

AGENDA
REGULAR MEETING
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS
201 SELMA AVENUE, ENGLEWOOD, FL 34223
NOVEMBER 9, 2023 @ 8:30 A.M.

Board of Supervisors:

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

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
 - a. Collections Maintenance Technician, Mitchell Wallace 10-years
 - b. Laboratory Supervisor, Sam Blumenstein 5-years
4. PUBLIC INPUT

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.

CARDS MUST BE SUBMITTED PRIOR TO THE COMMENCEMENT OF THE MEETING

5. PRESENTATIONS – None
6. CONSENT SECTION
 - a. Minutes of the Regular Meeting dated October 12, 2023
Recommended Action: Approve the meeting minutes.
 - b. Big W Law Invoice dated November 1, 2023.
Recommended Action: Approve the attorney's invoice in the amount of \$1,050.00.
7. ACTION ITEMS
 - a. Amendment to Resolution Numbers 23-10-12 F & 23-10-12 G
8. DISCUSSION
9. 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. October Financial Statements
 2. October Investment Statements
10. ATTORNEY'S REPORT – Robert H. Berntsson

11. OLD BUSINESS

12. NEW BUSINESS

13. PUBLIC COMMENT – ANY TOPIC

To address the Board during this portion of the meeting, you must fill out a Civility Agreement and state your name and address for the record. Each person will be allowed no more than 4 minutes.

14. BOARD MEMBER COMMENTS

15. 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 11/03/2023

BOARD AGENDA ITEM SUMMARY

6a

MEETING DATE: November 9, 2023

SUBJECT: Minutes of the Regular Meeting dated;
October 12, 2023

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: **Ray Burroughs**

DEPARTMENT: **Administration**

ITEM: **Request Board approval of the regular meeting minutes dated October 12, 2023.**

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

MOTION: **To approve the minutes of the regular meeting dated October 12, 2023.**


Prepared By: **Teresa Herzog**

Date: **October 20, 2023**

Approvals:



Administrator



Finance



Technical Support



Water Operations



Wastewater Operations

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

ATTACHMENTS: **Minutes of the regular meeting dated October 12, 2023.**

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

BOARD AGENDA ITEM SUMMARY

6b

MEETING DATE: November 9, 2023

SUBJECT: The Big W Law Attorney's Invoice dated October 31, 2023

CATEGORY: Consent

Discussion

Action

CONTACT PERSON : **Lisa Hawkins**

DEPARTMENT : **Finance**

ITEM: **Request Board approval for payment of the Big W Law Attorney's invoice dated October 31, 2023.**

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

FISCAL IMPACT: 500311-500-101

Budget Resolution Required: yes no

Amount Budgeted	\$	23,000.00
Year to Date Expenditures	\$	(0)
Total Expenditure Required	\$	<u>(1,050.00)</u>
Remaining in Budget	\$	<u>21,950.00</u>

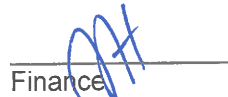
MOTION: **To approve the Big W Law Attorney's invoice dated November 1, 2023 for services rendered October 1, 2023 through October 31, 2023 in the amount of \$1,050.00. Funds to come from water/wastewater revenues.**

Prepared By: **Teresa Herzog**

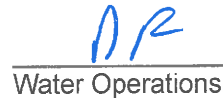
Date: **November 1, 2023**

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 November 1, 2023.**



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 11/01/2023
by: Englewood Water District
@ 2:36 p.m. T. Herzog

Statement Date: 11/01/2023
Statement No. 32711
Account No. 8.0000

Englewood, FL 34223

Legal Services
PO 55958

FOR PROFESSIONAL SERVICES RENDERED

			Rate	Hours	
10/06/2023	RHB	Email with Ms. Herzog; Review agenda; Email with Ms. Wheaton; Review PLL agreement.	300.00	0.50	150.00
10/07/2023	RHB	Email with Ms. Wheaton.	300.00	0.25	75.00
10/10/2023	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
10/11/2023	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
10/12/2023	RHB	Prepare for and attend Board of Supervisors Meeting.	300.00	1.25	375.00
10/19/2023	RHB	Review detailed voice message from Ms. Herzog; Telephone conference with Ms. Herzog; Telephone conference with Mr. Ledford.	300.00	0.50	150.00
10/25/2023	RHB	Email with Ms. Wheaton.	300.00	0.25	75.00
10/31/2023	RHB	Email with Ms. Wheaton.	300.00	0.25	75.00
		For Current Services Rendered		3.50	1,050.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Robert Berntsson	3.50	\$300.00	\$1,050.00

PREVIOUS BALANCE \$750.00

Total Current Work 1,050.00

Payments

Total Payments for 10/31/2023 -750.00

Balance Due \$1,050.00

Englewood Water District
Account No. 8.0000
RE: Legal Services

Statement Date: 11/01/2023
Statement No. 32711

Billing History					
<u>Fees</u>	<u>Hours</u>	<u>Expenses</u>	<u>Advances</u>	<u>Finance Charge</u>	<u>Payments</u>
101,337.50	409.51	0.00	7.80	0.00	100,295.30

