

Waccasassa Water & Wastewater Cooperative Agenda

<https://w3cfl.org/>

July 14, 2026 @ 1:00 PM

555 2nd Avenue, Otter Creek, FL 32683

Otter Creek Town Hall

CALL TO ORDER

PRAYER

PLEDGE OF ALLEGIENCE

ROLL CALL

ITEM 1: ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

ITEM 2: CONSENT AGENDA

- Minutes from the June 16, 2026 Regular Cooperative Board Meeting (pp 2-3)
- Attorney Norm Fugate Statement for Legal Services Invoice #12174 – June 2026 = \$1,102.50 (pp 4-5)
- Beauchamp & Edwards, CPAs for Administration Services Invoice #28655 – Jan. thru March 2026 = \$3,623.68 (pp 6-12)

ITEM 3: PUBLIC PARTICIPATION

ITEM 4: INFORMATIONAL ITEMS – The W3C Virtual Meeting will be broadcast on YouTube.

- Channel Name = Waccasassa Water and Wastewater Cooperative
- Handle Name = @WaccasassaWaterandWastewaterCo
- Channel Link = <https://youtube.com/@waccasassawaterandwastewaterco?si=rEqxXtpKM5pqunKD>
- We will Go Live at 1:00 PM

ITEM 5: NEW BUSINESS

- Resolution No. 2026-002 – A Resolution to Initiate Proceedings under Florida Statutes Chapter 164 (forthcoming)

ITEM 6: OLD BUSINESS

- Project Updates (separate attachment – forthcoming)
 - Robert Beltran, PE, DBIA – Vice President, Business Unit Manager, Water Market Segment with Dewberry

ITEM 7: PUBLIC PARTICIPATION

ADJOURN

WACCASASSA WATER & WASTEWATER COOPERATIVE BOARD MEETING

<https://w3cfl.org/>

TUESDAY, JUNE 16, 2026

510 3RD STREET, CEDAR KEY, FL 32625

CEDAR KEY WATER AND SEWER DISTRICT

Roll Call:

- Zim Padgett, Town of Otter Creek Mayor
- Sue Colson, Cedar Key Water & Sewer District Board Member
- Norm Fugate, Attorney, Fugate & Fugate Law Firm
- Sherrie Yost, Administrator, Beauchamp & Edwards, CPAs

The meeting is called to order at approximately 1:00 PM. The prayer is led by Chair Zim Padgett. Roll call is taken. All members are present and accounted for.

ITEM 1: ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

Sue Colson makes a motion to accept the agenda as presented. Zim Padgett seconds the motion. The motion passes.

ITEM 2: CONSENT AGENDA

- Minutes from the May 19, 2026 Regular Cooperative Board Meeting
- Minutes from the June 2, 2026 Emergency Meeting
- Attorney Norm Fugate Statement for Legal Services Invoice #12115 – May 2026 = \$1,440.00

Sue Colson makes a motion to accept the consent agenda as presented. Zim Padgett seconds the motion. The motion passes.

ITEM 3: PUBLIC PARTICIPATION – It is proposed and decided to hold public participation until the end of the meeting.

ITEM 4: INFORMATIONAL ITEMS - The W3C Virtual Meeting will be broadcast on YouTube.

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- Handle Name = @WaccasassaWaterandWastewaterCo
- Channel Link = <https://youtube.com/@waccasassawaterandwastewaterco?si=rEqxXtpKM5pqunKD>
- We will Go Live at 1:00 PM
- **The Regular Cooperative Board Meeting for July has been rescheduled to Tuesday, July 14, 2026 @ 1:00 PM in Otter Creek. Sue Colson makes a motion to reschedule the meeting. Zim Padgett seconds the motion. The motion passes.**

ITEM 5: NEW BUSINESS – N/A

ITEM 6: OLD BUSINESS

Project Updates: Project updates will be presented at the July board meeting. There have been no further updates from the Emergency Meeting held on June 2, 2026.

Vice-Chair, Sue Colson states that W3C would like to move forward with negotiations with the Town of Bronson for potentially purchasing the land that the well sits on. The Town of Bronson does not need to be a member of W3C in order to sell the land.

Sue Colson makes a motion for Attorney Fugate and Dewberry to proceed with negotiations with the Town of Bronson (on behalf of the W3C Board) for the potential purchase of the land. Zim Padgett seconds the motion. The motion passes.

ITEM 7: PUBLIC PARTICIPATION – An audience member asks if an independent assessment has been completed on the land. Attorney Fugate states that the land has not been formally appraised.

Another audience member asks for a synopsis of where W3C is at this point. Attorney Fugate states that other alternatives are being considered. One alternative is to relocate the facilities to an area south of Chiefland and west of Highway 19. It is also possible that the water treatment plant may stay in Bronson and the waste water treatment may be located elsewhere.

