

## **POLK REGIONAL WATER COOPERATIVE**

### **Resolution 2025-26**

#### **RESOLUTION APPROVING ADMINISTRATIVE EXPENSES PORTION OF THE FINAL BUDGET FOR FY 2026**

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 2026 is comprised of Administrative Expenses, Conservation Expenses, and Water Project Costs. FY 2026 Water Project Costs consist of Combined Water Projects Costs, Southeast Wellfield Project Costs, and West Polk Wellfield Project Costs;

**WHEREAS**, the Interlocal Agreement provides for approval of the Administrative Expenses portion of the budget by the Cooperative Board of Directors;

**WHEREAS**, the Cooperative Board of Directors reviewed the Tentative Budget for FY 2026, including Administrative Expenses, at its regularly scheduled meeting on July 30, 2025;

**WHEREAS**, each Member Government was provided written notice of the Cooperative's intention to adopt the Final Budget for FY 2026, along with a copy of the Tentative Budget for FY 2026, including Administrative Expenses, prior to the Board of Director's regular meeting on September 21, 2025;

**WHEREAS**, the Cooperative Board of Directors conducted a public hearing on the Final Budgets for FY 2026 on September 21 2025 setting forth the Administrative Expenses; and

**WHEREAS**, the Cooperative Board of Directors approved the Administrative Expenses portion of the Final Budget for FY 2025 at their regular meeting on September 21, 2025 in accordance with the vote method specified in the Interlocal Agreement.

**NOW, THEREFORE, BE IT RESOLVED:**

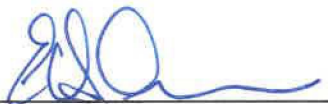
Section 1. The Cooperative Board of Directors does hereby approve the Administrative Expenses portion of the Final Budget for FY 2026 attached hereto as **Exhibit A**.

DONE at Auburndale, Florida this 17<sup>th</sup> day of September, 2025.

Board of Directors of the Polk Regional Water Cooperative:




Chair



Executive Director

Approved as to Form:



Edward P. de la Parte  
Legal Counsel

## **EXHIBIT A**

### **Administrative Expenditures**

[See Attached 2 Pages]

