



The Water Cooperative of Central Florida
Wednesday, July 18, 2012
2:00 PM
Toho Administration Building
951 MLK Boulevard
Kissimmee, FL

Agenda

1. Approval of Minutes from the April 4, 2012 meeting.
2. Approval of Water Cooperative Budget Fiscal Year 2012 – The proposed budget for fiscal year 2012 for the Water Cooperative that was approved at the April 4, 2012 meeting was submitted to the member governments for review and comment. In accordance with the cooperative interlocal agreement, the member governments had 30 days to provide comment on the proposed budget. No comments have been received from any of the member governments. The fiscal year 2012 budget is now ready for approval by the Board. Upon approval of the budget, Toho Water Authority will invoice the Water Cooperative to be reimbursed for the expenses incurred to date for meetings held prior to the budget adoption.
3. Approval of Draft Water Co-operative Budget for Fiscal Year 2013 – A copy of the draft proposed budget for the Water Co-operative is attached. Similar to the fiscal year 2012 budget the draft budget for the fiscal year 2013 consists primarily of the expenses to maintain the board and conduct the routine meetings. Expenses for the next fiscal year are expected to mirror those of the fiscal year 2012 budget year. Funding for the budget will be provided by the reserve to be carried over from fiscal year 2012. The initial funding contributions of \$20,000 from each member government will be sufficient to cover the fiscal year 2013 budget without an additional contribution from the member governments. As with the fiscal year 2012 budget, in accordance with the Interlocal agreement establishing the Water Co-operative, 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 draft budget document should be approved by the Board of Supervisors for submission to the member governments in advance of final approval. As outlined in the attached draft budget document basic expenses consist of advertising for meetings, legal expenses associated with providing legal counsel for the board at the meetings,

and the costs of an annual audit/financial report to meet state reporting requirements.

After the required comment period for the member governments has passed, the Board would be able to formally approve the budget with any modifications suggested by any of the member governments.

5. Status Update on Cypress Lake AWS – Staff will provide an update on the Cypress Lake Alternative Water Supply Project.
6. Board Member Comments

Description	Regular meeting of the Water Cooperative of Central Florida. Present at the meeting were Commissioner Bob English, Commissioner Donald Shroyer, Chairman Bruce Van Meter, and Commissioner Tiffany Moore.		
Date	4/4/2012	Location	Toho Water Board Room
Time	Item	Notes	
2:08 PM	Meeting called to order	Meeting called to order by Chairman Bruce Van Meter at 2:08 PM.	
	Introduction of Orange County Commissioner	Orange County Commissioner Tiffany Moore Russell was introduced as the representative for Orange County and with her appointment; the Water Cooperative Board has been completed. Commissioner Shroyer also introduced Veronica Miller as the Interim Public Services Administrator for the city of St. Cloud.	
	Approval of the Minutes	Commissioner Shroyer moved for approval of the minutes from the January 26, 2012 meeting and Commissioner Russell seconded the motion. Commissioner English brought to the Board's attention that in the minutes at 14:47 PM while discussing the Formulation of a Meeting Schedule for 2012, the minutes reflected that Mr. English had seconded the motion and that it should read that Commissioner Shroyer was the one who seconded the motion. Commissioner English moved for approval of the minutes as amended. Motion passed 4 to 0.	
	Approval of the Draft Budget	The Board proceeded to discuss the Draft Budget which has to be submitted to each government entity 30 days in advance of the Board of the Water Cooperative approval of the budget. After submitting the Draft Budget to the member governments, provided there are no changes, the Budget will be presented for formal adoption at the next Board meeting. Mr. Wheeler explained that he will try to have the Draft FY2013 Budget ready for the Board meeting in July. The Draft Budget will consist mostly of meeting expenses and filing expenses. The Cypress Lake Alternative Water Supply (AWS) project will be incorporated into the next Budget. The upset limit used in the Agreement will be used as a basis. Deb Beatty was introduced as the Project Manager and she said that about \$3.2M will be needed for both phases. Commissioner Shroyer requested that a line item be added to the Budget under the title of Education to provide for Board attendance to events that might prove beneficial. Chairman Van Meter added that he did not anticipate anything coming up this year. Commissioner Russell said that if anything was to come up, the Board could always use the Reserves. Silvia Alderman	

