



The Water Cooperative of Central Florida  
Wednesday, January 9, 2013  
2:00 PM  
Toho Administration Building  
951 MLK Boulevard  
Kissimmee, FL

### Agenda

1. Approval of Minutes from the July 18, 2012 meeting.
2. Approval of Water Cooperative Budget Fiscal Year 2013
3. Approval for the Toho Water Authority (TWA) to Act as the Agent for the Water Cooperative of Central Florida (Cooperative) in the Contracting for Consulting Services for the Cypress Lake Potable Water Transmission, Optimization, and Interconnection Analysis.
4. Status Update on the Cypress Lake Alternative Water Supply Project – Staff will provide an update on the Cypress Lake Alternative Water Supply Project.
5. Board Member Comments

<b>Description</b>	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.		
<b>Date</b>	7/18/2012	<b>Location</b>	Toho Water Board Room
<b>Time</b>	<b>Item</b>	<b>Notes</b>	
2:02:23 PM	Meeting called to order	Meeting called to order by Chairman Bruce Van Meter at 2:02 PM.	
2:02:30 PM	Approval of the Minutes	Commissioner Shroyer moved for approval of the minutes from the April 4, 2012 meeting and Commissioner Russell seconded the motion. Motion passed 4 to 0.	
2:02:37 PM	Approval of FY-2012 Budget	Approval of the Water Cooperative Budget for Fiscal Year 2012 – Supervisor Shroyer requested an explanation of the budget. Executive Director provided the explanation requested. Supervisor Russell moved approval and Supervisor English made the second. Motion approved 4-0	
2:05:13 PM	Approval of FY-2013 Draft Budget	Approval of the Draft Water Cooperative Budget for Fiscal Year 2013 – Executive Director Wheeler advised the Board that the proposed budget for Fiscal Year 2013 proposes the same expenses as approved in the Fiscal Year 2012 budget and no proposed revenue. The reserve carryover from the Fiscal Year 2012 budget of \$57,000 will cover the proposed expenses of \$24,000. The draft budget will be submitted to the member governments for their 30 day review and comment period upon approval by the Board of Supervisors. Supervisor English requested confirmation that the member governments would not be asked provide any funding to the Water Cooperative for Fiscal Year 2013. The Executive Director confirmed that there would not be any funding required from the member governments. Supervisor English moved approval and Supervisor Russell made the second. Motion approved 4-0.	
2:07:41 PM	Status Update on Cypress Lake AWS	Deborah Beatty, Senior Engineer for Toho Water Authority, briefed the board on the status of the Cypress Lake Alternative Water Supply project. The Cooperative is presently engaged in the consultant selection process for the preliminary engineering phase of the project. There are two parts to the preliminary engineering phase, the Transmission and Interconnection Analysis and the Water Treatment, Raw Water and Wellfield. The board and Ms. Beatty engaged in a discussion of the progress and next steps of the project.	

2:34:59 PM	Adjourned	<p>There being no further business to come before the Board, Chairman Van Meter adjourned the meeting at 2:34:59 PM.</p> <hr/> <p>Bruce R. Van Meter, Chairman</p> <hr/> <p>Bob English, Secretary</p>
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## **APPROVAL OF WATER COOPERATIVE BUDGET FOR FISCAL YEAR 2013**

**Attachment:** Final Budget Fiscal Year October 1, 2012 – September 30, 2013

**Explanation:** The proposed budget for fiscal year 2013 for the Water Cooperative that was approved at the January 18, 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 2013 budget is now ready for approval by the Board. U 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. The required comment period for the member governments has passed therefore the Board is now able to formally approve the budget as submitted without any requested modifications by any member government. 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.

**Recommendation:** Staff recommends approval of the budget for fiscal year 2013 as presented.

Water Cooperative of Central Florida  
Final 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>
<b>TOTAL LEGAL</b>	<b>\$19,500.00</b>

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

**Reserves:** **\$33,000.00**

**APPROVAL FOR TOHO WATER AUTHORITY (TWA) TO ACT AS THE AGENT FOR THE WATER COOPERATIVE OF CENTRAL FLORIDA (COOPERATIVE) IN THE CONTRACTING FOR CONSULTING SERVICES FOR THE CYPRESS LAKE TRANSMISSION, OPTIMIZATION, AND INTERCONNECTION ANALYSIS.**

**Explanation:** In 2007, the South Florida Water Management District (SFWMD) issued 20-year Water Use Permits (WUPs) to the individual members of the STOPR group (City of St. Cloud, Tohopekalliga Water Authority, Orange County Utilities, Polk County Utilities, and Reedy Creek Improvement District). The permits, which were jointly negotiated by the STOPR group and the SFWMD, included a limiting condition that Alternative Water Supplies (AWS) must be developed by 2013 to meet future water supply needs. The AWS permit condition was based on the finite supply of water in the Upper Floridan Aquifer and projected population growth at the time of the permit issuance. Due to the lack to growth over the past several years, the 2013 deadline for the development of AWS projects to meet the permit condition was recently extended by the SFWMD.

