: July 14, 2016
SUBJECT: FY 2016-17 Budget - Set Proposed Tentative Millage Rate

Discussion Item

FY 2016-17 Budget - Set Proposed Tentative Millage Rate

Staff presented the draft budget for Fiscal Year 2016-17 at the July 19, 2016 Board budget meeting. At that meeting, staff will provide an overview of the budget and discuss each budget section. In late May, the Property Appraiser's Office has provided its Best Estimate of Taxable Value showing a 6.79% increase in property valuation. Staff prepared a budget assuming the same millage rate as the previous year (0.2554 mils). The increase in property valuation using the same millage rate would result in \$273,262 more revenue than last year. In July, staff received the Certification of Taxable Value showed a slight decline in the taxable value of real property from the May estimate. The Certification of Taxable Value also listed the Rolled-Back Rate at 0.2465 mils.

Because the Budget meeting this year is to be held after the mailing of the board agenda and back-up material, staff will provide a summary of changes discussed at the Budget meeting separately and review those changes at the regular July meeting.

Set a Tentative Millage Rate and Tentative Budget Hearing date

The Board must set a tentative millage rate and set a Tentative Budget Hearing date at this meeting. The proposed tentative rate will reflect the highest rate the board intends to consider.

The board can still lower the millage rate as it continues with the budget process; however it can go no higher than what the Board takes action on at this meeting.

The Board will have another opportunity to discuss the budget at the August 24, 2016 Regular Board meeting to provide staff with further direction in preparation for the Tentative Budget Hearing scheduled for September 7, 2016 no sooner than 5:05 pm.

Executive Director Recommendation:

Set a proposed tentative millage rate at the rolled-back rate of 0.2465 mils and set the Tentative Budget Hearing for Wednesday, September 7, 2016 no sooner than 5:05 pm in the BCC Chambers/Administration Building, 315 West Main Street, Tavares, Fl.

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: July 18, 2016
SUBJECT: Vacant District 2 LCWA Seat

Discussion Item

Vacant District 2 LCWA Seat

The Water Authority District 2 seat has been vacant since Trustee Oppelaar resigned his seat in November 2015. The Governor has not chosen to appoint a replacement presumably to wait until the regular election in November 2016.

No candidate registered for the District 2 seat for the 2016 election. As such, the Governor could make an appointment any time. It may be helpful for the Water Authority Board to make a recommendation to the Governor. Two individuals expressed an interest in registering to run for the vacant seat however both missed the deadline.

Since it appears there may be more than one person interested in an appointment, staff would recommend that the Board assemble resumes or statements of interest from those interested in being appointed, review the resumes and perhaps have them make a short presentation to the Board, then prepare a recommendation to the Governor.

Executive Director’s Recommendation:

Direct staff to assemble resumes or statements of interest from those interested in being appointed and schedule a brief “interview” at the regularly scheduled August 2016 meeting.

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: July 18, 2016
SUBJECT: Renewal of Contract Attorney Agreement

Discussion Item

Renewal of Contract Attorney Agreement

The Water Authority has always contracted for legal representation rather than having an attorney on staff. Ms. Carole Barice has represented the Water Authority since 2007. The agreements have been for a three year period. Ms. Barice's agreements were renewed in 2010 and again in 2013. The current agreement will expire in September 2016.

From the staff's perspective, the Board has four primary options:

- 1. Renew the existing Agreement with Ms. Barice for another three (3) years with the same terms;
2. Renew the existing Agreement with Ms. Barice however on an annual basis with the same terms;
3. Renew the existing Agreement with Ms. Barice on an annual or multi-year basis with changes to the terms of the agreement; or
4. Release an RFQ to evaluate Ms. Barice and other firms or attorneys that may have an interest in representing the Water Authority.

The Water Authority similarly has other agreements for professional services such as engineering services, land management services and prescribed fire assistance. Each of these agreements are periodically put out for selection through a competitive process. Having the opportunity to receive proposals allows staff to determine if there have been changes in the firms currently under contract (such as performance experience, personnel changes or business practice shifts) or in the marketplace where companies have evolved with new tools and/or personnel to meet the changing market.

Staff would recommend that the Board consider a similar approach regarding legal representation. By releasing a Request for Qualifications, the Board could compare qualifications to determine the optimum approach for providing legal services to the agency.

Executive Director's Recommendation:

Provide direction to staff regarding Renewal of Contract Attorney Agreement.

BOARD OF TRUSTEES



TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: July 14, 2016
SUBJECT: Listing and Marketing of Old Office Building

Discussion Item

Listing and Marketing of Old Office Building

Now that the new office has been completed and staff has moved into the new building, the Board has begun the disposition of the old building.

At its December 16, 2015 meeting the Board authorized Mr. Walter Price to do the appraisal of the old office building. At the January 2016 regular Board meeting, staff provided the appraisal to the Board. At the Board's February 2016 meeting, the Board took action to release a Request for Bid for the old building and established a minimum amount for the Bid. Staff adapted an example of a Request for Bid that was prepared by the City of Tallahassee. The Board reviewed the bid document at its March meeting and authorized staff to release the bid with a minimum bid and a due date for the bids of April 22, 2016.

One bid was received and presented to the Board at its April 27, 2016 meeting. The bid was essentially a land swap and a small amount of cash. The Board rejected the bid and discussed options for listing and marketing the building. It was agreed that the building needed to be on the MLS to gain maximum exposure and that would require that it be listed. A few agents and brokers have expressed an interest in listing the old building. Trustee Maimone offered to explore the topic with her broker and will report back the the Board.

At the May 25, 2016 meeting the Board discussed this issue and staff was directed to install large signs on the property advertising it being for sale. Since the signs were put in place there has been little response. We have had a couple inquiries about only the vacant lot and calls from brokers asking if we would like to list the property with them. Staff is meeting with Mr. Jon Cherry, the Executive Director for Lifestream, Inc., on Friday, July 15th to show him the building. They are currently leasing their current facility and considering buying a building rather than continuing to lease. Staff was to return to the Board after a couple of months of having the sign installed to review the progress of marketing the old building.

Executive Director's Recommendation:

Provide direction to staff regarding listing and marketing the old office building.

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: July 14, 2016
SUBJECT: Review of Annual Report and Five Year Plan

Discussion Item

Review/Approval of 2015 Annual Report

Staff has prepared the draft version of the 2015 Annual Report. A copy of the Draft Annual Report and Five Year Plan spreadsheet describing how the Five Year Plan projects and expenditures could be budgeted over the five year planning window was provided to the Board for review and comment at its June 22, 2016 meeting.

The Board determines its budget each year and while the five year plan does not obligate a future board to budget in accordance with the plan. It can be used as a planning tool to anticipate future expenditures and plan for larger multi-year construction projects. The report will be distributed to the Senate President, Speaker of the House, the legislative delegation and local elected officials.

The Chairman directed the Board to provide revisions or comments to staff for inclusion into a revised document for Board approval. Staff has made a couple of small corrections, no revisions or comments have been received from the Board to date. A copy of the proposed final 2015 Annual Report and Five Year Plan is included for the Board's review.

Executive Director Recommendation:

- 1) Provide comments and/or revisions to the Executive Director; or
2) Authorize the Executive Director to transmit the Annual Report and Five year Plan to the Senate President, Speaker of the House, the legislative delegation and local elected officials in accordance with the guiding legislation.

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