

NOTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
June 12, 2025 @ 8:30 A.M.

Board of Supervisors:
Lani Gaver, Chair (absent)
Taylor Meals, Vice-Chair
Robert C. Stern, Jr.
Sydney B. Crampton
Tony Babington

Staff:
Keith R. Ledford, Jr., P.E., Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Lisa Hawkins, Finance Director
Ashley Aguiar, Executive Assistant

1. PLEDGE OF ALLEGIANCE & ROLL CALL
2. **ANNOUNCEMENTS** – Additions or Deletions - None
3. **PUBLIC INPUT** - None
4. **PRESENTATIONS**
 - 4a. Wastewater Collections Maintenance Technician, Shea Tooker – 10 years
5. **CONSENT SECTION** – Vice Chair, Mr. Meals, in Chair Gaver’s absence, called for a motion to approve. Mr. Stern moved, “to approve the consent agenda as presented,” seconded by Mr. Babington.
 - 5a. Minutes of the Regular Meeting dated May 8, 2025
Recommended Action: Approve the meeting minutes.
 - 5b. Big W Law Invoice dated June 2, 2025.
Recommended Action: Approve the attorney’s invoice in the amount of \$4,020.00.
 - 5c. Oertel, Fernandez, Bryant & Atkinson Invoice dated May 31, 2025
Recommended Action: Approve the attorney’s invoice in the amount of \$11,234.50
 - 5d. Henderson/Franklin Attorney’s Invoices dated February 25, 2025 & May 5, 2025
Recommended Action: Approve the attorney’s invoices totaling \$2,527.00

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6. **DISCUSSION**
 - 6a. Meter Removal Request - 1770 Gulf Blvd. Englewood, FL 34223 – Mr. Ledford led the discussion. Mr. Champavannarath, owner of Unit 2 at 1770 Gulf Blvd has requested removal of the water meter for the 12-unit condo complex. He considers the property condemned and uninhabitable. With new building codes requiring elevated reconstruction, rebuilding isn't financially possible. The condo association is dissolving, and the property is being prepared for sale. He asked to discontinue water service and eliminate the \$700 monthly base charge. Englewood Water District advised that a demolition permit is

needed to classify the property as ‘undeveloped’ and stop the charges. Mr. Champavannarath asked about possible exceptions, noting there’s no use for water service and the meters are buried under sand. A discussion was held between Mr. Ledford, Chair Gaver, and Customer Services Manager Chunco, it was confirmed that under current policy, base charges must continue. The customer requested this matter be discussed further by the board. A discussion was held on the Customer Rules and Regulations, available options, and similar past cases. It was ultimately decided that the current rules will remain in place, with no changes or exceptions made in this case.

Mr. Stern moved, **“to continue to follow the Customer Rules & Regulations,”** seconded by Ms. Crampton.

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6b. Winchester Ranch Update - Mr. Ledford led the discussion. This was originally scheduled for discussion last month but was postponed due to additional information received before the board meeting and rescheduled for this meeting. Mr. Ledford provided a detailed update on the steps EWD has taken concerning the revised sewer and water figures for Winchester Ranch. He met with HDR and Kimley-Horn to evaluate potential service scenarios for Wellen Park and proceeded to review Kimley-Horn’s handouts outlining each scenario, including respective pros and cons. Mr. Meals emphasized the need to identify funding solutions and expressed support for the findings presented by Kimley-Horn and HDR. He also noted that upgrading aging infrastructure is necessary—regardless of new development—to reduce future repair costs and improve system efficiency. Attorney Berntsson referenced a letter submitted by Icard Merrill on behalf of Winchester Ranch prior to last month’s board meeting. EWD required additional time to review the letter in collaboration with Attorney Ken Oertel, as it raised a jurisdictional dispute over annexation. Both Attorney Berntsson and Attorney Oertel recommended filing a Declaratory Action to resolve the matter in court, allowing a legal determination on the question: "Does the District have that area based on the action of the legislature, or can the city take it by annexing that property into the city?" Attorney Berntsson requested that the Board authorize the filing of the Declaratory Action to settle the jurisdictional issue and allow progress. A motion was made and approved.

Mr. Stern moved, **“to authorize the filing of a Declaratory Action,”** seconded by Mr. Babington.

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Full motion read- To authorize the filing of a Declaratory Action seeking to resolve the question does the district have that area based on the action of the legislature or can the city take it by annexing that property into the city.

7. **ACTION ITEMS**

7a. Lime Plant Treater #2 Repairs – Mr. Ledford led the discussion. A leak was discovered in the sludge pipe beneath Lime Plant Treater #2, causing significant soil washout and cracks in the tank footer. CROM, the original contractor and designer of the tank, was engaged to assess the damage. Their initial repair estimate of approximately \$750,000 was revised to \$373,406 following additional evaluation, including ground-penetrating radar (GPR), which confirmed the void was isolated to the southeast quadrant of the tank. The scope of work includes removal of the existing floor coating, injection of excavatable concrete to stabilize the void, removal and replacement of the damaged pipe, encasement in concrete, repair of the tank floor, and application of a new epoxy coating. An optional clarifier grout topping was quoted at \$154,594 but is not recommended at this time. The estimated duration for the repairs is eight weeks, with a potential deduction of \$57,513 if dewatering is not required. Although only two treaters are typically in service, all three must remain operational to allow for proper maintenance without compromising production capacity. To accommodate the cost, several planned FY25 Production projects will be deferred. Staff is requesting approval of \$373,406 under a Purchasing exception based on standardization, as CROM’s specialized construction methods and materials are critical to maintaining structural integrity and compatibility. Utilizing the original contractor reduces the risk of failure and ensures consistency in workmanship and long-term performance.

