

**MINUTES**  
**ANNUAL & ORGANIZATIONAL MEETING**  
**ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS**  
**201 SELMA AVENUE, ENGLEWOOD, FL 34223**  
**January 8, 2026 @ 8:30 A.M.**

**Board of Supervisors:**

Taylor Meals, Chair  
Tony Babington, Vice-Chair  
Robert C. Stern, Jr.  
Sydney B. Crampton  
Lani Gaver

**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. Certificate of Appreciation
    - Wastewater Operations Lead Operator, Christopher Borovsky – 15 years
    - Wastewater Plant Operator, Timothy Weber – 20 years
    - Distribution Manager, Kyle Herzog – 20 years
5. **CONSENT SECTION** - Chair Meals called for a motion to approve. Mr. Stern moved “to approve the consent agenda as presented,” seconded by Ms. Gaver.
  - 5a. Ratification of 2026 Offices  
**Recommended Action:** Ratify the elected Officers; Mr. Meals as Chair and Mr. Babington as Vice-Chair.
  - 5b. CY’26 Board Meeting Schedule & CY’27 Annual/Organizational Meeting  
**Recommended Action:** Approve the CY’26 Board Meeting Schedule & CY’27 Annual/Organizational Meeting
  - 5c. Minutes of the Regular Meeting dated December 11, 2025  
**Recommended Action:** Approve the meeting minutes.
  - 5d. Big W Law Invoice dated December 30, 2025.  
**Recommended Action:** Approve the attorney’s invoice in the amount of \$1,725.00
  - 5e. Oertel, Fernandez, Bryant & Atkinson Invoice dated December 30, 2025  
**Recommended Action:** Approve the attorney’s invoice in the amount of \$10,670.25
  - 5f. Henderson Franklin Invoices dated November 13, 2025 & December 11, 2025  
**Recommended Action:** Approve the attorney’s invoices in the total amount of \$2,550.00

**UNANIMOUS**

**CS 26-01-08 A-F**

6. **DISCUSSION** – None

7. **ACTION ITEMS**

7a. CONP and EWD Interlocal Agreement & TM & EWD Agreement - Consideration of approval of an Interlocal Agreement between the City of North Port and Englewood Water District for an emergency potable water interconnect, and a Temporary Water Use Agreement with Taylor Morrison. Agreements allow temporary water transfers for emergencies, special needs, and short-term construction, with all costs borne by the developer and no permanent service entitlement.

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

**UNANIMOUS**

**26-01-08 A**

*Full motion read:* “To approve the Interlocal Agreement for Emergency Water Interconnect with the City of North Port and the Temporary Water Use Agreement with Taylor Morrison of Florida, Inc., and authorize the Chair and District Administrator to execute the agreements and take all actions necessary to implement them.”

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

- The office has been reviewing the requirements of the Big Beautiful Bill and is in the process of implementing updated procedures and corresponding pay codes within ADP to ensure compliance with the legislation and accurate payroll processing.
- The Englewood Fire Department Training Facility Lease Agreement is scheduled to expire on March 16, 2026, and will be presented at the February meeting as it is to be renewed.

• **8a. WATER OPERATIONS MANAGER – Dewey Futch**

**Production**

- December 2025 total send out: 92.47 MG (2024: 89.07 MG).
- Average daily send out: 2.98 MGD (2024: 2.87 MGD); peak: 3.47 MGD (2024: 3.17 MGD).
- Rainfall: 0.52 in. (2024: 0.50 in.).
- Operators completed routine operations and maintenance.
- CROM is nearing completion of the #3 Treater drain replacement.
- Annual FPL load control test on 1/6 was successful.

**Distribution**

- No incidents reported in December.
- Two hydrants replaced (Pine St. and Medical Blvd.) and returned to service after testing.
- Ongoing hydrant/valve maintenance and DCMA replacements.
- New meter sets: 6 single-family, 6 ERCs.
- 67 radio heads replaced.
- 94 service turn-on requests completed.

**8b. WASTEWATER OPERATIONS MANAGER – David Larson**

**WRF:**

- December 2025 MADF: 1.422 MGD
- December 2024 MADF: 1.388 MGD
- December 2025 Peak Flow: 1.742 MG
- Performed normal operations and maintenance activities

**Collections:**

- Completed 75 work orders

- Replaced vacuum control valves in V2, V3, and V5
- Completed startup of new Lift Station No. 153
- Completed all pit and valve maintenance in the V8 section of the vacuum system

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

- LS #114 Improvements – Brook to Bay – Approved by FDEP; trailer pads installed; not complete.
- South WRF Expansion and Improvements – Kimley-Horn contract executed; task orders for design and CEI upcoming.
- Beachwalk by Manasota Key Phase 3 – Phase 3B certification submitted.
- Boca Royale East – Phase 1A watermain approved; final ties soon; lift station startup complete; certification in progress.
- Esplanade at Wellen Park – Utilities installation ongoing; agreements to be presented January 8.
- Culvers – Utility plans submitted; under review.
- FPL Partridge Substation – Revised utility plans submitted; Developer’s Agreement in progress.
- Lemon Bay Plaza – Utility plans submitted; under review.
- San Casa Multifamily Project – Utility plans for 83 SF and 162 MF units under review.

**8d. FINANCE DIRECTOR – Lisa Hawkins**

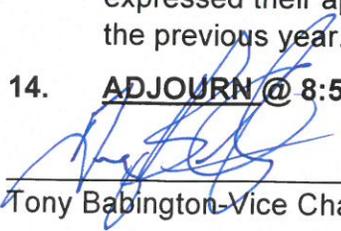
**Financial Statements**

Operating revenues through December totaled \$6.2 million, up \$570,000 from last year. Expenses were \$4.3 million, up \$17,000, yielding a \$1.9 million operating surplus. Cash increased \$3.0 million from capital contributions, including \$850,000 from Beachwalk and \$2.2 million from Boca East.

**Investments**

Total cash and investments were \$31.0 million, including \$23.9 million with RBC and \$7.0 million at Centennial Bank. December capacity fees of \$3.0 million, combined with balances and maturities, increased liquidity. \$5.0 million was allocated to Treasury bills and Freddie Mac securities per the laddered strategy.

9. **ATTORNEY’S REPORT** – Robert H. Berntsson – There are no specific matters to report at this time. Attorney Bob Benedict will attend the February meeting, as Attorney Rob Berntsson will be absent.
10. **OLD BUSINESS** - None
11. **NEW BUSINESS** - None
12. **PUBLIC COMMENT – ANY TOPIC** - None
13. **BOARD MEMBER COMMENTS** - All members extended their New Year’s greetings and expressed their appreciation to Ms. Gaver for her service and leadership as Chair during the previous year.
14. **ADJOURN @ 8:58am**

  
 Tony Babington-Vice Chair

APPROVED/aa