



**AGENDA
POLK REGIONAL WATER COOPERATIVE**

July 29, 2020 – 2:00 PM
Lake Myrtle Sports Complex
2701 Lake Myrtle Park Road
Auburndale, FL 33823

ZOOM Virtual Meeting
<https://us02web.zoom.us/j/89424878777?pwd=OHNHWDDV5RkhPc3prelpPZnY1UjBWQT09>
Call In: +1 (646)558-8656
Meeting ID: 894 2487 8777
Password: 9140010

- A. Call to Order
- B. Agenda Revisions
- C. Public Comments
- D. Regular BOD
 - 1. Action Item - Adopt Resolution 20-01 - Final Polk Regional Water Cooperative Budget - FY 20-21
 - 2. Action Item - FDEP CFWI Rulemaking - Authorization to Submit Comments

RECESS REGULAR BOD/COMMENCE PROJECTS BOD:

- E. Projects BOD
 - 3. Action Item - Resolution 20-02 - Final Combined Projects Phase 1 - FY 20-21 Budget
 - 4. Action Item - Phase 2A Facilitator Selection

RECESS PROJECTS BOD/COMMENCE REGULAR BOD:

- F. Open Discussion
- G. Adjournment

In accordance with the American with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Polk County Communications Office not later than forty eight hours prior to the proceeding. Their offices are located in the Neil Combee Administration Building, 330 West Church Street in Bartow. Telephone (863) 534-6090, TDD (863) 534-7777 or 1-800-955-8771, Voice Impaired 1-800-955-8770 via Florida Relay Service.

If a person decides to appeal any decision made by the board with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

July 29, 2020 Polk Regional Water Cooperative Regular Meeting
Agenda Item #1

SUBJECT

Action Item - Adopt Resolution 20-01 - Final Polk Regional Water Cooperative Budget - FY 20-21

DESCRIPTION

The final budget for Fiscal Year 2020-2021 (FY 21) of the Polk Regional Water Cooperative (PRWC) is being presented for the Board's consideration and approval. This budget is related to the operations of the PRWC which includes staff, outside support, legal, financial, and office incidentals.

This proposed budget consists of total Member Government annual contributions of \$198,000.00 which is the same annual contribution as Fiscal Years 2018, 2019 and 2020. Since the Member Government annual contribution is less than \$200,000.00, this budget may be approved by a majority vote of a Quorum of the Board of Directors (BOD) using the Normal Vote Method. Quorum is defined as a majority of voting Directors currently comprising the Board of Directors and Normal Vote Method is defined as a procedure by which each Director is assigned one vote.

Included with this agenda item is Resolution 20-01 which memorializes the Regular Board of Directors action of approving the FY 21 Budget.

RECOMMENDATION

Recommend approval of Resolution 2020-01

FISCAL IMPACT

N/A

POLK REGIONAL WATER COOPERATIVE

Resolution 2020-01

**RESOLUTION APPROVING ADMINISTRATIVE EXPENSES PORTION OF
THE FINAL BUDGET FOR FY 2021**

The Polk Regional Water Cooperative (“Cooperative”), created pursuant to Section 373.713, Florida Statutes, and Interlocal Agreement pursuant to Section 163.01, Florida Statutes, in lawful session and in regular order of business properly presented, finds that:

WHEREAS, the Interlocal Agreement creating the Cooperative entered into on June 1, 2016 (“Interlocal Agreement”) provides that:

The Cooperative shall prepare and submit reports, budgets and audits as provided in Sections 189.08, 189.015, 189.016, and 218.39, Florida Statutes. The Cooperative’s budget shall contain separate cost centers for Administrative Expenses and Water Project Costs. Water Project Costs may be consolidated into one Approved Water Project Cost center, groups of Approved Water Project Cost centers or into separate Approved Water Project Cost centers. The Board of Directors shall provide each Member Government with a notice of the Cooperative’s intention to adopt the budget along with a copy of the tentative budget no later than thirty days prior to the budget hearing. The Board of Directors shall approve the Administrative Expense portion of the budget by a majority vote of the Quorum using the Normal Vote Method, except that any decision to approve total Member Government annual contributions in excess of two hundred thousand (\$200,000) dollars shall be by seventy-five (75%) percent vote of the Quorum using the Weighted Vote Method. The Water Project Cost portion of the budget shall be approved by the Project Board(s) by a majority vote of the Quorum using the Weighted Vote Method. If the Water Project Cost portion of the budget is presented as one Approved Water Project cost center, then it must be approved by all project Boards. If the Water Project Cost portion of the budget is presented as separate cost centers representing one or more Approved Water Projects, then each separate cost center must be approved by the Project Board(s) associated with each Approved Water Project. The Cooperative’s duly adopted final budget shall be transmitted to or filed annually with the clerk or other similar official for each Member Government.

WHEREAS, the Cooperative’s Final Budget for FY 2021 is comprised of Administrative Expenses and Water Project Costs;

WHEREAS, the Interlocal Agreement provides for approval of the Administrative Expenses portion of the budget by the Cooperative Board of Directors, and approval of Water Project Costs portion of the budget by the Project Board;

WHEREAS, the Cooperative Board of Directors reviewed the Tentative Budget for FY 2021, including Administrative Expenses, at their regularly scheduled meeting on May 20, 2020;

WHEREAS, each Member Government was provided written notice of the Cooperative’s intention to adopt the Final Budget for FY 2021, along with a copy of the Tentative Budget for FY 2021, including Administrative Expenses and Water Project Costs, prior to the Board of Director’s special meeting on July 29, 2020;

WHEREAS, the Cooperative Board of Directors conducted a public hearing on the Final Budgets for FY 2021 on July 29, 2020 setting forth the Administrative Expenses, not including Water Project Costs; and

WHEREAS, the Cooperative Board of Directors approved the Administrative Expenses portion of the Final Budget for FY 2021 at their special meeting on July 29, 2020 in accordance with the vote method specified in the Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The Cooperative Board of Directors does hereby approve the Administrative Expenses portion of the Final Budget for FY 2021 attached hereto as Exhibit A.

DONE at Auburndale, Florida this 29th day of July, 2020

Board of Directors of the Polk Regional Water Cooperative:

Mayor Timothy Pospichal
Chair

Ryan J. Taylor
Executive Director

Approved as to Form:

Edward P. de la Parte
Legal Counsel

**Polk Regional Water Cooperative
Preliminary Annual Budget - Revenues
Fiscal Year 2020 - 2021**

| | 2018 Annual Average Water Use (MGD) | % of Total 2018 Water Use | FY 2016 Actual | FY 2017 Actual | FY 2018 Actual | FY 2019 Actual | FY 2020 Budgeted | FY 2021 Proposed |
|-----------------------------|---|------------------------------|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| MEMBER FUNDING COSTS | | | | | | | | |
| Lakeland | 20.56 | 31.64% | \$ 29,487.00 | \$ 62,320.00 | \$ 63,881.50 | \$ 65,061.61 | \$ 65,061.61 | \$ 62,638.56 |
| Unincorporated | 15.16 | 23.33% | \$ 20,407.00 | \$ 43,130.00 | \$ 44,194.58 | \$ 45,042.65 | \$ 45,042.65 | \$ 46,186.80 |
| Winter Haven | 9.49 | 14.60% | \$ 13,035.00 | \$ 27,550.00 | \$ 28,237.18 | \$ 28,777.25 | \$ 28,777.25 | \$ 28,912.45 |
| Haines City | 4.71 | 7.25% | \$ 6,563.00 | \$ 13,870.00 | \$ 14,077.74 | \$ 14,388.63 | \$ 14,388.63 | \$ 14,349.59 |
| Auburndale | 4.75 | 7.31% | \$ 6,293.00 | \$ 13,300.00 | \$ 13,595.01 | \$ 13,763.03 | \$ 13,763.03 | \$ 14,471.46 |
| Bartow | 2.73 | 4.20% | \$ 4,136.00 | \$ 8,740.00 | \$ 9,035.77 | \$ 9,071.09 | \$ 9,071.09 | \$ 8,317.28 |
| Lake Wales | 2.47 | 3.80% | \$ 3,416.00 | \$ 7,220.00 | \$ 7,449.57 | \$ 7,507.11 | \$ 7,507.11 | \$ 7,525.16 |
| Lake Alfred | 0.95 | 1.46% | \$ 1,439.00 | \$ 3,040.00 | \$ 3,171.57 | \$ 3,127.96 | \$ 3,127.96 | \$ 2,894.29 |
| Davenport | 1.25 | 1.92% | \$ 1,169.00 | \$ 2,470.00 | \$ 2,496.45 | \$ 2,502.37 | \$ 2,502.37 | \$ 3,808.28 |
| Dundee | 0.65 | 1.00% | \$ 719.00 | \$ 1,520.00 | \$ 1,671.61 | \$ 1,563.98 | \$ 1,563.98 | \$ 1,980.30 |
| Fort Meade | 0.54 | 0.83% | \$ 719.00 | \$ 1,520.00 | \$ 1,542.73 | \$ 1,563.98 | \$ 1,563.98 | \$ 1,645.18 |
| Mulberry | 0.39 | 0.60% | \$ 539.00 | \$ 1,140.00 | \$ 1,295.39 | \$ 1,251.18 | \$ 1,251.18 | \$ 1,188.18 |
| Polk City | 0.36 | 0.55% | \$ 539.00 | \$ 1,140.00 | \$ 1,159.28 | \$ 1,251.18 | \$ 1,251.18 | \$ 1,096.78 |
| Frostproof | 0.40 | 0.62% | \$ 539.00 | \$ 1,140.00 | \$ 1,103.53 | \$ 1,251.18 | \$ 1,251.18 | \$ 1,218.65 |
| Eagle Lake | 0.34 | 0.52% | \$ 500.00 | \$ 950.00 | \$ 1,017.39 | \$ 938.39 | \$ 938.39 | \$ 1,035.85 |
| Lake Hamilton | 0.24 | 0.37% | \$ 500.00 | \$ 950.00 | \$ 1,070.70 | \$ 938.39 | \$ 938.39 | \$ 731.19 |
| Highland Park | | | | | | | | |
| Hillcrest Heights | | | | | | | | |
| Subtotal | 64.99 | 100.00% | \$ 90,000.00 | \$ 190,000.00 | \$ 195,000.00 | \$ 198,000.00 | \$ 198,000.00 | \$ 198,000.00 |

Attachment: FY21 PRWC Proposed Budget - Rev 052220a (7781 : Action Item - Adopt Resolution 20-01 -

