**May 20, 2026**
**POLK REGIONAL WATER COOPERATIVE**
**Lake Myrtle Sport Complex**

**Member Governments in Attendance:**

| Member Government | Representative |
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| City of Auburndale | Mayor Alex Cam |
| City of Bartow | Commissioner Trish Pfeiffer |
| City of Davenport | Commissioner Tom Fellows (Absent) |
| City of Dundee | Commissioner Bert Goddard (Absent) |
| City of Eagle Lake | Commissioner Pamela Chaney |
| City of Fort Meade | Commissioner James Watts (Absent) |
| City of Frostproof | Mayor Mike Hutto (Absent) |
| City of Haines City | Mayor Morris West |
| City of Lake Alfred | Mayor Mac Fuller (Vice-Chairman) |
| Town of Lake Hamilton | Commissioner Phyllis Hall (Absent) |
| City of Lake Wales | Commissioner Keith Thompson |
| City of Lakeland | Commissioner Mike Musick |
| City of Mulberry | Commissioner Kathy Barsotti (Absent) |
| City of Polk City | Mayor Joe LaCasia |
| City of Winter Haven | Mayor Nathaniel Birdsong (Chairman) |
| Polk County Commissioner | Commissioner Becky Troutman (Secretary/Treasurer) |
| PRWC Executive Director | Eric DeHaven |
| PRWC General Counsel | Edward de la Parte |

**A. Call To Order - 2:00 p.m. – Chairman Birdsong** called the meeting to order at 2:01 p.m. **Eric DeHaven** confirmed that a quorum was present.

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

**Chairman Birdsong** introduced **Commissioner Pamela Chaney** as a new member from Eagle Lake, and a newly elected Commissioner. Members then introduced themselves.

**C. Agenda Revisions**

**Chairman Birdsong** asked if there were any revisions to the agenda. **Eric DeHaven** noted there were no revisions but that the draft agenda sent out 2 weeks prior had two items that were removed from the final agenda. The first item is approval of the GMP-7 package, and the second item is a property purchase for a West Polk well site. Both items need additional time to finalize, and the Board will see these items at the July meeting.

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

**Chairman Birdsong** asked if there we any public comments. There were no public comments.

**E. Consent Items**

***E.1. Approve March 2026 BOD Regular Meeting Minutes (Action)***

***E.2. Approve Brynjulfson CPA Auditing Services Engagement Letter for FY2026 Auditing Services (Action)***

***E.3. Approve Change No. 003 (Deductive) to Guaranteed Maximum Price GMP-3 with Florida Water Partners for the Southeast Wellfield Water Production Facility (Action)***

***E.4. Approve Amendment to the Contract with the Greater Tampa Bay Area Council, Inc. Boy Scouts of America for the Purchase of Skink Mitigation Credits for the Southeast Wellfield Project (Action)***

**Chairman Birdsong** noted there were four consent items for the Boards review. **Eric DeHaven provided** a brief overview of each item and noted that the Board Packet also contained an overview of these items. **Chairman Birdsong** noted the Owner Direct Purchase program is important for saving the PRWC money.

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| *Motion to approve consent items E1-E4 in the entirety was made by **Mayor West** seconded by **Commissioner Musick**. Motion was unanimously approved.* |

**F. Regular BOD Items**

***F.1. Approve the Fourth Amendment to the Employment Agreement for the PRWC Executive Director (Action)***

**Chairman Birdsong** asked **Mr. de la Parte** to provide an overview of this agenda item. **Ed de La Parte** noted that **Eric DeHaven's** employment agreement was originally signed in May 2022. The agreement provides for an annual review of the Executive Director's performance. Over the course of the last three years, the Executive Director has received an excellent rating, and his current salary under the third amendment to the contract is $139,467.00. A performance review was completed by the Board Chair, **Chairman Birdsong**, and there is a recommendation for an annual salary to be increased by 10%, or to $153,414.00. This amendment doesn't change any other provision of the employment agreement.

**Chairman Birdsong** noted that **Mr. DeHaven** has done a fine job and is deserving of the increase.

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| *Motion to Approve the Fourth Amendment to the Employment Agreement for the PRWC Executive Director made by **Commissioner Trish Pfeiffer** seconded by **Mayor Mac Fuller**. Motion was unanimously approved.* |

***F.2. Member Annual Water Charge True-Up Examination (Action)***

**Chairman Birdsong** asked Laura Guy-Rice to provide an overview of this item. **Laura Guy-Rice** discussed the true-up process which is a provision in the Implementation Agreement for the Southeast and West Polk Projects. The purpose of the true-up is to compare actual expenses to the amounts collected from the members. The PRWC auditor looked at the true-up results for FY2023/24 and FY2024/25 and agreed that there was a credit due to the Southeast members of $2,804,401 and to the West Polk members of $169,480.

