



The Water Cooperative of Central Florida
Wednesday, December 11, 2019
2:00 PM - 3:00 PM
Toho Administration Building
951 MLK Boulevard
Kissimmee, FL 34741

Agenda

ITEMS FOR BOARD ACTION:

- (1) APPROVAL OF BOARD MEETING MINUTES FROM JUNE 5, 2019
- (2) APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA
- (3) ADOPTION OF THE 2020 BUDGET
- (4) SELECTION OF PROPOSED MEETING DATES FOR WCCF BOARD OF SUPERVISORS' MEETINGS FOR 2020
- (5) CYPRESS LAKE ALTERNATIVE WATER SUPPLY PROJECT UPDATE

BOARD MEMBER ANNOUNCEMENTS

ADJOURNMENT

Description		Regular meeting of the Water Cooperative of Central Florida (WCCF). Present at the meeting were Polk County Commissioner Rick Wilson, Orange County Commissioner Betsy VanderLey, Toho Water Authority Supervisor Hector Lizasuain, Toho Water Authority (TWA) Executive Director Todd P. Swingle, Silvia Alderman, WCCF Counsel, TWA General Counsel, Anthony J. Cotter and Executive Assistant, Nilsa C. Diaz. Absent from the meeting was City of St. Cloud Commissioner Linette Matheny.
Date	06/05/2019	Location: Lake Marion Conference Room
	ITEM	NOTES
2:00 PM	MEETING CALLED TO ORDER	Meeting called to order at 2:00 PM by Chair Betsy VanderLey.
2:02 PM PRESENTATIONS	(A)PRESENTATION: CYPRESS LAKE AWS PROJECT UPDATE AND DISCUSSION OF AMENDMENT #4 TO THE CYPRESS LAKE INTERLOCAL AGREEMENT	<p>Deb Beatty, Project Manager for the Cypress Lake AWS Project, provided a PowerPoint presentation where she gave a technical overview of the project, costs, project allocation, time line, and current activities.</p> <p>Chair VanderLey requested a description of the term "Water Wheeling" because she was not familiar with it and Ms. Beatty provided an accurate description.</p> <p>Ms. Beatty advised the Board that Amendment No. 4 should be ready for execution by the October meeting.</p>
ITEMS FOR BOARD ACTION	(1)APPROVAL OF BOARD MEETING MINUTES FROM APRIL 12, 2019	Commissioner Rick Wilson moved for approval of the WCCF Board meeting minutes from April 12, 2019 and Supervisor Hector Lizasuain seconded the motion. Motion passed 3 to 0.
	(2) APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA	Commissioner Rick Wilson moved for approval of the \$16,984.78 expenditure reimbursement due Tohopekaliga Water Authority on behalf of the Water Cooperative of Central Florida. Commissioner Rick Wilson moved for approval of the reimbursement and Supervisor Hector Lizasuain seconded the motion. Motion passed 3 to 0.

	(3) ADOPTION OF FY2019 BUDGET	Commissioner Rick Wilson moved for approval of the adoption of the FY2019 budget; Supervisor Hector Lizasuain seconded the motion. Motion passed 3 to 0.
	(4) PROPOSED FY2020 BUDGET	Commissioner Rick Wilson moved for approval of the proposed budget for FY2020; Supervisor Hector Lizasuain seconded the motion. Motion passed 3 to 0.
	(5) DESIGNATING A NEW REGISTERED AGENT AND REGISTERED OFFICE	Commissioner Rick Wilson moved for approval of Resolution WC 2019-001; Designating a new Registered Agent and Registered Office. Supervisor Hector Lizasuain seconded the motion. Motion passed 3 to 0.
	BOARD MEMBER ANNOUNCEMENTS	During the Board member announcements, the Board discussed the possibility of canceling the August 7th meeting because there will be no agenda and consensus was to cancel the meeting. Next meeting of the WCCF will be on October 2nd.
	ADJOURNED	<p>There being no further business to come before the Board, Chair VanderLey adjourned the meeting at 2:24 PM.</p> <hr/> <p>Betsey VanderLey, Chair</p> <hr/> <p>Hector Lizasuain, Secretary</p> <p style="text-align: right;">ncd</p>

WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: December 11, 2019

Agenda Item No. 2

Attachments: Itemized list of expenditures by Toho Water Authority from May 6, 2019 – November 4, 2019

Title: APPROVAL OF REIMBURSEMENT OF EXPENDITURES TO DATE BY TOHO WATER AUTHORITY ON BEHALF OF THE WATER COOPERATIVE OF CENTRAL FLORIDA

Explanation:

The Board of Supervisors adopted a resolution at the October 2, 2013 meeting authorizing the reimbursement of expenses incurred by Toho Water Authority (TWA) on behalf of the Water Coop on a quarterly basis. The resolution allows the Authority to submit a detailed list of expenses incurred each quarter to the Board for approval for reimbursement. Under the resolution, the TWA could be reimbursed quarterly during the year instead of once annually as was done for the previous fiscal year. The attached list of expenditures, made to date by TWA on behalf of the Water Cooperative, is being submitted for approval for reimbursement.

Amount to be reimbursed: \$30,538.66

Recommendation: Staff recommends approval of the list of expenditures submitted to date for reimbursement to the TWA.

Initials: ncd

Attachment to Item 2

Toho Water Authority List of Expenditures on behalf of the Water Cooperative of Central Florida (May 6, 2019 – November 4, 2019)

Vendor	Date	Invoice	Amount
CliftonLarsonAllen LLP	05/06/2019	2140862	1,400.00
Akerman LLP	05/03/2019	9451627	10,367.50
Akerman LLP	05/03/2019	9451629	4,968.31
The Ledger	05/29/2019	L060G0IW7U	206.50
Akerman LLP	06/04/2019	9460458	1,007.50
Akerman LLP	06/04/2019	9460455	2,502.50
Osceola News Gazette	05/25/2019	79306	37.68
Orlando Sentinel	05/22/2019	CU00017532 6296009	136.25
Akerman LLP	07/03/2019	9469775	585.00
Akerman LLP	07/03/2019	9469778	1,553.52
Akerman LLP	08/05/2019	9478735	390.00
Akerman LLP	09/05/2019	9487637	520.00
Akerman LLP	10/02/2019	9497270	877.50
Akerman LLP	10/02/2019	9497273	1,170.00
FL Dept. of Economic Opportunity	10/01/2019	annual fee	175.00
Akerman LLP	11/04/2019	9507206	4,641.40
		SUBTOTAL	\$30,538.66

WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: December 11, 2019

Agenda Item No. 3

Attachments:

Final Budget Fiscal Year October 1, 2019 – September 30, 2020

Title:

APPROVAL OF THE FINAL WATER COOPERATIVE BUDGET FOR FISCAL YEAR 2020

Explanation:

The Final budget for FY2020 remains similar to the FY2019 budget excepting deletion of the property and easement expenses as these costs are separately funded and underway as part of the Cypress Lake property acquisition. The Final FY2020 budget remains as presented at the WCCF Board meeting on June 5, 2019. Included within the legal expenses category continues to be a line item for the continued representation of the Water Cooperative in the Central Florida Water Initiative (CFWI) which was approved initially in FY2014. The regulatory development process for the legislatively mandated CFWI regulations is on-going and is expected to continue into FY2020. Legal fees also continue to include an item associated with the property and easement acquisitions for the Cypress Lake project.

Revenue for the Final budget is to be provided through a projected reserve carry-over of \$86,039.22 from FY2019 and a \$26,000 contribution, slightly up from the previous year of \$22,000 from each of the four member governments. The Final budget provides for an estimated ending year reserve of \$63,339.22. The only funding approval that will be necessary from each member government to fund the proposed Final budget is the \$26,000 contribution.

In accordance with the Interlocal agreement establishing the Water Cooperative, the budget process requires the submission of a proposed budget to the member governments a minimum of 30 days in advance of adopting the annual budget. The proposed budget was approved by the WCCF Board as part of the June 5, 2019 meeting and is now presented for Final approval.