**Polk Regional Water Cooperative
Preliminary Annual Budget - Expenditures
Fiscal Year 2020 - 2021**

| | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | | | FY 2021 |
|-------------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|-------------------|
| | Actual | Actual | Actual | Actual | 12 Month Budget | 6 Month Budget | Actual (6 Months) | Proposed |
| REVENUE | | | | | | | | |
| Member Funding | \$ 90,000 | \$ 190,000 | \$ 195,000 | \$ 198,000 | \$ 198,000 | \$ 99,000 | \$ 99,000 | \$ 198,000 |
| Interest | \$ - | \$ - | \$ 1,608 | \$ 675 | \$ - | \$ - | \$ 372 | \$ - |
| Demand Management Plan | \$ - | \$ - | \$ - | \$ 35,440 | \$ - | \$ - | \$ 97,481 | \$ 84,000 |
| Miscellaneous | \$ - | \$ - | \$ 1,500 | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REVENUE | \$ 90,000 | \$ 190,000 | \$ 198,108 | \$ 234,115 | \$ 198,000 | \$ 99,000 | \$ 196,853 | \$ 282,000 |
| STAFF | | | | | | | | |
| Executive Director | \$ 37,500 | \$ 90,000 | \$ 4,167 | \$ 80,000 | \$ 80,000 | \$ 40,000 | \$ 40,000 | \$ 80,000 |
| Administrative Assistant | \$ - | \$ - | \$ - | \$ - | \$ 5,000 | \$ 2,500 | \$ - | \$ 5,000 |
| Engineer | \$ - | \$ - | \$ - | \$ - | \$ 24,000 | \$ 12,000 | \$ - | \$ 24,000 |
| Demand Management Plan | \$ - | \$ - | \$ - | \$ 70,880 | | \$ - | \$ 84,000 | \$ 84,000 |
| Construction Technician | \$ - | \$ - | \$ - | \$ - | | \$ - | \$ - | \$ - |
| Accountant | \$ 2,855 | \$ 19,569 | \$ 16,501 | \$ 24,000 | \$ 24,000 | \$ 12,000 | \$ 12,360 | \$ 26,000 |
| Staff Subtotal | \$ 40,355 | \$ 109,569 | \$ 20,668 | \$ 174,880 | \$ 133,000 | \$ 66,500 | \$ 136,360 | \$ 219,000 |
| OUTSIDE SUPPORT | | | | | | | | |
| Audit | \$ - | \$ 5,000 | \$ 10,000 | \$ 12,000 | \$ 15,000 | \$ 7,500 | \$ - | \$ 15,000 |
| Legal | \$ 49,502 | \$ 19,163 | \$ 39,844 | \$ 47,572 | \$ 45,000 | \$ 22,500 | \$ 32,969 | \$ 45,000 |
| Legislative | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Outside Support Subtotal | \$ 49,502 | \$ 24,163 | \$ 49,844 | \$ 59,572 | \$ 60,000 | \$ 30,000 | \$ 32,969 | \$ 60,000 |
| PROJECTED OFFICE INCIDENTALS | | | | | | | | |
| Bank Charge | \$ 43 | \$ - | \$ - | \$ 13 | \$ - | \$ - | | \$ - |
| Advertising / Public Notices | \$ - | \$ - | \$ - | \$ 661 | \$ - | \$ - | \$ 450 | \$ 600 |
| Supplies | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Postage | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Print / Reproduction | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Publicity / Software | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Rent | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Registration / Dues | \$ 100 | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| State Fees / Assessment (\$175/yr) | \$ - | \$ - | \$ - | \$ 175 | \$ - | \$ - | \$ 175 | \$ 175 |
| Telephone / Communication | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Travel | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Equipment / Furnishings | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Utilities | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - |
| Inclusive (not categorized) | \$ - | \$ 877 | \$ 2,405 | \$ 1,265 | \$ 5,000 | \$ 2,500 | \$ - | \$ 2,225 |
| Office Subtotal | \$ 143 | \$ 877 | \$ 2,405 | \$ 2,114 | \$ 5,000 | \$ 2,500 | \$ 625 | \$ 3,000 |
| TOTAL EXPENSES | \$ 90,000 | \$ 134,609 | \$ 72,917 | \$ 236,566 | \$ 198,000 | \$ 99,000 | \$ 169,954 | \$ 282,000 |
| SURPLUS / (DEFICIT) | \$ - | \$ 55,391 | \$ 125,191 | \$ (2,451) | \$ - | \$ - | \$ 26,899 | \$ - |

Attachment: FY21 PRWC Proposed Budget - Exp 070120 (7781 : Action Item - Adopt Resolution 20-01 -

July 29, 2020 Polk Regional Water Cooperative Regular Meeting
Agenda Item #2

SUBJECT

Action Item - FDEP CFWI Rulemaking - Authorization to Submit Comments

DESCRIPTION

The Central Florida Water Initiative (CFWI) is a collaborative process involving the Florida Department of Environmental Protection (FDEP), the St. Johns River Water Management District (SJRWMD), the South Florida Water Management District ("SFWMD"), the Southwest Florida Water Management (SWFWMD), regional public water supply utilities and other stakeholders. It encompasses all of Orange, Osceola, Polk and Seminole Counties and southern Lake County. In 2016, legislation was passed and codified in Section 373.0456, Florida Statutes. The statute directs FDEP to adopt uniform rules for consumptive use and water permitting within this area. This rulemaking effort is currently ongoing.

