

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
December 11, 2025 @ 8:30 A.M.**

Board of Supervisors:

Lani Gaver, Chair
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
3. **PUBLIC INPUT** – None
4. **PRESENTATIONS**
 - 4a. Certificate of Appreciation
 - Collections Manager, Ronald Franklin – 30 years
5. **CONSENT SECTION** – Chair Gaver called for a motion to approve. Mr. Stern moved “to approve the consent agenda as presented,” seconded by Ms. Crampton.
 - 5a. Minutes of the Regular Meeting dated November 13, 2025
Recommended Action: Approve the meeting minutes.
 - 5b. Big W Law Invoice dated December 1, 2025.
Recommended Action: Approve the attorney’s invoice in the amount of \$2,175.00
 - 5c. Oertel, Fernandez, Bryant & Atkinson Invoice dated November 30, 2025
Recommended Action: Approve the attorney’s invoice in the amount of \$15,877.65

UNANIMOUS

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6. **DISCUSSION** – None
7. **ACTION ITEMS**
 - 7a. **Special District Performance Measures/Standards & Annual Reporting Form**
- Pursuant to Section 189.0694, Florida Statutes, effective October 1, 2024 and each fiscal year thereafter, every special district must establish goals and objectives for each program and activity, as well as corresponding performance measures and standards to evaluate achievement. Additionally, by December 1 following each fiscal year, districts must publish a report indicating whether the prior year’s goals and objectives were met.

Mr. Stern moved, “to approve,” seconded by Mr. Babington.

UNANIMOUS

25-12-11 A

Full motion read: “To approve the proposed Special District Performance Measures/Standards & Annual Reporting Form for FY26 as presented. To authorize the Chair to sign the Special District Performance Measures/Standards & Annual Reporting Form for FY25 as presented.”

7b. RFQ 2025-142 Engineering Services for WRF with Kimley-Horn & Associates, Inc. - RFQ 2025-142 was advertised on September 9, 2025, for engineering services for the South WRF Expansion. The solicitation closed October 9, with two responsive firms—Kimley-Horn and HDR—evaluated and shortlisted. After interviews and final ranking, Kimley-Horn was selected. Procurement confirmed competitive pricing, and negotiations followed CCNA requirements. The five-year agreement, with a two-year extension option, is submitted for Board approval pending FDEP approval.

Mr. Babington moved, “to approve,” seconded by Mr. Stern.

UNANIMOUS

25-12-11 B

Full motion read: “To tentatively approve the contract with Kimley-Horn and Associates, Inc., subject to approval by the Florida Department of Environmental Protection.”

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

- November 14: EWD Participation in the annual FSAWWA Drinking Water Contest resulted in 1st place at the regional level. Advancement to the state competition in Orlando on December 2 followed; Florida Keys secured first place and will compete at Nationals in Washington, D.C.
- EWD Employee Appreciation Event reminder for Saturday, December 13th beginning at 4:30pm.

8a. WATER OPERATIONS MANAGER – Dewey Futch
Production

- November 2025 total send-out: 88.78 MG (2024: 88.27 MG).
- Average send-out: 2.95 MGD (2024: 2.94 MGD).
- High send-out: 3.25 MGD (2024: 3.3 MGD).
- Rainfall: 0" (2024: 0.62"). This is only the sixth month with zero rainfall since 1975.
- Operators continued routine maintenance; Crom began replacing the underdrain on Treater #3.

Distribution

- No incidents reported.
- Hydrant and valve maintenance continued; DCMA replacements ongoing.
- 157 new meter sets (157 ERCs), 137 in Beach Walk Phase 3.
- 46 radio heads replaced.
- 113 customer turn-on requests completed.

8b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

- MADF November 2025 – 1.395 MGD
- MADF November 2024 – 1.556 MGD
- Peak Flow – 1.483 MG
- Normal Operations and Maintenance

Collections:

- Collections had 45 Work orders for the month
- Repaired 8 vents and 3 cleanouts
- Staff had 3 cap offs of sewer service
- Replaced one vacuum pit in the V4 section

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

- **LS #114 – Brook to Bay:** FDEP has approved the project for service. Remaining trailer pad replacement is expected by year-end.
- **Middle Beach Pipe Replacement:** 60% design is under review. Coordination continues with Sarasota County and FEMA.
- **Boca Royale East:** Phase 1A utilities and testing are complete. Certification documents are being finalized.
- **Esplanade at Wellen Park:** Offsite and onsite utility installation is ongoing. The interconnect agreement with North Port is complete and scheduled for Board review in January. A separate fire-protection water-use agreement with the developer is in progress.
- **FPL Partridge Substation:** Deberry has submitted plans for the new substation on Winchester Blvd.
- **Culver's:** Preliminary engineering for the proposed restaurant at 333 S. Indiana Ave. is underway.
- **McCall Plaza:** Staff and Kimley-Horn are reviewing plans for a potential gas station.
- **Merchant's Crossing:** Staff is reviewing two proposed fast-food sites with Kimley-Horn and Bohler Engineering; restaurant names are not yet disclosed.

8d. FINANCE DIRECTOR – Lisa Hawkins

November Financial Statements

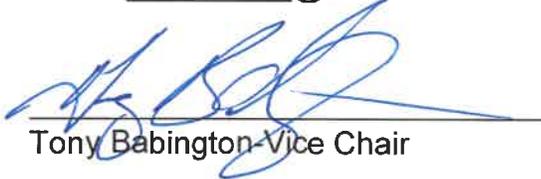
The Balance Sheet is not reviewed in detail; however, attention is drawn to items affected by the audit adjustment discussed last month. Capital Assets increased by \$18 million from FY24 to FY25 as a result of a prior-period adjustment related to previously unrecorded depreciation on contributed assets.

On the Income Statement, operating revenues through November totaled \$4.2 million, representing an increase of \$394,000 compared to the same period last year. Operating expenses totaled \$2.6 million, a decrease of \$707,000 from the prior year, resulting in an operating surplus of \$1.6 million. Capital Contributions also increased by \$18 million from FY24 to FY25 due to the recognition of previously unrecorded assets.

November Investment Statements

\$18.8 million was invested with RBC and \$8 million was held at Centennial Bank, resulting in total Cash and Investments of \$26.3 million.

9. **ATTORNEY'S REPORT** – Robert H. Berntsson - There are no updates to report at this time.
10. **OLD BUSINESS** – Mr. Meals will serve as Chair, with Mr. Babington as Vice Chair. These appointments will be formally ratified in January.
11. **NEW BUSINESS** – None
12. **PUBLIC COMMENT – ANY TOPIC** – The board had a brief discussion regarding the request from Paula and Craig Vadala of 6721 Portside Lane regarding an adjustment on fees. It was determined that Customer Service Manager Jordan would reach out to them to follow up.
13. **BOARD MEMBER COMMENTS** – Mr. Stern congratulated Mr. Franklin and wished everyone a Merry Christmas and Happy New Year. Ms. Crampton thanked members for a successful year and looked forward to Saturday's event. Mr. Babington expressed pride in EWD's award and congratulated Mr. Franklin on 30 years of service. Chair Gaver also congratulated Mr. Franklin and reflected positively on her year as Chair.
14. **ADJOURN @ 8:56am.**



Tony Babington-Vice Chair

APPROVED

/aa