

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
April 9, 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 - None
3. **PUBLIC INPUT** - None
4. **PRESENTATIONS** - None
5. **CONSENT SECTION** Chair Meals called for a motion to approve. Mr. Babington moved “to approve the consent agenda as presented,” seconded by Ms. Gaver.
 - 5a. Minutes of the Special Meeting dated March 3, 2026 & Minutes of the Regular Meeting dated March 12, 2026
Recommended Action: Approve the meeting minutes for March 3, 2026 & March 12, 2026
 - 5b. Big W Law Invoice dated April 1, 2026
Recommended Action: Approve the attorney’s invoice in the amount of \$3,525.00
 - 5c. Oertel, Fernandez, Bryant & Atkinson Invoice dated March 31, 2026
Recommended Action: Approve the attorney’s invoice in the amount of \$30,101.25

UNANIMOUS

CS 26-4-09 A-C

6. **DISCUSSION**
 - 6a. Auditor Selection Committee – Mr. Ledford led the discussion. The District will issue an RFP for external audit services and establish a three-member Board Selection Committee to ensure independence and transparency. Staff will manage the RFP process but will not evaluate submissions. The Committee will review, rank proposals, and may conduct interviews, with a public meeting anticipated in July or August. Board members were invited to volunteer, and Ms. Crampton, Mr. Babington, and Ms. Gaver agreed to serve. The Committee discussed and is anticipated to meet on August 13 in the afternoon, with recommendations presented to the Board for approval at a subsequent meeting.
7. **ACTION ITEMS**

7a. Administrator Review – Chair Meals led the discussion and noted that the evaluation form is a useful starting point but should be refined for future use. The Board suggested that next year’s process include consolidated feedback submitted to HR for review. While individual comments were not reviewed in detail, there was general consensus that performance is positive. The Board also discussed compensation adjustments, and after consideration of internal and external factors, approved a percentage-based increase.

Ms. Crampton moved “to approve a 10% increase”, seconded by Ms. Gaver.

UNANIMOUS

26-4-09 A

7b. Reuse Effluent Pump Replacement – Mr. Ledford led the discussion regarding the WRF effluent pump system, which requires at least two of three pumps for operation. Staff reported Effluent Pump No. 3 has failed and recommended replacement. The proposed cost is \$100,693.70 for a Flowserve VTP pump from CEC Motor and Utility Services, including removal, installation, and troubleshooting under an existing contract.

Ms. Crampton moved, “to approve,” seconded by Ms. Gaver

UNANIMOUS

26-4-09 B

Full motion read: “To approve the purchase and installation of a replacement effluent pump for the WRF Reuse System from CEC Motor and Utility Services in the amount of \$100,693.70.

7c. Sewer/Water Cut-in Valves - Mr. Ledford led the discussion regarding the installation of 12” cut-in valves in the Collections and Distribution systems to improve operational flexibility and emergency isolation. The Collections valve would be installed south of Alameda Isles on the forcemain, and the Distribution valve near Selma Ave. and Michigan Ave. The estimated cost is \$70,685 from DeJonge Excavating Contractors, Inc., under City of Venice RFP 3144-23 (expires 4/4/27), exceeding the Administrator’s authority.

Ms. Gaver moved, “to approved” seconded by Mr. Babington

UNANIMOUS

26-4-09 C

Full motion read: “ To approve the purchase and installation of two (2) cut-in valves from DeJonge Excavating Contractors, Inc. in the amount of \$70,685.00.”

7d. SWFWMD Modified Phase III – Water Restrictions & Citations - Discussion led by Mr. Ledford. SWFWMD has issued Modified Phase III Water Shortage restrictions effective April 3, 2026, requiring mandatory conservation measures due to ongoing drought conditions. EWD must comply with irrigation limits and restrictions on wasteful use. Citation-based enforcement will begin April 17, 2026, following a brief public awareness period. Penalties are \$100 for first offense, \$300 for second, and \$500 for subsequent offenses, with possible service disconnection. Staff recommends Board approval of the Resolution adopting the restrictions and enforcement provisions.

