



## Polk Regional Water Cooperative

### Board Meeting Minutes

January 24, 2024 – 2:00 PM  
Lake Myrtle Sports Complex  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

Zoom Meeting

<https://us02web.zoom.us/j/85042423900?pwd=OXBBOUlycXdwcVJkOGpSSGdHTSs2dz09>

Meeting ID: 850 4242 3900

Passcode: 790085

### Member Governments in Attendance:

#### Member Government

City of Auburndale  
City of Bartow  
City of Davenport  
City of Dundee  
City of Eagle Lake  
City of Fort Meade  
City of Frostproof  
City of Haines City  
City of Lake Alfred  
Town of Lake Hamilton  
City of Lake Wales  
City of Lakeland  
City of Mulberry  
City of Polk City  
City of Winter Haven  
Polk County

#### Representative

Commissioner Keith Cowie, Primary  
Vice Mayor Trish Pfeiffer, Primary  
Commissioner Tom Fellows, Primary  
Commissioner Bert Goddard, Primary  
In Absence, Commissioner Randy Billings, Primary  
Commissioner James Watts, Primary  
In Absence, Vice Mayor Austin Gravley, Primary  
Commissioner Morris West, Primary  
Commissioner Charlie Lake, Primary  
Mayor Mike Kehoe, Primary  
Commissioner Keith Thompson, Primary  
Mayor Bill Mutz, Primary (Vice Chair)  
In Absence, Commissioner Collins Smith, Primary  
Mayor Joe LaCascia, Primary  
Mayor Nathaniel Birdsong, Primary (Secretary/Treasurer)  
Commissioner George Lindsey, Primary (Chair)

#### A. Call to Order

Chairman Lindsey called the meeting to order.

#### B. Recognition of new primary/alternate appointees of members

Member roll call around the table was requested by **Chairman Lindsey**.

**Commissioner Cowie** (Auburndale) introduced **Commissioner Alex Cam** as the new alternate member from Auburndale. **Vice Mayor Pfeiffer** (Bartow) introduced herself as the new primary member from Bartow.



C. Agenda Revisions

**Chairman Lindsey** asked if there were agenda revisions and if announcements were needed.

**Director DeHaven** stated there were no agenda revisions and he will hold announcements until the end of the meeting.

D. Public Comments:

**Chairman Lindsey** asked if any members of the public wished to address the Board. **Ms. Leigh Reiner**, 470 Goldenrod, Auburndale indicated a desire to speak. **Ms. Reiner** is a life-long resident and came to speak on potable water. She stated her concerns over future potable water availability, the cost and the infrastructure needs, and the need to stop development until there is enough potable water.

E. Consent Items

E.1. Approval of the Board of Directors meeting minutes from November 16, 2023

**Chairman Lindsey** asked if the members had any concerns or questions on the consent items. He asked for a motion and second to approve the November 16 2023 BOD meeting minutes.

Motion to Approve the November meeting minutes made by **Commissioner Lake** and seconded by **Commissioner Fellows**. Motion was unanimously approved.

E.2. Approval of the Peace River Protocol Agreement with the Peace River Manasota Regional Water Supply Authority

**Chairman Lindsey** asked **Mr. Ed de la Parte** (PRWC General Counsel) to provide a brief background of this item.

**Mr. de la Parte** provide a brief summary of the presentation provided to the Board at the November BOD meeting.

**Chairman Lindsey** then explained and clarified the adjustment of water available based on District MFL's.

**Commissioner Fellows** asked if the water is available now.

**Commissioner Lindsey** answered the access to it will occur at certain times at certain flow levels.



**Director DeHaven** stated no permit exists yet to use this water, but this agreement positions the PRWC to access that water through a District permit and in coordination with the Authority.

**Chairman Lindsey** asked for any other questions and then requested a motion.

Motion to Approve the Peace River Protocol Agreement was made by **Mayor Mutz** and seconded by **Mayor Kehoe**. Motion was unanimously approved.

## F. Regular Board of Director Items

### F.1 Business Plan Update

**Mr. Robert Beltran** (TeamOne) provided a quick overview of the Business Plan process and thanked the members for their contributions in formulating the plan. The plan applies to the Southeast and West Polk projects and allows members to understand costs and budgeting needs. He reviewed the project funding summary and schedule, and also noted how important appropriations and grants are to reducing member costs. He indicated the plan represents an \$81M increase over last years business plan and why costs have risen.

**Mr. Murray Hamilton** (TeamOne) then provided an overview of projected annual member payments under the Base-Case Scenario. He used Polk County as an example to demonstrate how to read the payment schedules to see each member's all-in cost and how that is determined.