# EXHIBIT A

## Polk Regional Water Cooperative Final Administrative Budget - Expenditures Fiscal Year 2026

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025			FY 2026 Proposed
						12 Month Budget	6 Month Budget	Actual (6 Months)	
<b>REVENUE</b>									
Member Funding	\$ 198,000	\$ 198,000	\$ 198,000	\$ 235,000	\$ 259,740	\$ 346,516	\$ 173,258	\$ 173,258	\$ 381,370
Interest	\$ 560	\$ 128	\$ 201	\$ 4,534	\$ 15,347	\$ -	\$ -	\$ 11,035	\$ -
Demand Management Plan	\$ 130,863	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,356	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ 53	\$ 300	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 329,423</b>	<b>\$ 198,128</b>	<b>\$ 198,201</b>	<b>\$ 239,587</b>	<b>\$ 275,387</b>	<b>\$ 346,516</b>	<b>\$ 173,258</b>	<b>\$ 189,649</b>	<b>\$ 381,370</b>
<b>STAFF</b>									
Executive Director	\$ 80,000	\$ 80,000	\$ 94,583	\$ 117,396	\$ 123,266	\$ 126,788	\$ 63,394	\$ 63,775	\$ 14,000 *
Administrative Assistant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,500	\$ -	\$ 5,000
Project Manager/Engineer	\$ 261,906	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 5,000	\$ -	\$ -
Financial Manager	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000	\$ 47,500	\$ 1,635	\$ 9,000 *
Construction Technician	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Staff Subtotal</b>	<b>\$ 341,906</b>	<b>\$ 80,000</b>	<b>\$ 94,583</b>	<b>\$ 117,396</b>	<b>\$ 123,266</b>	<b>\$ 246,788</b>	<b>\$ 118,394</b>	<b>\$ 65,410</b>	<b>\$ 28,000</b>
<b>OUTSIDE SUPPORT</b>									
Accounting Services	\$ 24,720	\$ 25,647	\$ 27,216	\$ 53,162	\$ 53,546	\$ 45,000	\$ 22,500	\$ 23,858	\$ 47,880
Audit Services	\$ 18,275	\$ 18,950	\$ 21,150	\$ 22,900	\$ 35,000	\$ 32,000	\$ 16,000	\$ 41,613	\$ 43,695
Legal Services	\$ 50,281	\$ 39,795	\$ 60,962	\$ 60,961	\$ 17,733	\$ 25,000	\$ 12,500	\$ 13,673	\$ 27,000
Financial Advisory Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 18,000
Alafia River AWS Permitting Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,820
<b>Outside Support Subtotal</b>	<b>\$ 93,276</b>	<b>\$ 84,392</b>	<b>\$ 109,128</b>	<b>\$ 137,023</b>	<b>\$ 106,279</b>	<b>\$ 102,000</b>	<b>\$ 51,000</b>	<b>\$ 88,144</b>	<b>\$ 241,595</b>
<b>PROJECTED OFFICE INCIDENTALS</b>									
Bank Charges	\$ 61	\$ 104	\$ 862	\$ 42	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising / Public Notices	\$ 1,876	\$ -	\$ 1,635		\$ 2,343	\$ 1,800	\$ 900	\$ 3,669	\$ 6,000
Supplies	\$ -	\$ -	\$ -		\$ 173	\$ 400	\$ 200	\$ -	\$ 500
Registration / Dues	\$ -	\$ -	\$ -		\$ 897	\$ -	\$ -	\$ 289	\$ 300
State Fees / Assessment (\$175/yr)	\$ 175	\$ -	\$ 174		\$ -	\$ 175	\$ 88	\$ -	\$ 175
Travel & Meetings	\$ -	\$ 1,291	\$ -	\$ 2,962	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment / Furnishings	\$ -	\$ -	\$ -		\$ -	\$ 353	\$ 177	\$ -	\$ -
Inclusive (not categorized)	\$ -	\$ 1,279	\$ 25,642	\$ 7,691	\$ 300	\$ 5,000	\$ 2,500	\$ -	\$ 5,000
<b>Office Subtotal</b>	<b>\$ 2,112</b>	<b>\$ 2,674</b>	<b>\$ 28,313</b>	<b>\$ 10,695</b>	<b>\$ 3,713</b>	<b>\$ 7,728</b>	<b>\$ 3,664</b>	<b>\$ 3,958</b>	<b>\$ 11,975</b>
<b>TOTAL EXPENSES</b>	<b>\$ 437,294</b>	<b>\$ 167,066</b>	<b>\$ 232,234</b>	<b>\$ 265,114</b>	<b>\$ 233,258</b>	<b>\$ 346,516</b>	<b>\$ 173,258</b>	<b>\$ 157,512</b>	<b>\$ 381,370</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$ (107,871)</b>	<b>\$ 31,062</b>	<b>\$ (34,033)</b>	<b>\$ (25,527)</b>	<b>\$ 42,129</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,137</b>	<b>\$ -</b>

### FY 2026 NOTE:

\*10% for administrative overhead; 90% allocated to SE and WP project budgets

**Polk Regional Water Cooperative**  
**Final Administrative Budget - Revenues**  
**Fiscal Year 2026**

	2024 Annual Water Use (MGD)	% of Total 2024 Water Use	FY 2026 Proposed
<b>MEMBER FUNDING COSTS</b>			
Auburndale	6.63	8.17%	\$ 31,158
Bartow	3.24	3.99%	\$ 15,227
Davenport	2.21	2.72%	\$ 10,386
Dundee	0.80	0.99%	\$ 3,760
Eagle Lake	0.81	1.00%	\$ 3,807
Fort Meade	0.64	0.79%	\$ 3,008
Frostproof	0.43	0.53%	\$ 2,021
Haines City	6.94	8.55%	\$ 32,615
Lake Alfred	1.33	1.64%	\$ 6,250
Lake Hamilton	0.42	0.52%	\$ 1,974
Lake Wales	2.41	2.97%	\$ 11,326
Lakeland	23.82	29.35%	\$ 111,944
Mulberry	0.47	0.58%	\$ 2,209
Polk City	0.44	0.54%	\$ 2,068
Polk County	19.50	24.03%	\$ 91,642
Winter Haven	11.06	13.63%	\$ 51,977
<b>Total</b>	<b>81.15</b>	<b>100.00%</b>	<b>\$ 381,370</b>