

BOARD AGENDA ITEM SUMMARY

7a

MEETING DATE: December 11, 2025

SUBJECT: Special District Performance Measures/Standards & Annual Reporting Form

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: Keith R. Ledford, Jr., P.E.

DEPARTMENT: Admin

ITEM: Special District Performance Measures/Standards & Annual Reporting Form.

PURPOSE / JUSTIFICATION: Per Section 189.0694, Florida Statutes, beginning October 1, 2024 and each Fiscal Year (FY) thereafter, each Special District will be required to:

- Establish goals and objectives for each program and activity undertaken by the district;
- Establish performance measures and standards to determine if the district's goals and objectives are being achieved.

Additionally, a report of whether the district met the goals and objectives from the previous year is required to be published by December 1 following the conclusion of the previous FY.

MOTIONS:

- 1) To approve the proposed Special District Performance Measures/Standards & Annual Reporting Form for FY26 as presented.
- 2) To authorize the Chair to sign the Special District Performance Measures/Standards & Annual Reporting Form for FY25 as presented.

Prepared By: Ashley Aguiar

Date: November 25, 2025

Approvals:

 KRL

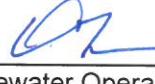
Administrator

 M

Finance

 DP

Water Operations

 DR

Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: 25.12.11 A

ATTACHMENTS:

- Special District Performance Measures/Standards & Annual Reporting Form FY25
- Special District Performance Measures/Standards & Annual Reporting Form FY26

ENGLEWOOD WATER DISTRICT
Performance Measures/Standards & Annual Reporting Form
October 1, 2024 – September 30, 2025

1. COMMUNITY COMMUNICATION AND ENGAGEMENT

Goal 1.1 Public Meetings Compliance

Objective: Hold at least six (6) regular Board of Supervisor meetings per year to conduct District related business and discuss community needs.

Measurement: Number of public board meetings held annually as evidenced by meeting minutes and legal advertisements.

Standard: A minimum of six (6) regular board meetings was held during the fiscal year.

Achieved: Yes X No

Goal 1.2 Notice of Meetings Compliance

Objective: Publish public notice of each meeting at least seven days in advance on the District website, as specified in Section 189.069(2), Florida Statutes.

Measurement: Timeliness and method of meeting notices as evidenced by posting to District website, publishing in local newspaper and via electronic communication.

Standard: 100% of meetings were published 7 days' notice per statute on the District's website.

Achieved: Yes X No

Goal 1.3 Access to Records Compliance

Objective: Ensure that meeting minutes and other public records are readily available and easily accessible to the public by completing monthly District website checks.

Measurement: Monthly website reviews will be completed to ensure meeting minutes and other public records are up to date as evidenced by District Management's records.

Standard: 100% of monthly website checks were completed by District Management.

Achieved: Yes No

2. INFRASTRUCTURE AND FACILITIES MAINTENANCE

Goal 2.1 **District Infrastructure and Facilities Inspections**

Objective: District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

Measurement: A minimum of one (1) inspection completed per year as evidenced by District Engineer's report related to district's infrastructure and related systems.

Standard: Minimum of one (1) inspection was completed in the Fiscal Year by the district's engineer.

Achieved: Yes No

Inspections were conducted throughout the year; however, a final report was not completed.

3. FINANCIAL TRANSPARENCY AND ACCOUNTABILITY

Goal 3.1 **Annual Budget Preparation**

Objective: Prepare and approve the annual proposed budget by June 15 and final budget was adopted by September 30 each year.

Measurement: Proposed budget was presented to the Board by mid-June and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on District website and/or within district records.

Standard: 100% of budget approval and adoption were completed by the statutory deadlines and posted to the District website.

Achieved: Yes No

Goal 3.2 **Financial Reports**

Objective: Publish to the District website the most recent versions of the following documents: annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

Measurement: Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the District website.

Standard: District website contains 100% of the following information: most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

Achieved: Yes No _____

Goal 3.3 **Annual Financial Audit**

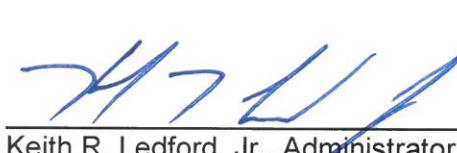
Objective: Conduct an annual independent financial audit per statutory requirements and publish the results to the District website for public inspection and transmit said results to the State of Florida.

Measurement: Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the District website and transmitted to the State of Florida.

Standard: Audit was completed by an independent auditing firm per statutory requirements and results were posted to the District website and transmitted to the State of Florida.

Achieved: Yes No _____

Signed and acknowledged this 11th day of December, 2025.



Keith R. Ledford, Jr., Administrator



Lani Gaver, Board of Supervisors Chair