



July 10, 2026

Town of Dundee
Tracy Mercer, Utilities Special Projects Director
202 Main Street
Dundee, FL 33838

Subject: **Water Use Permitting Modification Planning and Compliance Assistance**

Project Description:

The Town of Dundee (Town) has requested that ASRus, LLC (ASRus or Consultant) provide professional consulting services related to assisting the City with Water Use Permitting (WUP) related planning for future WUP modification(s) and fulfilling the compliance requirements of the Town's current WUP. WUP No. 20005893.014 was issued to the Town on May 20, 2025, and authorizes the Town to withdraw Annual Average and Peak Month Daily quantities of 1,702,700 and 2,230,400 gpd, respectively, utilizing five (5) Upper Floridan aquifer (UFA) groundwater withdrawals located within the Town's service area. The permit was issued for 20 years with an expiration date of May 20, 2045. The Town utilized the permanent retirement of eighteen (18) agricultural WUPs within and in proximity to the Town's service area to offset the potential impact to the UFA associated with the requested increase in permitted quantities.

The Town continues to observe increasing trends in actual use directly related to the growing population within its service area. In fact, WUP No. 20005893.014 was issued based on an SWFWMD-projected 2025 population of 7,913 persons, a per capita use rate of 117 gallons per capita per day (gpcd) and a total 2025 demand of 925,800 gpd. According to the Town's 2025 Public Supply Annual Report (PSAR), reviewed and accepted by District staff, the Town's population in 2025 increased to 9,134 persons with a per capita use rate of 114 gpcd and a total 2025 water use demand of 1,050,005 gpd. Therefore, the Town's actual 2025 demand was 124,205 gpd higher than projected by the District during the WUP renewal process.

Consequently, the Town is interested in proactively planning for future modification(s) to increase their groundwater allocation as population and water use demands continue to increase within its service area and in the region. Since the Town is located with the Central Florida Water Initiative (CFWI) area and within the Southern Water Use Caution Area (SWUCA), all requested increases in UFA quantities must meet the rule criteria for both the CFWI and SWUCA. Therefore, careful planning and strategizing is necessary to ensure a smooth permitting process for future modifications.

In addition, the current permit requires certain conditions to be met during the permit term. Specifically, the Town must maintain their AAD and PMD within the current permitted quantities listed above, submit meter readings/pumpage and, in accordance with Special Condition 17, the Town is required to submit a summarized report listing the status of the water use permits that were utilized for impact offsets. The Town has requested ASRus' assistance to monitor and maintain compliance with the current permit conditions.



The Scope of Services below has been designed to provide the services and assistance requested by the Town.

Scope of Services:

Task 1.0 – Water Use Permitting Planning Assistance

ASRus will assist the Town by providing water use permitting related consulting and planning services that include but is not limited to the following:

- 1.1 The Consultant will review the SWFWMD 2026 population and water use demand projections to estimate potential increases in water demands that may be permissible.
- 1.2 The Consultant will coordinate with Town staff to identify whether the Town needs to develop their own population and water use projections to support future WUP modification or rely on the District's projections. The Town may also be able to provide additional information to the District to update their population and demand projections.
- 1.3 The Consultant will compile and quantify historical wastewater flows delivered to the Town's Rapid Infiltration Basins (RIBs) that may be utilized to offset potential impacts to Stressed Lakes, Minimum Flow and Level (MFL) Lakes and wetlands.
- 1.4 The Consultant will conduct preliminary groundwater flow modeling using the East-Central Florida Transient Expanded (ECFTX) groundwater flow model to estimate the amount of additional groundwater that may be available if the City's RIBs are used as an aquifer recharge project to offset potential impacts to stressed lakes and provide a Net Benefit to impacted MFLs as required by District SWUCA rules.
- 1.5 The Consultant will compile the Town's 2026 building permit and Certificate of Occupancy (CO) information to document the Town's increasing water use demands and monitor the Town's growth.
- 1.6 The Consultant will update the Town's Land Use Transition (LUT) program as directed by Town staff. This may include conducting preliminary actual use analysis to determine the quantities that may be used to provide the groundwater offsets and Net Benefit required by CFWI and SWUCA rules. The Consultant will analyze up to five (5) additional LUT WUPs. Additional WUPs may be included as additional services.
- 1.7 The Consultant will coordinate with the Polk Regional Water Cooperative (PRWC) as directed by Town staff to coordinate demand projections and identify potential SW Wellfield water delivery date(s).
- 1.8 The Consultant will compile and summarize the findings of Subtask 1.1 to 1.7 and provide the Consultant's recommendations into a concise report that may be used to plan the Town's next WUP modification.

Task 2.0 – Water Use Permitting Compliance Assistance

ASRus will also assist the City by providing water use permitting related compliance services that include but are not limited to the following:



- 2.1 The Consultant will conduct monthly WUP pumpage compliance checks for 12 months that will include utilizing the Town's submitted pumpage to the SWFWMD to develop and provide a monthly Pumpage Compliance Analysis to ensure that the Town stays within its permitted AAD and PMD quantities. Any potential overpumpage or errant pumpage values will be identified and the Town immediately notified.
- 2.2 The Consultant will conduct a review of the District's Electronic Permit Information Center (ePIC) to identify overdue or missing WUP compliance items. The Town will need to authorize the Consultant to access its information on ePIC to complete this task.
- 2.3 The Consultant will compile the necessary information and develop a Land Use Transition (LUT) summary report as required by Special Condition 17. The report will include the following information:
 - Background information regarding each permit and its use to offset the Town's predicted impact associated with WUP No. 20005893.014.
 - The Letter of Intent for each WUP that was provided in the Town's WUP renewal application.
 - Status update for all eighteen (18) WUPs listed in SC 17 that were used to offset impacts related to the increased UFA quantities permitted as part of the Town's renewal permit issued on May 20, 2025.
 - Compile and provide the Well Abandonment Permits and Grouting/Abandonment Forms for all wells associated with the eighteen (18) WUPs listed in SC 17.
 - Compile and provide documentation that the WUPs listed in SC 17 have been properly cancelled as required.

Schedule and Fee for Tasks:

Professional services for Tasks 1 and 2 in this scope of services will be provided for a Lump Sum fee of **\$27,240.00** and invoiced monthly on a percent complete basis. The budgeted amount will not be exceeded without written authorization from the Authority.

Sincerely,

Joe Haber, PG | Vice President | Principal Hydrogeologist
ASRus, LLC