

PRWC BOD MEETING MINUTES  
POLK REGIONAL WATER COOPERATIVE  
May 15, 2024 – 2:00PM

Lake Myrtle Sports Complex  
2701 Lake Myrtle Park Road  
Auburndale, FL 33823

Join Zoom Meeting  
<https://us02web.zoom.us/j/87878328287?pwd=VW1lQklxeXMwaHlIWTVVc3V3eWI6QT09>  
Meeting ID: 878 7832 8287  
Passcode: 552494  
One tap mobile  
+13052241968, 87878328287

**Member Governments in Attendance:**

<u>Member Government</u>	<u>Representative</u>
City of Auburndale	Commissioner Alex Cam, Alternate
City of Bartow	Mayor Trish Pfeiffer, Primary
City of Davenport	Mayor Brynn Summerlin, Primary
City of Dundee	Commissioner Bert Goddard, Primary
City of Eagle Lake	Absent
City of Fort Meade	Absent
City of Frostproof	Absent
City of Haines City	Vice-Mayor Morris West, Primary
City of Lake Alfred	Absent
Town of Lake Hamilton	Mayor Mike Kehoe, Primary
City of Lake Wales	Absent
City of Lakeland	Mayor Bill Mutz, Primary (Vice Chair)
City of Mulberry	Absent
City of Polk City	Absent
City of Winter Haven	Mayor Nathaniel Birdsong, Primary (Secretary/Treasurer)
Polk County	Commissioner George Lindsey, Primary (Chair)

**A. Call To Order - 2:00 p.m.**

**Chairman Lindsey** called the meeting to order at 2:00PM.

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

**C. Agenda Revisions**

**Eric DeHaven** made one agenda revision for the West Polk Board to hold elections for Secretary/Treasurer temporary for this meeting.

**D. Public Comments (Limited to 3 minutes)**

**Chairman Lindsey** asked if there was anyone from the public that wanted to comment on any matters and there were none.

**E. Consent Items**

E.1. Approve March 2024 BOD Regular Meeting Minutes

**Chairman Lindsey** asked for a motion to approve the Consent Agenda

Motion to approve March 2024 BOD Regular Meeting Minutes was made by **Commissioner West**, seconded by **Mayor Kehoe**. Motion was unanimously approved.

**F. Regular BOD Items**

**F. 1. Legislative Update - Heartland Headwaters Protection & Sustainability Act**

**Mr. DeHaven** indicated a legislative summary was provided in the Board packet by Anfield Consulting. Water projects have received an allocation of \$410.4 million. The PRWC- Heartland Protection Sustainability Act has been granted \$2,614,379. The allocation of this funding is pending and will be discussed at the July Board of Directors meeting. Additionally, PRWC has been awarded \$13 million in AWS grant funding for the Southeast Wellfield Project.

**F.2. Executive Director Contract Amendment**

**Mr. De la Parte** provided an overview of the Executive Director contract and annual performance review of the Executive Director with a current annual compensation of \$120,750. The board is requested to approve a 5% salary increase for **Mr. DeHaven**, resulting in a revised annual compensation of \$126,788.

Motion to approve Executive Director Contract Amendment made by **Mayor Birdsong**, seconded by **Mayor Pfeiffer**. Motion was unanimously approved.

**G. Recess Regular BOD/Commence Combined Projects BOD.**

**G.1 Completion of Southeast Wellfield Test Production Well #3**

**Mr. Scott Manahan** provided a summary on the completion of the SE Wellfield Test Production well #3. Testing indicated consistent results with other test wells constructed for the SE project. The next steps involve finalizing the report and converting the test well into production Well-12, with no changes to the RO treatment design. Additionally, the acquisition of the remaining wells is to be completed.

**G.2 Adopt Resolution 2024-13 to Approve the Second Amendment to FDEP SRF Loan DW 532000 for the Combined Projects**

**Mr. DeHaven** presented an overview of Resolution 2024-13, which pertains to the approval of the Second Amendment to the FDEP SRF Loan DW532000 for the Combined Projects. The total amount of the SRF Loan DW 532000 is \$13,624,440 and will be allocated to finance SE TPW #3 (completed) and WP TPW #2 (set to commence in the fall of 2025). The second amendment does not alter the cost, but rather extends the timeline. Specifically, it extends the initial payment deadline from February 15, 2025, to August 15, 2027.

Motion to adopt Resolution 2024-13 made by **Mayor Summerlin** seconded by **Mayor Kehoe**. Motion was unanimously approved.

