



## MINUTES POLK REGIONAL WATER COOPERATIVE

September 15, 2021 – 2:00 PM  
Nora Mayo Hall  
500 3<sup>rd</sup> Street NW  
Winter Haven, FL 33881

ZOOM Virtual Meeting  
<https://us02web.zoom.us/j/84692384380?pwd=RTM1MkFwRml5YTR6ZlBPbWZ0QkFSZz09>  
Call In: +1 (646) 558-8656  
Meeting ID: 846 9238 4380  
Password: 655118

### **Member Governments in Attendance:**

Member Government	Representative
City of Auburndale	Mayor Tim Pospichal, Primary
City of Bartow	Vice Mayor Steve Githens, Alternate
City of Davenport	In Absence, Commissioner Tom Fellows, Primary
City of Dundee	Commissioner Bert Goddard, Primary
City of Eagle Lake	In Absence, Commissioner Randy Billings, Primary
City of Fort Meade	Commissioner James Watts, Primary
City of Frostproof	In Absence, Vice Mayor Austin Gravley, Primary
City of Haines City	Virtually Attendance Mayor Morris West, Primary
City of Lake Alfred	Commissioner Mac Fuller, Alternate
Town of Lake Hamilton	Mayor Mike Kehoe, Primary
City of Lake Wales	Mayor Eugene Fultz, Primary (Chair)
City of Lakeland	Mayor Bill Mutz, Primary (Secretary/Treasurer)
City of Mulberry	In Absence, Commissioner Collins Smith, Primary
City of Polk City	Virtual Attendance, Mayor Joe LaCascia, Primary
Polk County	Commissioner George Lindsey, Primary (Vice Chair)
City of Winter Haven	Mayor Pro-Tem Nathaniel Birdsong, Primary

#### A. Call to Order

Meeting called to order by Chair Fultz at 2:07 PM.

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

Roll call held by Chair Fultz.

Executive Director Ryan Taylor announced the attendance of alternate Commissioner Mac Fuller from the City of Lake Alfred and the alternate for the City of Bartow, Vice Mayor Steve Githens.

C. Agenda Revisions

No agenda revisions were presented.

D. Public Comments

Mayor Pospichal thanked the City of Lakeland for their leadership and spirit of cooperation to have authorized staff to retain TeamOne to provide final design services for the West Polk Wellfield.

E. Consent Items

1. Board of Directors Meeting Minutes from March 17, 2021 and April 28, 2021
2. Financial Report - Activities ending June 30, 2021
3. FY 2022 - Accounting Services - Clifton Larson Allen

Budget amendment to cover the \$504 shortfall will come before the Board later this year a budget amendment to account for the shortfall.

4. Auditing Services Engagement Letter (FY-21) - Brynjulfson CPA

Budget amendment to cover the \$2,150 shortfall will come before the Board later this year as a budget amendment.

Motion to approve consent agenda made by Commissioner Lindsey, seconded by Mayor Pospichal. Motion was approved unanimously.
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F. Regular BOD

5. Presentation – Conservation Demand Management Plan Program with UF/IFAS

Ms. Beth Robertson, UF/IFAS, provided a presentation to the Board including a scope summary in assisting PRWC member governments without dedicated conservation staff implementing the preferred projects found in the Demand Management Plan, outlined the indoor and outdoor conservation programs that are eligible for reimbursement by the SWFWMD, and identified what is needed for successful plan implementation.

6. Presentation – CMAR Solicitation Update (INFORMATION ITEM)

Mr. Drew Crawford, City of Winter Haven, briefed the Board on important contents of the CMAR RFP and additional steps needed to prepare for advertising.

Mayor Mutz asked if there were any other minimum qualifications that were decided not to be used and if so why.

Mr. Crawford stated minimum qualifications were thoroughly reviewed by both Lakeland staff, Winter Haven staff, County staff, and TeamOne. Once that set of qualifications were established there wasn't anything that needed to be added to the list, although that is certainly up to the Board if there is something that needs to be added.

Mayor Mutz stated his question was if there was something marginal that might not have made a list if Mr. Crawford could reveal that.

Mr. Crawford stated that there weren't any additional comments and based on the technical feedback the legal team has received, this should absolutely give the Board a pool of qualified candidates in the 3 to 5 candidate range that could handle the bonding requirements since we are looking at multiple hundreds of millions of dollars in projects.

