

**LAKE COUNTY WATER AUTHORITY
(352) 324-6141
REGULAR MEETING ANNOUNCEMENT AND AGENDA**

<p>Wednesday, April 24, 2019 3:30 pm Lake County Administration Building 2nd Floor - County Commission Chambers 315 West Main Street, Tavares, FL 32778</p>

- 1. Call to Order / Pledge of Allegiance**
- Tab 1 **2. Approval of Minutes** - March 27, 2019 - Regular Meeting
- 3. Executive Director Report**
- 4. Consent Agenda**

<u>Tab 2</u>	a. Revision of Board Personnel Manual Regarding Firearms	Michael Perry
<u>Tab 3</u>	b. Approval to Remove Sediment from NuRF Outfall Canal	Jason Danaher
<u>Tab 4</u>	c. Revision to Structure Operations Manual Clarifying Target Elevation for Clermont Chain of Lakes	Michael Perry
<u>Tab 5</u>	d. Authorization to Transfer Funds for Sabal Bluff Improvements	Chris Rider
- 5. Regular Agenda**

<u>Tab 6</u>	a. Attorney RFQ Short List Interviews	Michael Perry
<u>Tab 7</u>	b. Status of Lake Denham - Phase II Environmental Assessment	Ron Hart
<u>Tab 8</u>	c. Review of Annual Report and Five-Year Plan	Michael Perry
- 6. Public Comment** (5:00 pm or as soon thereafter as possible)
- 7. Legal Staff Report** Carole Barice
- 8. Board Member Comments**
- 9. Board Member Items for Future Agenda**
- 10. Information Items**

<u>Tab 9</u>	a. Staff Report	
<u>Tab 10</u>	b. Monthly Financial Reports - March 2019	
- 11. Announcement of Upcoming Meetings and Events**
 - Board Meeting - Wednesday, May 22, 2019 (3:30 pm)
BCC Chambers/Admin. Building
- 12. Adjournment**



TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: March 28, 2019
SUBJECT: Revision of Board Personnel Manual Regarding Firearms

Consent Agenda

Revision of Board Personnel Manual Regarding Firearms

The issue of firearms and concealed weapons by staff and the public was discussed at the April and May 2018 Board meetings with no resolution or further action. Any changes to the policy require Board action.

Section 5 of the Water Authority’s Policies and Practices Employee Manual (attached) states that:

“The Water Authority prohibits the possession of firearms or other weapons on Water Authority premises or property by employees, former employees, visitors or other persons (on-duty law enforcement officers are excluded from this provision).”

The County has recently amended its Workplace Violence policy (attached) as follows:

- C. To the extent permitted by law, the County prohibits the possession of weapons or firearms, as those terms are defined in Section 790.001, Florida Statutes, on County premises or properties; provided, however, that this prohibition does not apply in the following circumstances:
1. Possession of a weapon or firearm is permitted when it is a necessary and approved requirement of the employee’s job. The employee shall be required to have any necessary State of Florida licenses prior to being authorized to possess a weapon or firearm under this exception.
2. Possession of a weapon or firearm is permitted when an employee is properly licensed under Section 790.06, Florida Statutes.
3. Possession of a weapon or firearm is permitted when an employee complies with Section 790.251, Florida Statutes.

Water Authority staff have asked if the Water Authority would amend its Workplace Violence policy to allow for the possession of a weapon or firearm is permitted when an employee is

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Table with 7 columns: District One (Peggy Cox), District Two (Trampis BonJorn), District Three (Carolyn Maimone), District Four (Robert Hendrick), District Five (Amy Stone), At-Large (Courtney Stokes), At-Large (Keith A. Farner)

properly licensed under Section 790.06, Florida Statutes and that the possession of a weapon or firearm is permitted when an employee complies with Section 790.251, Florida Statutes (copies of the statutes are attached).

At the March 27, 2019 meeting the Board took action to have staff amend Section 5 of the Policies and Practices Employee Manual to include language similar to the County policy regarding possession of weapons or firearms. The proposed revision is attached. The deletions are ~~striketrough~~ and the additions are underlined.