As part of the CFWI, substantial technical work has been generated concerning groundwater availability. According to FDEP and the water management districts, this information shows that adverse impacts to wetlands and other water resources are currently occurring in several areas in the CFWI. Although over 1,000 mgd of groundwater withdrawals have been permitted in the region, this technical work suggests that only 760 mgd may be sustainable.

On July 1, 2020 FDEP released a draft of the uniform rules for the CFWI area. These rules contain several provisions that may impact existing permitted uses and accelerate the need to develop alternative water supplies. FDEP has scheduled workshops on July 9 and August 12 regarding these new rules and hopes to adopt the rules by end of year and set August 27 as the deadline for written comments.

Since both these developments have the potential to substantially impact the existing permitted use of the PRWC's Members and the development of AWS projects to meet existing and future needs, FDEP was invited to make a presentation to the Board of Directors concerning these new rules on July 15.

RECOMMENDATION

Staff requests authorization to work with the Member Governments to submit written comments on behalf of the Cooperative to FDEP concerning the draft rules.

FISCAL IMPACT

This expense is included in the Cooperative Administrative Budget.

July 29, 2020 Polk Regional Water Cooperative Regular Meeting
Agenda Item #3

SUBJECT

Action Item - Resolution 20-02 - Final Combined Projects Phase 1 - FY 20-21 Budget

DESCRIPTION

Katie Gierok, Senior Project Manager with Wright-Pierce (Team One), will present the Combined Projects Phase 1 budget for FY21 for consideration and approval by the PRWC Project Board.

RECOMMENDATION

Recommend approval

FISCAL IMPACT

N/A

CONTACT INFORMATION

Katie Gierok
Senior Project Manager
Wright-Pierce
Kathleen.gierok@wright-pierce.com

Gene Heath
Project Administrator
PRWC
GeneHeath@PRWCwater.org

POLK REGIONAL WATER COOPERATIVE

Resolution 2020-02

**RESOLUTION APPROVING WATER PROJECT COSTS PORTION
OF THE FINAL BUDGET FOR FY 2021**

The Polk Regional Water Cooperative (“Cooperative”), created pursuant to Section 373.713, Florida Statutes, and Interlocal Agreement pursuant to Section 163.01, Florida Statutes, in lawful session and in regular order of business properly presented, finds that:

WHEREAS, the Interlocal Agreement Creating the Cooperative entered into on June 1, 2016 (“Interlocal Agreement”) provides that:

The Cooperative shall prepare and submit reports, budgets and audits as provided in Sections 189.08, 189.015, 189.016, and 218.39, Florida Statutes. The Cooperative’s budget shall contain separate cost centers for Administrative Expenses and Water Project Costs. Water Project Costs may be consolidated into one Approved Water Project Cost center, groups of Approved Water Project Cost centers or into separate Approved Water Project Cost centers. The Board of Directors shall provide each Member Government with a notice of the Cooperative’s intention to adopt the budget along with a copy of the tentative budget no later than thirty days prior to the budget hearing. The Board of Directors shall approve the Administrative Expense portion of the budget by a majority vote of the Quorum using the Normal Vote Method, except that any decision to approve total Member Government annual contributions in excess of two hundred thousand (\$200,000) dollars shall be by seventy-five (75%) percent vote of the Quorum using the Weighted Vote Method. The Water Project Cost portion of the budget shall be approved by the Project Board(s) by a majority vote of the Quorum using the Weighted Vote Method. If the Water Project Cost portion of the budget is presented as one Approved Water Project cost center, then it must be approved by all project Boards. If the Water Project Cost portion of the budget is presented as separate cost centers representing one or more Approved Water Projects, then each separate cost center must be approved by the Project Board(s) associated with each Approved Water Project. The Cooperative’s duly adopted final budget shall be transmitted to or filed annually with the clerk or other similar official for each Member Government.

