

**Meeting Summary**  
**CFWI RWSP Team Meeting**  
**601 South Lake Destiny Road, Suite 200**  
**Maitland, FL 32751**  
**Wednesday, November 28, 2018**  
**10:00 a.m. – 12:00 p.m.**

**Agenda:**

1. Updates from Technical Teams
  - a. Communication / Outreach – Robyn Felix
    - i. Quarterly Newsletter
    - ii. Other Updates
  - b. Conservation – Kristine Morris
    - i. Implementation Strategy
    - ii. Conservation Projections
    - iii. Other Updates
  - c. Regulatory – Kristine Morris
  - d. Water Resource Assessment – Brian Starford
    - i. WRAT Updates
    - ii. Sub Team Updates
      1. HAT
      2. EMT
      3. MFLRT
      4. DMIT
      5. GAT
2. Government Affairs Updates – Susan Davis
3. RWSP Team
  - a. Entity Notification Log Update
  - b. Team Members / Scope of Works
  - c. Schedule Overview
  - d. RWSP Chapter Development
  - e. RW Sub Team Update
  - f. Water Project Options Sub Team Update
  - g. Presentation for SC Meeting - January
  - h. CFWI RWSP Outreach
4. Population and Water Demand Subgroup
  - a. Demand Projections
    - i. Spatial Distribution of Demands
      1. Comments and reviews
        - a. SWFWMD - Mosaic
        - b. OUC
        - c. OCU
    - ii. Methodology Write-up
      1. Review / Comments

- iii. Changes / Comments Tracking Sheet
- b. Projections Outside CFWI but within ECFTX
  - i. SWFWMD
- 5. Next Meetings
  - a. Management Oversight Committee, December 10<sup>th</sup> @ 3:00pm
  - b. Steering Committee –January 17, 2019, TOHO (?)
  - c. CFWI RWSP Team, December 19<sup>th</sup> @10:00am
- 6. Next Agenda Items

**Conference Call: 1-888-670-3525**

**Participant Code: 5591385215**

[→ Join Skype Meeting](#)

*The Technical Writing Sub Team will meet after the RWSP Team meeting to Start Chapter Development and the revamp of the RWSP.*

**Participants:**

| <b>Name</b>        | <b>Affiliation</b>         |
|--------------------|----------------------------|
| Gregg Jones        | Brown & Caldwell           |
| Jim Murin          | Brown & Caldwell           |
| Kristine Morris    | DEP                        |
| Morgan Westberry   | DEP                        |
| Ilia Balcom        | Duke Energy                |
| Kathleen Greenwood | FDACS                      |
| Scott Ethier       | Hydro Solutions Consulting |
| Al Aikens          | Jacobs & TOHO              |
| Dan Rutland        | Royal Consulting           |
| Mark Elsner        | SFWMD                      |
| Nathan Kennedy     | SFWMD                      |
| Tom Colios         | SFWMD                      |
| Claire Muirhead    | SJRWMD                     |
| Jacy Crosby        | SJRWMD                     |
| Lori Burklew       | SJRWMD                     |
| Yassert Gonzalez   | SJRWMD                     |
| Tammy Bader-Gibbs  | SJRWMD, Meeting Lead       |
| James Hollingshead | SJRWMD                     |
| Brian Starford     | SWFWMD                     |
| Jay Hoecker        | SWFWMD                     |
| Kevin Wills        | SWFWMD                     |
| Tommy Kiger        | SWFWMD                     |
| Joe Quinn          | SWFWMD                     |
| Angel Martin       | General Public             |

