

**MINUTES
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
OCTOBER 12, 2023 @ 8:30 A.M.**

Board of Supervisors:

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

Staff:

Ray Burroughs, Administrator (absent)
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 (absent)
Teresa Herzog, Executive Assistant

In Mr. Burroughs' absence, Mr. Ledford, Acting Administrator, conducted the meeting and in Chair Meals' absence, Vice-Chair Stern chaired the meeting.

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 – With gratitude, Vice-Chair Stern presented Lead Meter Reader Beverly Perry with a 20-year service award.
4. PUBLIC INPUT – Damian Ochab, 5056 N Beach Rd – Mr. Ochab introduced himself as the President of the South Manasota Sandpiper Key Association. He voiced concern of future plans of expansion, increased density, the cost to develop and the lack of an EWD alert system during Hurricane Ian.
5. PUBLIC HEARING PRESENTATION – EWD Wastewater Facilities Plan, Presentation by Mr. Mark Brewer of Angie Brewer & Associates, LC. Attorney Berntsson called to open the public hearing on the resolution that is on the agenda under 5a then called for anyone in the public to speak. Mr. Brewer read the attached public hearing statement into the record.

Attorney Berntsson then called for a motion to close the public hearing.

Ms. Gaver moved, **“to close the public hearing,”** seconded by Ms. Crampton.

UNANIMOUS

23-10-12 A

- 1) To adopt the Englewood Water District Wastewater Facilities Plan and Capital Financing Plan.

Ms. Wright moved, **“to approve as read,”** seconded by Ms. Crampton for discussion.

Ms. Crampton stated her concerns about adequate water supply to serve all this development, protection of our water resources and watershed, and our loss of forests caused by the development. Mr. Ledford assured Ms. Crampton that all these concerns will be addressed in the Water Master Plan due out at the end of the year, adding a rate

study is planned for next year. Ms. Crampton also raised concern of the proximity of the new WRF to homes.

UNANIMOUS

23-10-12 B

2) To approve submission of the Plans to FDEP.

Ms. Gaver moved, **“to make a motion as presented,”** seconded by Ms. Wright.

UNANIMOUS

23-10-12 C

3) To allow the Englewood Water District Vice-Chair to sign and secretary to the Board attest, the resolution pertaining to Plans.

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

UNANIMOUS

23-10-12 D

6. CONSENT SECTION – Vice-Chair Stern called for a motion to approve the consent agenda in its entirety or pull anything for discussion. Ms. Crampton moved, **“to approve the consent agenda,”** seconded by Ms. Wright.

a. Minutes of the Regular Meeting dated September 14, 2023

Recommended Action: Approve the meeting minutes.

b. Big W Law Invoice dated September 30, 2023.

Recommended Action: Approve the attorney’s invoice in the amount of \$750.00.

c. Execution of the FDEP Agreement for South WRF Electrical Upgrade Project

Recommended Action: Authorize the Vice-Chair to execute the South WRF Electrical Upgrade Project No. LPA0515 FDEP Standard Grant Agreement.

d. Single Source Procurement/ WTP Hudson Pump Purchase

Recommended Action: Authorize the single source procurement of 2 pumps for the WTP from Hudson Pump & Equipment in the amount of \$54,558.00.

UNANIMOUS

23-10-12 CS A

23-10-12 CS B

23-10-12 CS C

23-10-12 CS D

7. ACTION ITEMS

a. V-1 Vacuum Station Improvement Project Determination for Award – Mr. Ledford introduced the item. This project was previously put out to bid and prices came in at over \$4M. Since then, staff had identified PCL Construction as a contractor that could complete this work using a piggy back contract from the city of St. Pete. The proposal with a GMP of \$2,959,580 was received which includes everything needed to complete the project. Previously ordered equipment should arrive soon.

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

UNANIMOUS

23-10-12 E

Full motion read: To award the V-1 Vacuum Station Improvement Project in the amount of \$2,959,580.00 to PCL Construction, Inc.

b. Carry-over of Funds from FY23 to FY24 Hurricane Ian Related – Mr. Ledford introduced the item. Repairs were not completed during FY23 so staff requests the carry-over of funds from FY23 to FY24 and the reissuance of new purchase orders.

Ms. Crampton moved, “**I make a motion,**” seconded by Ms. Gaver.

UNANIMOUS

23-10-12 F

Full motion read: To approve the carry-over of funds in the amount of \$290,178.16 to complete these repairs, currently under contract. Funds to come from water and wastewater revenues.

c. Carry-over of Funds from FY23 to FY24 WTP Motors and Repairs – Mr. Ledford introduced the item. Staff requests the carry-over of funds from FY23 to FY24 and the reissuance of new purchase orders because these projects were not completed in FY23.

Ms. Gaver moved, “**to carry over the funds as stated,**” seconded by Ms. Wright.

UNANIMOUS

23-10-12 G

Full motion read: To approve the carry-over of funds in the amount of \$86,868.00 from FY23 to FY24 for Water Treatment Plant Motors & Repairs to complete these previously approved purchases/repairs. Funds to come from water revenues.

d. Thrive Operations LLC IT Service Agreement – Mr. Ledford introduced the item. EWD has used SouthTech since 2006, Thrive has acquired them so they are requesting a new agreement be signed.

Ms. Wright moved, “**to approve as read,**” seconded by Ms. Crampton for discussion. Discussion included the increase in monthly fees and GSA pricing.

UNANIMOUS

23-10-12 H

Full motion read: To authorize the Administrator to sign the Thrive Operations LLC Service Order to include a one-time service fee of \$3,445.80 and a recurring monthly service fee of \$4,421.92. Funds to come from water & wastewater revenues.

8. DISCUSSION

a. Cathy Walter – Exception to the Water Adjustment Act – Mr. Ledford read the item summary adding that the amount of water used to refill her pool after the repairs were completed was not 3 times her normal average as required in the Customer Rules and Regulations. Following Board discussion, her request was denied.

9. ADMINISTRATOR’S REPORT – Ray Burroughs (absent) Mr. Burroughs was attending the FASD quarterly meeting.

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for September 2023 was 83.20 MG/2022 was 74.44 MG.
2. Average send out was 2.77 MGD/2022 average send out was 2.48 MGD and the 2023 high was 3.13 MGD/2022 high was 3.42 MGD.
3. Rainfall for September 2023 was 5.29”/2022 was 24.73”. (Hurricane Ian)

4. Roofing Brothers is still on-site working on the roofs, they are nearly finished.
5. Wells 1-4 are back in service in WF3. Rusty Plumbing has finished that project.
6. Operators at the Plant have been doing general maintenance and daily operations.

Distribution:

1. Distribution had 4 incidents to report: Three locations had precautionary boil water notices issued to customers resulting from broken watermains.
 - a. 9/5 a 2" watermain on Bourbon Street
 - b. 9/14 a 10" watermain on Beach Road was hit by a contractor for FPL
 - c. 9/19 a 4" watermain on Forked Creek Drive
 - d. 9/29 a 4" watermain on Wyoming Avenue
 - e. 9/27 a fire truck ran over a valve at 12th Street and Arkansas Avenue. Repairs were made under pressure and no boil water notice was issued.
 2. 67 new single-family meters were set equaling 67 ERCs.
 3. 90 radio heads were replaced.
 4. 87 customer requested turn-ons were completed.
 5. Lead inventory is at 65% completion.
- b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average daily flow for September 2023 was 1.53 MGD/100K more than last year with a peak flow of 2.04 MG for the month.
2. Normal operations and maintenance are ongoing.

Collections:

1. Crews replaced 1 vacuum pit bottom and continue to repair service lines damaged by the fiber optic installation.
 2. Normal operations and maintenance are ongoing.
- c. TECHNICAL SUPPORT MANAGER – Keith R. Ledford Jr., P.E. Mr. Ledford updated his written report.

CIP/In-house Projects:

1. LS 121 Rehab – Work is anticipated to begin October 30th and completed prior to Thanksgiving.

Developments/Projects Approved for Construction

1. Placida Storage and River Road Storage utility work has been completed and these projects will be removed from my report.

Developments/Projects in Plan Review:

1. Medical Twins – plan comments will be submitted shortly.

Upcoming Developments/Projects:

1. Charlotte County – Avenues of the Americas Sidewalk Project – this project was originally planned in 2019 but has kicked off again. There are minor conflicts with EWD water and sewer lines.
2. Englewood Apartments – Plans have been submitted for 252 apartments across from the post office, adjacent to the assisted living.
3. Englewood Self Storage – new storage units east of Denny's, formally a used car lot.