Mr. Stern moved, **“to approve as presented,”** seconded by Ms. Crampton.

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Full motion read- To authorize the Administrator to sign CROM’s revised Proposal dated May 30, 2025, in the total amount of \$373,406.00 for the Tank Floor Repairs and Underground Pipe Replacement only. Funds to come from Water Revenues.

7b. Hurricane Milton I&I Repairs - Mr. Ledford led the discussion. Following the recent manhole inspections and smoke testing conducted by USSI, a total of 58 manholes were identified as requiring attention due to observed infiltration and/or the need for internal repairs. Earlier this year, staff was approached by the Hinterland Group, Inc., a contractor with prior experience on our Blue Heron project where they served as a subcontractor to GML for the CIPP pipelining work. Hinterland Group has an established track record, having completed similar projects across Florida, including work in Charlotte, Sarasota, and Manatee Counties. Hinterland has submitted pricing for the rehabilitation of the 58 identified manholes. The proposal is based on a piggyback arrangement utilizing the City of Port St. Lucie’s Contract #2020014 for the *Rehabilitation of City Sewer Structures, Manholes & Lift Station Wet Wells*. The total proposed cost for this work is \$93,198.00.

Mr. Crampton moved, **“to approve as presented,”** seconded by Mr. Stern.

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Full motion read- To authorize the Administrator to sign the Hinterland Group Proposal #25-0102-00 in the total amount of \$93,198.00. Funds to come from Wastewater Revenues.

8. **ADMINISTRATOR'S REPORT – Keith R. Ledford, Jr., P.E.**

8a. WATER OPERATIONS MANAGER – Dewey Futch

Production

- Total send out for May 2025 was 91.0 MG; for 2024 it was 102.7 MG.
- The average send out was 2.9 MGD, and the 2024 average send out was 3.3 MGD.
- The high send out was 3.7 MGD, and the 2024 high send out was also 3.7 MGD.
- Rainfall for 2025 was 2.5", and rainfall for 2024 was 0.46".
- Operators at the plant have been performing maintenance and regular operations
- The switchgear project for the RO generators was completed last month, and the system is now fully operational.
- CROM has visited the site several times to assess Treater #2 and is currently preparing for the upcoming repair.

Distribution

Distribution reported three incidents last month:

1. May 15 – A broken fire hydrant on Medical Blvd was replaced. Two days of bacteriological sampling were conducted, and the hydrant was returned to service on May 22.
 2. May 27 – A 4-inch main break occurred on Oyster Creek Dr. A boil water notice was issued and later rescinded on May 29.
 3. May 29 – An 8-inch water main broke on North Beach Rd. A boil water notice was issued to affected customers and was rescinded on June 1.
- New meter installations: 11 single-family homes (11 ERCs)
 - Radio head replacements: 81
 - Customer service requests (turn-offs): 272

8b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

- May 2025 MADF: 1.607 MGD
- May 2024 MADF: 1.338 MGD
- May 2025 Peak Flow: 1.820 MG
- Grease removal has commenced in the Plant #4 surge basin.
- Normal operations and maintenance

Collections:

- Collections staff replaced one vacuum pit this month.
- Two valves were installed at lift stations #210 and #219 in preparation for upcoming repairs and rehabilitation work.
- 11 sewer service cap-offs were completed.
- Staff repaired 8 clean-outs and 32 vents.

8c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E.