## Summary:

- I. Updates from Technical Teams
  - a. Communication / Outreach – Robyn Felix (Update from Tammy)
    - i. Quarterly Newsletter
      1. The next newsletter will go out in January.
        - a. Topics will include hi-level 2018 CFWI accomplishments, which will be put into an animated video.
          - i. RWSP Team accomplishments will be:
            1. Final draft demand projections and spatial distribution completed.
            2. Final draft reclaimed water projections completed.
            3. Project option solicitation review underway.
          - ii. The remaining technical teams will provide accomplishments to Robyn.
      - ii. Other Updates
        1. No other updates.
    - b. Conservation – Kristine Morris
      - i. Implementation Strategy
        1. Meeting scheduled for first week of December (6<sup>th</sup>) to discuss Implementation Strategy.
      - ii. Conservation Projections
        1. Methodology will be discussed at December 6<sup>th</sup> meeting.
      - iii. Other Updates
        1. Jim Fletcher is retiring; the AG conservation sub-team will need a new lead.
    - c. Regulatory – Kristine Morris
      - i. No updates
    - d. Water Resource Assessment – Brian Starford
      - i. WRAT Updates
        1. Teleconference scheduled for December 6<sup>th</sup> from 10:00 am – 12:00 pm.
      - ii. Sub Team Updates
        1. HAT
          - a. Calibration and scenario testing in progress with goal of meeting the November 30<sup>th</sup> deadline.
          - b. Transient model takes 44 hours to run on the Beowulf Cluster.
        2. EMT
          - a. 59 Class 1 wetlands have been identified.
          - b. Period of record will encompass 9 years of data.
          - c. Sub Team is now developing equations for future stress evaluations and developing GIS layers for model runs.
        3. MFLRT
          - a. Sub Team has identified scenarios, constraints for GAT, and is drafting the technical methods paper for the RWSP appendix.
        4. DMIT

- a. Annual work plan update in progress with presentation going to January SC meeting.

5. GAT

- a. Scope of work has been completed.
- b. Next Sub Team meeting is scheduled for this Friday.

II. Government Affairs Updates – Susan Davis

- i. No updates.

III. RWSP Team

a. Entity Notification Log Update

- i. No updates.

b. Team Members / Scope of Works

- i. Updated Team list will be distributed to reflect staff retirements (Jim Fletcher) and changes (Tim Desmarais departing from SJRWMD).

c. Schedule Overview

- i. Currently on track with schedule.

d. RWSP Chapter Development

- i. Technical Writing Sub Team will meet this afternoon (12 pm) to begin editing plan document.

e. RW Sub Team Update

- i. Final draft projections are completed and the Sub Team has started discussions on how to best present the data in the 2020 RWSP.

f. Water Project Options Sub Team Update

- i. Project submittal deadlines extended to April 1, 2019.
- ii. Finalized review methods for project submittals.

g. Presentation for SC meeting – January

- i. High-level bullet points will be presented to MOC on December 10<sup>th</sup> in preparation for the SC meeting in January. With MOC approval, the RWSP Team will develop the presentation and review at the next Team meeting on December 19<sup>th</sup>. The presentation will then be given to the MOC for approval on January 7<sup>th</sup> and to the SC on January 17<sup>th</sup>.

1. Topics / Bullets to be presented:

- Current Efforts
  - Demands Finalized
    - Slides will include demands and population results
      - 2015 RWSP -vs- 2020 RWSP
      - Differences in methods and data
    - Overview of thorough stakeholder review
  - Spatial Distribution Finalized
    - General discussion of approach, why it is needed, feedback received and coordination with WRAT
    - Monthly normalization briefing
  - RW Projections Finalized
    - High overview of methods
    - Results Slides
    - Overview of thorough stakeholder review
  - AWS Project Efforts

- 2020 RWSP Development
- Big Picture Schedule
- Next Steps
  - Technical Workshop
    - Dates / Outreach ideas / Webinar
  - Communication Plan

h. CFWI RWSP Outreach

- i. To be determined after SC meeting.