WHEREAS, the Cooperative’s Final Budget for FY 2021 is comprised of Administrative Expenses and Water Project Costs;

WHEREAS, the Interlocal Agreement provides for approval of the Administrative Expenses portion of the budget by the Cooperative Board of Directors, and approval of Water Project Costs portion of the budget by the Project Board;

WHEREAS, the Project Board reviewed the Tentative Budget for FY 2021, including Water Project Costs, at their regularly scheduled meeting on May 20, 2020;

WHEREAS, each Member Government was provided written notice of the Cooperative’s intention to adopt the Final Budget for FY 2021, along with a copy of the Tentative Budget for FY 2021, including Administrative Expenses and Water Project Costs, prior to the Project Board’s special meeting on July 29, 2020;

WHEREAS, the Project Board conducted a public hearing on the Water Project Costs portion of the Final Budget for FY 2021 on July 29, 2020 setting forth the Water Project Costs, not including Administrative Expenses; and

WHEREAS, the Project Board approved the Water Project Costs portion of the Final Budget for FY 2021 at their special meeting on July 29, 2020 in accordance with the vote method specified in the Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The Cooperative Project Board does hereby approve the Water Project Costs portion of the Final Budget for FY 2021 attached hereto as Exhibit A.

DONE at Auburndale, Florida this 29th day of July, 2020

Project Board of the Polk Regional Water Cooperative:

Mayor Timothy Pospichal
Chair

Ryan J. Taylor
Executive Director

Approved as to Form:

Edward P. de la Parte
Legal Counsel

Phase 1 Combined Projects' Funding and Budget



Summary of Revised Phase 1 Costs by Project

| Project | Original Costs* | Apr 2019 Revised Costs |
|--------------------------------------|---------------------|------------------------|
| Phase 1 Estimated Costs | \$23,000,000 | \$23,000,000 |
| Peace Creek Integrated Water Supply | 1,900,000 | 1,980,250 |
| West Polk LFA Deep Wells | 9,300,000 | 8,940,734 |
| Southeast Wellfield | 11,800,000 | 11,117,910 |
| Peace River and Land Use Transitions | - | 961,100 |

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02



* Does not include the cost of financing

Facilitator/Mediator Budget Estimate

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02

| Task | Sessions | Hours/Session | Total Hours |
|------------------------------|----------|---------------|-----------------|
| Member Conferences | 8 | 2 | 16 |
| Staff/TeamOne Sessions | 8 | 1.5 | 12 |
| Conference/Session Prep | 16 | 2 | 32 |
| Draft Agreement | 2 | 15 | 30 |
| Follow up/Finalize | 3 | 10 | 30 |
| Total Estimated Hours | | | 120 |
| Estimated Budget | | | \$45,000 |