The meeting is adjourned at approximately 1:35 PM.

Norm D. Fugate, P.A.

Post Office Box 98
Williston, Florida 32696

Waccasassa Water & Wastewater Coop
Post Office Box
Bronson, Florida 32621

352-528-0019

June 29, 2026

12174

Statement of Fees For Legal Services Rendered in the Following Matters:

DATE	DESCRIPTION	HOURS	AMOUNT	ATTY/ASST
Jun-02-26	Preparation for, travel to and attendance at Emergency Meeting	2.00	450.00	NF
	Receive, review and advise on public records request	0.30	67.50	NF
Jun-04-26	Weekly Teams meeting with Dewberry	0.30	67.50	NF
Jun-10-26	Receive and review Test Well Funding documents	0.40	90.00	NF
Jun-11-26	Weekly Teams Meeting with Dewberry	0.50	112.50	NF
Jun-16-26	Preparation for, travel to and attendance at monthly meeting	1.00	225.00	NF
	Email communications with Bronson Town Attorney regarding initiation negotiations for test well site	0.40	90.00	NF

Total Hours and Fees

4.90 \$1,102.50

Paid From Trust

\$0.00

Total Due

\$1,102.50



PO Box 1777
 Chiefland, FL 32644
 352-493-4808

W3C
 P.O. BOX 400
 BRONSON, FL 32621

Invoice # 28655
 Date: 07/08/2026
 Client ID: WACWA

Billing for accounting services as outline below \$ 3,623.68

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
01/09/2026	Data Processing Call from N. Fugate, re: 2026 meeting schedule.	Yost	0.12	\$50.00	\$ 6.00
01/12/2026	Data Processing 2026 meeting sheet, bank reconciliation. Send meeting dates and other email.	Yost	0.88	\$50.00	44.00
01/13/2026	Data Processing Implementation agreement. Bank reconciliation.	Yost	0.25	\$50.00	12.50
01/15/2026	Data Processing Email, re: remote meeting options.	Yost	0.10	\$50.00	5.00
01/16/2026	Data Processing Email, call for remote meeting access.	Yost	0.15	\$50.00	7.50
01/17/2026	Data Processing Email.	Yost	0.10	\$50.00	5.00
01/19/2026	Data Processing				

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
	Updating meeting dates on the website. Board meeting minutes.	Yost	1.97	\$50.00	98.50
01/20/2026	Data Processing Prepare for and attend meeting in Bronson.	Yost	3.08	\$50.00	154.00
01/20/2026	Data Processing Board meeting agenda and distribute. Sned Zoom meeting details.	Yost	0.52	\$50.00	26.00
01/20/2026	TRAVEL Travel to meeting in Bronson (29 miles round trip).	Yost	0.67	\$15.00	10.05
01/22/2026	Data Processing Upload board meeting recording file. Email via We Transfer to two parties as requested.	Yost	0.49	\$50.00	24.50
01/28/2026	Conference Email JM&Co regarding audit needs.	Beauchamp	0.20	\$280.00	56.00
01/28/2026	Data Processing Call from Norm. Letter to SRWMD.	Yost	0.63	\$50.00	31.50
01/29/2026	Data Processing Quarterly report for SRWMD.	Yost	1.00	\$50.00	50.00
01/30/2026	Data Processing Send SRWMD signed 4th Qtr. 2025 report. Audit correspondence.	Yost	0.36	\$50.00	18.00
01/30/2026	Various Accounting Services Review Engagement Letter and reply.	Beauchamp	0.25	\$280.00	70.00

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
02/02/2026	Data Processing Email follow up for grant posting requirements.	Yost	0.10	\$50.00	5.00
02/03/2026	Data Processing 24/25 FYE.	Yost	1.38	\$50.00	69.00
02/04/2026	Data Processing Audit documents request.	Yost	0.63	\$50.00	31.50
02/05/2026	Data Processing Review document list for auditor wit R. Beauchamp. Upload documents using secure link provided by James Moore.	Yost	0.43	\$50.00	21.50
02/10/2026	Data Processing Correspondence for SRF advance payment for Dewberry, website update request and SRF document.	Yost	0.44	\$50.00	22.00
02/16/2026	Data Processing Audit work. Board meeting minutes, agenda and packet. Changes to website. Email catch up. Send Dewberry presentation and post to website.	Yost	4.83	\$50.00	241.50
02/16/2026	Various Accounting Services Preparing information and files for JM&Co audit.	Beauchamp	2.00	\$280.00	560.00
02/17/2026	Data Processing Agenda packet copies for meeting. Respond to email. Send doc to auditor.	Yost	0.86	\$50.00	43.00
02/17/2026	Data Processing Meeting set up, attend. Sending signed resolution. Other email tasks from meeting.,				