IV. Population and Water Demand Subgroup

a. Demand Projections

i. Spatial Distribution of Demands

1. Comments and reviews

a. SWFWMD – Mosaic

- i. Jacy Crosby has incorporated updated projections from Kevin Wills.

b. OUC

- i. Updates (listing station as abandoned) have been incorporated.

c. OCU

- i. Removed projections from LRA supplemental well.
- ii. Currently working to update station allocations and associated projections; initial allocation deliverable received was incorrect.

d. NRSP / Deseret

- i. Aquifer designations updated.

e. TOHO

- i. Currently working with Al Aikens to update distribution among stations associated with specific water treatment plants demands.

f. Polk County

- i. A meeting will be set-up with SJRWMD, SWFWMD, and Polk County to discuss the Southeast Well Field and distribution of projections.

ii. Methodology Write-up

1. Review / Comments

- a. Comments have been received by both SFWMD and SWFWMD and the document for the appendix will be finalized by the Technical Writing Sub Team.

iii. Changes / Comments Tracking Sheet

- 1. No updates / to be completed, including methods change document (2015 vs 2020).

b. Projections Outside CFWI but within ECFTX

i. SWFWMD

- 1. Projections are finalized and will be sent to Jacy Crosby to incorporate into the ECFTX shapefile.

- V. Next Meetings
  - a. Management Oversight Committee, December 10<sup>th</sup> @ 3:00pm
    - i. RWSP Team will give an overview of presentation bullets for approval.
  - b. Steering Committee –January 17, 2019, TOHO @ 9:30am
    - i. Upon MOC approval, RWSP Team will present current efforts and next steps.
  - c. CFWI RWSP Team, December 19<sup>th</sup> @10:00am
- VI. Next Agenda Items
  - a. Overall final editing of 2020 RWSP.
  - b. Development of RWSP Team communications plan.

**Open Action Item(s):**

| Task  | Responsible Party | Assigned Date | Due Date   | Status |
|---|-------------------|---------------|------------|--------|
| Send Mark Elsner historical reuse figures for CFWI                                | Tammy Bader-Gibbs | 10/31/2018    | 11/28/2018 | Open   |
| Create tracking sheet of demands / change requests and actions for Appendix       | Tammy Bader       | 08/29/2018    | 09/26/2018 | Open   |
| Add agenda item to discuss how plan options comply / meet statutory obligations   | Tammy Bader       | 06/25/2018    | Open       | Open   |
| Send email requesting updated Scopes of Work and timelines.                       | Tammy Bader       | 02/28/2018    | Open       | Open   |
| Schedule workshop on CFWI demand projections and prepare outline for MOC approval | Tammy Bader       | 04/26/2017    | Open       | Open   |

**Completed Action Item(s):**

| Task  | Responsible Party           | Assigned Date | Due Date   | Status |
|---|-----------------------------|---------------|------------|--------|
| Compile list of accomplishments in the last year for Robyn Felix          | Team and Sub Team leads     | 10/31/2018    | 11/28/2018 | Closed |
| Finalize Mosaic edits and forward to Tammy Bader-Gibbs                    | Kevin Wills                 | 09/26/2018    | 10/31/2018 | Closed |
| Send updated presentation for October 19 <sup>th</sup> SC meeting to Team | Tammy Bader-Gibbs           | 09/26/2018    | 10/31/2018 | Closed |
| Incorporate NRSP edits to AG projections feature class                    | Yassert Gonzalez            | 09/26/2018    | 10/31/2018 | Closed |
| Finalize AG projections feature stations                                  | Yassert Gonzalez            | 09/26/2018    | 10/31/2018 | Closed |
| Send video of September newsletter to the Team before release             | Tiffany Cowie / Tammy Bader | 08/29/2018    | 09/26/2018 | Closed |
| Send draft RW demands and methodology to Team                             | Tommy Kiger                 | 08/29/2018    | 09/20/2018 | Closed |
| Send scope of work for MFLRT to Team                                      | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Send Team WSO project checklist   | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Send Team Clermont email – demand change request                          | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Send Communications team update email from Tiffany Cowie to team          | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Send WRAT update email from Brian Starford to Team                        | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Send Conservation team update email from Kristine Morris to Team          | Tammy Bader                 | 08/29/2018    | 09/26/2018 | Closed |
| Post latest version of cost-estimation tool to CFWI website               | Tammy Bader                 | 08/01/2018    | 08/29/2018 | Closed |
| Send draft page quotas to team for review                                 | Tammy Bader                 | 06/25/2018    | 07/26/2018 | Closed |
| Send Tommy Kiger new compressed RWSP schedule                             | Tammy Bader                 | 04/25/2018    | 05/30/2018 | Closed |