Executive Director Recommendation:

Adopt the revisions to the Section 5 of the Policies and Practices Employee Manual regarding possession of weapons or firearms.



TO: Lake County Water Authority Board of Trustees
FROM: Jason Danaher, Water Resources Project Manager
DATE: April 12, 2019
SUBJECT: Cleaning the Outfall Canal at NuRF

Consent Agenda

Cleaning the Outfall Canal at NuRF

The outfall canal at the NuRF is in need of some general maintenance to remove aquatic vegetation and return the structure to its original design depth and width. Since October 2018 the NuRF has not accepted any flow to treat water discharged from Lake Apopka because of necessary facility maintenance. Since that time aquatic vegetation (i.e. submergent, emergent and floating) has established in the canal which can potentially restrict the flow of discharged water exiting the facility. The objective of the work is to remove this vegetation and scrape away any soft sediments accumulated in the canal.

The scope of work will include importing earthen material to create a berm across the canal and isolate the portion of canal pictured below (Figure 1), highlighted in yellow. Turbidity barriers will be placed in the canal to prevent suspended particulates from leaving the work area. The canal will then be pumped down and a long reach excavator will be used to remove vegetation and accumulated soft sediments. A long reach excavator is recommended to accomplish work from north side of canal and prevent unwanted wear and tear to the newly created roadway between the ponds and outfall canal. Material will be placed in the field adjacent to the canal to dry and later the material will be incorporated into the field using equipment at the NuRF.



Figure 1. Designated work area to clean the outfall canal at the NuRF.

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Staff Recommendation:

Authorize the Executive Director to execute a contract with Dawson Excavating, LLC, as a restricted source, to remove aquatic vegetation and soft sediments from NuRF outfall canal for an amount not to exceed \$16,000.

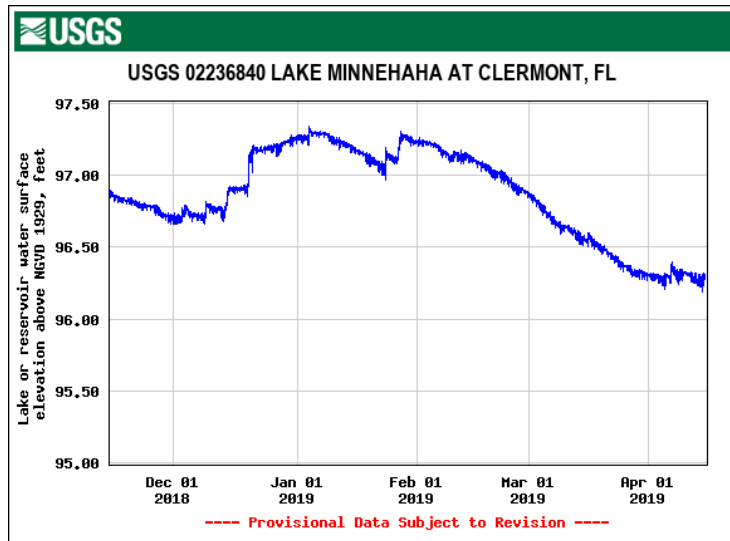


TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: April 15, 2019
SUBJECT: Revision to Structure Operations Manual Clarifying Target Elevation for Clermont Chain of Lakes

Consent Agenda

Revision to Structure Operations Manual Clarifying Target Elevation for Clermont Chain of Lakes

As a result of a very wet December 2018 and continuing wet conditions for January 2019, the lake levels for the Clermont chain were approaching the upper end of the regulatory range. The Executive Director was concerned about compounding issues of the persistent combined flows from Big and Little Creeks (in excess of 100 cfs), high groundwater levels, considerable amounts of standing water, regular rainfall from the passing fronts, forecasts for additional rainfall from future fronts, and the limited ability to move water out of the system creating potential high water problems when the summer rains begin.