Mr. Babington moved, "to approved" seconded by Ms. Gaver

UNANIMOUS

26-4-09 D

Full motion read: "To adopt the Resolution approving implementation of the SWFWMD Modified Phase III Water Shortage restrictions effective April 3, 2026, and authorizing citation-based enforcement without prior warning beginning April 17, 2026."

7e. LPA0283 Amendment #2 - Mr. Ledford led the discussion. This amendment to Agreement No. LPA0283 with the Florida Department of Environmental Protection revises the project scope from the North Water Reclamation Facility to the North Booster Pump Station & Forcemain. It updates the budget, extends the term, revises subcontracting provisions, and replaces the Grant Work Plan. All other terms remain unchanged, with the amendment controlling in the event of conflict.

Ms. Gaver moved, "to approved" seconded by Ms. Crampton

UNANIMOUS

26-4-09 E

Full motion read: "To authorize the Chair to sign FDEP Amendment No. 2 to Agreement No. LPA0283"

7f. Arby's Easement Partial Vacation - Mr. Ledford led the discussion. Arby's Restaurant Group, Inc. is redeveloping the former Checkers site at 1725 S. McCall Rd., Englewood, FL. The property includes a utility easement, and Arby's is requesting vacation of a portion that does not contain EWD infrastructure. Staff recommends approval of the easement vacation.

Mr. Babington moved, "to approved" seconded by Ms. Gaver

UNANIMOUS

26-4-09 F

Full motion read: "To approve the partial easement vacation as presented and authorize the Chair execute the release agreement."

7g. South WRF Electrical Upgrade Design – Mr. Ledford led the discussion. Kimley-Horn, selected under RFQ 2025-142 as Engineer of Record for the South WRF Expansion and Improvements project, has been tasked with designing electrical upgrades following hurricane-related damage. The project is supported by \$8.5 million in FDEP grant funding and includes redundant electrical services, relocation to a new electrical building, grounding and surge protection upgrades, SCADA implementation, and telecommunications improvements to support emergency power operation. Staff recommends approval to proceed with design.

Ms. Gaver moved, "to approved" seconded by Ms. Crampton

UNANIMOUS

26-4-09 G

Full motion read: "To approve and authorize the Administrator to sign Task Order 2025-142-01 for engineering services related to the South Water Reclamation Facility (WRF) Electrical Upgrades in the amount of \$910,045.52.."

7h. South WRF Rehab/Expansion Design - Mr. Ledford led the discussion. Kimley-Horn, selected under RFQ 2025-142 as Engineer of Record for the South WRF Expansion and Improvements project, is providing planning, design, and permitting services for a capacity expansion from 3.4 MGD to 5.0 MGD AADF, along with CMAR procurement support. Staff recommends approval of a \$6 million budget amendment and authorization to proceed with design.

Ms. Gaver moved, "to approved" seconded by Mr. Babington

UNANIMOUS

26-4-09 H

Full motion read: "1. To approve a budget amendment to the FY26 CIP budget in the amount of \$6,000,000 for the South WRF Expansion Design Project. 2.To approve and authorize the Administrator to sign Task Order 2025-142-02 for engineering services related to the South WRF Expansion Design project in the amount of \$10,991,9696.90."

8. **ADMINISTRATOR'S REPORT** – Keith R. Ledford, Jr., P.E. – The FASD Conference will be held June 7–11 in Orlando, and any Board members interested in attending should notify Ms. Aguiar or Mr. Ledford, who has not yet confirmed his attendance.

8a. OPERATIONS REPORT – Dewey Futch

Production

- Total send out for March 2026 was 99.27 MG (March 2025: 100.23 MG).
- The average send out was 3.2 MGD (March 2025: 3.23 MGD).
- The high send out was 3.73 MGD (March 2025: 3.53 MGD).
- Rainfall for March 2026 was 1.47" (March 2025: 1.53").
- Ovivo completed repairs on the #3 Treater, and Operators successfully returned it to service.
- At the RO facility, Distribution assisted Operators with the repair of a broken fiberglass tee; the project was completed successfully.
- The remainder of the month consisted of routine maintenance and normal operations.