Director Taylor stated that although we have not received formal comment back from SWFWMD, they have no issue with the Board using one CMAR to do both projects. While it does help facilitate quality control and streamline the process, the District sees it as a benefit. They do not have a problem with it, they just haven't provided a formal recommendation.

Mr. Crawford stated we are waiting for a formal response from SWFWMD's legal counsel and are anticipating that that will be one of their comments. That one CMAR is preferable for those reasons, quality control, making sure that all of the materials used are equal standard, etc, across both projects and that ultimately when PRWC staffs the projects they will be run/operated uniformly.

Mr. Crawford thanked for their assistance Tom Mattiaci, Mark Addison, Mary Thomas, Katy Gierock, Tom Norseworthy, Gary Hubbard, Bill Anderson, Robert Beltran, Ryan Taylor, Palmer Davis, Steven, Tamara Richardson that participated in the ad hoc group that was put together to get the solicitation completed.

7. Election of Regular BOD Officers for FY 2022 – (ACTION ITEM)

Director Taylor provided an outline of the office requirements outlined in the formation agreement. The current officers of Chairman Eugene Fultz, Vice-Chair George Lindsey, and Secretary/Treasurer Bill Mutz have served one year and are eligible and willing to serve a second year.

Motion by Mayor Pospichal seconded by Commissioner Goddard, to confirm Mayor Eugene Fultz as the Chair and Commissioner George Lindsey as Vice-Chair and Secretary/Treasurer Mayor Bill Mutz for the PRWC Regular Board for FY 2022.  
Motion approved unanimously.

**Recess Regular Board of Directors Meeting / Commence Joint Meeting of Combined Projects Phase 1 Project Board at 2:41 P.M.**

## G. PRWC Combined Projects Board of Directors

### 8. Election of Combined Projects BOD Officers for FY 2022 - (ACTION ITEM)

Director Taylor provided an outline of the office requirements outlined in the formation agreement. The current officers of Chairman Eugene Fultz, Vice-Chair George Lindsey, and Secretary/Treasurer Bill Mutz have served one year and are eligible and willing to serve a second year.

Motion by Mayor Pro-tem Birdsong, seconded by Commissioner Goddard, to confirm Mayor Eugene Fultz as the Chair and Commissioner George Lindsey as Vice-Chair and Secretary/Treasurer Mayor Bill Mutz for the PRWC Combined Projects Board for FY 2022. Motion approved unanimously.

### 9. Peace River Project Interlocal Water Plant Consent Agreement (INFORMATION ITEM)

Mr. Ed de la Parte, PRWC legal counsel, provided an explanation of the Peace River Project Interlocal Water Plant Consent Agreement pursuant to the Combined Project Board's direction regarding the Peace River Project that will allow the PRWC to proceed with the project while at the same time addressing the City of Fort Meade's concerns.

Commissioner Lindsey requested tabling the issue until there has been enough time to review the document with the most recent changes.

Mr. de la Parte recommended tabling the issue for the Cooperative and send it on to the member governments listed here for them to consider and take action on it as appropriate.

Commissioner Lindsey stated after having the time to read it, he would like to have more dialog in this arena before sending it to the respective member for action, with a recommendation one way or the other. Commissioner Lindsey requested having it appear on the next meetings agenda, giving time for review and posing of questions to see if there is unanimity or not prior to making recommendations to the individual governments.

### 10. Test Production Well #3 - Southeast Wellfield (ACTION ITEM)

Ms. Mary Thomas, TeamOne, provided a description of the need for a third test production well and the SWFMWD's approval for co-funding and request for the well to be completed prior to the completion of final design.

Director Taylor stated that the money for this project will come from unencumbered money already included in the Combined Projects Agreement.

Mayor Mutz questioned why the total cost doesn't equate.

Ms. Thomas stated this was a typo and the PowerPoint and agenda will be updated.

Commissioner Lindsey asked if this action is for TPW #3 for Southeast and then there will be a later similar request for TPW #2 for West Polk.

Ms. Thomas stated it is not a request for funding for TPW #2 for West Polk, the request that Katie will be requesting is to apply for co-funding. That is one step behind.