As such, the Executive Director made the decision to open the Cherry Lake Dam and Villa City Dam in late December 2018, monitoring the lake levels daily and adjusting the flow as necessary through February 2019. The forecast for March was for continued rainfall with passing fronts, however the rain in the Clermont area never occurred. The Executive Director made the decision to slow the flow through the dams considerably in early March 2019 and the dam was closed on March 25, 2019. Unfortunately, the lack of rain that was forecasted and the Executive Director’s delay in closing the dams allowed the lake to slip past the 95.50 ft. level.

Board Member BonJorn contacted staff to discuss the lake level and his constituent’s concerns that the lake levels are below 97.0 ft. He understood that the 97.0 ft. elevation was a “target”

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level where the lakes should be held. In fact, the Palatlahaha River Dam Operation Manual (attached) describes the 97.1 ft. as more of a decision point. The manual reads: “For example, if a heavy rainfall event is not predicted in the near future, staff will typically not release water from the chain unless levels exceed 97.10 ft msl. However, if a heavy rainfall event is anticipated when the water levels are well below 97.10 ft msl and the lakes in the chain cannot adequately support the expected rainfall and runoff volume, then staff may release large amounts of water far in advance of the predicted event.”

Board Member BonJorn would like the manual to be revised to specify the 97.0 ft. msl lake level as a formalized target so that current and future staff and current and future Boards have a clear understanding that maintaining the Clermont Chain at the upper end of the regulatory range is the Board’s objective and priority and that current and future staff have clear direction.

Staff Recommendation:

Revise the Palatlahaha River Dam Operation Manual to specify the 97.0 ft. msl lake level as a formalized target elevation and direct current and future staff to maintain the Clermont Chain at the upper end of the regulatory range.



TO: Lake County Water Authority Board of Trustees
FROM: Christina Rider, Administrative Services Manager
DATE: April 15, 2019
SUBJECT: Authorization to Transfer Funds for Sabal Bluff Improvements

Consent Agenda

Authorization to Transfer Funds for Sabal Bluff Improvements

At the June 28, 2017 Board Meeting, the Board approved an easement agreement with Duke Energy. In September 2017, Duke Energy paid LCWA \$275,000 for the easement on the Eastern Boundary of Sabal Bluff Preserve. \$100,000 of this was set aside in the 2017-2018 budget and again in the 2018-2019 budget for restoration and maintenance of Sabal Bluff Preserve. This amount was budgeted under Site Improvements in a capital outlay code. Since trees, plantings and mulch are not considered a capital outlay, staff is requesting a transfer of the \$100,000 from 9898720-860630 Site Improvements to 9898720-830460 Repairs and Maintenance.

Executive Director Recommendation:

Authorize the Executive Director to transfer \$100,000 from 9898720-860630 Site Improvements to 9898720-830460 Repairs and Maintenance for Sabal Bluff Preserve restoration and maintenance.

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**Lake County
WATER AUTHORITY**

Michael J. Perry, Executive Director • Gary J. Cooney, Secretary - Treasurer

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TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: April 16, 2019
SUBJECT: Attorney RFQ Short List Interviews

Regular Agenda

Attorney RFQ Short List Interviews

At the January 23, 2019 Board meeting, the Board directed staff to prepare a Request for Qualifications (RFQ) for attorney services. The RFQ was advertised locally and with the Florida Bar in their electronic and print advertisements. The RFQs were due by March 1, 2019.

Six firms responded. The firms are listed below in alphabetical order:

Law Firm/Attorney	City, State
Bowen, Schroth, Mazenko and Broome, P.A.	Eustis, FL
Crawford, Modica & Holt	Clermont, FL
Frederick T. Reeves, P.A.	New Port Richey, FL
Gray/Robinson	Orlando, FL
Nabors, Giblin & Nickerson, P.A.	Tallahassee, FL
Stone & Gerken, P.A.	Tavares, FL

Copies of the RFQ were distributed to Board members with a request for the individual Board member review and provided staff with a ranked short list. As of Monday, March 18, 2019, the following is the independently prepared ranked short list:

Attorney RFQ Short-List									
	Board Member 1	Board Member 2	Board Member 3	Board Member 4	Board Member 5	Board Member 6	Board Member 7	Totals	avg
Stone & Gerkin	1	3		2	2		2	10	2.00
Crawford, Modica & Holt	2	2			1	1	3	9	1.80
Bowen & Shroth	3	1		3	3	3	1	14	2.33
Gray/Robinson				1		2		3	1.50
Nabors, Giblin & Nickerson								0	0.00
Frederick T. Reeves								0	0.00

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At the March meeting, the Board reviewed the results of the compiled short list rankings and determined that they would like to meet the representatives of three short-listed firms (listed in alphabetical order):

Bowen, Schroth, Mazenko and Broome, P.A.
Crawford, Modica & Holt
Stone & Gerken, P.A.

