

MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
March 12, 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
Lisa Hawkins, Finance Director
Ashley Aguiar, Executive Assistant

1. PLEDGE OF ALLEGIANCE & ROLL CALL
2. **ANNOUNCEMENTS** – Additions or Deletions – Action Item 7a has been reassigned to Presentation Item 4a.
3. **PUBLIC INPUT**
 - 3a. Peter & Ling Tan, 665 Leach St., Englewood, FL 34223 (via letter) — Mr. Ledford led the discussion and provided an overview of the timeline of events related to Mr. and Mrs. Tan, along with multiple exhibits pertaining to the matter. The Board of Supervisors engaged in discussion and reached a consensus to uphold the determination made by the insurance company.
4. **PRESENTATIONS**
 - 4a. Mauldin & Jenkins – Wade Sansbury - Annual Financial Audit Report

Mr. Stern moved, “**to approve**,” seconded by Ms. Gaver

UNANIMOUS

26-03-12 A

Full motion read: “To accept as presented, the Audited Financial Statements as of and for the years ended September 30, 2025 and 2024 and the Auditor’s Discussion and Analysis dated September 30, 2025, in accordance with Section 10 of the Enabling Act.”

5. **CONSENT SECTION** Chair Meals called for a motion to approve. Mr. Babington moved “**to approve the consent agenda as presented**,” seconded by Mr. Stern.
 - 5a. Minutes of the Regular Meeting dated February 12, 2026
Recommended Action: Approve the meeting minutes.
 - 5b. Big W Law Invoice dated March 2, 2026
Recommended Action: Approve the attorney’s invoice in the amount of \$1,650.00.
 - 5c. Oertel, Fernandez, Bryant & Atkinson Invoice dated March 3, 2026
Recommended Action: Approve the attorney’s invoice in the amount of \$5,467.25.

UNANIMOUS

CS 26-03-12 A-C

6. **DISCUSSION** - None

7. **ACTION ITEMS**

7a. Annual Financial Audit Report – Reassigned to Presentation Item 3a.

7b. SRF Loan Application – SAHM Funding - Mr. Ledford led the discussion. On June 30, 2025, staff submitted an RFI to FDEP’s CWSRF SAHM program for a project including a new North Booster Pump Station and parallel force main to convey flows to the Water Reclamation Facility, improving capacity, rerouting wastewater, and reducing storm impacts. The District is eligible for \$19.17 million, with 50% principal forgiveness. Approval authorizes submission of the loan application and required documentation without obligating acceptance of funding.

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

UNANIMOUS

26-03-12 B

Full motion read: “To approve the Board Resolution as prepared approving the submission of the CWSRF Loan Application for funding and authorize the Board Chair and/or the District Administrator to execute all necessary documents associated with the application and funding process.

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

8a. OPERATIONS REPORT – Dewey Futch

Production

- The total water sent out for February 2026 was 91.15 mg, compared to 87.58 mg in February 2025.
- The average daily send-out for February 2026 was 3.25 mgd, compared to 3.12 mgd in 2025.
- The highest daily send-out recorded in February 2026 was 3.72 mgd, compared to 3.43 mgd in 2025.
- Total rainfall for February 2026 was 0.81 inches, compared to 1.87 inches in February 2025.
- Plant operators continued to perform routine operations and ongoing maintenance activities throughout the month.

Distribution

- No incidents were reported within the distribution system during February.
- Crews continued working on DCMA replacements and general system maintenance.
- New meter installations: 99 single-family meter sets (99 ERCs).
- Radio heads replaced: 144
- DCMA’s replaced: 39
- Total distribution work orders completed: 452
- Total meter reader work orders completed: 74

WRF

- The average flow for February 2026 was 1.62 MGD, compared to 1.64 MGD in February 2025.

- The peak flow recorded in February 2026 was 1.85 MGD, compared to 1.94 MGD in February 2025.
- Plant operators continued to perform daily operational duties and routine maintenance throughout the month to ensure proper facility performance.

Collections

- Crews performed valve and pit maintenance in V3 and V5 service areas.
- Lift Station (L/S) 128 was rehabilitated with the installation of new HDPE piping along with new control and check valves.
- At Lift Station (L/S) 111, crews installed a new 6-inch valve and two air release valves, and jetted approximately 1,100 feet of pipe at that location.
- 84 work orders were completed during the month.
- The remainder of the month was dedicated to routine maintenance and upkeep of the collection system.

8b. CIP/DEVELOPMENT REPORT – Keith R. Ledford Jr., P.E.

- **Hurricane Milton LS Repairs** – Staff is finalizing the scope with Giffels-Webster for engineering services related to electrical repairs to damaged lift station panels.
- **Middle Beach Pipe Replacement** – Design drawings are under staff review. Kimley-Horn submitted a technical memorandum to FEMA for cost reevaluation and is working with staff to finalize the bid package.
- **South WRF Expansion and Improvements** – Staff is coordinating with Kimley-Horn to develop scopes for upcoming task orders.
- **Arby's**– Plans submitted by Kimley-Horn have been reviewed; staff provided comments for revisions.
- **Culver's** – Final revised plans received; staff is preparing the Developer's Agreement.
- **San Casa Multifamily Project** – Staff met with Atwell on February 26, 2026, to review utility plan comments for the proposed 83 single-family and 162 multifamily units.

8c. FINANCE REPORT – Lisa Hawkins

Financial Statements

The financial statements may appear different this month. The presentation has been updated to align with the format used in the audited financial statements. The underlying figures remain unchanged, and the update improves consistency between monthly reports and the audit. Operating revenues through February totaled \$11.4 million, representing an increase of \$1.9 million compared to the same period in the prior year.

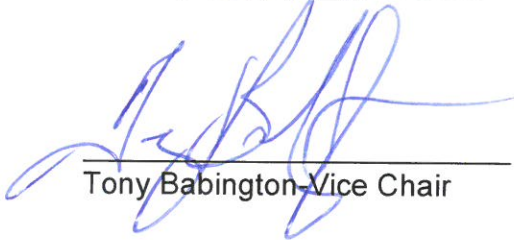
Operating expenses totaled \$7.7 million, reflecting an increase of \$329,000 from the prior year. These results yield an operating surplus of \$3.7 million through February. Capital contributions increased by \$11.7 million during the month. The increase reflects water and sewer systems transferred to the District since the beginning of the fiscal

year. This update brings reporting current, and any future contributions will be presented to the Board on a monthly basis as received.

Investments

February concluded with \$29 million invested with RBC and \$5 million with Centennial Bank, resulting in total Cash and Investments of \$34 million.

9. **ATTORNEY'S REPORT** –Robert H. Berntsson - No items to report at this time; routine daily operations are ongoing.
10. **OLD BUSINESS**
 - 10a. Administrator Review – As noted by Chair Meals, Board members are kindly reminded to complete their Administrator Evaluation Forms at their earliest convenience. Additionally, please contact Ms. Aguiar to schedule a one-on-one meeting with Mr. Ledford in advance of the next Board meeting.
11. **NEW BUSINESS** - None
12. **PUBLIC COMMENT – ANY TOPIC** - None
13. **BOARD MEMBER COMMENTS** - All members commended Lisa and her team for their performance. Ms. Gaver noted that the matter had been brought to the auditors' attention and also expressed appreciation for the meter readers. Chair Meals stated he is proud of the District, recognizing the hard work and dedication of the meter readers and staff.
14. **ADJOURN @ 9:23am**



Tony Babington-Vice Chair

APPROVED/aa