Costs:

Final Budget, no immediate cost impacts.

Recommendation:

Staff recommends approval of the Final budget for Fiscal Year 2020 as presented.

Initials: NCD

**Water Cooperative of Central Florida
PROPOSED BUDGET FOR FY2020**

Proposed Budget FY2020

Income -- Annual Working Capital Contributions

Reserves Carry-over	\$86,039.22
Reimbursement from Reedy Creek Improvement District	\$27,000.00
Toho Water Authority	
General Administration	\$26,000.00
Cypress Lake Project Management	\$0.00
Orange County	
General Administration	\$26,000.00
Cypress Lake Project Management	\$0.00
City of St. Cloud	
General Administration	\$26,000.00
Cypress Lake Project Management	\$0.00
Polk County	
General Administration	\$26,000.00
Cypress Lake Project Management	\$0.00

Miscellaneous Income

Reedy Creek Improvement District	
Cypress Lake Project Management	\$0.00
Interest on SunTrust Account	\$0.00

TOTAL **\$217,039.22**

Expenses

Water Supply Project Management and Administration	
Reimbursement to Toho Water Authority	\$0.00
Advertising Meetings	\$1,000.00
Legal Expense	
Meetings (4 regular & 1 special)	\$10,000.00
Central Florida Water Initiative	\$135,000.00
Miscellaneous	\$1,000.00
Total Legal	\$146,000.00
Accounting (Annual Report)	\$5,500.00
Annual Filings	\$200.00
Board Expenses	\$1,000.00

TOTAL **\$153,700.00**

NET RESERVES **\$63,339.22**

WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: December 11, 2019

Agenda Item No. 4

Attachments: None

Title: Selection of Proposed Meeting Dates for Board of Supervisors Meetings for 2020

Explanation:

Statutory Requirement:

The governing body of each special district shall file quarterly, semiannually, or annually a schedule of its regular meetings with the local governing authority or authorities. The schedule shall include the date, time, and location of each scheduled meeting. The schedule shall be published quarterly, semiannually, or annually in a newspaper of general paid circulation in the manner required in this subsection.

The governing body of an independent special district shall advertise the day, time, place, and purpose of any meeting other than a regular meeting or any recessed and reconvened meeting of the governing body, at least 7 days before such meeting, in a newspaper of general paid circulation in the county or counties in which the special district is located, unless a bona fide emergency situation exists, in which case a meeting to deal with the emergency may be held as necessary, with reasonable notice, so long as it is subsequently ratified by the governing body. No approval of the annual budget shall be granted at an emergency meeting.

Past Practice:

The Cooperative has in the past established and published an annual schedule of quarterly meetings, typically occurring on the first Wednesday of the quarter barring holiday conflicts. The schedule can be adjusted if needed with republication of an amended schedule. See Section 2.02 (E) of the Charter. Based upon this practice and the practice of scheduling at least one of the quarterly meetings in October to kick off the year, elect officers and adopt a budget, the following dates, with key meeting elements noted, are recommended for consideration:

April 1, 2020 – agenda items as scheduled

July 1, 2020 – agenda items as scheduled and approve proposed budget for 2021

October 7, 2020– adopt final 2021 budget and set meeting dates for 2021

No meeting is scheduled in January 2020 due to the proximity in time to this December 2019 meeting.

Costs: None

Recommendation: Approve meeting dates for 2020.

Initials: ncd

WATER CO-OPERATIVE OF CENTRAL FLORIDA

Meeting Date: December 11, 2019

Agenda Item No. 5

Attachments: None

Title: Cypress Lake Alternative Water Supply Project Update

Explanation:

Ms. Deborah Beatty, project manager for the Cypress Lake Alternative Water Supply Project, will provide a brief update on the status of the project and progress since the June 5, 2019 Water Cooperative Board meeting. Included will be a summary of the status of the Water Quality Criteria Exemption Petition and SFWMD/FDEP grant funding application for the concentrate disposal well construction; Fourth Amendment; and appraisals preparation.

Costs: None at this time

Recommendation: No action required by the Board

Initials: dab