

BOARD OF COUNTY COMMISSIONERS

JANUARY 13, 2026

A Utilities Department Quarterly Update Meeting was held at the Murdock Administration Complex in Commission Chambers; Room 119, Port Charlotte, Florida.

The following members were present: Chair Tiseo, Commissioner Constance, Commissioner Deutsch, Commissioner Doherty, and Commissioner Truex. Also in attendance were: County Administrator Flores, County Attorney Knowlton, and Minutes Clerk Welsh. The following members were absent: None.

The Meeting was called to order at 2:00 pm, followed by the Pledge of Allegiance.

Changes to the Agenda

Addition #1: Item 5, Added item: Legislative Update. Discussion and approval of letter regarding Punta Gorda Utility District Boundary Codification and Utility Transfer Act.

Requested by: Administration

COMMISSIONER CONSTANCE MOVED TO APPROVE CHANGES TO THE AGENDA, SECONDED BY COMMISSIONER TRUEX

MOTION CARRIED 5:0.

Public Input - None

Assistant County Administrator Claire Jubb highlighted Utilities Department Quarterly Update Meeting.

1. Fiscal Update

Richard Arthur, Fiscal Services Manager gave a brief overview of Agenda, Rate Model Update, Fiscal Year (FY) 2025 Projection Comparison to Model, State Revolving Fund (SRF) Updates, SRF Utilization - Florida Department of Environmental Protection (FDEP) Annual SRF Awards and Current Annual Cap, Reimbursement Resolution, and Timeline.

2. Utilities Update

Jeremy Frost, Utilities Operations Manager gave a brief overview of Purchased and Produced Water, Average Reclaimed Distributed, Water Distribution, Contractor Hits: January 1 – November 30, 2025, Water Service Installs, Wastewater/Reclaim Events, Sanitary Sewer Overflows: Recent Quarter Sanitary Sewer Overflows (SSOs), Customers Per Sewer System Type, Water Reclamation Facilities Average Percent of Plant Capacity Treated,

Equivalent Residential Connections (ERCs): Water Reclamation Facilities, Water Treatment Plants, Connections Made, and Miscellaneous Data.

Chair Tiseo discussed reserved capacity and new connection rates, Equivalent Residential Connections (ERCs): Water Reclamation Facilities, and Lee County service interlocal agreement clause and extension. **Commissioner Constance** mentioned Purchased and Produced Water, Master Water Supply contract, Water Distribution, data history, Equivalent Residential Connections (ERCs): Water Reclamation Facilities, base charge process, Water Treatment Plants, capacity expansion costs, Burnt Store Water Treatment Plant, Southwest Florida Water Management District (SWFWMD), Lee County service limitations and extension, and interlocal agreement. **Commissioner Doherty** commented on Burnt Store Water Treatment Plant, Punta Gorda Isles, General Development Utilities (GDU), Burnt Store Marina, Lee County, Peace River Manasota Regional Water Supply Authority (PRMRWSA), and low pressure system (LPS) tank rates.

Sandra Weaver, Business Services Supervisor replied to Equivalent Residential Connections (ERCs): Water Reclamation Facilities, reserved and remaining capacity rates, base charge process, Uniform Extension Policy (UEP), utility agreement language and disclosure, software updates, and statutory requirements.

Assistant County Administrator Jubb responded to interlocal agreement framework, Lee County development, and utility service extension.

3. Projects Update

Kenneth Stecher, Utilities Operations Manager gave a brief overview of Hillsborough Boulevard Water Main Project, Hillsborough Water Main: Segment 1, Segment 2, State Road 776 Wastewater Force Main, Ackerman - Water Quality Improvement, Lakeview/Midway - Water Quality Improvement, Burnt Store Water Reclamation Facility Expansion, West Port Water Reclamation Facility Expansion, East Port Water Reclamation Facility Expansion, East Port Progress Pictures, and New Administrative Work Site.

Ms. Weaver gave a brief overview of Credit and Collection Policy and replied to utility bill collection responsibility.

Assistant County Administrator Jubb gave a brief overview of New Administrative Work Site.

Commissioner Constance spoke to Hillsborough Water Main: Segment 1, Segment 2, East Port Water Reclamation Facility Expansion, Credit and Collection Policy, and utility bill collection responsibility.

4. Burnt Store WRF Update

Jason Swift, Jon F. Swift Construction President gave a brief overview of Packaged Plant and Permanent Expansion.

(Addition #1) 5. Legislative Update

Discussion and approval of letter regarding Punta Gorda Utility District Boundary Codification and Utility Transfer Act.

Eve Sweeting, Legislative Manager highlighted letter regarding Punta Gorda Utility District Boundary Codification and Utility Transfer Act, replied to State Legislative Agenda Guiding Statements, local authority, Home Rule, Representative Vanessa Oliver, letter distribution, and Bill approval process.

Chair Tiseo noted letter language modification and distribution, HB 4077 language, timeline concerns, and suggested amendment process, City of Punta Gorda Utilities customers, Board discussion, Representative Vanessa Oliver, December 16, 2025 Special Meeting, December 17, 2025 Legislation Delegation Local Bill Meeting, and connection fee review policy. **Commissioner Constance** discussed letter language modification and distribution. **Commissioner Doherty** mentioned letter language modification, HB 4077 timeframe challenges, Representative Vanessa Oliver, Special Meeting, Governor Ron DeSantis, special property tax session, Local Bill approval process, and connection fee review policy. **Commissioner Truex** commented on letter language modification and distribution, HB 4077 amendment process and timeline challenges, local engagement, and December 17, 2025 Legislation Delegation Local Bill Meeting.

County Administrator Flores responded to time restraints, City of Punta Gorda December 9, 2025 Emergency/Special Meeting, December 16, 2025 Special Meeting, HB 4077 language, December 17, 2025 Legislation Delegation Local Bill Meeting.

County Attorney Knowlton interjected on connection fee policy.

Assistant County Administrator Jubb replied to fee study and resolution consolidation.

COMMISSIONER CONSTANCE MOVED TO APPROVE THE DRAFT LETTER REGARDING PUNTA GORDA UTILITY DISTRICT BOUNDARY CODIFICATION AND UTILITY TRANSFER ACT, WITH THE MODIFICATION “FURTHER IT IS UNCLEAR WHETHER THE TIMELINES OUTLINED IN THE LEGISLATION WOULD BE SUFFICIENT TO COMPLETE THE ANALYSIS”, SECONDED BY COMMISSIONER DOHERTY

MOTION CARRIED 5:0.

AA. County Administrator Comments

County Administrator Flores spoke to Utilities operations, capital planning, staff efforts, and partnership.

BB. County Attorney Comments - None

CC. Commissioner Comments

Commissioner Constance discussed Assistant County Administrator Jubb, Utilities Director responsibilities, and job posting.

Assistant County Administrator Jubb responded to Utilities Director job posting locations and applicants.

ADJOURNED: 3:12 pm

Joseph M. Tiseo, Chair

DATE ADOPTED: _____

ATTEST:

**ROGER D. EATON, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk