

AGENDA
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
JUNE 2, 2022 @ 8:30 A.M.

Board of Supervisors:

Sydney B. Crampton, Chair
Robert C. Stern, Jr., Vice-Chair
Phyllis Wright
Taylor Meals
Steven Samuels

Staff:

Ray Burroughs, Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Keith R. Ledford Jr., P.E., Technical Support Manager
Lisa Hawkins, Finance Director
Teresa Herzog, Executive Assistant

1. PLEDGE OF ALLEGIANCE & ROLL CALL
2. ANNOUNCEMENTS – Additions or Deletions
3. SERVICE AWARDS – None
4. PUBLIC INPUT – AGENDA ITEMS ONLY

To address the Board during this portion of the meeting you must fill out a Civility Agreement, state your name and address for the record and which agenda item is to be addressed. Remarks shall be limited to 4 minutes and no discussion will take place during this portion of the meeting. If a Board decision is made, you will be notified. If you wish to address the Board on a topic not on the agenda, you will have the opportunity during Public Comment.

CARDS MUST BE SUBMITTED PRIOR TO THE COMMENCEMENT OF THE MEETING

5. CONSENT SECTION
 - a. Minutes of the Regular Meeting dated May 5, 2022
 - b. Big W Law Invoice dated May 17, 2022
 - c. Henderson/Franklin Invoice dated May 10, 2022
6. ACTION ITEMS
 - a. V-1 Vacuum Station Improvements
 - b. Brook to Bay Flygt Package Lift Station Purchase
 - c. Utility Reimbursement Agreement Resolution
7. DISCUSSION
8. ADMINISTRATOR'S REPORT – Ray Burroughs
 - a. WATER OPERATIONS MANAGER – Dewey Futch
 - b. WASTEWATER OPERATIONS MANAGER – David Larson
 - c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E.
 - d. FINANCE DIRECTOR – Lisa Hawkins
 1. Financial Statements for April
 2. Investment Statements for April
9. ATTORNEY'S REPORT – Robert H. Berntsson

10. OLD BUSINESS
11. NEW BUSINESS
 - a. Drop Savers Poster Contest Final Report
12. PUBLIC COMMENT – ANY TOPIC
13. BOARD MEMBER COMMENTS
14. ADJOURN

Anyone who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto and therefore may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

DISABILITY INFORMATION – In accordance with the Americans with Disabilities Act and FS 286.26, persons with disabilities needing special accommodation to participate in this proceeding should contact EWD at 941-474-3217 no later than 7 days prior to the proceedings. If hearing impaired, telephone the Florida Relay Service at 800-955-8771 (9TCC) or 800-955-8770 (VOICE) for assistance.

Posted 05/27/2022

BOARD AGENDA ITEM SUMMARY

5a

MEETING DATE: June 2, 2022

SUBJECT: Minutes of the Regular Meeting dated May 5, 2022

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: **Ray Burroughs**

DEPT: **Administration**

ITEM: **Request Board approval of the regular meeting minutes dated May 5, 2022.**

PURPOSE / JUSTIFICATION: **An Enabling Act requirement for the official record of meetings.**

MOTION: **To approve the minutes of the regular meeting dated May 5, 2022.**

Prepared By: **Teresa Herzog**

Date: **May 13, 2022**

Approvals:



Administrator



Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: _____

ATTACHMENTS: **Minutes of the regular meeting dated May 5, 2022.**

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
MAY 5, 2022 @ 8:30 A.M.**

Board of Supervisors:

Sydney B. Crampton, Chair
Robert C. Stern, Jr., Vice-Chair (absent)
Phyllis Wright
Taylor Meals
Steven Samuels

Staff:

Ray Burroughs, Administrator
Robert H. Berntsson, District Counsel
Dewey Futch, Water Operations Manager
David Larson, Wastewater Operations Manager
Keith R. Ledford Jr., P.E., Technical Support Manager
Lisa Hawkins, Finance Director
Teresa Herzog, Executive Assistant

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions or Deletions – None
3. SERVICE AWARDS – None
4. PUBLIC INPUT – AGENDA ITEMS ONLY – None
5. CONSENT SECTION – Mr. Meals moved, **“to approve,”** seconded by Mr. Samuels.
 - a. Minutes of the Regular Meeting dated April 7, 2022 **22-05-05 CS A**
 - b. Attorney’s Invoice dated April 19, 2022 **22-05-05 CS B**

UNANIMOUS

6. ACTION ITEMS

a. Ratification of the Notice of Emergency Procurement; Turbine Pump at the WRF
Mr. Burroughs introduced the item. A large turbine pump at the WRF has failed. This pump is one of a series of three pumps used to provide reclaimed water to our pressurized customers. In order to maintain pressure on the system, two of these pumps must run at all times. Currently, we are capable of supplying reuse, however, should another pump fail, we will not have the capacity to supply reclaimed water to our pressurized customers, which is the majority of them. This purchase exceeded the Administrator’s \$25,000.00 authority. Lead time for this pump is 16-18 weeks.

Mr. Samuels moved, **“to approve as presented,”** seconded by Ms. Wright.

UNANIMOUS

22-05-05 A

Full Motion: 1) To ratify the memo – approval of the Mader Electric Motors quote, piggybacking Lee County’s contract B180244GWT for the emergency purchase of one Flowserve Vertical Pump in the amount of \$55,240.90. Funds to come from the General Fund.

b. WTP Purchase of Membrane Elements – Mr. Burroughs introduced the item. Board approval is necessary for contract procurements over the Administrator’s authority of \$25,000.00. The sealed bid procurement process was followed with response from four bidders and Consolidated Water Solutions was the lowest responsive and responsible bidder.

Mr. Meals moved, “to approve as presented,” seconded by Mr. Samuels.

UNANIMOUS

22-05-05 B

Full Motion: To approve the award for RFB 2022-130 Membrane Element for Reverse Osmosis Water Plant to Consolidated Water Solutions in the amount of \$43,008.00. Funds to come from the General Fund.

c. Replacement of Lime Plant Filter Media Filter #3 – Mr. Burroughs introduced the item. RFB 2021-127 Replacement of Lime Plant Filter Media Filter #2 Project was awarded to Leo Pfliger Construction, Inc. in November 2021. Since the #2 filter media replacement project was completed less than a year ago and the contractor agreed to hold the price, we will piggyback the contract for the #3 filter replacement project in the amount of \$48,584.00. Staff believes that the prices would be higher if the same bid for the same scope of work was put out today. This project cost exceeds the Administrator’s authority.

Ms. Wright moved, “to approve as read,” seconded by Mr. Samuels.

UNANIMOUS

22-05-05 C

Full Motion: To award the Replacement of Lime Plant Filter Media Filter #3 Project to Leo Pfliger Construction, Inc. in the amount of \$48,584.00. Funds to come from the General Fund.

7. DISCUSSION

a. North WRF Funding Options – Mr. Burroughs outlined several options for funding of the new WRF and expansion of the RO plant. Many meetings have been held with various banks, grant writers, and our lobbyists. Staff is exploring all opportunities for funding and will continue to report to the Board as we progress.

8. ADMINISTRATOR’S REPORT – Mr. Burroughs reminded the Board of the time and date of the employee picnic and added that an incident last month in the EWD lobby has prompted investigation into adding more security to the office as well as bollards being installed in front of the office doors to protect against someone driving through them.

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for April 2022 was 97.26 MG/2021 was 101.36 MG.
2. Average send out was 3.24 MGD/2021 average send out was 3.37 MGD and the 2022 high was 3.41 MGD/2021 high was 4.40 MGD.
3. Rainfall 2022 was .88”/2021 was 2.43”.
4. This past month at the Plant we had a contractor on site, Innovative Solutions out of Venice. They were here to inspect the drain lines on the filters at the Lime Plant. A few of them have started leaking and they are working on a solution to fix the problem.
5. The Operators have been doing maintenance and operations as normal.

Distribution:

1. Distribution had 1 incident to report: On 4-27-22 a 4-inch gate valve was replaced on Gulf Boulevard. Affected customers were notified of the scheduled shut down and a boil water notice was rescinded on 4-29-22.
2. Staff has been doing lead and copper service line inventory that is required by the EPA to be completed by October 2024. Customer Service Manager, Jordan Chunco has developed a web-based app so progress can be seen in real time. They are currently at 32% completion.
3. For April, 1 new meter was set 1 ERC, a single-family home.
4. 47 radio heads were replaced.
5. We had 318 customer requested turn offs with an additional 137 scheduled for this week.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average daily flow for April 2022 was 1.67 MGD approximately 250,000 GPD less than last year with a peak flow for April 2022 of 1.92 MG.
2. As discussed in action item 6.a, these pumps are all the same age and have been repaired several times, it is likely in the future they may also need to be replaced. Because of the pump size, we do not keep them in inventory. Mr. Meals suggested that a second pump be ordered and installed now to avoid a huge problem in the future. Mr. Burroughs added that the reuse study findings may help optimize the system and find ways to reduce the pressures.
3. Normal operations and maintenance are ongoing.

Collections:

1. The EBCO forcemain replacement work is complete, it is now online. Grouting of the old line will finish this project.
2. Normal operations and maintenance are ongoing.

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

CIP/In-house Projects:

1. North WRF Phase I – currently, the exact acreage is not set in stone, we will start with 30 acres and negotiate the terms. The environmental survey has been completed and of the 33 acres surveyed 2 acres have wetlands and it has been verbally agreed upon that the boundaries can shift some if needed. Letters of Interest will be advertised to the 5 engineering firms that were selected in our Civil Engineering category to start the preliminary design report this would get us through permitting. A task order is expected to be presented at the June meeting.
2. South WRF Drying Beds – we have requested a scope from Kimley Horn to add the drying beds project to the headworks project. They are funded as two different projects, but they will be done together and tracked separately.

Developments/Projects:

1. Coco Bay – the signed developer's agreement has been received. Required upfront payments have been made and the permits have been signed this morning.
2. Lake Emily – 180 homes around old Philman lake.

d. FINANCE DIRECTOR – Lisa Hawkins

1. Mid-Year Budget Review – total revenue is forecasted to be \$20.460M for FY 22 3.17% less than our budget. Most of this difference is in interest, which is forecasted to be a negative \$121K. This number is negative because it includes the net decrease in fair value of investments. We are required to report our investments at fair value and because rates have been so low, this entry has made the interest line negative. This account may be reported separately next year so it won't skew the interest number. The forecast for operating expenses for FY22 is \$14.708M. This is 1.23% less than our budget.

Only Production is expected to be over budget because electric expense is 20% higher than we budgeted.

Amanda Burge did the mid-year budget review and forecast this year and she did an excellent job.

2. Financial Statements for March – operating revenue was \$9.467M, about \$710K more than this time last year. There was operating expenses of \$7.115M, up about \$1.3M from last year. This is because we purchased the new VacCon truck this month for about \$500K. This leaves operating income at \$2.351M so far this year.
3. Investment Statements for March – we had \$14.398M with RBC and \$7.718 at Centennial Bank. There is now \$4M more invested with RBC in US Treasury notes with interest rates ranging from 1.75% to 2.75% with laddered maturities.

Mr. Burroughs concluded the Administrator's report.

9. ATTORNEY'S REPORT – Robert H. Berntsson

a. Special Session Expanded to Include Independent Special Districts Explanation
Attorney Berntsson explained this legislation only affects Special Districts that came into existence before the adoption of the constitution in 1968 and has had no action to reinstate or amend their Special District. This does not affect Englewood Water District since we amended the enabling act in 2004.

10. OLD BUSINESS – None

11. NEW BUSINESS – None

12. PUBLIC COMMENT – ANY TOPIC – None

13. BOARD MEMBER COMMENTS – Mr. Samuels commented on the end of season and Chair Crampton commented on the need for conservation of both land and water.

14. ADJOURNED @ 9:08 am

Robert C. Stern, Jr., Vice-Chair

BOARD AGENDA ITEM SUMMARY

5b

MEETING DATE: **June 2, 2022**

SUBJECT: **The Big W Law Attorney's Invoice dated May 17, 2022**

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: **Lisa Hawkins**

DEPT: **Finance Department**

ITEM: **Request Board approval for payment of the Big W Law Attorney's invoice dated May 17, 2022.**

PURPOSE / JUSTIFICATION: **Legal services rendered.**

FISCAL IMPACT:

Budget Resolution Required: yes no

Funds in Account: 500311-500-101 (Legal Professional Fees-Administration)

Amount Budgeted	\$	23,000.00
Year to Date Expenditures	\$	(3,812.50)
Total Expenditures Required	\$	(750.00)
Remaining in Budget	\$	18,437.50

MOTION: **To approve the Big W Law Attorney's invoice dated May 17, 2022 for services rendered April 16, 2022 to May 15, 2022 in the amount of \$750.00. Funds to come from the General Fund.**


Prepared By: **Teresa Herzog**

Date: **May 17, 2022**


Approvals:



Administrator



Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: _____

ATTACHMENTS: **The Big W Law Attorney's invoice dated May 17, 2022.**



WIDEIKIS, BENEDICT & BERNTSSON, LLC

THE BIG W LAW FIRM

3195 S. Access Road, Englewood, Florida 34224

941-627-1000

Englewood Water District
 therzog@englewoodwater.com
 201 Selma Avenue

Received 5/17/2022
 by: Englewood Water District
 11:02 a.m. T. Herzog

Statement Date: 05/17/2022
 Statement No. 28401
 Account No. 8.0000

Englewood, FL 34223

Legal Services
 PO 54375

FOR PROFESSIONAL SERVICES RENDERED

			Rate	Hours	
04/19/2022	RHB	Email with Ms. Kruse, Email with Mr. Burroughs.	250.00	0.25	62.50
04/20/2022	RHB	Telephone conference with Mr. Reilly; Email with Mr. Ledford; Review Plat Beachwalk Phase 1.	250.00	0.50	125.00
04/21/2022	RHB	Email with Ms. Herzog; Email with Mr. Ledford; Review plat.	250.00	0.50	125.00
04/22/2022	RHB	Email with Mr. Ledford.	250.00	0.25	62.50
04/29/2022	RHB	Email with Ms. Herzog; Review agenda.	250.00	0.25	62.50
05/04/2022	RHB	Email with Mr. Burroughs.	250.00	0.25	62.50
05/05/2022	RHB	Prepare for and attend Board of Supervisors Meeting; Email with Ms. Herzog; Review Customer Rules.	250.00	1.00	<u>250.00</u>
		For Current Services Rendered		3.00	<u>750.00</u>

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Robert Berntsson	3.00	\$250.00	\$750.00

Total Current Work 750.00

PREVIOUS BALANCE \$562.50

Payments

Total Payments for 05/13/2022 -562.50

Balance Due \$750.00

Billing History

<u>Fees</u>	<u>Hours</u>	<u>Expenses</u>	<u>Advances</u>	<u>Finance Charge</u>	<u>Payments</u>
80,525.00	337.76	0.00	7.80	0.00	79,782.80

Englewood Water District
Account No. 8.0000
RE: Legal Services

Statement Date: 05/17/2022
Statement No. 28401

Please Remit

\$750.00

BOARD AGENDA ITEM SUMMARY

5c

MEETING DATE: June 2, 2022

SUBJECT: Henderson/Franklin Invoice dated May 10, 2022

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: Lisa Hawkins

DEPT.: Finance Department

ITEM: Request Board approval for payment of the Henderson/Franklin invoice dated May 10, 2022

PURPOSE / JUSTIFICATION: Legal Services Rendered.

FISCAL IMPACT:

Budget Resolution Required: yes no

Funds in Account: 500311-500-101 (Legal Professional Fees-Administration)

Amount Budgeted	\$	10,000.00
Year to Date Expenditures	\$	(738.00)
Total Expenditures Required	\$	<u>(1,479.00)</u>
Remaining in Budget	\$	<u>7,783.00</u>

MOTION: **To approve the Henderson/Franklin invoice dated May 10, 2022 in the amount of \$1,479.00. Funds to come from the General Fund.**

Prepared By: Teresa Herzog

Date: May 13, 2022

Approvals:



Administrator



Finance

Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: _____

ATTACHMENTS: Henderson/Franklin invoice dated May 10, 2022

May 5, 2022

TO: Englewood Water District
Lisa Hawkins
201 Selma Avenue
Englewood, FL 34223

Attorney: Ledermann, David J
File No. 22056/7
Invoice No. 764127
Session No. 111969

Re: Defined Benefit Pension Plan

Services:

04/19/22	Review correspondence from client regarding phone contact from FRS; draft correspondence to client regarding responding to FRS; further correspondence with client regarding follow-up call with FRS regarding written determination on request for relief	Ledermann, David J Of Counsel	0.40	174.00
04/26/22	Review correspondence from client, including letter from FRS regarding determination, appeal rights and procedures, and record retention policies; telephone conference with Hobart Lawrance of FRS regarding venue for appeal; research regarding Florida public pension appellate and administrative law attorneys; telephone conference with attorney Glenn Thomas of Tallahassee; draft correspondence to client regarding FRS appeals timeline and potentially enlisting assistance from Mr. Thomas; review correspondence from client; review materials to provide for initial review by prospective Tallahassee counsel; draft correspondence to Mr. Thomas; review response from Mr. Thomas regarding compensation issue and forward to client	Ledermann, David J Of Counsel	2.00	870.00
04/27/22	Correspondence with client regarding salary additive and 401(k) issues relative to comments from Glenn Thomas; draft further correspondence to Mr. Thomas	Ledermann, David J Of Counsel	0.40	174.00
04/29/22	Leave voice message for Glenn Thomas; review correspondence from Mr. Thomas; draft correspondence to client; review client reply	Ledermann, David J Of Counsel	0.30	130.50

2022 MAY 10 AM 7:13
ENGLEWOOD WATER DIST.

Englewood Water District
May 5, 2022

Invoice No. 764127
Prebill No. 935290
Page No. 2
Fmt #04

04/30/22	Draft correspondence to client regarding date District received FRS letter for purposes of establishing appeal deadline; draft correspondence to Glenn Thomas regarding information for conflicts check relative to potential representation	Ledermann, David J Of Counsel	0.30	130.50
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TIMEKEEPER SUMMARY

RANK	TIMEKEEPER	HRS.	RATE	AMOUNT
Of Counsel	Ledermann, David J	3.40	435.00	\$1479.00

TOTAL FEES: 1,479.00

Disbursements:

**** NO DISBURSEMENTS WERE CHARGED TO THIS MATTER IN THE CURRENT BILLING PERIOD****

TOTAL AMOUNT: \$1,479.00

CURRENT INVOICE SUMMARY

Summary of Charges Rendered on this Invoice:

Current Fees:	1,479.00
Current Disbursements:	0.00
Total Charges for this Invoice:	<u>\$1,479.00</u>
LESS: Trust Funds Applied to this Invoice	-0.00
Balance Due this Invoice	<u>\$1,479.00</u>
Outstanding Accounts Receivable:	<u>\$0.00</u>
TOTAL AMOUNT DUE THIS MATTER:	<u><u>\$1,479.00</u></u>

CURRENT TRUST ACTIVITY



Payment for services is due upon receipt of Invoice.

Please make your check payable to
Henderson, Franklin, Starnes & Holt, P.A.
Please indicate our file number of 22056/7 and remit to
Henderson, Franklin, Starnes & Holt, P.A.
P.O. Box 919765
Orlando, Florida 32891-9765

BOARD AGENDA ITEM SUMMARY

6a

MEETING DATE: June 2, 2022

SUBJECT: V-1 Vacuum Station Improvements

CATEGORY: X Consent

Discussion

Action

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

DEPT: **Technical Services**

ITEM: **Giffels Webster Engineers (GWE) Professional Services for the V-1 vacuum station improvements Task Order.**

PURPOSE / JUSTIFICATION: **In January 2022, the Board motioned to have staff proceed with Option 2, Alternate A which included a full rehab of the V-1 Vacuum Station and also the purchase of a temporary tank and equipment. Attached is the Scope of Services provided by GWE which includes design, contract delivery support, and construction services. This project exceeds the Administrator's \$100,000.00 Task Order Approval Authority.**

FISCAL IMPACT:

Budget Resolution Required: yes X no

Funds in Account: 625651-600-250

Amount Budgeted	\$	2,050,000.00
Year to Date Expenditures	\$	(16,940.00)
Total Expenditures Required	\$	<u>(219,245.00)</u>
Remaining in Budget	\$	<u>1,813,815.00</u>

MOTION: **1) To accept the GWE V-1 Vacuum Station Improvements Scope of Services dated May 18, 2022 in the amount of \$219,245.00 and 2) to allow the Administrator to sign task order number GWE-22-001. Funds to come from CIP budget account number 625651-600-250.**

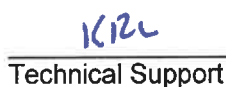
Prepared By: **Teresa Herzog**

Date: **May 24, 2022**

Approvals:


Administrator


Finance


Technical Support


Water Operations


Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: _____

ATTACHMENTS: **GWE V-1 Vacuum Station Improvements Scope of Service**

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

SECTION 1 - INTRODUCTION

The Englewood Water District (EWD) has requested Giffels-Webster Engineers, Inc. (GWE) to provide Professional Engineering Services for the V-1 vacuum station improvements. Previously EWD retained GWE to develop a Technical Memorandum (TM) which evaluated the options for the vacuum collection tank replacement and other improvements. The TM was presented to the EWD in December of 2021. Option 2A was selected by EWD. This scope and fee are prepared for design, contract delivery support, and construction services related as evaluated in the TM Option 2a and stated below.

The intent of this Scope is to perform engineering services for the following construction items:

1. Pipe and appurtenances within the pumping station property line to connect to the existing vacuum sewer and to the force main transmission system following the vacuum station.
2. Prefabricated vacuum equipment: Permanent and temporary by-pass pumps and primary control instruments including vacuum pumps and discharge sewage pumps, pressure monitors, flow meter, and exhaust piping. Prefabricated vacuum equipment including vacuum collection pump and tank system, an effluent pumping system, and control panel will be utilized.
3. Assist EWD with specification and direct purchase of prefabricated vacuum equipment.
4. The construction contract will state that the telemetry provider will make connection of the wires to the vacuum panel and provide start-up support as necessary to provide a working, two-way communication system. The telemetry provider's control communications will terminate in the vacuum station PLC.
5. A selective demolition plan will be proposed including equipment demolition and roof removal to provide crane access to install a new tank and other vacuum equipment.
6. A new mezzanine to provide additional space for new equipment, a structural steel floor grating and beams supported by columns is proposed to create the second level within the building, similar to the newer EWD vacuum stations. The elevated floor will carry the vacuum pumps and control room. Stairs and rails will be provided.
7. An overhead bridge crane is proposed to lift and move pumps and equipment from one location to another in the most safe and efficient way within the building. The crane is anticipated to consist of two overhead runways (I-beams), the bridge (I-Beam), which is the horizontal beam perpendicular to the runways, and a hoist and trolley. The runways are supported by columns that are tied to the floor framing.
8. Roof Assembly: The roof and trusses will be replaced. To aid in ventilation, a vaulted ceiling is proposed. The proposed roof assembly will be composed of prefabricated wooden scissor trusses. A cupola is proposed to provide ventilation, light and an aesthetic feature similar to the V-7 station.
9. Control Room: The control room will be air-conditioned space that will house the control panel for the vacuum equipment, electrical power systems, and communications equipment. The room will be constructed on top of the framed concrete floor. Metal framed insulated walls with drywall are proposed. An appliance type mini split air conditioner will be sized to provide adequate cooling.
10. Ventilation: The building will remain ventilated to ambient air with fans and louver/vents. Depending on the continuously operating fan sizes, by inference, larger or more makeup air vents/louvers may be required. The cupola will contain a whole house fan with exterior venting.
11. Finishes: Exterior and interior painting systems on concrete and steel surfaces will be proposed.
12. Doors: New doors with steel frame and jamb. New louvers will be acoustical type. All components proposed will be compliant with today's hurricane wind requirements for buildings.
13. FPL Connection and high volt power distribution for the proposed equipment and reconnection of the existing or proposed standby generator and transfer switch.

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

14. Low voltage electrical including 110v outlets, interior lighting in building(s), exterior site lighting, and air-conditioning of electrical room.
15. Assistance to EWD to obtain a new or upgraded FPL electrical service to the site by providing a load summary, applicable electrical plan sheets, and preparation of the FPL service forms.
16. Site BMP (Best Management Plan) for erosion control.
17. Mulch bed: Concrete structure that will include 60mil liner, irrigation, drainage, and bio-filter media.
18. Temporary facilities for by-pass operations including fencing and cover.

SECTION 2 - ASSUMPTIONS AND CLARIFICATIONS

GWE's work assumes the following:

1. Basis of Design is the TM prepared by GWE, dated December 2021 for improvements.
2. Does not include specifying FPL power to a new power terminal in a handhold on site transformer by FPL. EWD will arrange for and contract directly with FPL to provide a new power service to the site. GWE team will prepare the load summary, electrical plans for FPL submittal and assist EWD in the preparation of the FPL service forms. GWE team will design the power distribution system within the station. GWE will provide EWD with necessary data for them to upload data and documents to the FPL portal.
3. Scope does not include specifying or monitoring the SCADA system to be installed at the site for wastewater communication and control. It is assumed that EWD will be contracting directly with their current provider. Programming of SCADA is not included. Control and SCADA System Elements by EWD.
4. No permanent site improvements are proposed. Permanent site-specific planning including driveways, sidewalks, drainage, landscaping, fence enclosure is not anticipated.
5. Pipelines design and construction services for sewer mains to and from the station (generally to the property line).
6. Temporary vacuum equipment will be powered by the main service or by adequately sized standby generators provided by EWD. No additional electrical design is anticipated.
7. HVAC design and energy code calculations is not anticipated nor included.
8. Environmental permitting assistance not anticipated nor included.
9. Grant/loan funding assistance not anticipated nor included.
10. Permitting assistance not included.
11. Geotechnical assistance is not anticipated nor included.
12. Public outreach is not anticipated nor included.
13. Stormwater attenuation or SWFWMD permitting is not anticipated nor included for the pump station site.
14. Any architectural features for aesthetic enhancement of the stations beyond industry standards is outside the GWE's scope.
15. GWE will review and comment on the contractor's submittal of the start-up and commissioning report, as-builts, the O&M manual, and standard operating procedures.
16. Contractors pay application review and approval by GWE.
17. Paint color selection will be by the EWD.

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

SECTION 3 - SCOPE OF WORK

Task 1 Meetings During Design and Project Coordination

GWE will participate in various format project meetings, workshops, and presentations with EWD throughout the duration of the project. Virtual TEAMS meetings are considered an acceptable meeting platform. The following meeting are anticipated and budgeted:

- Review meeting for preliminary station layout
- Two (2) progress/design meetings
- Presentation to the Board for construction approval
- Pre-bid and pre-construction meeting

Task 2 Preliminary Engineering and Station Layout

The TM outlines the preliminary station plan and temp equipment which has been completed by GWE. This task will finalize incorporating the general civil and structural engineering efforts and provide updates. GWE will deliver the following items in pdf form as part of the preliminary engineering and station layout submittal to seek approval from EWD prior to beginning design development:

- Letter summarizing the preliminary engineering.
- Full size sketches of preliminary layouts

Following the preliminary design review meeting, and revisions made, GWE will use the preliminary engineering and station layout as the Basis of Design (BOD).

Task 3 Engineering Design

Vacuum station improvements and temporary by-pass system will be designed. No special enhancements above industry standards are anticipated. Conventional building plans meeting the minimum requirements to receive a Sarasota County Building permit (by contractor) will be developed. Design services; consists of further design development drawings and construction documents including following (as applicable to the project):

- a. Building drawings:
 - i. Cover sheet (project data, maps, notes, etc.)
 - ii. Floor plan (dimensioned with notes, wall types, key notes, etc.)
 - iii. Door types, door & hardware schedules, interior door and window/louwer details, etc.
 - iv. Exterior door, louver and window details
 - v. Roof plan and details
 - vi. Building sections
 - vii. Walls sections
 - viii. Reflected ceiling plan and details
 - ix. Vacuum equipment plan and notes
 - x. Project manual/specifications
- b. Civil engineering drawings
 - i. Boundary and topographic survey performed by a licensed surveyor
 - ii. Permanent site piping plans
 - iii. Temporary site piping plans to accommodate by-passing the wastewater flows and connection to the permanent vacuum system.
 - iv. Temporary system layout
- c. Structural engineering drawings:
 - i. Foundation plans (with details and notes)
 - ii. Steel framing plans (details, and special conditions)
- d. Interior design drawings (furniture, art and accessories is not included):
 - i. Floor Finish Plan and Finish Schedule
 - ii. Interior and Exterior Wall Finish Plan
- e. MEP engineering drawings (mechanical, electrical and plumbing other than vacuum equipment):
 - i. Mechanical plan

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

1. Exhaust fans with equipment schedules and details
- ii. Electrical plans (power, lighting, fixture schedules, and details):
 1. Coordination with FPL
 2. Field meeting with the electric utility for new service
 3. Electrical demolition
 4. Engineering
 - a. load calculations
 - b. sizing of equipment ratings
 - c. generator sizing
 5. Drawings
 - a. site plan
 - b. oneline diagrams
 - c. building electrical equipment plan
 - d. building grounding and lightning protection plan
 - e. building lighting and receptacles
 - f. schedules
 - g. I&C including AirVAC signals
 - h. I&C and electrical details
 6. Electrical specifications as required.
 7. Grounding and lighting protection drawing
- iii. Plumbing plans (domestic water) (note that air and vacuum are not included); also, plumbing riser diagrams with plumbing notes and schedules.
- f. Pre-Fabricated vacuum equipment including permanent and temporary vacuum collection pump and tank system, an effluent pumping system, control panel and electrical gear. GWE will work with the vendor to provide the vacuum station equipment component sizing of the tank, vacuum pump size and quantity and sewage pumps. It is assumed that the vacuum vendor will provide *all specific mechanical and electrical design including pumps, tanks, piping, instrumentation and controls, panels, and structural details necessary to provide a complete prefabricated, pre-tested package "skid" unit*. In addition, the vacuum vendor will review all vacuum system component sizing and hydraulics and offer input as well as coordination throughout the design process.

3.1 – 60% Design: The 60% milestone package will be prepared and in accordance with the BOD and the preliminary site layout developed in Task 2. GWE will deliver plans in PDF format. Following EWD review, a meeting will be held to review the 60% plans and discuss questions and comments. Changes required because of the review will be documented using comments provided along with meeting minutes.

3.2 – 90% Design: Following the 60% design review meeting, the 90% design plans will be further developed using the comments received at the 60% design review meeting. GWE will deliver plans and specs in PDF format. Technical specifications and engineer's opinion of probable cost (EOPC) will be included in this submittal.

3.3 – 100% Design: Following the 90% design review meeting, the 100% plans will be completed using the comments received at the 90% design review meeting. Technical specifications will also be updated the EOPC will be updated based on revisions and additions. GWE will deliver plans and specs in PDF format.

Task 4 Contract Package Delivery

GWE will provide limited assistance with services during the bidding or CMAR process.

GWE will assist EWD with bidding services including responding to bidders' questions, providing input and technical responses for addendum and provide an evaluation of bids received with recommendation for bid award.

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

GWE will assist with preparing bid packages for use in securing pricing. GWE will provide technical specifications, special conditions, quantity sheet and construction plan for inclusion into the contract package.

GWE will be responsible for the following specific tasks:

- a. Aid with preparation of conformed technical documents including specifications/contract documents.
- b. Respond to RFI's (Requests for Information).
- c. Review proposals, project construction schedule, and other contractor data as may be reasonably expected and recommend contract award.

Task 5 Construction Services

The allocated costs for construction services are based on time and expenses consumed up to the costs shown for this Task. Construction services requested above the budget cost shown below can be proved for additional cost. The services provided by GWE during the construction phase are discussed below.

Task 5.1 - For Construction Submittal

GWE will prepare conformed "For Construction" plans and technical specifications. These will be based on the "Final" plans and technical specifications, with revisions made to incorporate the changes and clarifications from addendums issued during bidding.

GWE will provide the following for the submittal:

- Four full-size original hard copy original sets of "For Construction" plans.
- Two hard copy original sets of "For Construction" technical specifications.
- CD with digital copies of the "For Construction" plans and technical specifications in PDF format and AutoCAD files in DWG format.

The full-size "For Construction" plans and technical specifications will be signed and sealed by a Professional Engineer.

Task 5.2 – Construction Observation

GWE will perform site observation visits through the construction phase, attend the station start up, and attend the substantial and final walk throughs. During these visits, GWE will review the contractors work compared to the contract documents. This scope of services assumes the following:

- Eight periodic site visits (One visit includes observation of vacuum test)
- One station start-up
- One substantial walk through
- One Final Walk through

Task 5.3 - Shop Drawing Review

GWE will review shop drawing submittals for conformance with the bid documents. This scope of services assumes up to thirty-five (35) product/shop drawing submittals, including re-submittals, will be reviewed.

Task 5.4 - Requests for Information

GWE will prepare responses to requests for information (RFIs) received during construction. The Contractor will be required to submit RFIs using a standard RFI form. This scope of services assumes GWE will respond to up to ten RFIs.

Task 5.5 Closeout

GWE will review and comment on the contractor's submittal of the start-up and commissioning report, the O&M manual, and standard operating procedures. GWE will produce record drawings of the on-site pipeline using as-builts provided by the contractor's surveyor.

**V-1 VACUUM STATION IMPROVEMENTS
SCOPE OF SERVICES**

5/26/2022

SECTION 4 - SCHEDULE

Services will commence upon written authorization From EWD, which will constitute a Purchase Order/Notice to Proceed (NTP).

EWD will furnish review comments to GWE within ten (10) working days after each submittal. GWE will continue to work on the Project plans and specifications during the review periods.

If GWE does not receive review comments within the ten (10) working day review period, GWE will continue efforts to reach the next milestone and EWD may impact the final project schedule. GWE will notify EWD in writing of other delays beyond GWE's control in accordance with the Agreement.

PROJECT SCHEDULE	
Milestone	Calendar Days from Notice-to-Proceed
Task 2 Preliminary Engineering and Station Layout	45
Task 3.1 - 60% Design Submittal	105
Task 3.2 - 90% Design Submittal	150
Task 3.3 - 100% Design Submittal	180
Task 4 Contract Package Delivery	225

Since the schedule is dependent on input from several entities outside the control of the GWE, no guarantees are implied. The schedule may be impacted due to delays such as contractor performance, permitting issues, staffing shortages due to COVID 19, material supply chain delays, additional work scope, construction sequencing changes, contractor performance, war, or acts of God.

SECTION 5 – BASIS OF COMPENSATION

EWD will compensate GWE, based on the amounts listed below on a *lump sum* basis. EWD shall periodically compensate the GWE a portion of the task fee based on mutually agreed upon percentages of completion of each task. A detailed estimate for the project is provided in Attachment 1.

Task Description	Amount
Task 1 Meetings During Design and Project Coordination	\$ 3,290.00
Task 2 Preliminary Engineering and Station Layout	\$ 5,500.00
Task 3 Engineering Design and Permitting	\$ 164,975.00
Task 4 Contract Package Delivery	\$ 9,945.00
Task 5 Construction Services	\$ 35,535.00
Total Project Cost (Lump Sum)	\$ 219,245.00

**ATTACHMENT 1
DETAILED ESTIMATE**

Project: EWD V1 Design and construction services

Project #:

Task Name	Billing Rate >	Man-Hours										Totals			GWE Total	Sub	Item Total	Task Total
		Principal/Engineer	Proj Man Sen. Eng.	Bldg, Sr designer	Design Engineer	Sr Engineer Tech	Clerical	Inspector	Hours	Labor	Misc	Hours	Labor	Misc				
Task 1 Meetings																		
Prelim station layout		2	2										6.0	\$1,060.00			\$1,060.00	
2 progress meetings			4										4.0	\$700.00			\$700.00	
Pre bid and prep			4							1			5.0	\$765.00			\$765.00	
Pre con and prep			4							1			5.0	\$765.00			\$765.00	
Hours Subtotal		2.0	14.0	2.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	20.0	\$3,290.00	\$0.00	\$0.00	\$3,290.00	
Vacuum Station Subtotal		\$450.00	\$2,450.00	\$260.00	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$3,290.00	\$0.00	\$0.00	\$3,290.00	\$3,290.00	
Task 2 Preliminary Engineering and Layout																		
prep of base civil drawings		1	1										12.0	\$1,700.00			\$1,700.00	
prep of base architectural drawings		1	1										12.0	\$1,700.00			\$1,700.00	
prep of base structural drawings		1	1										12.0	\$1,700.00			\$1,700.00	
Summary letter		1	1										2.0	\$400.00			\$400.00	
Hours Subtotal		4.0	4.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	38.0	\$5,500.00	\$0.00	\$0.00	\$5,500.00	
Vacuum Station Subtotal		\$800.00	\$700.00	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$5,500.00	
Task 3 Vacuum Station Design																		
architectural drawings: drafting and design		5	10	170									185.0	\$24,975.00			\$24,975.00	
civil drawings: drafting and design and survey		5	10	15	40								190.0	\$25,425.00	\$2,700.00		\$28,125.00	
structural drawings: drafting, design and analysis		20	10	170									200.0	\$28,350.00			\$28,350.00	
Interior and Exterior design drawings				4	10								14.0	\$2,000.00			\$2,000.00	
Mechanical Plans				10	20								30.0	\$4,350.00			\$4,350.00	
Electrical plans		1	10	10	160								181.0	\$24,875.00			\$24,875.00	
Plumbing Plans		5	10	20									35.0	\$5,475.00			\$5,475.00	
Life Safety Plans		1	5	10									16.0	\$2,400.00			\$2,400.00	
Vacuum Equipment Design		5	40	60									105.0	\$15,925.00			\$15,925.00	
cost estimate		1	10	5	5								21.0	\$3,300.00			\$3,300.00	
Technical Specs		5	30	5	5					10			55.0	\$8,350.00			\$8,350.00	
60% Design Drawing Review		5	5	5	5					2			42.0	\$5,685.00			\$5,685.00	
80% Design Drawing Review		5	5	5	5					2			27.0	\$4,045.00			\$4,045.00	
100% Plans		5	10	20	10					1			66.0	\$9,110.00			\$9,110.00	
Hours Subtotal		63.0	169.0	525.0	230.0	165.0	10.0	10.0	10.0	5.0	5.0	5.0	1,167.0	\$162,275.00	\$2,700.00	\$0.00	\$164,975.00	
Vacuum Station Subtotal		\$14,175.00	\$29,575.00	\$68,250.00	\$31,050.00	\$18,150.00	\$650.00	\$425.00	\$425.00	\$425.00	\$425.00	\$425.00	\$162,275.00	\$2,700.00	\$164,975.00	\$0.00	\$164,975.00	
Task 4 Contract Package Delivery																		
addendums and clarifications		5	10	5									25.0	\$3,975.00			\$3,975.00	
technical documents			10	5	5								10.0	\$1,750.00			\$1,750.00	
final plans			1	5	5								27.0	\$1,500.00			\$1,500.00	
coordination/ misc.			10	10									10.0	\$1,750.00			\$1,750.00	
award and recommendation		2	2	2						2			6.0	\$970.00			\$970.00	
Hours Subtotal		7.0	28.0	15.0	10.0	0.0	0.0	0.0	2.0	2.0	2.0	2.0	78.0	\$9,945.00	\$0.00	\$0.00	\$9,945.00	
Vacuum Station Subtotal		\$1,575.00	\$4,900.00	\$1,850.00	\$1,350.00	\$0.00	\$0.00	\$0.00	\$170.00	\$170.00	\$170.00	\$170.00	\$9,945.00	\$0.00	\$9,945.00	\$0.00	\$9,945.00	
Task 5 Construction Services																		
5.1 For Construction Plans		2	10	5	5								11.0	\$1,500.00	\$1,600.00		\$3,000.00	
5.2 Construction observation		1	5	5	40					10			61.0	\$7,800.00	\$1,600.00		\$8,800.00	
5.3 Shop drawing review		5	10	10	10								25.0	\$4,225.00	\$800.00		\$5,025.00	
5.4 RFI													40.0	\$5,300.00	\$800.00		\$6,100.00	
5.5 Closeout and Records		8.0	35.0	15.0	65.0	20.0	10.0	10.0	96.0	10.0	96.0	96.0	250.0	\$29,835.00	\$5,700.00	\$0.00	\$35,535.00	
Hours Subtotal		\$1,600.00	\$6,300.00	\$1,950.00	\$8,775.00	\$2,200.00	\$650.00	\$8,160.00	\$8,160.00	\$8,160.00	\$8,160.00	\$8,160.00	\$29,835.00	\$5,700.00	\$35,535.00	\$0.00	\$35,535.00	
Vacuum Station Subtotal		\$1,600.00	\$6,300.00	\$1,950.00	\$8,775.00	\$2,200.00	\$650.00	\$8,160.00	\$8,160.00	\$8,160.00	\$8,160.00	\$8,160.00	\$29,835.00	\$5,700.00	\$35,535.00	\$0.00	\$35,535.00	
TOTAL																	\$219,245.00	

TASK ORDER TO GENERAL SERVICES AGREEMENT

TASK: V-1 Vacuum Station Improvements

TASK ORDER #: GWE-22-001

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

DEPT: Technical Services

PROJECT DESCRIPTION: The Englewood Water District has requested professional engineering services from Giffels-Webster Engineers, Inc. (GWE) to provide assistance with the V-1 Vacuum Station Improvement project. Previously EWD retained GWE to develop a Technical Memorandum (TM) which evaluated the options for the vacuum collection tank replacement and other improvements. The TM was presented to the EWD in December of 2021. Option 2A was selected by EWD. This scope and fee are prepared for design, contract delivery support, and construction services related as evaluated in the TM Option 2A.

See "ATTACHMENT A" for additional detail.

FEE AND SCHEDULE			
TASK	LUMP SUM SERVICES	FEE APPORTIONMENT	DURATION (CALENDAR DAYS FROM NTP)
1	Meetings during Design and Project Coordination	\$ 3,290.00	Varies
2	Preliminary Engineering and Station Layout	\$ 5,500.00	45
3	Engineering Design and Permitting	\$ 164,975.00	180
4	Contract Package Delivery	\$ 9,945.00	225
5	Construction Services	\$ 35,535.00	TBD
TOTAL FEE		\$ 219,245.00	

Proposal Date: Emailed May 26, 2022

ADDITIONAL INFORMATION: 625651-600-250

Reviewed:

Accepted: Giffels-Webster Engineers, Inc.

_____/_____
Keith R. Ledford, Jr., P.E., Technical Support Manager Date

Name: _____

Approved: Englewood Water District

Title: _____

_____/_____
Ray Burroughs, Administrator Date

Date: _____

BOARD AGENDA ITEM SUMMARY 6b

MEETING DATE: June 2, 2022

SUBJECT: LS 114 Improvements – Brook to Bay Flygt Package Lift Station Purchase

CATEGORY: _____ Consent _____ Discussion X Action Item

CONTACT PERSON: **Keith R. Ledford, Jr., P.E.** DEPT.: **Technical Services**

ITEM: **LS 114 Improvements – Brook to Bay Flygt Package Lift Station Purchase**

PURPOSE / JUSTIFICATION: The LS 114 Improvement - Brook to Bay project will include a brand-new lift station. Similar to what was installed at LS 116, Flygt offers a complete lift station package including pre-plumbed fiberglass wet well, pre-plumbed fiberglass valve box, two Flygt grinder pumps, level sensors, and control panel built to EWD specifications. To meet the installation schedule, the equipment needs to be direct purchased from Flygt while the project is being permitted. The package will include a DFS TCU, transducer, j-box with seal offs as well as startup. Cost exceeds the Administrator's \$25,000 authority.

FISCAL IMPACT: 625654-600-250 Budget Resolution Required: _____ yes X no

Amount Budgeted	\$	210,000.00
Project to Date Expenditures/PO's	\$	(74,442.33)
Total Expenditures Required	\$	<u>(73,346.00)</u>
Remaining in Budget	\$	<u>62,211.67</u>

MOTION: To authorize the purchase of the Flygt Lift Station Package from Xylem Water Solutions USA, Inc, as described in Quote# 2022-FTM-0280(RK) in the amount of \$73,346.00. Funds to come from the CIP Budget.


Prepared By: **Teresa Herzog**

Date: **May 25, 2022**


Approvals:



Administrator



Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: _____ Denied _____ Approved / Resolution No: _____

ATTACHMENTS: **Xylem Water Solutions USA, Inc. Quote# 2022-FTM-0280(RK)**
LS #114 Brook to Bay email with estimated lead times



Xylem Water Solutions USA, Inc.

5771 Country Lakes Drive Fort Myers, Florida 33905
Phone: 239-693-5226 Fax: 239-693-1485

Date: May 26th, 2022
To: Englewood Water District Quote# 2022-FTM-0280(RK)
Subject: Englewood - LS #114 Brook to Bay
H-20 FG Package Grinder PS

We are pleased to offer the following equipment:

- (2) 2" Mp3102.170 267 Impeller 6Hp/230V/3ph FLYGT Grinder Pumps with 30' of Motor Cable.
- (1) Pre-Plumbed H-20 Rated Fiberglass Wet-Well (48"Dia. X 120" Deep), with (1) Aluminum Wet-well Cover / Hatch. Includes: 2" HDPE Plumbing with (4ea.) .75" SS Guide Rails, (2ea.) SS Lifting Cables, (1) SS Float Bracket, 4" charcoal vent, HDPE flange kit, and 2 inlet hub kit.
- (1) Pre-Plumbed Fiberglass Valve Box 48"X48"X36" with aluminum cover, (2) 2" Brass Check Valves, (2) 2" Brass Plug Valves, (1) Brass ball Valve Pump out,
- (1) 6Hp/230V/3Ph. Nema 4x Control Panel to Englewood Water District Specifications. Includes: DFS TCU with install kit, Blue Ribbon Birdcage Transducer, and J-Box with seal offs.
- (2) ENM-10 Level Sensors
- (2) 4865501 2"X2" Discharge Connection C.I.
- (2) 14-59 10 36 Bracket, Guide Bar Upper 3/4" 316SS
- (1) Start-Up Charge

Total Price: \$73,346.00 including freight. Plus taxes if applicable.

Milestone Billing listed below

Terms & Conditions

This order is subject to the Standard Terms and Conditions of Sale - Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

- Purchase Orders:** Please make purchase orders out to: Xylem Water Solutions USA, Inc.
- Freight Terms:** 3 DAP - Delivered At Place 08 - Jobsite (per IncoTerms 2010)
See Freight Payment (Delivery Terms) below.
- Taxes:** State, local and other applicable taxes are not included in this quotation.
- Back Charges:** Buyer shall not make purchases nor shall Buyer incur any labor that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.
- Shortages:** Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.
- Terms of Delivery:** Full Freight Allowed



Validity: This Quote will expire in ninety (30) days unless extended in writing by Xylem Water Solutions USA, Inc.

Terms of Payment: 100% N45 after invoice date.
 Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by FLYGT.

Schedule: Please consult your local Flygt Branch Office to get fabrication and delivery lead times.

Thank you for the opportunity to provide this quotation. Please contact us if there are any questions.

Sincerely,

Raymond C. Kahler IV

Raymond C. Kahler
 Sales Representative
 Phone: 239-322-3259
 Cell: 239-633-2554
 Ray.kahler@xylem.com
 Fax: 239-693-1485

Customer Acceptance

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

A signed copy of this Quote is acceptable as a binding contract.

Purchase Orders: Please make purchase orders out to: Xylem Water Solutions USA, Inc.

Quote #: 2022-FTM- 0280 (RK)
 Customer Name: Englewood Water District
 Job Name: Englewood LS #114 Brook to Bay H-20 FG Package Grinder PS
 Total Amount (including freight): \$73,346.00 Plus taxes if applicable.

Milestone Billing: To be invoiced as equipment ships.

Milestones: #1.) Wetwell & Valve Vault Package: \$ 28,379.00 #2.) Pumps: \$ 14,928.00
#3.) Control Panel: \$ 28,543.00 #4.) Start-Up: \$ 1,496.00

Signature: _____ Company/Utility: _____

Name : _____ Address: _____
 (PLEASE PRINT)

Email: _____

Date: _____ Phone _____

PO#: _____ Fax: _____



Teresa Herzog

From: Kahler, Ray - Xylem <Ray.Kahler@xylem.com>
Sent: Thursday, May 26, 2022 1:24 PM
To: Ron Franklin; Keith Ledford
Cc: Molnar, Charles - Xylem
Subject: LS #114 Brook to Bay
Attachments: Englewood - LS #114 Brook to Bay H-20 FG Package GPS 2022-FTM-0295 (RK).pdf

Importance: High

Keith,

I have revised the proposal as discussed.

Current lead times for the equipment are as follows and are contingent upon a fully executed PO in place along with reviewed and approved submittals prior to any equipment being ordered:

Wet-Well Package: 6-8 weeks – Confirmed with the Vendor on 5-26-2022.

Panel: 20-24 Weeks

Pumps: 16-20 weeks

These lead times are a best guess based on the current problems with shipping logistics and are subject to change.

Thank you,



How are we doing?

RAYMOND "RAY" KAHLER

Sales Representative

M: 239-633-2554

O: 239-322-3256

5771 Country Lakes Drive

Fort Myers, FL. 33905

ray.kahler@xylem.com

[CONTACT SUPPORT](#) // [LEAVE FEEDBACK](#)



Frank Jones
Southeast Regional Manager

Xylem Inc / FLYGT Products
445 Harvest Time Drive
Sanford, FL 32771
Tel 407-880-2900
Fax 407-880-2962

November 18, 2021
FY 21-22

To: Englewood Water District - Englewood, Florida

From: Frank Jones

Subject: FLYGT PRODUCTS – SALES & SERVICE

Please be advised that Xylem Water Solutions USA, Inc. is the only authorized vendor for FLYGT Products and is the only authorized service, repair, and warranty organization in the State of Florida; (East of the Apalachicola River). Our staff is properly trained to provide you with original equipment spare parts and repair & warranty service.

Xylem Water Solutions USA, Inc. (formerly ITT Water & Wastewater) is the sole sales point for Florida from one of our facilities in Apopka, West Palm (Jupiter), or Ft. Myers.

FLYGT products are manufactured in our facility in Southern Sweden and distributed by our direct offices in Florida listed above

Thank you for your interest in FLYGT Products. Please feel free to contact me if you have any questions regarding distribution or any other matters

Sincerely,

A handwritten signature in blue ink, appearing to read "Frank Jones", is positioned above the printed name.

Frank Jones
Xylem Water Solutions USA, Inc.

BOARD AGENDA ITEM SUMMARY

6c

MEETING DATE: June 2, 2022

SUBJECT: Utility Reimbursement Agreement Resolution

CATEGORY: Consent

Discussion

Action

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

DEPT: **Technical Services**

ITEM: **Utility Reimbursement Agreement Resolution**

PURPOSE / JUSTIFICATION: **This Utility Reimbursement Agreement Resolution will be used when a development is required to increase the system capacity greater than that required by a proposed project. EWD will pay for the cost of additional materials for oversizing and compensation for the upsized utility improvements will be paid in the form of Capital Capacity Charge credits.**

MOTION: **To authorize the Chair to sign and Secretary to the Board attest the Utility Reimbursement Agreement Resolution.**

Prepared By: **Teresa Herzog**

Date: **May 26, 2022**

Approvals:



Administrator



Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: _____

ATTACHMENTS: **Utility Reimbursement Agreement.**

**ENGLEWOOD WATER DISTRICT
RESOLUTION NO. 22-06-02_____**

A Resolution of the ENGLEWOOD WATER DISTRICT ("DISTRICT") authorizing the use of Utility Reimbursement Agreements.

WHEREAS, the DISTRICT is an independent special district in the State of Florida, created by Chapter 2004-439, with authority and responsibility as codified by state law to provide utility services within its service area; and

WHEREAS, DEVELOPERS intend to develop parcels within the DISTRICT that require extension of the existing utility main(s) in order to provide services to those parcels; and

WHEREAS, the DISTRICT wishes to increase or upsize the main(s) in order to provide additional capacity for future development; and

WHEREAS, the DISTRICT intends to enter into a Utility Reimbursement Agreement with the DEVELOPER;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the DISTRICT;

1. That the resolution authorizing the DISTRICT to enter into Utility Reimbursement Agreements is hereby established.
2. That the Administrator is authorized to execute Utility Reimbursement Agreements on behalf of the DISTRICT.
3. That the DISTRICT hereby agrees to pay for the cost of additional materials necessary for oversizing any component of the utility system where a development is required to increase system capacity greater than that required by a proposed project.
4. That compensation for the upsized utility improvements will be paid in the form of Capital Capacity Charge credits. These credits cannot be moved or transferred to other projects or parcels.

PASSED AND ADOPTED by a UNANIMOUS/MAJORITY vote this ____ day of _____ 2022.

ENGLEWOOD WATER DISTRICT

By: _____
Sydney B. Crampton, Chair
Board of Supervisors

ATTEST: _____
Teresa L. Herzog
Secretary to the Board

STATUS REPORT
For Board Meeting June 2, 2022

New Task Orders Assigned:

1. **Kimley-Horn-22-004** – A task order for the design services for a drying bed at the WRF was issued to Kimley-Horn on May 18, 2022.
2. **ASRus-22-005** – A task order in the amount of \$84,915.00 was assigned to ASRus for rehabilitation services for existing wells 2-3, 2-5 and 2-7 at Wellfield No. 2. The work is to be completed as soon as possible.

CIP/In-house Projects:

1. **LS #114 Improvements – Brook to Bay** – Staff met with Ardurra on Wednesday, May 25, 2022, for an update on the Brook to Bay project. The plans should hopefully be completed within the next two weeks and be submitted to FDEP for approval. Staff has requested Board Approval of a direct purchase of the lift station equipment from Flygt in order to speed up the process.
2. **RO Membranes Train D** – The 96 Hydranautics membranes needed for Train D were received on May 25, 2022.
3. **Reuse Masterplan Update** – Kimley-Horn submitted the final Reuse Masterplan Tech Memo 1 on Monday, May 9, 2022. They are currently working on putting together estimates for the recommended projects. They plan to submit the final report draft to staff on June 3, 2022 and has schedule a review workshop for June 16, 2022. The final report will be presented at the July Board Meeting on July 14, 2022.
4. **South WRF Drying Bed** – A Task Order was issued to Kimley Horn on May 18, 2022, for design services for a drying bed at the south WRF. The design will be concurrent with the new headworks project and is anticipated to be constructed at the same time.
5. **South WRF Generator Replacement** – Staff has reviewed and signed off on the generator submittal. Delivery should be approximately 26-30 weeks. The estimated delivery is mid-July.
6. **South WRF – New Headworks** – Kimley-Horn submitted the 60% design drawings on Monday, May 9, 2022. Staff subsequently met with them on Wednesday, May 11, 2022, to review the mechanical plans and then again on Friday, May 13, 2022, to review the electrical plans. The SUE and Geotech sub-consultants were on site on Monday, May 23, 2022, and Tuesday, May 24, 2022. Staff and Kimley-Horn also attended a preapplication meeting with FDEP on Wednesday, May 24, 2022, to finalize the required permit applications needed for the new headworks and drying bed projects.
7. **V-1 Station Rehab** – GWE has submitted a scope of work for the V-1 Rehab project. Staff has reviewed and the Task Order is on today's agenda for approval.
8. **V-4 Generator Replacement** – A PO has been issued to Mid Florida Diesel on February 10, 2022, for the purchase of a new 200kW Blue Star Generator. The estimated delivery is mid-July.
9. *** EBCO FM Replacement** – Staff still needs to grout the existing pipe and abandon it in place before the project is complete.
10. *** Elevated Tank Rehab** – Staff is working to finalize the bid package and plans to put this project out to bid.
11. *** LS Bypass Pump** – The Godwin bypass pump was delivered on Wednesday, November 10, 2021. Staff still needs to purchase and install the piping needed to connect the pump.
12. *** North WRF Phase 1** – Staff met with Wellen Park and Kimley Horn on April 27, 2022, to further discuss the site for the North WRF. Wellen Park has agreed to begin drafting the agreement for the purchase of the land required for the new plant. They hope to have a draft agreement to us for review towards the end of May.

STATUS REPORT

13. * **Vacuum Monitoring System (V-1)** – Legends continues to work on getting the remaining controllers installed and make improvements to the programming and battery source.

Developments/Projects:

1. **Beachwalk by Manasota Key Phase 2** – Phase 2A is under construction. Staff is still working with Kimley-Horn to finalize the plans for the offsite FM work which includes the relocation of Gran Paradiso's reuse meter. An upsizing agreement and reuse agreement will be needed prior to approving the plans.
2. **Boca Royale Unit 14** – FDEP approved the applications to place the water and sewer mains into service. The final water tie-in took place on Wednesday, May 25, 2022. Meter installations and sewer tie-ins can now be requested in this phase.
3. **Boca Royale Unit 18** – Morris Engineering submitted a preliminary concept site plan for Unit 18 and has requested a letter of availability. The site plan purposes another entrance being constructed for Boca Royale, just North of the construction entrance. From this entrance, future residents would be able to visit the model home site without gaining access into the Boca Royale Development. There will be 16 lots at full build-out.
4. **Coco Bay (FKA Island Lake Estates)** – FDEP permits have been issued for both water and sewer. A pre-construction meeting is scheduled for Wednesday, June 8, 2022, with the developer, engineer, and contractor.
5. **Englewood Storage Facility (Phase 2)** – KG Engineering, LLC has submitted construction plans for phase 2 of the Englewood Storage Facility at 540 N. Indiana Ave. The second building will be an additional 31,500 sf of conditioned storage. Comments have been returned with revised plans expected within a week. No FDEP permits or Developer's Agreement are needed as no additional services will be added.
6. **Guardian Storage** – Formally known as Storage Depot 776, the property located at 351 N. Indiana Ave. is now under new ownership. DMK resubmitted utility plans for Guardian Storage. Staff has reviewed and provided a list of corrections needed to approve. Site has been cleared but does not have an FDEP permit yet for the required water main extension.
7. **River Road Storage** – Formally the location of MTI, the property located at 830 S. River Rd. has been demolished in preparation of a new storage 100,000 sf storage facility. Campo Engineering, Inc. has submitted utility plans for the storage building which will include a new fire hydrant and fire line.
8. **Sarasota County Dearborn Improvements** – Construction continues. Sarasota County has requested two new services for the irrigation system that will be installed along the ROW.
9. **Sure Safe Storage** – The current storage facility located at 728/730 N. Indiana Ave. will be constructing a new 30,000 sf storage facility. The new building will require a new fire line. The buildings located at 712 and 720 N. Indiana Ave., as well as, 190 Artists Ave. have been demolished in order to make room for additional parking and stormwater retention. A pre-construction meeting with the contractor was held on Tuesday, May 10, 2022.
10. * **Beachwalk by Manasota Key Phase 1** – Phases 1A, 1B and 1E are completed. Testing on Phase 1C is nearing completion but they are waiting on FPL to provide power to the lift station before start-up can take place. Most of the infrastructure is installed for Phase 1D. FDEP permits have been received for Phase 1F.
11. * **Beachwalk by Manasota Key Phase 1 Amenity Center** – Construction has begun on the Amenity Center and the required utility connections.
12. * **Boca Royale 17** – Construction of the utilities is nearing completion. The required taps on the water and sewer mains were performed on November 18, 2021.
13. * **Charlotte County – N. Beach Rd Sidewalk & Lighting** – Charlotte County is starting the process of hiring a consultant

STATUS REPORT

to begin the design of the sidewalk & lighting on N. Beach Rd starting at the north end of the beach parking lot to the Sarasota County Line. Construction is not anticipated until FY23.

14. * **Englewood United Methodist Church – Helping Hands** – The Developer’s Agreement has been executed with EUMC. Staff has approved the plans and returned the FDEP permit application back to DMK for processing.
15. * **Fairway Vistas at Myakka Pines** – Staff met with the developers of the Myakka Pine Golf Course to discuss future development plans for the property surrounding the golf course. Current plans include, 877 single/multi-family units, a fire station, three neighborhood amenity centers, and a commercial center.
16. * **FDOT – Charlotte County Line to Tangerine Woods** – Green line mark-ups have been provided to Element Engineering Group.
17. * **Frontier Communications** – Frontier notified staff that they will be installing fiber duct bank along FL-776 from Dearborn St. to Sunnybrook. They have requested our utility data so that they can incorporate it within their design.
18. * **Gateway Court** – Cavoli Engineering resubmitted utility plans for the Gateway Court project, located south of the intersection of Old Englewood Rd and SR 776. The project consists of three 30-unit apartment buildings and a clubhouse/pool. Staff submitted comments on April 1, 2022.
19. * **Ivory Bill/Winchester Blvd Development** – The proposed development is located at 6120 Ivory Bill Dr./1605 Winchester Blvd. The developer is planning to construct 180 townhomes in clusters of 4-8 units per building. Staff met with Bank’s Engineering on February 19, 2021, to discuss the options for water and sewer.
20. * **Lake Emily** – Banks Engineering submitted plans on March 31, 2022. Staff has reviewed and provided a list of required corrections.
21. * **Medical Twins** – Heidt Design is working on plans for two parcels located on Medical Boulevard adjacent to the Hospital and the YMCA. Preliminary plans indicate there will be 148 single family dwellings, 150 paired villas, and amenity center.
22. * **Park Forest Phase 7A** – A pre-construction meeting was held on April 6, 2022, between EWD and the utility contractor.
23. * **Park Forest Phase 7B** – AM Engineering submitted plans for Phase 7B, Tract A. It will consist of 13 single family homes. Staff has reviewed the plans and has returned comments of requested changes.
24. * **Placida Storage** – The buildings have begun to be erected. The kick-off meeting for the utilities should be schedule soon.
25. * **San Casa Multi-Family** – The utilities have been installed and have passed pressure testing. The contractor is planning on performing the chlorination and bacteriological testing the week after Thanksgiving.
26. * **Sarasota County Manasota Beach Rd Intersection Improvements** – Kimley-Horn has been selected to design the Manasota Beach Road improvements which includes milling and resurfacing of the intersection of Manasota Beach Road and Englewood Road as well as the addition of a right turn lane for westbound traffic. Kimley-Horn has requested marked up plans showing the utilities in the area by March 18, 2022.
27. * **Sarasota County S. McCall Road Improvements** – EWD’s draft Utility Work Schedule (UWS) was submitted to Kimley-Horn on April 20, 2022, for review. While there are quite a few items on the list, most of them will only require EWD to observe and protect our assets during the storm construction and boring of the lighting conduit. There will be a few pits and water services that may need to be replaced depending on the conflicts and final grade elevations.
28. * **Suncoast Humane Society** – Florida Engineering & Surveying, LLC has submitted utility plans for the new Humane Society that will be located on San Casa between Worth Ave and Avenues of Americas. Staff had a meeting on April 26, 2022, with the engineer to discuss the changes that need to be made.



Sanitary Sewer Utility Capacity Report

Please complete and return this form by the 5th of each month to:

Laura Tefft, Senior Planner, Community Development, 18400 Murdock Circle, Port Charlotte, FL 33948
 Phone: 941.764.4934 Email: Laura.Tefft@charlottecountyfl.gov

Utility Information	
Utility Name: Englewood Water District	Month/Year Reporting: April 2022
Preparer's Name: Keith R. Ledford Jr., P.E.	Phone: 941-460-1020
Utility Address: 201 Selma Avenue	Email: Kledford@ewdfl.com
City: Englewood, FL	Zip code: 34223
Permit and Treatment Plant Information	
DEP Permit Number: FLA014126	
Permitted Disposal Capacity (AADF): 3.0 MGD	
Plant Peak Design Capacity: 4.2 MGD	
Monthly Flow Data (For Reported Month Only)	
Month's Average Daily Flow: 1.669 MGD	
Month's Peak Daily Flow: 1.919 MGD	
Sanitary Sewer Connection Information (In ERCs)	
	ERCs (MGD)
	Connections
Total ERCs Permitted: 3.0 MGD	
Total ERCs Served: 19,845	16,287
Single Family: 15,161	15,152
Multi-Family: 2,745	310
Commercial: 1,939	825
Industrial:	
Other:	
Calculated Total Flows: 1.7	
Remaining ERCs Available: 1.3	
Bulk Sewer Purchase Agreement Information	
Utility Purchased From: Englewood Water District	
Utility Sold To: Sandalhaven Utilities	
Maximum Purchase Amount: 300,000 GPD	
Actual Purchased Amount: 3,815,249 Gallons	
Bulk Sewer Purchase Agreement Information	
Utility Purchased From: Englewood Water District	
Utility Sold To: Charlotte County Utilities	
Maximum Purchase Amount: 100,000 GPD	
Actual Purchased Amount: 373,259 Gallons 12 Month Estimated Amount	
Emergency Interconnect Information	
Interconnected Utility: N/A	
Amount Transferred:	
Reason for Emergency Transfer:	



Potable and Recycled Water Utility Capacity Report

Please complete and return this form by the 5th of each month to:

Laura Tefft, Senior Planner, Community Development, 18400 Murdock Circle, Port Charlotte, FL 33948

Phone: 941.764.4934 Email: Laura.Tefft@charlottecountyfl.gov

Utility Information	
Utility Name: Englewood Water District	Month/Year Reporting: April 2022
Preparer's Name: Keith R. Ledford, Jr., P.E.	Phone: 941-460-1020
Utility Address: 201 Selma Ave	Email: kledford@ewdfl.com
City: Englewood	Zip code: 34223
Permit and Treatment Plant Information	
DEP Permit Number: 6580531	
Permitted Treatment Capacity (AADF): 5.36 MGD	
Plant Peak Design Capacity: 6.86 MGD	
Monthly Flow Data (For Reported Month Only)	
Month's Average Daily Flow: 3.24	
Month's Peak Daily Flow: 3.41	
Potable Water Connection Information (In ERCs)	
ERCs (MGD)	Connections
Total ERCs Permitted: 5.36 MGD	
Total ERCs Served: 22,663	18,481
Single Family: 16,877	16,863
Multi-Family: 2,824	347
Commercial: 2,962	1,271
Industrial:	
Irrigation:	
Other:	
Bulk Customer (Committed): 1	1
Calculated Total Flows: 3.24	
Remaining ERCs Available: 2.12	
Recycled Water Connection Information (In ERCs)	
Total ERC Capacity: 1.7 MGD	
Total ERCs Served: 1.7 MGD	
Industrial:	
Irrigation: 1.7 MGD	
Other:	
Remaining ERCs Available:	
Bulk Water Purchase Agreement Information	
Utility Purchased From: Englewood Water District	
Utility Sold To: Bocilla Utilities Inc.	
Maximum Purchase Amount:	
Actual Purchased Amount: 4,165,000 Gallons	
Emergency Interconnect Information	
Interconnected Utility: Charlotte County & Sarasota County	
Amount Transferred: 0	
Reason for Emergency Transfer: N/A	

**ENGLEWOOD WATER DISTRICT
INCOME STATEMENT
YE FY21, APRIL 2021, FY22 BUDGET, YTD FY22 APRIL 2022**

	YEAR END FY21	YTD FY21 APRIL 2021	FY22 APPROVED BUDGET	YTD FY22 APRIL 2022	Over (Under) Budget
Operating Revenues					
Water Services	\$ 7,954,654	\$ 4,575,326	\$ 8,625,318	\$ 4,996,342	\$ (3,628,976)
Waste Treatment	9,122,546	5,386,670	9,893,112	5,762,667	(4,130,445)
Accrued Guaranteed Revenue Fees	364,333	179,382	272,700	156,253	(116,447)
Other	261,404	210,576	681,667	196,743	(484,924)
Total Operating Revenues	17,702,937	10,351,954	19,472,797	11,112,005	(8,360,792)
Operating Expenses					
Water Treatment	2,772,293	1,335,363	2,817,291	1,571,844	(1,245,448)
Water Distribution	2,148,022	879,678	1,915,473	1,113,217	(802,256)
Waste Treatment	3,287,465	1,298,056	2,552,252	1,410,359	(1,141,893)
Waste Collection	4,366,688	1,340,453	3,345,836	1,829,826	(1,516,010)
Laboratory	214,542	134,896	307,332	143,796	(163,537)
General & Administrative	3,194,466	1,843,953	4,011,550	2,027,492	(1,984,057)
Total Operating Expenses	15,983,477	6,832,400	14,949,735	8,096,534	(6,853,201)
Operating Income (Loss)	1,719,460	3,519,554	4,523,062	3,015,471	(1,507,591)
Non-Operating Revenues (Expenses)					
Interest Income	290,574	167,046	130,000	157,577	27,577
Net Increase (Decrease) in Fair Value of Investment	(246,661)	(95,589)	-	(615,019)	(615,019)
Assessment Revenue	102,615	7,502	-	1,649	1,649
Interest Expense	(345,424)	(275,817)	(217,015)	(189,840)	(27,175)
Other Revenues	291,472	41,472	-	48,493	48,493
Gain (loss) on Disposal of Capital Assets	34,506	10,300	-	34,440	34,440
Total Non-Operating Expenses	127,082	(145,086)	(87,015)	(562,700)	(530,034)
Income (Loss) Before Contributions	1,846,542	3,374,468	4,436,047	2,452,771	(2,037,625)
Capital Contributions					
Cash	2,391,962	1,323,094	1,526,925	956,247	(570,678)
Non Cash	-	(165)	-	-	-
Total Capital Contributions	2,391,962	1,322,929	1,526,925	956,247	(570,678)
Change in Net Position	4,238,505	4,697,396	5,962,972	3,409,018	(1,993,285)
Total Net Position - beginning of year, as restated	98,839,809	98,839,809	103,078,314	103,078,314	
Total Net Position - end of year	\$ 103,078,314	\$ 103,537,205	\$ 109,041,286	\$ 106,487,331	

ENGLEWOOD WATER DISTRICT
SEPTEMBER 30, 2021, YTD FY22 APRIL 2022
BALANCE SHEET

	<u>FY2021</u>	<u>YTD FY 2022</u>
ASSETS		
Current Assets		
Cash & Equivalents	\$ 7,881,804	\$ 3,324,294
Accounts Receivable	1,887,212	2,229,845
Accrued Interest Receivable	-	-
Inventory	1,284,316	1,578,663
Prepays	<u>(247,481)</u>	<u>(84,394)</u>
Total Current Assets	<u>10,805,850</u>	<u>7,048,408</u>
Noncurrent Assets		
Restricted Cash and Cash Equivalents	-	-
Restricted Assets: Investments	3,507,859	5,504,869
Investments	11,028,130	12,764,496
Connection Fees - Assessment Rec	1,709,667	1,627,261
Capital Assets (net)	<u>89,451,389</u>	<u>90,706,208</u>
Total Noncurrent Assets	<u>105,697,045</u>	<u>110,602,834</u>
Total Assets	<u>116,502,895</u>	<u>117,651,242</u>
Deferred Outflow of Resources		
Accumulated Decreases in Fair Value of Hedging Derivatives	282,127	282,127
Accumulated Costs Associated with Refunding of Debt	101,813	101,813
Deferred Amounts on Pensions	<u>726,348</u>	<u>726,348</u>
Total Deferred Outflow of Resources	<u>1,110,288</u>	<u>1,110,288</u>
LIABILITIES AND NET POSITION		
Current Liabilities		
Accounts Payable	394,806	283,131
Accrued Liabilities	<u>535,574</u>	<u>285,971</u>
Total Current Liabilities	<u>930,380</u>	<u>569,102</u>
Current Liabilities Payable from Restricted Assets		
Contracts Payable	-	-
Retainage Payable	30,901	(0)
Accrued Interest	83,417	83,417
Current Portion of Bonds and Notes Payable	<u>2,299,678</u>	<u>404,882</u>
Total Current Liabilities Payable from Restricted Assets	<u>2,413,996</u>	<u>488,299</u>
Noncurrent Liabilities		
Compensated Absences	714,843	741,148
Net OPEB Obligation	1,125,458	1,125,458
Derivative Instruments - Rate Swap	282,127	282,127
Bonds and Notes Payable, Net	4,224,921	4,224,921
Net Pension Liability	<u>929,852</u>	<u>929,852</u>
Total Noncurrent Liabilities	<u>7,277,202</u>	<u>7,303,507</u>
Total Liabilities	<u>10,621,578</u>	<u>8,360,907</u>
Deferred Inflow of Resources		
Deferred Amount on Pensions	<u>3,913,291</u>	<u>3,913,291</u>
	<u>3,913,291</u>	<u>3,913,291</u>
Net Position		
Net Investment in Capital Assets	82,895,888	86,076,405
Unrestricted	<u>20,182,426</u>	<u>20,410,927</u>
Total Net Position	<u>\$ 103,078,314</u>	<u>\$ 106,487,332</u>

Englewood Water District
Investment Report
as of April 30, 2022

RBC	Market Value	Percent of Total
Certificate of Deposit	12,227,103	66.85%
Bonds- Revenue/General Obligation	-	0.00%
Government Backed Bonds	6,042,263	33.04%
Money Markets/Cash	<u>21,041</u>	<u>0.12%</u>
	<u><u>\$ 18,290,406</u></u>	<u><u>100.00%</u></u>
Centennial Bank		
Cash Centennial- operating acct	2,625,882	
Cash Centennial- money market	<u>1,017,276</u>	
Total Cash	<u><u>\$ 3,643,158</u></u>	
Total Cash and Investments	\$ 21,933,564	
Prev Month Investments	\$ 13,770,808	
Prev Month - Cash - RBC	626,951	
Prev Month - Cash - Centennial	<u>7,718,031</u>	
Prev Month - Investments and Cash	<u><u>\$ 22,115,790</u></u>	

Englewood Water District
RBC Investment Report
04/30/2022

Security Description	Investment Type	Cusip	Cost	Coupon Rate	Trade Date	CD Date	Maturity Date	Par Value	Current Market Value	Estimated Yield	Duration (In Years)
ISRAEL STATE	US GOVT GTD NOTE	465139PR8	252,052.25	floating	12/3/2019	1/21/1997	11/15/2024	273,000.00	251,149.08		4.96
VISION BANK OF IA AMES IA	CD	92834CCD2	90,337.50	2.150%	12/5/2017	11/28/2017	5/31/2022	90,000.00	90,123.30	2.090%	4.51
OLD DOMINION NATL BANK	CD	679585AC3	133,485.97	3.200%	5/10/2019	12/28/2018	6/28/2022	130,000.00	130,553.80	3.070%	3.14
SALLIE MAE BANK SALT LAKE CITY UT	CD	795450B46	115,690.00	2.250%	7/6/2017	6/28/2017	6/28/2022	115,000.00	115,315.10	2.180%	4.98
GOLDMAN SACHS BANK US NEW YORK NY	CD	38148PLD7	131,007.97	2.200%	7/6/2017	7/5/2017	7/5/2022	130,000.00	130,383.50	2.130%	5.00
MEDALLION BANK	CD	58404DEQ0	201,791.12	2.000%	10/15/2019	7/17/2019	7/18/2022	200,000.00	200,604.00	1.940%	2.76
KS STATE BANK	CD	50116CBD0	81,125.43	2.100%	12/3/2019	7/31/2017	7/29/2022	80,000.00	80,292.80	2.040%	2.65
TIAA FSB	CD	87270LCM3	247,511.25	2.100%	9/6/2019	7/29/2019	7/29/2022	245,000.00	245,904.05	2.040%	2.90
DISCOVER BANK GREENWOOD DE	CD	2546726Y9	99,943.60	2.300%	5/10/2019	8/2/2017	8/2/2022	100,000.00	100,434.00	2.220%	3.23
COMENITY CAPITAL BANK	CD	20033AF27	115,000.00	3.150%	9/4/2018	9/14/2018	9/14/2022	115,000.00	116,012.00	3.000%	4.00
BARCLAYS BK DE US	CD	06740KLD7	149,759.48	2.300%	1/2/2018	10/18/2017	10/18/2022	150,000.00	150,987.00	2.220%	4.79
BUSINESS BK OF ST LOUIS	CD	12325EHX3	109,000.00	2.150%	9/6/2019	10/26/2017	10/26/2022	109,000.00	109,645.28	2.080%	3.14
FLAGSTAR BANK FSB	CD	33847E2W6	251,562.50	1.750%	1/7/2020	11/15/2019	11/15/2022	250,000.00	250,977.50	1.700%	2.86
BANK OF NEW ENGLAND	CD	06426KBG2	130,000.00	2.100%	7/10/2019	7/19/2019	11/21/2022	130,000.00	130,760.50	2.030%	3.35
WELLS FARGO BANK NA SIOUX FALL SC	CD	949763LR5	245,000.00	2.500%	12/6/2017	12/8/2017	12/8/2022	245,000.00	247,040.85	2.390%	5.00
AMERICAN EXPR BANK FSC SALT LAKE CITY	CD	02587CHK9	170,000.00	2.500%	1/2/2018	12/12/2017	12/12/2022	170,000.00	171,426.30	2.400%	4.95
VYSTAR CREDIT UNION	CD	92891CCD2	263,355.00	3.500%	10/16/2019	12/11/2018	12/12/2022	250,000.00	253,637.50	3.300%	3.16
CAPITAL ONE BANK USA NA GLEN ALLEN VA	CD	1404206Y1	165,000.00	2.500%	12/5/2017	12/13/2017	12/13/2022	165,000.00	166,386.00	2.390%	5.00
CAPITAL ONE NA MCLEAN VA	CD	14042RKU4	58,000.00	2.500%	12/5/2017	12/13/2017	12/13/2022	58,000.00	58,487.20	2.390%	5.00
SALLIE MAE BANK SALT LAKE CITY UT	CD	795450G82	135,000.00	2.500%	1/2/2018	12/13/2017	12/13/2022	135,000.00	136,134.00	2.390%	4.95
STEARNS BANK NA ST CLOUD MN	CD	857894VP1	150,000.00	2.250%	1/2/2018	12/15/2017	12/15/2022	150,000.00	151,026.00	2.160%	4.95
VIRGINIA PARTNERS BANK	CD	928066BA6	250,000.00	1.700%	12/3/2019	12/30/2019	12/30/2022	250,000.00	250,802.50	1.650%	3.00
MORGAN STANLEY BANK NA SALT LAKE CITY	CD	61690UCY4	250,000.00	3.200%	1/2/2019	1/10/2019	1/10/2023	250,000.00	253,357.50	3.020%	4.00
WELLS FARGO NATL BANK WEST	CD	949495AQ8	250,000.00	1.900%	1/7/2020	1/17/2020	1/17/2023	250,000.00	251,077.50	1.830%	3.00
LIVE OAK BKG CO	CD	538036HL1	250,000.00	1.700%	1/7/2020	1/24/2020	1/25/2023	250,000.00	250,680.00	1.650%	3.01
MORGAN STANLEY BANK NA SALT LAKE CITY	CD	61747MJ77	250,000.00	2.650%	2/1/2018	2/8/2018	2/8/2023	250,000.00	252,420.00	2.520%	5.00
CAPITAL BK LITTLE ROCK ARK	CD	139797GN8	250,000.00	2.550%	2/1/2018	2/16/2018	2/16/2023	250,000.00	252,207.50	2.430%	5.00
CITIBANK NA	CD	17312Q3R8	261,730.58	2.750%	6/4/2019	4/2/2019	4/3/2023	258,000.00	260,605.80	2.600%	3.83
BMW BANK NORTH AMERICA	CD	05580AWK6	102,905.00	1.450%	11/19/2020	4/14/2020	4/14/2023	100,000.00	99,751.00	1.410%	2.40
BMW BANK NORTH AMERICA	CD	05580AMJ0	104,238.88	3.000%	1/2/2020	4/20/2018	4/20/2023	100,000.00	101,223.00	2.820%	3.30
CROSSFIRST BANK	CD	22766ABJ3	194,458.60	2.150%	3/3/2020	6/28/2017	6/28/2023	190,000.00	190,473.10	2.050%	3.32
MERRICK BANK SOUTH JOURDAN UT CD	CD	59013KBQ8	177,666.00	2.150%	8/29/2019	7/23/2019	7/24/2023	175,000.00	175,322.00	2.050%	3.90
BMW BANK NORTH AMERICA	CD	05580AWV2	50,000.00	0.300%	8/18/2020	8/21/2020	8/21/2023	50,000.00	48,856.50	0.290%	3.00
DISCOVER BANK GREENWOOD DE	CD	254673TE6	62,162.70	3.250%	6/13/2019	8/22/2018	8/22/2023	60,000.00	60,914.40	3.010%	4.19
WCF FINANCIAL BANK	CD	92941EAF5	100,000.00	0.200%	8/18/2020	8/26/2020	8/25/2023	100,000.00	97,546.00	0.200%	3.00
BANK OF BARODA	CD	06062R4E9	260,650.52	3.300%	8/1/2019	9/28/2018	9/28/2023	248,000.00	251,918.40	3.050%	4.16
FIRST TECHNOLOGY FCU	CD	33715LCM0	259,657.22	3.400%	7/23/2019	10/17/2018	10/17/2023	249,000.00	253,262.88	3.130%	4.24
BANK OF BARODA	CD	06063HBA0	62,253.50	3.500%	3/3/2020	12/28/2018	12/28/2023	58,000.00	59,041.10	3.200%	3.82
MEDALLION BANK	CD	58404DDB4	54,592.91	3.300%	6/9/2020	1/3/2019	1/3/2024	50,000.00	50,732.00	3.030%	3.57
SYNCHRONY BANK	CD	87164YTC8	89,961.75	2.600%	6/13/2019	1/12/2018	1/12/2024	89,000.00	89,247.42	2.430%	4.59
BANK HAPOALIM BM N NY US	CD	06251AV80	37,097.10	3.200%	4/1/2020	1/23/2019	1/23/2024	35,000.00	35,437.50	2.940%	3.81
BANK OF THE WEST	CD	06426XZP8	200,000.00	floating	7/10/2019	7/30/2019	1/30/2024	200,000.00	204,960.00		4.51
GOLDMAN SACHS BANK USA	CD	38148P4W4	106,237.00	3.150%	3/3/2020	2/6/2019	2/6/2024	100,000.00	101,130.00	2.890%	3.93
EAST BOSTON SVGS BANK	CD	27113PDL2	250,000.00	0.300%	8/5/2020	8/12/2020	2/12/2024	250,000.00	240,382.50	0.290%	3.50
CIT BANK SALT LAKE CITY	CD	17284CXH2	64,197.72	3.300%	4/8/2020	2/20/2014	2/20/2024	60,000.00	60,813.60	3.020%	3.87
MORGAN STANLEY PVT BANK	CD	61760AWH8	62,222.00	3.000%	7/2/2019	2/22/2019	2/21/2024	60,000.00	60,494.40	2.760%	4.64
BANK HAPOALIM BM N NY US	CD	06251AW30	150,442.33	3.050%	3/16/2021	3/18/2021	3/6/2024	150,297.00	141,223.60	2.820%	2.98
GE CAP BK INC RETAIL	CD	36163CLZ1	81,271.13	3.300%	6/9/2020	3/14/2014	3/14/2024	74,000.00	74,693.38	3.030%	3.76
BANK HAPOALIM BM N NY US	CD	06251AW48	79,269.46	2.900%	4/8/2020	3/25/2019	3/25/2024	75,000.00	75,399.00	2.670%	3.96
UBS BANK USA	CD	90348JJQ4	271,267.50	2.900%	11/18/2020	4/3/2019	4/3/2024	250,000.00	251,245.00	2.670%	3.38
GE CAP BK INC RETAIL	CD	36163CMZ0	68,201.27	3.300%	3/16/2021	3/18/2021	4/4/2024	67,271.42	62,536.30	3.040%	3.05