Distribution

- Three incidents to report:
 1. March 5: A contractor replaced a fire hydrant under warranty at Tavira Place. Following two days of bacteriological testing, it was returned to service on March 7.
 2. March 5: A two-inch water main break occurred on W. Perry Street. Affected customers were issued a boil water notice, which was rescinded on March 7 after two days of bacteriological testing.
 3. March 13: EWD replaced a fire hydrant on S. McCall Road. After two days of bacteriological testing, it was returned to service on March 18.
- New meter sets for March included 5 single-family connections (5 ERCs).
- 94 radio heads were replaced.
- 27 customer requests for turn-offs were completed.

- A total of 248 work orders were completed by Distribution.
- A total of 716 work orders were completed by Meter Readers.

WRF

- The average flow for March 2026 was 1.73 MGD (March 2025: 1.65 MGD).
- The peak flow for March 2026 was 1.73 MGD (March 2025: 1.74 MGD).
- Operators performed daily operations and routine maintenance throughout the month.
- The Plant #3 clarifier drive replacement is currently underway by EMMI.

Collections

- Collections staff performed valve and pit maintenance in V-7.
- Lift Station 210 (beach location) was rehabilitated with all new discharge piping installed inside the station.
- Three 6-inch isolation valves were replaced (one in V-2 and two in V-7).
- In V-1, behind Englewood Glass & Mirror, a 6-inch vacuum main was found to be broken and was repaired.
- At V-6, all mulch was removed and replaced in the exhaust pit.
- 7 houses were capped off for demolition.
- 5 broken vents were repaired.
- A broken pit cone in V-7 was replaced.
- A total of 64 work orders were completed.

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

- **Hurricane Milton I&I** – A Task Order was executed with Giffels Webster for engineering services to repair lift station electrical panels damaged during Hurricane Milton; design work has commenced.
- **Middle Beach Pipe Replacement** – Kimley-Horn and staff are finalizing the bid package, with advertisement anticipated by the end of April.
- **Winchester Blvd** – FPL is constructing a new substation south of the Sarasota/Charlotte County line; a Developer's Agreement is in place, utility plans are approved, and a pre-construction meeting is scheduled for April 7, 2026.
- **Englewood Apartments** – Plans were near approval, but staff was advised an additional parcel was acquired; it is unclear if revised plans will be submitted.

8c. FINANCE REPORT – Lisa Hawkins

Financial Statements

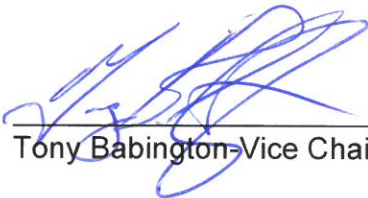
Operating revenues through March totaled \$13.7 million, representing an increase of \$2.3 million compared to the same period last year. Operating expenses were \$9.1 million, reflecting an increase of \$310,000 over the prior year. This resulted in an operating gain of \$4.6 million through March. Other revenues increased by \$330,000, primarily due to funds received from FEMA related to Hurricane Milton.

Investments

As of the end of March, \$29 million was invested with RBC and \$6.2 million was held at Centennial Bank, for total cash and investments of \$35.2 million.

Mid year review will be discussed in May.

9. **ATTORNEY'S REPORT** –Robert H. Berntsson – No new matters to report; the District continues to conduct routine operations in the normal course of business.
10. **OLD BUSINESS** - None
11. **NEW BUSINESS** - None
12. **PUBLIC COMMENT – ANY TOPIC** - None
13. **BOARD MEMBER COMMENTS** – Mr. Babington noted that staff is working diligently and that necessary tasks are being completed. Ms. Gaver reiterated her appreciation for Mr. Ledford's efforts and expressed satisfaction with staff morale. Chair Meals also commended Mr. Ledford's hard work, noted that the fines may be met with concern by some members of the public, and expressed enthusiasm for the new plant.
14. **ADJOURN @ 9:38am**



Tony Babington-Vice Chair

APPROVED/aa