| <b>Task</b>  | <b>Responsible Party</b>                   | <b>Assigned Date</b> | <b>Due Date</b> | <b>Status</b> |
|--|--|----------------------|-----------------|---------------|
| Compile a list of agricultural extension agents in CFWI  | Kathleen Greenwood                         | 04/25/2018           | 05/30/2018      | Closed        |
| Reconstitute Groundwater Availability Team   | Brian Starford                             | 01/31/2018           | 09/17/2018      | Closed        |
| Develop RWSP Checklist   | Kristine Morris                            | 01/31/2018           | 11/28/2018      | Closed        |
| Send draft Implementation Strategy to RWSP Team from Conservation Team   | Tammy Bader                                | 01/31/2018           | 05/30/2018      | Closed        |
| Send Rob Denis copy of DSS feature class clipped to CFWI   | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Update teams and sub teams membership lists/scopes of work/timelines   | Tammy Bader                                | 02/28/2018           | 03/31/2018      | Closed        |
| Request number of residential units and persons per household used in estimates and projections from BEBR and report back                  | Kevin Wills                                | 02/28/2018           | 03/31/2018      | Closed        |
| Review those polygons in FSAID IV that receive reclaimed water and see how those projections were distributed                              | Tammy Bader/Yassert Gonzalez               | 02/28/2018           | 03/31/2018      | Closed        |
| Sara Whitaker will send Tammy a schedule detailing how many DSS connections the Mascotte plans to add every five years through 2040        | Sara Whitaker                              | 02/28/2018           | 03/31/2018      | Closed        |
| Send Rob Denis the 2015 water use split for OCU and OUC  | Tammy Bader                                | 02/28/2018           | 03/31/2018      | Closed        |
| Check 2015 water use for Polk and provide Tammy with a new 2011-2015 distribution that takes into account imports to NERUSA                | Tommy Kiger/Kevin Wills                    | 02/28/2018           | 05/30/2018      | Closed        |
| Review and update Cost Estimation Tool   | Tommy Kiger                                | 02/28/2018           | 03/31/2018      | Closed        |
| Chris Rader will send SJRWMD staff recommendations on how to resolve overlaps  | Chris Rader                                | 02/28/2018           | 03/31/2018      | Closed        |
| Send Rob Denis 2015 water use for OUC and OCU broken down by District.   | Tammy Bader                                | 02/28/2018           | 03/31/2018      | Closed        |
| Send Rob Denis DSS feature class clipped to CFWI boundary  | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Removal of initial BEBR excel file   | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Post FSAID IV CFWI distribution to FTP and technical documentation to FTP site   | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Send Sara Whitaker 2010 persons per household for the City of Mascotte   | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Send overlaps to Altamonte Springs   | Yassert Gonzalez                           | 02/28/2018           | 03/31/2018      | Closed        |
| Presentation of FSAID IV projection distribution to stations   | Yassert Gonzalez                           | 01/31/2018           | 02/28/2018      | Closed        |
| Coordinate for Tim Desmarais to present at WRAT and provide technical memorandum regarding agricultural water use (from yearly to monthly) | Tammy Bader, Brian Starford, Tim Desmarais | 01/31/2018           | 02/28/2018      | Closed        |
| Demand projections methodology to Team for Review  | Tammy Bader                                | 12/20/2017           | 09/24/2018      | Closed        |
| Invite ECFTX modeling team to next RWSP Team meeting for update and deliverable discussions  | Tammy Bader                                | 12/20/2017           | 01/26/2018      | Closed        |
| Finish and deliver historic GPCD and well-level allocations to Conservation team   | Tammy Bader                                | 12/20/2017           | 01/31/2018      | Closed        |
| Send Water Supply Options sub team organizing e-mail – need utility participation  | Tammy Bader                                | 11/29/2017           | 12/20/2017      | Closed        |
| Send new PowerPoint template to members  | Tammy Bader                                | 11/29/2017           | 12/20/2017      | Closed        |
| Setup Map Viewer with PSABs and their respective permitted allocations   | Tammy Bader                                | 10/25/2017           | 11/29/2017      | Closed        |