Englewood Water District
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Security Description	Investment Type	Cusip	Cost	Coupon Rate	Trade Date	CD Date	Maturity Date	Par Value	Current Market Value	Estimated Yield	Duration (In Years)
GE CAP RETAIL BANK DRAPER UTAH	CD	36160KG82	56,153.19	3.300%	3/16/2021	3/18/2021	4/17/2024	55,447.37	51,466.65	3.040%	3.09
ENERBANK USA	CD	29278TNY2	253,062.50	1.150%	5/5/2020	4/29/2020	4/29/2024	250,000.00	242,465.00	1.110%	3.99
CIT BANK SALT LAKE CITY	CD	17284CA61	81,113.06	3.350%	7/2/2019	4/30/2014	4/30/2024	77,000.00	77,967.89	3.040%	4.83
COMENITY CAPITAL BANK	CD	20033AW85	30,738.70	2.700%	7/2/2019	5/15/2019	5/15/2024	30,000.00	29,992.50	2.500%	4.87
GE CAP RETAIL BANK DRAPER UTAH	CD	36157QZE0	147,205.87	3.300%	7/2/2019	5/16/2014	5/16/2024	140,000.00	141,094.80	3.020%	4.88
BANK OF NEW ENGLAND	CD	06426KBD9	115,339.50	2.600%	6/13/2019	5/23/2019	5/23/2024	114,000.00	113,728.68	2.410%	4.95
GE CAP RETAIL BANK DRAPER UTAH	CD	36160NT90	55,017.09	3.300%	3/16/2021	3/18/2021	5/30/2024	54,523.92	50,378.50	3.030%	3.21
DISCOVER BANK CD	CD	254671V31	77,829.25	3.250%	3/16/2021	3/18/2021	6/11/2024	77,211.07	71,530.37	2.990%	3.24
DISCOVER BANK CD	CD	254671Y20	54,846.62	3.250%	3/16/2021	3/18/2021	6/25/2024	54,472.15	50,368.50	2.980%	3.28
LIVE OAK BKG CO	CD	538036HN7	252,687.50	1.850%	1/29/2020	1/24/2020	7/24/2024	250,000.00	245,037.50	1.750%	4.49
INDUSTRIAL & COML BK CHINA	CD	45581EAJ0	53,227.23	2.500%	4/29/2020	7/28/2017	7/26/2024	50,000.00	49,709.00	2.320%	4.24
RAYMOND JAMES BANK NA	CD	75472RAE1	110,516.45	2.000%	5/14/2020	8/23/2019	8/23/2024	105,000.00	103,146.75	1.880%	4.28
CAPITAL ONE BANK USA NA	CD	14042TCD7	89,963.90	1.900%	10/13/2020	8/28/2019	8/28/2024	85,000.00	83,292.35	1.790%	3.88
STATE BANK OF INDIA	CD	8562842T0	101,577.10	3.250%	4/1/2020	10/17/2014	10/17/2024	95,000.00	95,173.85	2.970%	4.55
RAYMOND JAMES BANK NA	CD	75472RAK7	248,801.54	1.800%	1/7/2020	11/8/2019	11/8/2024	248,000.00	241,703.28	1.700%	4.84
STATE BANK OF INDIA	CD	8562843C6	89,573.36	3.200%	4/1/2020	12/5/2014	12/5/2024	84,000.00	84,583.80	2.890%	4.68
MERRICK BANK SOUTH JOURDAN UT CD	CD	59013KEY8	77,873.75	1.750%	4/29/2020	1/17/2020	1/17/2025	75,000.00	72,743.25	1.650%	4.72
STATE BANK OF INDIA	CD	856285SM4	73,461.70	1.950%	6/9/2020	1/22/2020	1/22/2025	70,000.00	68,250.70	1.830%	4.62
INDUSTRIAL & COML BK CHINA	CD	45581ECD1	200,000.00	0.350%	2/3/2021	2/11/2021	2/11/2025	200,000.00	186,314.00	0.350%	4.00
BELL STATE B&T	CD	07815AAZ0	257,151.12	1.600%	7/1/2020	2/27/2020	2/27/2025	245,000.00	236,133.45	1.520%	4.66
AMERICAN EXPRESS NATL BANK	CD	02589AB68	245,401.17	1.550%	6/9/2020	3/31/2020	3/31/2025	237,000.00	227,688.27	1.470%	4.81
HADDON SVGS BANK	CD	404730CR2	164,589.25	0.750%	6/24/2020	5/26/2020	5/27/2025	163,000.00	152,377.29	0.740%	4.93
TEXAS BANK FINL	CD	882213AF8	108,999.00	0.700%	6/24/2020	5/28/2020	5/28/2025	108,000.00	100,797.48	0.690%	4.93
STATE BANK OF INDIA	CD	856283N77	253,187.50	0.900%	7/14/2020	6/26/2020	6/26/2025	250,000.00	232,902.50	0.890%	4.95
FIRST CAROLINA BANK	CD	31944MBB0	250,000.00	0.450%	8/5/2020	8/20/2020	8/20/2025	250,000.00	230,112.50	0.450%	5.00
TEXAS EXCHANGE BANK	CD	88241TJJ0	250,000.00	0.600%	10/13/2020	10/23/2020	10/23/2025	250,000.00	228,952.50	0.600%	5.00
JP MORGAN CHASE BK	CD	48128UQP7	246,379.95	0.550%	4/8/2021	10/30/2020	1/30/2026	250,000.00	228,580.00	0.550%	4.82
BMO HARRIS BK NATL ASSN	CD	05600XBY5	250,000.00	0.550%	2/11/2021	2/18/2021	2/18/2026	250,000.00	228,325.00	0.200%	5.00
SUNWEST BK IRVINE CALIF	CD	86804DCR7	250,000.00	0.450%	2/11/2021	2/26/2021	2/26/2026	250,000.00	227,255.00	0.450%	5.00
TOYOTA FINL SVGS BK	CD	89235MLC3	252,795.19	0.950%	8/17/2021	7/15/2021	7/15/2026	250,000.00	229,997.50	0.950%	5.00
Subtotal			12,137,749.29	137.850%		3,434,740.00	3,576,057.00	11,933,222.93	12,227,102.50		
US TREASURY SECURITIES	Bonds	912828Y79	274,526.43	2.875%	8/24/2021	8/25/2021	7/31/2025	250,000.00	249,795.00	0.408%	3.93
TENNESSEE VALLEY AUTH STRIP GENERIC INT PMT	zero coupon bond	88059EHQ0	174,293.70	0.000%	11/18/2020	11/3/1995	11/1/2025	178,000.00	160,388.68		4.96
TENNESSEE VALLEY AUTH	Bonds	880591CJ9	68,156.95	6.750%	11/18/2020	11/1/1995	11/1/2025	52,000.00	58,433.96	6.750%	4.96
US TREASURY SECURITIES	zero coupon bond	912833LX6	419,934.35	0.000%	6/1/2021	6/2/2021	11/15/2025	430,000.00	389,021.00		4.46
FEDERAL HOME LOAN BANK	Bonds	3130ARLC3	400,000.00	2.625%	3/30/2022	4/25/2022	4/25/2024	400,000.00	398,824.00	2.625%	2.00
UNITED STATES TREASURY BILL	Treasury bill	912796X20	299,420.97	0.000%	4/6/2022	3/22/2022	7/19/2022	300,000.00	299,475.00	0.686%	0.33
UNITED STATES TREASURY NOTE	Treasury note	912828L57	2,006,595.84	1.750%	4/6/2022	9/30/2015	9/30/2022	2,000,000.00	2,003,520.00	0.949%	0.48
UNITED STATES TREASURY NOTE	Treasury note	912828S92	1,486,407.59	1.250%	4/6/2022	8/1/2016	7/31/2023	1,500,000.00	1,479,675.00	1.950%	1.32
UNITED STATES TREASURY NOTE	Treasury note	912828WE6	1,008,182.65	2.750%	4/6/2022	11/15/2013	11/15/2023	1,000,000.00	1,003,130.00	2.200%	1.61
Subtotal			6,137,518.48					6,110,000.00	6,042,262.64		
Cash Balance									21,040.96		
Subtotal Cash									21,040.96		355.84
Average % and Duration in Years										2.066%	3.98

Englewood Water District
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Security Description	Investment Type	Cusip	Cost	Coupon Rate	Trade Date	CD Date	Maturity Date	Par Value	Current Market Value	Estimated Yield	Duration (In Years)
										12,227,102.50	
										6,042,262.64	
										21,040.96	
										<u>18,290,406.10</u>	
										18,290,406.10	
										-	stmt diff



DROP SAVERS 2022 FINAL REPORT

In May, the annual Drop Savers Poster Contest awards were held. Unfortunately, participation in the contest was minimal this year with only Englewood Elementary and Vineland Elementary participating. Finalists were submitted to EWD, and District staff selected winners in grades K-1, 2-3 and 4-5 categories.

Prize packages included:

1 st Place	\$100.00 Amazon gift card, water bottle, and framed artwork
2 nd Place	\$ 75.00 Amazon gift card, water bottle, and framed artwork
3 rd Place	\$ 50.00 Amazon gift card, water bottle, and framed artwork

Honorable mentions received water bottles and framed artwork.

1st Place entries were sent to the Florida American Water Works Association's State Competition, and we had no winners or honorable mentions at the state level this year.

Going forward, instead of requesting co-sponsorship from consultants and vendors, Englewood Water District will fund this program and award winners with framed artwork and gift cards.

Submitted by Teresa Herzog