The firm's responses to the RFQ are attached.

Executive Director Recommendation:

Provide direction to staff regarding the selection of a firm to provide Attorney Services.

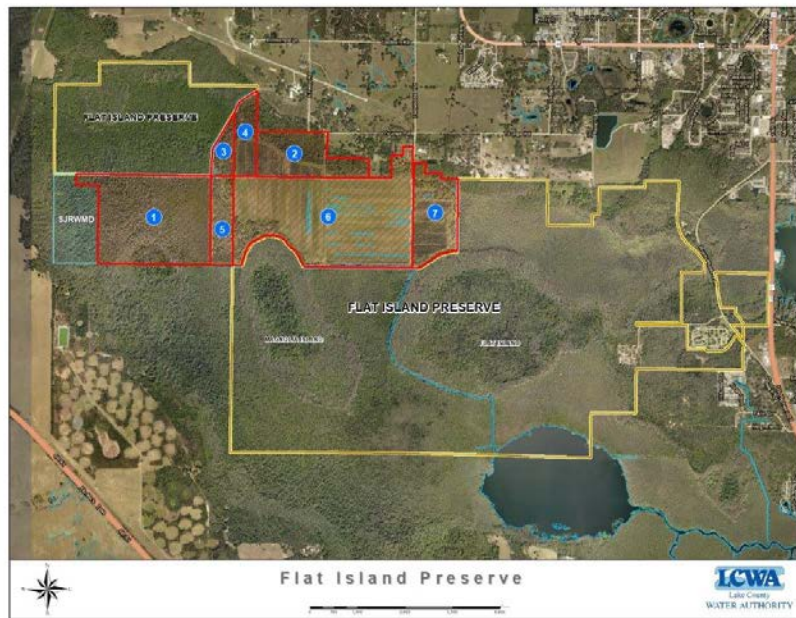


TO: Lake County Water Authority Board of Trustees
FROM: Ron Hart, Water Resources Program Director
DATE: April 9, 2019
SUBJECT: Lake Denham Acquisition Update - Phase II Environmental Assessment

Regular Agenda

Lake Denham Acquisition Update - Phase II Environmental Assessment

Last month, staff reported the results of the Phase II Environmental Assessment on the Lake Denham Muck Farm (Parcels shown in red). Staff recommended at the meeting that the Board take no action and allow staff time to discuss the results with the Waste Cleanup Section at the Florida Department of Environmental Protection (FDEP). Staff has scheduled a meeting with Leo Anglero (FDEP) on April 16, 2019 to discuss the issue. Staff will report the results of these discussions at the meeting along with a plan recommending how to proceed.



Staff has attached the proposal recommended by the environmental contractor Aerostar, LLC. The contractor proposes to install 8 groundwater monitoring wells and collect soil samples 3 feet deep from 22 sites in the muck farm, 13 soil samples and 4 groundwater monitoring wells around the above ground storage tanks, analysis of samples, and a toxicology assessment on the results for a cost of \$74,969.60.

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Executive Director Recommendation:

Recommendation is to be provided following staff's meeting with Waste Cleanup Section at the Florida Department of Environmental Protection.



TO: Lake County Water Authority Board of Trustees
FROM: Michael J. Perry, Executive Director
DATE: April 2, 2019
SUBJECT: Review of Annual Report and Five-Year Plan

Regular Agenda

Review/Approval of 2018 Annual Report

Staff has prepared the draft version of the 2018 Annual Report. A copy of the 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 is provided to the Board for review and comment.

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.

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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