**Laura Guy-Rice** then provided a table that showed the individual member credits applied to the FY2027 budget amounts to assist in members budgeting correctly for the PRWC.

**Eric DeHaven** mentioned that the slide presented is the updated amounts members should budget and the intention is to send this slide to the Members as they prepare their final Fy2027 budgets, so everyone has the correct amount each member needs to budget for PRWC next year.

**Mayor West** asked if that slide is on the Board packet. **Eric DeHaven** said no but it will be sent to all the members. **Chairman Birdsong** thanked Laura Guy-Rice for the information and asked for a motion.

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| Motion to Approve the Member Annual Water Charge Tru-Up Examination was *made by* **Commissioner Trish Pfeiffer** *seconded by* **Mayor Alex Camm**. *Motion was unanimously approved.* |

***F.3. Approve the Agreement with Tinker LLC for Water Conservation Education Program Materials and Services for the PRWC Water Conservation Program (Action)***

**Eric DeHaven** provided background information on the PRWC Conservation Program. He noted this project focuses on rebate programs, reimbursement to members for their conservation programs, outreach and advertising, and administrative tasks. The board has been funding the PRWC Conservation Project agreement at a rate of $150,000/year; $75,000 directly from the members, and $75,000 from the Heartland grant that we get from the legislature.

The PRWC would now like to use those funds with Tinker LLC, who provides utility-based education programs and materials for use in elementary school classrooms, focusing on the 5$^{th}$ grade. The program for next year is designed to reach 4,000 students in Polk County classrooms. The total contract with Tinker is for $118,000, of which 50% will be funded by the Heartland Grant.

Besides the in-class studies on water conservation, students get a conservation kit to take home. The program has already been used by Polk and other nearby counties.

**Chairman Birdsong** asked for questions and a motion.

Motion to Approve the Agreement with Tinker LLC for Water Conservation Education Program Materials and Services for the PRWC Water Conservation Program was *made by* ***Commissioner Mike Musick*** *seconded by* ***Mayor Morris West****. Motion was unanimously approved.*

**Chairman Birdsong** recessed the Regular Board and called to order the Combined Projects Board.

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

***G.1. Update on the Alafia River Water Supply Project (Information)***

**Chairman Birdsong** asked **Eric DeHaven** to provide the update on the Alafia River. **Eric DeHaven** provided an overview of the PRWC legal challenge against Tampa Bay Water and the Southwest Florida Water Management District over the permit modification issued to Tampa Bay Water. The settlement agreement was approved by the PRWC Board on March 18th, 2026, and was then approved by the District on March 24, 2026. On April 20, 2026, Tampa Bay Water approved the agreement.

Yesterday the Southwest Florida Water Management District approved the final order and issued Tampa Bay Water the revised permit. This officially ends the permit challenge. He noted that as a reminder, this agreement reserves up to 5% of the Alafia River flows for use by the PRWC after 2032. For the next 6 years, the PWRC will be working with the District and Tampa Bay Water on possible alternatives to the PRWC using the Alafia River.

**Eric DeHaven** also noted that he will be working with each of the members on the Combined Projects Implementation agreement second amendment. Each member's commission will need to review and approved the amendment.

**Chairman Birdsong** noted that it is a good news item to be done with the permit challenge and it cost the PRWC funds, but we also protected a source of water for the area.

***G.2. Update on Upper Peace River Minimum Flows (Information)***

**Eric DeHaven** noted that the Upper Peace River is a very regulated system and reviewed the various minimum flows and reservations established on the system.

The district recently embarked on an effort to set new Upper Peace River minimum flows. Under the existing MFL's, the PRWC could potentially pump approximately 28 million gallons per day of water. Under their revised minimum flows, only 17 Million gallons per day could be used. As a result of the 11 million gallons per day loss in water available to the PRWC, the board approved a budget of just under $50,000 to review the proposed minimum flows and participate in the peer review process. The PRWC and TeamOne submitted a technical memo to the district that had four main concerns with the proposed minimum flow. The last and most important item requests a modification to the groundwater adjustment rate to better match environmental conditions and avoid operational discontinuities. The District is evaluating the technical memorandum submitted by the PRWC and that in the next 6 weeks the PRWC will know where they stand regarding our comments.

**Chairman Birdsong** asked if there were any questions. He then recessed the Combined Projects Board and turned the meeting over to **Chairman Pfeiffer** to begin the Southeast Project Board.

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

***H.1. Update on Southeast Wellfield Project (Information)***

**Chairman Pfeiffer** welcomed the Board members and requested that action items be voted on using a roll call vote following the weighted vote method. She asked **Mark Addison** to provide the Southeast Wellfield update.