**Mr. Hamilton** also provided a 60 percent design cost schedule that showed how costs might change if 60 percent design cost estimates are used.

**Mayor LaCasia** referred to page 33 of the presentation and, using the Polk County example, asked if this money is what is collected from customers.

**Chairman Lindsey** indicated it is.

**Mayor LaCasia** asked if it has been conveyed yet to the customer.

**Chairman Lindsey** indicated that the member will be collecting the money from customers and rate studies are key. There is no more cheap water.

**Mayor LaCasia** asked if there is there any education for the customer on the costs.



**Chairman Lindsey** stated the county has adopted an alternative water surcharge several years ago that was discussed and information provided to residents.

**Mayor LaCasia** asked if Lakeland has done this.

**Mayor Mutz** indicated that Lakeland has and has performed rate studies to understand impacts to customers and has had commission discussions on the topic.

**Commissioner Watts** then asked if Ft. Meade had done a rate study and how were the rates shown today calculated.

**Mr. Hamilton** indicated that costs are based on costs to construct, operate, and run the two projects of the PRWC, including loan agreements and interest amounts.

**Chairman Lindsey** noted that Ft. Meade is an Associate Member so capital and operational costs are not part of Ft. Meades's costs.

**Chairman Lindsey** asked if Polk City was performing a rate study.

**Mayor LaCascia** indicated yes.

**Mayor Kehoe** noted the resident today who spoke on potable water concerns and suggested impact fees should be an option.

**Chairman Lindsey** indicated the County did think of that as a part of overall rate study and how to pay costs. Lake Hamilton is performing a rate study.

**Mayor Mutz** indicated that water used to be cheaper, and we need to recognize water costs are getting more expensive, but we have a good plan moving forward to provide long-term potable water to residents.

**Chairman Lindsey** indicated if members attempted these projects on their own, the costs would be higher.

**Commissioner Watts** asked when rate studies are due.

**Mr. Hamilton and Mr. Beltran** indicated we do annual updates to the Business Plan to keep members apprised of expected current costs and how to budget for these.

**Commissioner Lake** indicated Auburndale has done a rate study several years ago and they feel well positioned to pay costs. Members can speak with Auburndale City Manager if questions.



**Mr. Beltran** concluded the presentation by providing an overview on how the PRWC can reduce costs of projects and a cost comparison of PRWC costs to other options. Mr. Beltran requested if there were any other questions. **Chairman Lindsey** noted this presentation was for the Boards information.

### **Recess Regular BOD/Commence Combined Projects BOD**

#### G. Combined Projects Board of Directors Items

No items for consideration.

### **Recess Combined Projects BOD/Commence Southeast Wellfield BOD**

#### H. Southeast Wellfield Board of Directors Items

##### H.1 Approval of Repayment to Polk County for Retreat at Stuart Crossing Early Construction Package

**Chairman Birdsong** brought the Board to order and introduced **Mr. Mark Addison** (Southeast Wellfield Project Manager).

**Mr. Addison** reviewed the early construction package with the Board. Polk County has a competitively bid continuing services contract that will be used for the package. Work is being done to coordinate PRWC construction with the developer's construction. The cost for the package is \$52,000 and cost will be distributed amongst members following the Southeast Implementation Agreement.

**Director DeHaven** explained that the amount will be added to the costs of the Business Plan.

**Chairman Birdsong** called for a motion.

Motion to Approve the Polk County repayment for the early construction package made by **Mayor Mutz** and seconded by **Commissioner Lindsey**. Motion was unanimously approved.

##### H.2 Update on the Southeast Wellfield Project

**Chairman Birdsong** introduced **Mr. Mark Addison** to provide an update presentation.

**Mr. Addison** reviewed the status of Test Production Well #3 and other production well sites, an update on the Injection Well construction, and an update on the



design of the water production facility and transmission line. He then provided an overview of land acquisition status for the transmission line. He discussed an upcoming early construction package that will be bid and provide a read on current market conditions. Mr. Addison also discussed the TeamOne contract and Change Order #4 to address out-of-scope and value engineering costs.

**Director DeHaven** noted a handout to the Board that provides a summary of land acquisition costs.

**Mr. Addison** then concluded by covering several items associated with the projects Water use Permit and the need to submit a modification to the permit to the South Florida Water Management District.

**Chairman Birdsong** asked for questions and noted that this item was for information only.

H.3 – H.5 Adopt Resolutions 2024-01, 2024-02, and 2024-03 Resolutions of Necessity to Acquire Specified Parcels to Implement the Southeast Lower Floridan Aquifer Water Production facility and Transmission Line Projects.