**H. Recess Combined Projects BOD/Commence Southeast Wellfield BOD**

**Mayor Birdsong** called to order the Southeast Wellfield BOD meeting. **Mr. DeHaven** provided updates regarding the officers on the board, noting that two officers were missing and there will be an inability to execute documents approved today without a Secretary/Treasurer in attendance. **Mr. DeHaven** requested the board to conduct an election for a temporary Secretary to ensure that all documents could be signed. It was specified that the temporary election would be for this meeting only.

**Chairman Lindsey** nominated **Mayor Mutz** to serve as temporary Secretary, which was seconded by **Mayor Pfeiffer**. Motion was unanimously approved.

**H.1. Adopt Resolution 2024-14 to Approve the Second Amendment to FDEP SRF Loan DW 532001 for the Southeast Wellfield Project**

**Mr. DeHaven** delivered a short presentation on Resolution 2024-14, pertaining to the approval of the Second Amendment to the FDEP SRF Loan DW532001 for the combined projects. The total amount of the SRF Loan DW 532001 stands at \$22,906,290 and is intended to finance final design services for the Southeast Wellfield project. The second amendment does not modify the cost but rather extends the timeline, particularly pushing the initial payment deadline from September 15, 2024, to September 15, 2025.

Motion to adopt Resolution 2024-14 made by **Vice-Mayor West**, seconded by **Mayor Kehoe**. Motion was unanimously approved.

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

**Mr. Mark Addison** provided an update on the SE Wellfield Project. The construction and testing of TPW #3 have been successfully completed as earlier described by **Mr. Manahan**. The approved contract amount totaled \$3,697,690, while the final contract amounted to \$3,573,060, resulting in a favorable outcome of being \$124,630 under budget. Site acquisition has been finalized for Well Nos. 10 and 11 and is currently in progress for Well Nos. 9 and 14. Furthermore, Injection Well-1 has been almost completed. It is anticipated that the design of the project will reach 90% completion by June 2024. **Mrs. Mary Thomas** has provided supplementary details and a video representation concerning the conversion of Site 1 to a steel building. The rationale behind this modification is to prioritize functionality over aesthetics and to furnish a more efficient facility. Mrs. Thomas also provided an overall site layout video. **Mr. DeHaven** noted that it was important that the Board see the video renderings to understand how the facility will look. **Chairman Lindsey** indicated he favored function over fashion so was comfortable with the renderings.

**Mr. Addison** indicated the design is currently nearing 90% completion, with ongoing design review meetings in place. The housing development projects are posing challenges to easement acquisition as development is happening at a brisk pace. It is important that members work with the PRWC design team to coordinate new developments with the transmission main routing to minimize changes in the line routing to maintain project costs. The construction cost estimate based on the 90% design is expected to be available in August and there are 6 construction packages. Each package will have a Guaranteed Maximum Price (GMP) developed, and the bidding process will be staggered to enable local contractors to bid on multiple segments. GMP-2 for construction packages 1 and 6 is expected to be finalized and ready for the Board to review in September 2024.

**Mr. DeHaven** emphasized the need for better coordination regarding land development. The PRWC has had to make changes to the pipeline design due to development. **Mr. DeHaven** asked members to provide us contact information of City staff that are knowledgeable on the new development locations. **Chairman Lindsey** reiterated this was important to save us all money and time. **Mayor Kehoe** noted concerns associated with Detour Road that was closed. **Mr. Addison** noted that PRWC is planning to begin construction in that area in July and did not anticipate the need for long-term road closures. Temporary closures were possible. **Chairman Lindsey** noted it was important to talk with developers to obtain donated easements if possible. **Mr. DeHaven** indicated the transmission line location is available on the PRWC website through an interactive map application.

**Mr. Addison** continued with projected Board dates for the GMP's based on the land acquisition process. Land acquisition is the critical element impacting the project schedule. Acquisitions for all segments are currently in progress, with segments 5, 6, 7, and 10 undergoing the permitting process. He provided an update on the easement acquisition schedule and a summary slide on status. He also provided an update on the South Florida WMD on the permit modification.

## **H.3. Adopt Resolution 2024-15 Parcel Resolution of Necessity to Acquire Specified Parcels (Land Acquisition Package #12A) to Implement the Southeast Lower Floridan Aquifer Water Production Facility and Southeast Transmission Line**

## Projects (Action)

### **H.4. Adopt Resolution 2024-16 Parcel Resolution of Necessity to Acquire Specified Parcels (Land Acquisition Package #12B) to Implement the Southeast Lower Floridan Aquifer Water Production Facility and Southeast Transmission Line Projects (Action)**

### **H.5. Adopt Resolution 2024-17 Parcel Resolution of Necessity to Acquire Specified Parcels (Land Acquisition Package #12C) to Implement the Southeast Lower Floridan Aquifer**

**Mark Addison** presented an update on the current parcel resolutions and the locations of the parcels being considered of the parcels.