**Mark Addison** reviewed design status indicating the only design work continuing is the Haines City and Northeast Polk County transmission connection. He reviewed the GMP status and noted GMP-7 will be presented to the Board in July. GMP-7 is for the booster pump and meter stations. Regarding the production wells, wells 9-12 are complete and PW 14 is anticipated to be completed in August 2026. The Water Production Facility construction continues, including the raw water pipeline, and has a substantial completion date expected for Fall 2028. He provided numerous pictures and a video of status.

**Mark Addison** then provided an update on the transmission main. He indicated that GMP-1 construction package 2A is complete, GMP-2 construction package 1 is 45% complete, GMP-2 package 6 is substantially complete, and GMP-4 package 2B is 55% complete. He continued and noted that GMP-4 package 4A is 85% complete, GMP-5 package 3A is 25% complete, GMP-5 package 4B is 20% complete, GMP-5 package 5 is 20% complete. On the remainder of the transmission line a construction NTP for GMP-6 package 2C is anticipated in the next 2 weeks and a NTP for Package 3B is anticipated in June. He did note that GMP-6 construction sequencing may be impacted by the easement acquisition schedule. He provided numerous pictures of the transmission main status.

**Mark Addison** then provided an update on road and lane closures. There is an update on the PRWC website that can be accessed by the public. In June and July there will be closures in the Wahneta area that will impact Lake Gwyn Park and Wahneta Elementary

School. There is ongoing lane closure along Bomber Road/Eagle Lake area and Old Bartow Lake Wales Road. Mailers and press releases have been sent out to notify the community of road closures.

He then provided an update on easement acquisitions. Offers have been made on all affected land acquisition parcels. Settlements have been reached on 280 out of 300 parcels, and total compensation is just over $16 million.

Finally, he noted that we are wrapping up permitting activities. All permits for plant and raw water main have been issued, and transmission piping permits have been issued.

**Mayor West** requested the road closure link be sent out to inform the community of road closures. **Mark Addison** noted we are providing mailers, which have been effective. We also have done press releases. He discussed issues on 10th street associated with construction.

**Mayor West** also suggested Board Members have a tour of the facility. **Eric DeHaven** agreed and suggested some time at the end of October due to weather considerations. Mark Addison indicated we are about 40% complete with Transmission Line. **Mayor LaCascia** noted the FDOT posts road closures. **Commissioner Troutman** indicated the County issues a press release with the FDOT and PRWC road closures.

H.2. Adopt Resolution 2026-03 Parcel Resolution of Necessity to Acquire Specified Parcels (Parcel 3095 Permanent and Temporary Construction Easement) to Implement the Southeast Wellfield Project (Action)

**Mark Addison** gave a quick background regarding SEWF raw water and finished water transmission line and the need for parcel resolutions. Resolution 2026-03 authorizes the Cooperative to acquire a permanent easement and temporary construction easement over one additional parcel. Acquisition can be by negotiation, contract, or legal proceedings. This parcel is located near Lake Mabel Loop Road in the Dundee area.

**Chairman Pfeiffer** as if there are any questions and requested a motion. A roll call vote was taken.

*Motion to Adopt Resolution 2026-03 Parcel Resolution of Necessity to Acquire Specified Parcels (Parcel 3095 Permanent and Temporary Construction Easement) for the Southeast Wellfield Project was made by* ***Mayor Birdsong*** *seconded by* ***Mayor West****. Motion was unanimously approved.*

***H.3. Approve the Second Injection Well for the Southeast Wellfield Water Production Facility and Approve Staff to Initiate Amendment 1 to the Southeast WIFIA Loan (Action)***

**Chairman Pfeiffer** noted the next item was a request for a second injection well. **Mary Thomas** began her presentation indicating that there is currently an injection well on the Southeast Water Production Facility site that was completed in 2024. Today we are asking for official approval to move forward with the second well.

The injection well is necessary for management of the reverse osmosis concentrate. The existing well will serve the 7.5MGD water production facility which will produce up to 2.5MGD of concentrate with no redundancy. PRWC and TeamOne staff believe a second injection well is necessary for the future water production facility expansions and overall system reliability. She provided a site map to show where the well would be located.

**Mary Thomas** noted that a $22M line item has been previously presented in the PRWC Business Plan to cover the costs of this well. The well will be paid for from the EPA WIFIA loan with no increase in total loan value, offset by a reduction in transmission pipeline costs. This will require the loan agreement to be amended. The amendment being requested is to change the scope by adding the second injection well and modifying the substantial completion date for the loan to the Fall of 2028. WIFIA proceeds will also be requested to fund the Debt Service Reserve fund rather than member payments.