In July 2007, to meet the WUP permit condition, Tohopekalliga Water Authority (TWA) initiated a Lower Floridan Exploratory Drilling Program in the Cypress Lake area located in Southern Osceola County. The purpose of the exploratory drilling program was to determine if this groundwater source would meet the WUP “alternative water supply” definition. TWA initiated the drilling of two test/production wells and associated monitoring wells, one at the north end and one at the south end of the proposed wellfield, to collect water quality data and confirm water quantity sufficiency. The test/production wells were completed in November, 2010 and confirmed the viability of the wellfield. The data collected at the sites provided sufficient information to support the submittal of a Water Use Permit (WUP) Application to the SFWMD for the withdrawal of 37.5 MGD from the lower Floridan Aquifer.

In 2011, an Interlocal Agreement and Charter was executed between the City of St. Cloud, TWA, Orange County, and Polk County, establishing the Water Cooperative of Central Florida (Cooperative) to address the funding, planning, preliminary design, design and construction, comprehensive plan amendments, zoning and land use approvals, and water use permitting for water supply projects to benefit the customers and stakeholders of the Cooperative. The Interlocal Agreement established TWA as the Project Administrator for the Cypress Lake Project. Reedy Creek Improvement District (RCID) opted out of the Cooperative but continues to participate in the Cypress Lake project and retains the option of joining the Cooperative as a member in the future. After the Agreement and Charter were executed, the WUP application was submitted to the SFWMD with the Cooperative and RCID as the permit applicants. On October 3, 2011 a WUP for the withdrawal of 37.5 MGD of Lower Floridan groundwater was issued to the Cooperative and RCID.

The permitted 37.5 MGD groundwater withdrawal will result in approximately 30 MGD of finished water for distribution to the Cooperative members and RCID to be allocated in the WUP and the Interlocal Agreement as follows:

TWA	12 MGD
Orange County	9 MGD
Polk County	3 MGD
St. Cloud	5 MGD
RCID	1 MGD

In May 2012, TWA, on behalf of the Cooperative, initiated the selection of consultants for the preliminary design of the Cypress Lake project by issuing Requests for Statements of Qualifications (RFQ). The project will be implemented under two separate sub-projects; the hydraulic analysis for the Transmission and Interconnection project, and the Water Treatment Plant, Raw Water Main and Wellfield project. The Interlocal Agreement specifies that the selection of the Consultants will be performed in accordance with TWA's established consultant selection process. In response to the RFQ, the Cooperative received three Statements of Qualifications for the Transmission and Interconnection project; the respondents were Reiss Engineering, AECOM and Black & Veatch. The Statements of Qualifications were reviewed by the Selection Committee comprised of one member from each participating utility. The respondents were then interviewed by the Committee and Reiss was selected as the most qualified consultant team to perform the work.

TWA staff and representative Cooperative members are currently negotiating a Scope of Services Proposal with Reiss Engineering. The scope of services includes: project management and administration; the combination of the Cooperative members' hydraulic models into a regional model; development of a conjunctive use model; transmission routing feasibility and assessment; development of water wheeling strategies utilizing existing interconnections and identification of future interconnection locations to ensure efficient and cost effective delivery of water among the Cooperative and RCID; capital planning for improvements including construction and operations phasing.

TWA is requesting approval from the Board of Supervisors to act as the contracting agent on behalf of the Cooperative for the hydraulic evaluation services with Reiss Engineering for the Cypress Lake Potable Water Transmission, Optimization, and Interconnection project. The Water Treatment Plant, Raw Water Main and Wellfield project is in the consultant selection process.

The Interlocal Agreement establishes each participating entity's projected project funding obligation for the preliminary design portion of the projects. The previously approved funding, in the amount of \$1,405,000, for the Transmission and Interconnection Analysis project, is as follows and will be proportionally utilized to fund the cost of the project:

TWA	\$421,500.00
Orange County	\$351,250.00
Polk County	\$210,750.00

St. Cloud	\$257,818.00
RCID	\$163,682.00

TWA is also requesting approval to act as the contracting agent for the Cooperative to execute an Agreement with the SFWMD for project funding. The SFWMD has agreed to fund a portion of this project in the amount of \$465,000 to satisfy a settlement agreement between St. Cloud and Orange County. The settlement agreement stipulates that the funds must be used to benefit central Florida water providers (in essence, the STOPR group). The funding from the SFWMD will be used to proportionally offset each of the participating entities project funding responsibilities.

**Recommendation:** TWA recommends the Cooperative Board of Supervisors authorize and direct TWA to perform as the contracting agent with Reiss Engineering for the Cypress Lake Potable Water Transmission and Interconnection Project, and to act as the Cooperative's agent by executing an Agreement with the SFWMD for partial funding for the project in the amount of \$465,000.

Cypress Lake Potable Water Transmission and Interconnection Consulting Services  
Proposal-01.09.13.db