Phase 1 Combined Projects Funding Allocations

| Fiscal Year | SWFWMD | | | Line of Credit | | Self Funding | | SRF | |
|-------------|----------------------|------------------------|---------------|----------------------|----------------------------|---------------|---------------|----------------------|---------------|
| | Reserved Funds (\$M) | Encumbered Funds (\$M) | Applied (\$M) | Approved Funds (\$M) | Applied ² (\$M) | On Hand (\$M) | Applied (\$M) | Approved Funds (\$M) | Applied (\$M) |
| 2015 | 10 | | | | | | | | |
| 2016 | 20 | | | | | | | | |
| 2017 | 30 | 11.5 | | 6.0 | 0.08 | 1.54 | | | |
| 2018 | 40 | 11.5 | 1.57 | 6.0 | 0.09 | 1.32 | 0.21 | 10.6 | 1.36 |
| 2019 | 45 | 11.5 | 3.32 | 6.0 | 0.11 | 0.90 | 0.44 | 10.6 | 2.85 |
| 2020 | 50 | 11.5 | 1.72 | 6.0 | 1.06 | 0.45 | 0.26 | 10.6 | 1.46 |
| 2021 | 55 | 11.5 | | | | | | | |
| 2022 | 60 | 11.5 | | | | | | | |
| 2023 | 65 | 11.5 | | | | | | | |

1. All values as of March 2020
2. \$110,000 cost of availability of money to be borne by non-self funding parties

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02



Phase 1 Combined Projects' Budget vs. Expenditures

Budgets/Expenditures by Fiscal Year (PRWC Portion)

| Fiscal Year | Estimated Annual Obligation Budget (\$M) | Actual Expenditures (\$M) |
|-----------------------------------|--|---------------------------|
| FY 2018 | 2.40 | 1.57 ¹ |
| FY 2019 | 4.78 | 3.32 ¹ |
| FY 2020 | 3.58 | 1.72 ² |
| FY 2021 | 2.97 ³ | |
| Total Expenditures to Date | | \$6,598,894.52 |
| Total Project Budget | | 11,500,000 |

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02

1. Reflects actual Projects' expenditures and total spent for entire FY.
 2. Budget reflects projected expenditures based on actual Projects' expenditures for year-to-date as of 3/31/2020. FY2020 ends 9/30/2020
 3. Budget includes only Phase 1 Combined Projects and may be adjusted for Phase 2 as it is implemented.

Phase 1 Combined Projects' Budget vs. Expenditures

Budgets/Expenditures by Fiscal Year (PRWC Portion)

| Fiscal Year | Estimated Annual Obligation Budget (\$M) | Actual Expenditures (\$M) |
|-----------------------------------|--|---------------------------|
| FY 2018 | 2.40 | 1.57 ¹ |
| FY 2019 | 4.78 | 3.32 ¹ |
| FY 2020 | 3.58 | 1.72 ² |
| FY 2021 | 2.97 ³ | |
| Total Expenditures to Date | | \$6,598,894.52 |
| Total Project Budget | | 11,500,000 |

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02

1. Reflects actual Projects' expenditures and total spent for entire FY.
 2. Budget reflects projected expenditures based on actual Projects' expenditures for year-to-date as of 3/31/2020. FY2020 ends 9/30/2020
 3. Budget includes only Phase 1 Combined Projects and may be adjusted for Phase 2 as it is implemented.

Phase 1 Combined Projects

Estimated Annual Cost Allocation for Member-Governments

| Member-Government | FY 2020 | FY 2021 |
|-------------------------------|------------------|------------------|
| Auburndale | 258,018.28 | 210,055.28 |
| Bartow | 252,528.53 | 205,586.02 |
| Davenport | 33,722.75 | 27,454.03 |
| Dundee | 81,562.01 | 66,400.45 |
| Eagle Lake | 48,623.51 | 39,584.89 |
| Fort Meade | 20,390.50 | 16,600.11 |
| Frostproof¹ | 14,900.75 | 12,130.85 |
| Haines City | 187,435.77 | 152,593.35 |

(1) Frostproof's portion was included in original budget for approximately \$46.3k and is retained in the budget for clarity of values. This amount has not been encumbered by current contractual obligations.

| Member-Government | FY 2020 | FY 2021 |
|-----------------------|--------------|-----------|
| Lake Alfred | 61,955.76 | 50,438.8 |
| Lake Hamilton | 1,568.50 | 1,276.93 |
| Lake Wales | 148,223.27 | 120,670.0 |
| Lakeland | 912,082.85 | 742,535.8 |
| Mulberry | 28,233.00 | 22,984.7 |
| Polk City | 61,171.51 | 49,800.3 |
| Polk County Utilities | 1,188,138.88 | 967,275.8 |
| Winter Haven | 347,422.79 | 282,840.3 |

| | | |
|-----------------------------|---------------------|---------------------|
| Total (w/Frostproof) | 3,645,978.66 | 2,908,227.96 |
|-----------------------------|---------------------|---------------------|

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02)

Phase 1 Combined Projects Funding and Budget

E.3.b

Questions?