**Mary Thomas** noted that **Julie Santamaria**, the PRWC Financial Advisor, is in the room to assist with any questions on the WIFIA Loan Amendment.

**Chairman Pfeiffer** asked if there were any questions and asked for a motion. A roll call vote was taken.

*Motion to approve staff to initiate the Financial Planning and Procurement of a Driller for Southeast Injection Well # 2 and to Submit a Request to WIFIA for a Loan Amendment was made by* ***Mayor Nathanial Birdsong*** *seconded by* ***Mayor Morris West****. Motion was unanimously approved.*

***H.4. Approve the Negotiated Settlement with Boozer Service and Equipment Inc. for PRWC Parcel 12007 Permanent and Temporary Construction Easements (Action)***

**Chairman Pfeiffer** moved to the next item which was a settlement agreement. **Eric DeHaven** mentioned this settlement agreement is associated with one parcel located on Davenport Blvd northwest of the terminus of N 10$^{th}$ Street in Davenport. The PRWC obtained an order of taking in February 2026, and a proposed settlement was reached in April 2026. The PRWC appraisal amount was $54,570 and the owner counter-offered at $128,891. A settlement was reached at $120,000 with no additional expert or attorney fees.

The benefit to the PRWC is that it receives easements over 0.211 acres, the settlement is $8,891 less than owners offer with no additional expert/ attorney fees, design remains unchanged, and a jury trial was avoided.

**Chairman Pfeiffer** asked if there were any questions, requested a motion, and asked for the roll call vote.

*Motion to Approve the Negotiated Settlement with Boozer Service and Equipment Inc. for PRWC Parcel 12007 Permanent and Temporary Construction Easements was made by **Mayor Birdsong** seconded by **Commissioner Musick and Mayor Fuller**. Motion was unanimously approved.*

***H.5. Approve the Mediated Settlement with Dundee Reserve Holdings LLC for PRWC Parcel 3011 Permanent and Temporary Construction Easements (Action)***

**Chairman Pfeiffer** asked to move to the last item on the Southeast agenda**. Eric DeHaven** mentioned this is a mediated settlement for a parcel located on HL Smith Road at the intersection with Lake Maire in Dundee. He provided a map of the parcel. Negations began in October 2025, and a mediation session was held in March 2026. PRWC appraisal amount was $373,850, the owner counter-offered $1,098,000, and a settlement was reached at $740,000. With attorney fees and expert costs, the total cost for easements was $933,300. This settlement is based on the development rights of the owner who had several permits in hand from Dundee as well as the water management district.

The PRWC receives easement over about 1.2 acres and 2,000' of pipeline, the settlement is $358,000 less than the owners offer, the pipeline design remains unchanged, and a jury trial was avoided that could have added up to $400,000 in costs.

**Chairman Pfeiffer** asked for questions and a motion. A roll call vote was taken.

*Motion to approve the Mediated Settlement with Dundee Reserve Holdings LLC for PRWC Parcel 3011 Permanent and Temporary Construction Easements was made by **Mayor Camm** seconded by **Commissioner Troutman**. Motion was unanimously approved.*

**Chairman Pfeiffer** thanked the Southeast Board and recessed the Southeast Board and turned the meeting over to **Chairman** Musick for the West Polk Board.

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

***I.1. Update on the West Polk Wellfield Project (Information)***

**Chairman Musick** began the West Polk Board by welcoming the members and noted there was only the West Polk status update on the agenda. He asked **Tom Mattiacci** to provide the update. **Tom Mattiacci** began by discussing the project schedule. The CMAR notice to proceed has been issued and a kick-off meeting is scheduled for June 3, 2026. The sixty percent water production facility design is expected to begin this summer. The West Polk Injection Well 1 has drilled to a depth of 8,005' with the 20" injection casing to be installed next to 3,900. The Test Production Well 2 and associated monitoring wells and the aquifer performance test are complete. Regarding the site acquisition for additional production wells - well site #3 is expected to have a settlement in July 2026, well Site #4 discussions are underway, and voluntary acquisition of future-phase wells are to begin once phase 1 is complete.

**Tom Mattiacci** gave some history on the SRF Planning Loan process. He noted that the PRWC needs approximately $1.4M in additional funds for test production wells 2 and 3. The PRWC is considering amending the SRF loan and new guaranty agreements will be needed.

**Chairman Musick** asked for any questions. He closed the West Polk meeting and turned the meeting over to Chairman Birdsong to finish the Regular meeting

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

**K. Open Discussion**

**L. Chair / Executive Director Report**

**Eric DeHaven** mentioned the next meeting is July 29th due to FDEP Summer Permitting School and a Power Conference. He thanked the Board for their attendance.

**M. Adjournment** Meeting was adjourned by **Chairman Birdsong**.