| <b>Task</b>   | <b>Responsible Party</b>               | <b>Assigned Date</b> | <b>Due Date</b> | <b>Status</b> |
|---|--|----------------------|-----------------|---------------|
| Send updated master schedule to members   | Tammy Bader                            | 10/25/2017           | 11/29/2017      | Closed        |
| Constitute Water Supply Options Subteam   | Tammy Bader                            | 10/25/2017           | 01/31/2018      | Closed        |
| Review reclaimed water projection methodology   | All Members                            | 09/27/2017           | 10/25/2017      | Closed        |
| Provide team update prior to MOC/SC meeting if schedule and scope changes will be discussed   | Tammy Bader                            | 09/27/2017           | 10/27/2017      | Closed        |
| Send reclaimed water presentation to team   | Tammy Bader                            | 09/27/2017           | 10/06/2017      | Closed        |
| Develop Chapter page (#) guidelines   | Tommy Kiger                            | 05/31/2017           | 03/31/2018      | Open          |
| Develop timeline and chapter writing assignments for plan   | Tammy Bader, Mark Elsner, Jason Mickel | 05/31/2017           | 10/25/2017      | Closed        |
| Develop outline for plan  | Tommy Kiger                            | 05/31/2017           | 06/09/2017      | Closed        |
| Setup meeting between SJRWMD and SWFWMD staff to discuss PG projections methodology   | Yassert Gonzalez                       | 05/31/2017           | 06/09/2017      | Closed        |
| Send parcel projections geodatabases and tables to SFWMD and SWFWMD staff   | Yassert Gonzalez                       | 05/31/2017           | 06/09/2017      | Closed        |
| Start working on the narrative elements of the RWSP   | All Members                            | 05/31/2017           | 11/28/2018      | Closed        |
| RWSP team members to provide ideas on table updates in RWSP   | All Members                            | 04/26/2017           | 11/28/2018      | Closed        |
| Contacting Steve Brown for the updated PSAB shapefile   | Rich Doty, Tammy Bader                 | 03/29/2017           | 07/31/2017      | Closed        |
| Send draft projection methodology description to group  | Tammy Bader                            | 03/29/2017           | 05/10/2017      | Closed        |
| Send group PowerPoint presentation on FSAID vs AFSIRS   | Tammy Bader                            | 03/29/2017           | 04/26/2017      | Closed        |
| Send Dan Rutland's comments to group  | Tammy Bader                            | 03/29/2017           | 04/26/2017      | Closed        |
| Send copy of agricultural methodology white paper to Kristen Simmons  | Tammy Bader                            | 03/29/2017           | 04/26/2017      | Closed        |
| Send copy of the Steve Fitzgibbons' email to local government requesting feedback on golf courses to Kevin Wills                                  | Tammy Bader                            | 03/29/2017           | 04/26/2017      | Closed        |
| Send Copy of executed contract to BEBR to Tammy for dissemination and archiving   | Kevin Wills                            | 03/08/2017           | 04/26/2017      | Closed        |
| Remind Steve Brown to resolve overlaps in service area layers   | Tammy Bader                            | 03/08/2017           | 03/24/2017      | Closed        |
| Set up teleconference to continue discussion of Ag Fact Sheet   | Tammy Bader                            | 01/25/2017           | 02/28/2017      | Closed        |
| Send Golf Course Survey materials to group again for review   | Tammy Bader                            | 01/25/2017           | 02/28/2017      | Closed        |
| Send email remainder with copy of original letter to contacts in the Entity Notification Log  | Tammy Bader                            | 01/25/2017           | 02/28/2017      | Closed        |
| Send copy of PS Demand Calculations to the group  | Krystal Azzarella                      | 01/25/2017           | 02/28/2017      | Closed        |
| Verify current utility boundaries<br>SJRWMD will be contacting OUC and OCU about their boundaries.  | District Staff                         | 09/28/2016           | 10/24/2016      | Closed        |
| Send reminders to entities notified   | Tammy Bader                            | 09/28/2016           | 12/28/2016      | Closed        |
| Send Tammy Bader a breakdown of staff hours spent on 2015 planning document prep. This is to determine if there is a need for a technical editor. | All Members                            | 09/28/2016           | 10/07/2016      | Closed        |
| Golf course survey<br>1) Add date to letter<br>2) Add reply by date (no later than 10 days)<br>3) Include questions on survey                     | Tammy Bader                            | 09/28/2016           | 10/24/2016      | Closed        |