Attachment: PRWC-July2020BODFund_Budg072920 (7782 : Action Item - Resolution 20-02



July 29, 2020 Polk Regional Water Cooperative Regular Meeting
Agenda Item #4

SUBJECT

Action Item - Phase 2A Facilitator Selection

DESCRIPTION

On May 20, 2020, the Polk Regional Water Cooperative (PRWC) Phase 1 Project Board unanimously agreed to seek the services of a “mediator/facilitator” to assist them with important critical decisions related to the progression of the projects to “Phase 2.” The Project Board approved having the City of Winter Haven prepare and publish a Request for Proposals (RFP) to competitively seek an individual or company to serve as the Phase 2A Mediator/Facilitator.

On June 19, 2020, the City of Winter Haven published RFP 20-51 for “Phase 2A Mediator/Facilitator Services.” The RFP set a deadline of 2:00 pm, July 9 for submission of proposals. The RFP states that after the proposals are received a Selection Committee composed of the board representatives of 7 specified member governments would evaluate and rank the proposals.

Four proposals were submitted by the July 9 deadline and deemed by the City of Winter Haven to be responsive. The City also received an email from an individual, which was deemed to be non-responsive. The four proposals were submitted to the Selection Committee for initial evaluation. The Selection Committee elected to interview the top two ranked Proposers at a public meeting held on July 22. At the conclusion of the interview process, a Notice of Intended Decision was published ranking the Proposers as follows:

1. **Nason, Yeager, Gerson, Harris & Fumero, P.A.**
2. Gunster, Yoakley & Stewart
3. Lewis Longman & Walker, P.A.
4. Richard A. Harrison, P.A.

RECOMMENDATION

Staff recommends approval of the above ranking by the Selection Committee and requests authority to commence contract negotiations based on the approved ranking.

FISCAL IMPACT

The fees for the services of the Facilitator/Mediator have not been budgeted in in the Project Budget. It is recommended that the Project Board authorize use of the Project Line of Credit to pay for the services of the Facilitator/Mediator until their work is concluded. At the conclusion of this process, the members will be assessed in accordance with Table 1 of the Combined Projects Implementation Agreement to pay for this expense.



NOTICE OF INTENDED DECISION

Date: July 23, 2020

Project Name: Request for Proposal
Polk Regional Water Cooperative
RFP 20-51 - Phase 2A Mediator/Facilitator Services

The following companies have been ranked in the following order:

1. **Nason, Yeager, Gerson, Harris & Fumero, P.A.**
2. Gunster, Yoakley & Stewart
3. Lewis Longman & Walker, P.A.
4. Richard A. Harrison, P.A.

The Polk Regional Water Cooperative (PRWC) would like to thank the Proposers for all the time and effort they expended in connection with this procurement process and the City of Winter Haven for assisting the PRWC in preparing and initially processing the Request for Proposals. The PRWC Staff intends to recommend approval of the above ranking at the Board meeting on July 29, 2020. All Board meetings are open to the public. Upon approval of the final ranking by the Board of Directors, contract negotiations will commence based on the ranking approved by the Board of Directors.

This Notice of Intended Decision shall be posted at <http://www.prcwater.org>. Electronic notice shall be sent to the e-mail addresses of all the Proposers notifying them of this Notice of Intended Decision.

For questions regarding this Notice, please contact the PRWC's Legal Advisor, Edward P. de la Parte, Jr. at 813-229-2775.