		made a recommendation to use the term Board Expenses instead of Education. Commissioner Russell moved to approve the Draft Budget as amended, Commissioner Shroyer seconded the motion. Motion carried 4 to 0.
	Status Update on Cypress Lake AWS	Deborah Beatty made a presentation summarizing the history of the Cypress Lake AWS. Ms. Beatty explained that based on data collected, a 30 year Water Use Permit was issued on October 3, 2011 to the Water Cooperative. Commissioner English asked whether the committee for the consultant selection for the Preliminary Engineering phase had already been selected. Mr. Wheeler replied in the affirmative. Chairman Van Meter asked why Reedy Creek was part of the Cypress Lake AWS Project but not a member of the Coop. Mr. Wheeler provided a brief explanation stating that Reedy Creek has the option of joining within 5 years of the Coop's formation. If they don't join during the 5 year period, they would have to come before the Coop, ask to join, and all participants would have to consent to it. Chairman Van Meter proceeded to discuss the location of the plant which is in the preliminary stages but Mr. Wheeler said that the location they are looking at is the best location. Mr. Wheeler also talked about the eventual need for some rights of way. Through the city of St. Cloud's foresight, during the first phase, we would be able to interconnect the water of all the entities. Commissioner English asked if the 2013 date was relevant. Mr. Wheeler responded that with the slowdown of development, the Water Management Districts are formally pushing for drafts and modifications to all permits. Commissioner Shroyer asked what STOPR + 2 was and Mr. Wheeler told him that it was the STOPR group incorporating OUC and Seminole County.
	Meeting date of July	The Board discussed a date for the July Board meeting and decided on July 18 th . Commissioner Russell stated that that date might present a problem for her. Commissioner Russell moved for approval of July 18 th as the next Board meeting date and Commissioner English seconded the motion. Motion passed 4 to 0.
	Board Member Comments	Commissioner Russell said that she is looking forward to working with the Coop.
	Adjourned	There being no further business to come before the Board, Chairman Van Meter adjourned the meeting at 2:41 PM.

		Bruce R. Van Meter, Chairman <hr/> Bob English, Secretary
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Water Cooperative of Central Florida
Fiscal Year October 1, 2011 – September 30, 2012

Income – Annual Working Capital Contributions

Toho Water Authority	\$20,000.00
Orange County	\$20,000.00
City of St. Cloud	\$20,000.00
Polk County	\$20,000.00

TOTAL: **\$80,000.00**

Expenses:

Advertising Meetings	\$ 1,000.00
Legal	
Meetings (4 Regular & 1 Special)	\$13,000.00
Miscellaneous (20hrs @ \$325/hr)	<u>\$ 6,500.00</u>
TOTAL LEGAL	\$19,500.00

Accounting (Annual Report)	\$ 2,000.00
Annual Filings	\$ 500.00
Board Expenses	\$ 1,000.00
<u>TOTAL:</u>	\$24,000.00

Reserves: **\$57,000.00**

Water Cooperative of Central Florida
Draft Budget
Fiscal Year October 1, 2012 – September 30, 2013

Income – Annual Working Capital Contributions

Reserves Carry-over	\$57,000.00
Toho Water Authority	\$0
Orange County	\$0
City of St. Cloud	\$0
Polk County	\$0

TOTAL: **\$57,000.00**

Expenses:

Advertising Meetings	\$ 1,000.00
Legal	
Meetings (4 Regular & 1 Special)	\$13,000.00
Miscellaneous (20hrs @ \$325/hr)	<u>\$ 6,500.00</u>
TOTAL LEGAL	\$19,500.00

Accounting (Annual Report)	\$ 2,000.00
Annual Filings	\$ 500.00
Board Expenses	\$ 1,000.00
<u>TOTAL:</u>	\$24,000.00

Reserves: **\$33,000.00**