| <b>Task</b>   | <b>Responsible Party</b>                 | <b>Assigned Date</b> | <b>Due Date</b> | <b>Status</b> |
|---|--|----------------------|-----------------|---------------|
| 4) Ask what are the plans for irrigation (e.g., is the golf course planning to switch to RW<br>5) Coordinate with COM on letter |  |                      |                 |               |
| Email golf course contact to Tammy  | District Staff                           | 09/28/2016           | 10/24/2016      | Closed        |
| Create a slide for MOC presentation that presents the AG projection pros/cons between FSAID3 and AFSIRS                         | Tammy Bader, Ray Scott, Cori Hermle      | 09/28/2016           | 10/07/2016      | Closed        |
| Prepare draft email to utilities for service area review  | Tammy Bader                              | 07/27/2016           | 09/28/2016      | Closed        |
| Provide and review AFSIRS / FSAID comparison  | Cynthia Gefvert/Tammy Bader, All Members | 06/29/2016           | 09/28/2016      | Closed        |
| Presentation to Steering Committee – Streamline slide #9 and check mentions of BEBR throughout presentation                     | Tammy Bader                              | 06/29/2016           | 07/22/2016      | Closed        |
| Discuss LRA 1-in-10 AFSIRS simulation   | Tammy Bader                              | 06/29/2016           | 12/31/2017      | Closed        |
| Status report on ECTFX outreach   | Tim Desmarais                            | 06/29/2016           | 07/27/2016      | Closed        |
| Send copy of Balmoral’s FSAID presentation to group and link to Balmoral’s FTP  | Tammy Bader                              | 05/25/2016           | 06/20/2016      | Closed        |
| Send Kathleen Greenwood DSS layer   | Tammy Bader                              | 05/25/2016           | 06/20/2016      | Closed        |
| Invite The Balmoral Group to give presentation on FSAID III   | Corinne Hermle                           | 04/27/2016           | 05/25/2016      | Closed        |
| Forward Balmoral Draft FSAID III projections link to Kathleen Greenwood   | Tammy Bader                              | 04/27/2016           | 05/25/2016      | Closed        |
| Coordinate with Kathleen Greenwood on delivery date for annual report to DEP  | Jason Mickel, Lisann Morris              | 04/27/2016           | 05/25/2016      | Closed        |
| Solicit participation from environmental groups, power generators and green industry and notify facilitator                     | Jay Yingling, All Members                | 03/23/2016           | 05/25/2016      | Closed        |
| Submit abstract to 2016 AWRA Annual Conference  | Tammy Bader                              | 03/23/2016           | 05/16/2016      | Closed        |
| Comments regarding Entity Notification Letter to Tammy Bader  | All Members                              | 03/23/2016           | 03/29/2016      | Closed        |
| Send copy of Entity Notification Letter and spreadsheet log to RWSP Team members  | Tammy Bader                              | 03/23/2016           | 04/27/2016      | Closed        |
| Complete draft master schedule  | Jason Mickel                             | 03/23/2016           | 04/27/2016      | Closed        |