Motion made by Commissioner Lindsey, and seconded by Mayor Pospichal, approving staff recommendation authorizing the Executive Director to execute a change order with TeamOne for up to \$113,000 (\$56,500 PRWC portion) to initiate design on Test Production Well #3. Motion approved unanimously.

**Recess Combined Projects Phase 1 Project Board / Commence Southeast Wellfield Project Board at 2:59 P.M.**

H. Southeast Project BOD

Nothing Presented for Southeast Project BOD

**Recess Southeast Wellfield Project Board / Commence West Polk Project Board at 2:59 P.M.**

I. West Polk Project BOD

11. West Polk - Cooperative Funding Agreement - (RATIFYING ACTION)

Ms. Katie Gierock, TeamOne, provided the background information for the submittal of the Water Production Facility and Transmission Cooperative Funding Initiative application for \$214,104,000 and Test Production Well #2 for \$4,125,000.

Commissioner Lindsey moved, seconded by Pospichal, to approve staff recommendation to ratify the submittal of the Water Production Facility and Transmission Cooperative Funding Initiative application for \$214,104,000 and Test Production Well #2 for \$4,125,000.

Commissioner Goddard asked if the total cost is \$4,125,000 or \$4,150,000.

Ms. Gierock stated this is for a cofunding request to be submitted to the SWFWMD and only includes the cofundable quantity, resulting in the total \$4,125,000. Since the District will not co-fund costs for land.

Motion approved unanimously.

**Recess West Polk Project Board/Commence Regular PRWC Board at 3:07 P.M.**

J. Open Discussion

Mayor Pospichal stated he terms out as an elected representative in December and introduced his replacement Commissioner Keith Cowie as the new Primary.

Commissioner Lindsey stated since the inception of the PRWC some five years ago, in those early meetings hosted by Mayor Joe LaCascia in Polk City's new community building, we have had numerous City and County elections, new Commissioners, new Mayors, new City and County Managers, new Utility Directors, and new delegates to this

Board. In those early uncertain and formative times former County Manager Jim Freeman stepped forward and offered leadership structure to this organization. Ryan Taylor had just come on board the County as Assistant County Manager, having previously served as Town Manager for Dundee and City Manager for Davenport. With his experience as an east side City Manager and his leadership role in the Ridge League of Cities, Jim was of the opinion that Ryan was the perfect fit during the infancy of the PRWC as its Executive Director. As PRWC moves from infancy to adolescence, it is now time has now come to pass the torch to others. In his expanded role as Deputy County Manager, Ryan can no longer serve in this dual capacity. Ryan and County Manager Bill Beasley share this opinion. Commissioner Lindsey commended Ryan for the work he has done this past five years and his dedication to the PRWC mission and knows he is willing to mentor a successor and as such makes the following recommendation and if the Board is inclined follow with a motion.

Commissioner Lindsey makes the recommendation to accept Ryan's resignation as Executive Director effective January 2022. We authorize Polk County Human Resources Department to advertise for the position of Executive Director of PRWC to find a successor within the next 90 days. Appoint a committee to review applications to bring forth a staffing recommendation at the January PRWC Board meeting. Recommend the staffing committee be made up of Chair Fultz, City Manager Ryan Leavengood, City Manager Mike Herr, and PRWC Executive Director Ryan Taylor.

Mayor Pospichal motioned to approve Commissioner Lindsey's recommendation, seconded by Commissioner Watts. Motion approved unanimously
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Commissioner Watts thanked Ryan for his time and let him know he will be missed.

Executive Director Taylor stated it has been an absolute pleasure to serve in this role and by no means does this mean he will not be active in the future movement of the Cooperative but looks forward to sitting in a different chair and providing comment when necessary.

Chair Fultz thanked Ryan for his leadership and help.

Mayor Mutz appreciated comments of conservation and encouraged the Cooperative to work together in synchronicity to move these projects forward.

#### K. Chair / Executive Director Comments

Chair

No remarks at this time.

Executive Director

ED Taylor reminded all utility directors that the applications for the Heartlands report are due this Friday. All applications need to be e-mailed to Executive Director Taylor for compilation of the report which will be coming to the Board in November for approval so it may be sent to Tallahassee and start asking for appropriations from the state level.

L. Adjournment

Board meeting adjourned by Chair Fultz at 3:13 P.M.