4. Fairway Vistas at Myakka Pines – this will be a 3-phase development project.
5. Prose Apartments – downsized to 260 apartments and an amenity center.
6. Quail’s Run Inn – formally known as Mid-town Villa; the old concrete structures have been torn down.

d. FINANCE DIRECTOR – Lisa Hawkins (absent) In Ms. Hawkins’ absence, Mr. Ledford stated the final numbers for FY23 will change slightly as invoices are still coming in. This will be reported next month.

1. September Financial Statements
2. September Investment Statements

Mr. Ledford concluded the Administrator’s Report.

10. ATTORNEY’S REPORT – Robert H. Berntsson – None

11. OLD BUSINESS – None

12. NEW BUSINESS – None

13. PUBLIC COMMENT – ANY TOPIC – None

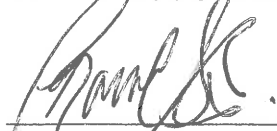
14. BOARD MEMBER COMMENTS

1. Ms. Gaver questioned if the current water and wastewater capacity permits will need to be increased in the next 20 years to cover the growth Englewood is experiencing and also commented on the Prose apartments being approved at 3 stories and density concerns.

2. Ms. Crampton questioned available water pressure to serve 3 stories, and concerns of pressure available for the fire department. She also requested that the Manasota Beach Club be added to the historical district portion of the Wastewater Facilities Plan. District Counsel Berntsson asked the board if there was any objection to this change being made since they had already approved the Draft Wastewater Facilities Plan and all 4 members had no objection. She also had concern with global warming and climate change and how EWD is dealing with that in our future planning.

3. Ms. Wright had concerns about the overabundance of storage buildings being built.

15. ADJOURNED @ 9:28 a.m.



Robert C. Stern, Jr., Vice-Chair

/tlh

APPROVED

**ENGLEWOOD WATER DISTRICT
WASTEWATER FACILITIES PLAN
PUBLIC HEARING**

October 12, 2023

- 1) **Open the Public Hearing**

- 2) **State the information below for the record:**

“The purpose of this Public Hearing is to explain the project and the financial impacts to affected parties, provide an opportunity for the public to participate in evaluating project alternatives as well as discuss adoption of the Englewood Water District Wastewater Facilities Plan and Capital Financing Plan.

Three Project Alternatives were considered during the planning process and in development of the Facilities Plan. The alternatives include:

Alternative 1: Improve and Expand the Existing (South Facility) Water Reclamation Facility (Wastewater will continue to be treated at the existing facility. This alternative will require replacement of over 5 miles of force main along with expansion of the existing facility to increase capacity to treat projected flows.)

Alternative 2: Construct a New (North Facility) Water Reclamation Facility (Construction of a new facility that will handle all system flows. The Alternative requires interim improvements to the existing facility to treat projected flows while the new facility is being constructed.)

Alternative 3: Rehabilitate the Existing (South Facility) Water Reclamation Facility and Construct a New (North Facility) Water Reclamation Facility (This alternative combines Alternatives 1 and 2. A newly constructed facility will treat flows in the northern part of the District while the existing facility will treat flows in the southern portion of the District. The new facility will be designed for 4.0 MGD with the first phase being 2.0 MGD.)

Alternative 3 was selected. The primary components of the project will include construction of a new Water Reclamation Facility in the northern part of the District, improvements to the existing Water Reclamation Facility to treat flows in the southern portion of the District, downsizing of the Holiday Ventures Lift Station, and installation of force mains.

Once adopted, the Englewood Water District may avail itself of low-cost SRF funds for construction of the project contained in the Facilities Plan.

Adoption of the Facilities Plan and the Capital Financing Plan by the Board is a step required to establish eligibility for the SRF program. Adoption of the Plans will in no way commit the District to construct the project, nor does it commit the Board to using SRF funding or FDEP to offer SRF funding.”

3) Solicit Public Comments

4) State Requested Action:

“The Board is requested to approve the resolution adopting the Facilities Plan and the Capital Financing Plan immediately following this Public Hearing”.

5) Close the Public Hearing