Motion to adopt Resolutions 2024-15, 2024-16, 2024-17 was made by **Mayor Mutz**, and seconded by **Mayor Kehoe**. Motion was unanimously approved.

### **H.6. Adopt Resolution 2024-18 to Amend Resolution 2024-10 Parcel Resolution of Necessity to Acquire Specific Parcels to Replace the Sketches and Legal Description for Parcels 10045-PE and 10045-TCE**

**Eric DeHaven** indicated this resolution was needed to update the property owner's name and the language pertaining to the permanent easement.

Motion to adopt Resolution 2024-18 made by **Mayor Kehoe** and seconded by **Chairman Lindsey**. Motion was unanimously approved.

### **H.7. Adopt Resolution 2024-19 to Amend Resolution 2023-16 Parcel Resolution of Necessity to Acquire Specific Parcels to Remove Parcels 3059-TCE and 3066-TCE**

**Eric DeHaven** provided information on this resolution. Two parcels, both temporary construction easements, are to be removed from the original resolution due to a conflict with Peterson and Myers representation following a change in ownership.

Motion to adopt Resolution 2024-19 made by **Mayor Kehoe**, seconded by **Chairman Lindsey**. Motion was unanimously approved.

### **H.8. Adopt Resolution 2024-20 to Amend Resolutions 2024-01, 2024-03, and 2024-09 Parcel Resolutions of Necessity to Acquire Specific Parcels to Update the Permanent Easement Terms**

**Eric DeHaven** provided a quick overview of this resolution to adjust the permanent easement terms.

Motion to adopt Resolution 2024-20 made by **Mayor Kehoe**, seconded by **Chairman Lindsey**. Motion was unanimously approved.

### **H.9. Approve the Stipulated Final Judgement with PH Citrus, LLC for PRWC Parcel Number 5038 Permanent and Temporary Construction Easements**

**Eric DeHaven** presented an overview of the Stipulated Final Judgement: The PRWC has reached an agreement on compensation to PH Citrus for transmission line easements. The PRWC appraised value of the easements is \$106,150. The negotiated cost for the easements is \$223,325 with additional attorney fees of \$38,733.75 for a total settlement amount of \$262,058.75. **Mr. DeHaven** reviewed the reasons for recommending the settlement and the benefits to the PRWC.

Motion to approve the Stipulated Final Judgement with PH Citrus, LLC for PRWC Parcel Number 5038 Permanent and Temporary Construction Easements made by **Mayor Mutz**, seconded by **Chairman Lindsey**. Motion was unanimously approved.

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

### **I.1. West Polk Schedule Options**

**Mrs. Mary Thomas** provided information regarding the West Polk Project schedule. By 2045, the PRWC will deliver 7.88 MGD of alternative water per the West Polk Implementation Agreement. Current member requests for alternative water indicate that members need less water for the initial phase of 2.5 MGD. As a result of this, as well as project funding and workload, the option of adjusting the schedule needs to be considered. **Mrs. Thomas** provided three scenarios for the West Polk project schedule, one that brought water on in 2029, one that brought water on in 2036, and a third that brought water on in 2032. She indicated staff are looking at all options and will bring additional information back to the Board following consultation with members and our funding partners. The project will still move forward regardless with regard to Test Production Well #2, the Injection Well #1, and easement acquisition. **Mayor West** asked when water is available from the Southeast Project. **Mrs. Thomas** replied summer 2028 as a reasonable estimate. **Chairman Lindsey** asked if Lakeland had a preference on the schedule and **Mayor Mutz** indicated the 2032 middle schedule is what they preserve.

### **I.2. Update on West Polk Wellfield Project**

**Mr. Tom Mattiacci** presented updates on the West Polk Wellfield Project. He began by discussing the 60% design kick-off and that the start date is under review based on the previous presentation. Test Production Well #2 is planned for fall of 2025. Well site acquisition is on-going as well as the Land transfer from Lakeland to PRWC for the Water Treatment Facility. The Injection well will also begin construction this year. **Mayor Birdsong** requested the new date for the 60% design kick-off and **Mr. Mattiacci** indicated spring of 2025 is likely but this is under refinement. **Mayor Mutz** asked if the building design for West Polk will be similar to Southeast and **Mr. Mattiacci** indicated yes. **Mr. DeHaven** indicated we will coordinate with Lakeland to match their buildings.

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

### **K. Open Discussion**

**Mr. de le Parte** proposed conducting a closed-door discussion on legal matters at the conclusion of the July meeting. Chairman Lindsey suggested a motion be made to hold the closed-door session. **Mayor Pfeiffer** put forward the motion for approval, which was seconded by **Mayor West**. Subsequently, the motion was approved.

## **L. Chair / Executive Director Report**

### **M. Adjournment**