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
	Seacoast Bank, etc.	Yost	3.57	\$50.00	178.50
02/17/2026	TRAVEL Travel to meeting in Otter Creek (25 miles round trip).	Yost	0.50	\$15.00	7.50
02/18/2026	Field Work Scan and email documents to JM&Co.	Beauchamp	1.25	\$280.00	350.00
02/18/2026	Data Processing Website, IT emails. SRWMD extension.	Yost	1.11	\$50.00	55.50
02/19/2026	Data Processing Email. Updated SRWMD additional funds request letter, send to Chair Weeks.	Yost	0.33	\$50.00	16.50
02/20/2026	Data Processing Email.	Yost	0.20	\$50.00	10.00
02/23/2026	Data Processing Logging meetings into calendar. Audit email response.	Yost	1.08	\$50.00	54.00
02/24/2026	Data Processing Website updates.	Yost	0.38	\$50.00	19.00
02/26/2026	Data Processing Audit email.	Yost	0.18	\$50.00	9.00
02/26/2026	TRAVEL Travel to Bronson for Chair Weeks signature on audit representation letter.	Yost	0.50	\$15.00	7.50
02/27/2026	Data Processing				

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
	Audit work. SRWMD well qtrly. report signature. Public depositor reports for 2024 and 2025. Certify and submit 2025 AFR.	Yost	2.15	\$50.00	107.50
03/02/2026	Data Processing Phone call with Nathan, website updates and coordination for W3c email accounts. Call from FLDFS, resubmit public depositor annual report for 2025. Resubmit 2024 AFR on Logerx website. Dewberry invoice, SRF SAHM application email.	Yost	2.86	\$50.00	143.00
03/03/2026	Data Processing Working with Nathan to try to set up Otter Creek W3C email on Zim's phone. Audit report checklist, print and prepare mailing of paper copies. Send digital copies of audit and audit checklist to Auditor General.	Yost	2.81	\$50.00	140.50
03/05/2026	Data Processing Email accounts coordination.	Yost	0.69	\$50.00	34.50
03/06/2026	Data Processing Connect Sue Colson to W3C email account. Upload final minutes to website.	Yost	0.38	\$50.00	19.00
03/06/2026	TRAVEL Travel from Chiefland to Cedar Key, Cedar Key to Otter Creek, Otter Creek to Chiefland (63.10 miles).	Yost	1.25	\$15.00	18.75
03/11/2026	Data Processing Call regarding W3C email accounts. SAHM application correspondence.	Yost	0.43	\$50.00	21.50
03/12/2026	Data Processing Email. Call w/Norm, re: agenda for next				

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
	meeting. Draft agenda.	Yost	0.67	\$50.00	33.50
03/13/2026	Data Processing Board meeting minutes, agenda, agenda packet distribution. Virtual meeting coordinations.	Yost	4.80	\$50.00	240.00
03/16/2026	Data Processing Restore gmail account. Schedule board meeting on YouTube. Workshop agenda. Finalize workshop agenda and distribute. Create livestream for workshop and distribute meeting link.	Yost	1.78	\$50.00	89.00
03/17/2026	Data Processing Meeting prep. and coordination, emails. Call from N. Thornton for Otter Creek email set up. Set up and attend meeting.	Yost	4.08	\$50.00	204.00
03/17/2026	TRAVEL Travel round trip to Cedar Key for meeting (58 miles).	Yost	1.33	\$15.00	19.95
03/18/2026	Data Processing Post updated workshop flyer. Oct. 2025 - Mar. 2026 payables. Call from Chair Weeks. SRF disbursement #2.	Yost	1.80	\$50.00	90.00
03/19/2026	Data Processing Meeting prep. Set up and attend meeting.	Yost	1.89	\$50.00	94.50
03/19/2026	TRAVEL Travel to meeting in Cedar Key (67.2 miles).	Yost	1.33	\$15.00	19.95
03/20/2026	Data Processing Mail payments. Email.				

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
		Yost	0.27	\$50.00	13.50
03/20/2026	PAID FEES Postage.	Yost			1.48
03/26/2026	Data Processing Call from Dewberry re: Disbursement Request #2.	Yost	0.27	\$50.00	<u>13.50</u>
				Current Amount Due	3,623.68
				Prior Balance	<u>0.00</u>
				Total Amount Due	\$ <u><u>3,623.68</u></u>

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,623.68	0.00	0.00	0.00	0.00	3,623.68

Beauchamp and Edwards, CPA's

W3C

WACWA

Invoice # 28655

\$ 3,623.68