**Chairman Birdsong** reintroduced **Mr. Mark Addison** to review these items.

**Director DeHaven** noted that items H.3 through H.5 will be presented as one item and the Board can make a motion to approve all at once as they wish.

**Mr. Addison** provided an overview of what these resolutions are for. He then provided a review of the parcels represented by each resolution, including the parcel location and general easement size. He then provided an update on progress of these resolutions for all the easement area needed.

**Mr. Addison** requested the Board approve the staff recommendation.

**Chairman Birdsong** called for a motion and vote.

Motion to Approve made by **Commissioner Lindsey** and seconded by **Commissioner Lake**.  
Motion was unanimously approved.

H.6 Adopt Resolution 2024-04 to Amend Resolution 2023-33 to Replace the Sketches and Legal Description for Parcels 5077-PE and 5077-TCE.

**Chairman Birdsong** asked Director DeHaven to describe this item.

**Director DeHaven** provided a brief overview where he indicated the revised resolution was needed due to a change in the pipeline routing.



**Chairman Birdsong** called for a motion and vote.

Motion to Approve made by **Commissioner Lindsey** and seconded by **Mayor Mutz**. Motion was unanimously approved.

H.7 Adopt Resolution 2024-05 to Amend Resolution 2023-29 to Replace the Sketches and Legal Description for Parcels 5054-PE and 5054-TCE.

**Chairman Birdsong** asked Director DeHaven to describe this item.

**Director DeHaven** provided a brief overview where he indicated the revised resolution was needed in a similar manner to the previous resolution.

**Chairman Birdsong** called for a motion and vote.

Motion to Approve made by **Commissioner Lindsey** and seconded by **Commissioner West**. Motion was unanimously approved.

H.8 Adopt Resolution 2024-06 to Amend Resolution 2023-33 to Replace the Sketches and Legal Description for Parcels 5095-PE and 5095-TCE.

**Chairman Birdsong** asked Director DeHaven to describe this item.

**Director DeHaven** provided a brief overview where he indicated the revised resolution was needed because the PRWC no longer needs an easement on this property.

**Chairman Birdsong** called for a motion and vote.

Motion to Approve made by **Commissioner Lindsey** and seconded by **Commissioner Lake**. Motion was unanimously approved.

## **Recess Southeast Wellfield BOD/Commence West Polk BOD**

I.1 Update on West Polk Wellfield Project

**Vice-Chairman Lindsey** asked **Mr. Tom Mattiacci** (West Polk Project Manager) to



provide the board the update.

**Mr. Mattiacci** provided an overview of the status of land acquisition, design, and well contracting.

**Vice-Chairman Lindsey** thanked **Mr. Mattiacci** and indicated this item was for the Boards information.

I.2 Approval to Defer the Determination of Final Points of Connection for the West Polk Wellfield Project.

**Secretary/Treasurer Mutz** led this item and requested **Director DeHaven** to provide an overview.

**Director DeHaven** indicate that the West Polk Implementation Agreement requires the West Polk Board approve points of connection by January 2023. At the January 2023 Board meeting action on this item was deferred to January 2024 because the design was not finalized. The is still the case now, therefore staff is requesting the Board defer the approval until January 2025.

**Secretary/Treasurer Mutz** called for a motion and vote.

Motion to Approve made by **Mayor Birdsong** and seconded by **Commissioner Cowie**. Motion was unanimously approved.

## **Recess West Polk BOD/Commence Regular BOD**

### **Open Discussion**

**Mayor LaCasia** credited **Director DeHaven** for understanding the PRWC Insurance Program and the amount of time that was put in.

**Commissioner Lake** asked about a field trip to the Southeast Wellfield. **Director DeHaven** said there was potential for a BOD meeting in Lake Wales and offered to take a trip with any Board member. Mayor Watts inquired about map locations of the sites.

**Director DeHaven** mentioned the link in the PRWC website.

### **Chair/Executive Director Report**

**Director DeHaven** gave plaques to long-term members and Chairman of project boards **Commissioner Lindsey** and **Mayor Mutz**.



**Director DeHaven** and **Mr. de la Parte** provided an overview of a letter the PRWC would like to send to FDEP regarding proposed legislation on reclaimed water.

**Commissioner Watts, Mayor Mutz and Mayor LaCascia** provided comments and indicated support for the letter.

**Chairman Lindsey** called for a motion to support.

Motion to Approve made by **Mayor Mutz** and seconded by **Commissioner LaCascia**. Motion was unanimously approved.

**Chairman Lindsey** then adjourned the meeting.

**Meeting Adjourned.**