- **Hurricane Milton I&I** – On the customer side of the project, a total of 35 properties were identified with defects. All customers have been contacted, and responses have been positive. Repairs have been completed at 28 of the 35 properties — with 18 capped off by the Collections team and 10 handled by property owners. A few sites remain pending inspection, with one additional cap-off completed just yesterday. Three properties are currently working with plumbers to finish their repairs, and follow-up is scheduled for next week. Since May 1st, the Collections department has completed 168 work orders in addition to regular daily responsibilities. Efforts remain strong and consistent.
- **V1 Station** – All work associated with the project has been completed, with the exception of finalizing the Smart System installation. Initially, delivery of the Smart System components was not anticipated until sometime in July. However, notification was received that the equipment shipped earlier than expected, on June 10. The installation team is scheduled to return on June 24 to complete setup and activation of the system. With this final step in place, full project completion is expected shortly thereafter.
- **LS #114 Improvements – Brook to Bay** – A meeting was held on May 23, 2025, between staff and a representative from Brook to Bay to discuss the status of the project. Brook to Bay currently does not have funding available to reconstruct the retaining wall. The park previously accommodated 12 RV spaces; however, in the absence of the retaining wall, the layout is being reconsidered to accommodate 9 RV trailers. Minor modifications may be required for certain cleanout locations to align with the proposed layout. EWD will continue to coordinate with Brook to Bay to evaluate potential accommodations and work toward project closeout.
- **Boca Royale East** – Utility installation for Phase 1A has been completed. Final testing will commence following the installation of asphalt.
- **Charlotte County – CR775 Buck and Oyster Creek Bridge Improvements** – The County awarded the project to Thomas Marine Construction. A pre-construction meeting occurred on May 29, 2025. However, EWD has requested a separate on-site meeting with the contractor prior to the commencement of work. EWD's required tasks are minimal and will be coordinated with the contractor's work.
- **Shores at Stillwater** - Utility installation for Phase 1A has been completed. Final testing will commence following the installation of asphalt. Currently, utility installation is underway for Phase 1B.
- **Prose Apartments** – The proposed development encompasses a total of 260 apartment units, comprising 159 one-bedroom units and 101 two-bedroom units, along with an Amenity Center. The project plans have been finalized and are awaiting approval. The Developer's Agreement was completed and submitted for execution on May 16, 2025. Upon execution of this agreement, the project plans will be approved, and the Florida Department of Environmental Protection (FDEP) applications will be signed, allowing the project to proceed to the next phase.

8d. FINANCE DIRECTOR – Lisa Hawkins

Financial Statements

- Operating revenues through May totaled \$15.4 million, reflecting an increase of \$607,000 compared to last May. Operating expenses were \$3.1 million, a decrease of \$670,000 from the previous year. This resulted in an operating surplus of approximately \$3.6 million through May.

Investment Statements

- At the end of May, investments included \$18.4 million with RBC and \$4.3 million at Centennial Bank, for total cash and investments of \$22.7 million.

Rate Study

- Last week, a high-level review of the rate study findings was conducted with each board member and the Raftelis team. For any questions, contact Keith or the finance team during this month. The final detailed rate study presentation is scheduled for the July board meeting, followed by a rate hearing in August. New rates will take effect on October 1, 2025.

July Board Meeting Schedule

Mr. Ledford led the discussion concerning the upcoming Rate Study Presentation, Public Hearing, and Budget discussions. Given the significance of these topics, it was emphasized that a quorum of at least three (3) board members is essential for the meetings. After a brief discussion regarding members' availability and considering some scheduling conflicts, staff proposed rescheduling the board meeting from July 10 to July 11, 2025. This adjustment would ensure the presence of a sufficient number of board members for the Rate Study Presentation. A brief discussion about the Rate Study followed, leading to a motion.

Mr. Stern moved, to change the meeting from the 10th to the 11th” seconded by Mr. Babington.

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Full motion read “To change the meeting to the 10th to the 11th at 8:30am”

9. ATTORNEY’S REPORT – Robert H. Berntsson - None

10. OLD BUSINESS - None

11. NEW BUSINESS – None

12. PUBLIC COMMENT –

- John Luczynski of Wellen Park expressed strong disappointment with the current state of affairs, attributing the situation to a continued lack of meaningful action. He cautioned that pursuing legal avenues would not only delay potential progress but also significantly escalate costs. Luczynski emphasized that the unresolved issue pertains to the source of water service. He stated unequivocally that the Englewood Water District is not currently capable of providing service, nor is it likely to be able to do so in the near future, or even within the next five years. He emphasized that if EWD intends to serve the area, it must begin taking concrete and immediate steps toward that goal. Luczynski characterized the

series of events leading to the current situation as frustrating, noting that the same patterns continue to persist without resolution.

- Bill Merrill, Esq., of the Icard Merrill law firm, expressed that litigation was not the preferred approach and that he had hoped for an amicable resolution to the matter. He recognized the continuing dispute between the parties over utility services related to the annexation and noted that a quick or affordable resolution appeared unlikely. Merrill emphasized the importance of assessing actual service capabilities, highlighting that EWD is currently unable to meet the area's needs. He indicated that this issue might lead to a compulsory counterclaim or separate legal action, as Winchester Ranch will require service long before EWD can provide it. While reiterating his preference for an amicable resolution, Merrill recognized EWD's position and stated that Winchester Ranch will respond accordingly.

13. BOARD MEMBER COMMENTS

Mr. Stern noted that the current system is aging and emphasized the need to, at a minimum, maintain and upgrade existing infrastructure. While acknowledging that these improvements will be costly, he stated that they are necessary. He also pointed out that, regardless of whether EWD ends up serving Winchester Ranch, the District must modernize its plant to adequately serve its current customers. Ms. Crampton agreed with Mr. Stern and added that it is important to focus on improvements across the entire district. She emphasized the need to continue enhancing both water quality and service, while being mindful of timing and costs. Mr. Babington also expressed agreement with both Mr. Stern and Ms. Crampton, stating that it is time to move forward and address these essential needs.

14. ADJOURN @ 9:44am



Taylor Meals - Vice Chair

APPROVED/aa