BOARD AGENDA ITEM SUMMARY 7a

MEETING DATE: November 9, 2023

SUBJECT: Amendment to Resolution Numbers 23-10-12 F & 23-10-12 G

CATEGORY: Consent Discussion Action

CONTACT PERSON: **Lisa Hawkins**

DEPT: **Finance**

ITEM: **Amendment to Resolution Numbers 23-10-12 F & 23-10-12 G.**

PURPOSE / JUSTIFICATION: **In Board Resolution Number 23-10-12 F (Carry over of Funds from FY23 to FY24 Hurricane Ian Related) and Resolution Number 23-10-12 G (Carry over of Funds from FY23 to FY24 WTP Motors & Repairs) an over-sight occurred in the motion for both items. Verbage for both motions should have included "To approve a budget amendment in the amount of \$ 290,178.16 and \$86,868.00." respectively. This agenda item corrects the oversight with no additional funds being requested, just a transfer of funds from FY23 to FY24.**

FISCAL IMPACT: Budget Amendment required: yes no

Tremco	500550-500-101	Roof Repairs	\$ 238, 843.69
DKI Solutions	500550-500-101	V-2 Generator Carport Replacement	\$ 5,346.00
Stewart Tennis Courts	500550-541-101	Fence Replacement	\$ 45,988.47
		Total	<u>\$ 290,178.16</u>

FISCAL IMPACT: Budget Amendment required: yes no

Hudson Pump	500467-531-101	150 HP Motor for S/A Train	\$ 46,739.00
	500467-531-101	Installation of Xylem Pump	\$ 18,750.00
	500467-531-101	Pump Removal and Installation	\$ 21,379.00
		Total	<u>\$ 86,868.00</u>

MOTION: **To approve a total budget amendment in the amount of \$377,046.16 for carry-over items from the FY23 budget, Resolution Number 23-10-12 F and Resolution Number 23-10-12 G, as approved at the October 12, 2023 Board meeting.**

Prepared By: **Teresa Herzog**

Date: **October 31, 2023**

Approvals:

 Administrator  Finance  Technical Support  Water Operations  Wastewater Operations

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

Attachment: **Resolution Number 23-10-12 F (Carry over of Funds from FY23 to FY24 Hurricane Ian Related) & Resolution Number 23-10-12 G (Carry over of Funds from FY23 to FY24 WTP Motors & Repairs)**

BOARD AGENDA ITEM SUMMARY 7b

MEETING DATE: October 12, 2023

SUBJECT: Carry-over of Funds from FY23 to FY24
Hurricane Ian Related

CATEGORY: Consent Discussion Action

CONTACT PERSON: Lisa Hawkins DEPT: Finance

ITEM: Request to carry-over funds from FY23 to FY24.

PURPOSE / JUSTIFICATION: Because there have been time delays in completing Hurricane Ian repairs, staff is requesting permission to carry-over funds from FY23 to FY24 and reissue new purchase orders for the below, previously approved purchases.

FISCAL IMPACT:		Budget Amendment required: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	
Tremco	500550-500-101	Roof Repairs	\$ 238, 843.69
DKI Solutions	500550-500-101	V-2 Generator Carport Replacement	\$ 5,346.00
Stewart Tennis Courts	500550-541-101	Fence Replacement	\$ 45,988.47
		Total	<u>\$ 290,178.16</u>

MOTION: 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.

Prepared By: Teresa Herzog

Date: October 12, 2023

Approvals:



Administrator

Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: 23-10-12 F

Attachment: None

BOARD AGENDA ITEM SUMMARY 7c

MEETING DATE: October 12, 2023

SUBJECT: Carry-over of Funds from FY23 to FY24
WTP Motors & Repairs

CATEGORY: Consent

Discussion

Action

CONTACT PERSON: Lisa Hawkins

DEPT: Finance

ITEM: Request to carry-over funds from FY23 to FY24 WTP Motors & Repairs

PURPOSE / JUSTIFICATION: Because there are delays for these motors and repairs at the Water Treatment Plant, staff is requesting permission to carry-over funds from FY23 to FY24 for these previously approved purchases and reissue new purchase orders.

FISCAL IMPACT:

Budget Amendment required: yes no

Hudson Pump	500467-531-101	150 HP Motor for S/A Train	\$ 46,739.00
	500467-531-101	Installation of Xylem Pump	\$ 18,750.00
	500467-531-101	Pump Removal and Installation	\$ 21,379.00
		Total	\$ 86,868.00

MOTION: 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.

Prepared By: Teresa Herzog

Date: October 5, 2023

Approvals



Administrator

Finance



Technical Support



Water Operations



Wastewater Operations

ACTION TAKEN BY BOARD: Denied Approved / Resolution No: 23-10-12 G

Attachment: None

STATUS REPORT
For Board Meeting November 9, 2023

New Task Orders Assigned:

1. None.

CIP/In-house Projects:

1. **Hurricane Building Repairs** – TREMCO/WTI continues to work on the RO, Lime Plant and Admin buildings.
2. * **Elevated Tank Rehab** – Staff is working on a bid package for a complete blast and recoating of the tank.
3. * **LS #114 Improvements – Brook to Bay** – Xylem/Flygt was on site May 17, 2023, to perform a start-up on the lift station. Staff is working on the FDEP close out project so the lift station can be placed into service. While this will complete this portion of the project, the reinstallation of the RV pads and final restoration cannot be completed until Brook to Bay is able to reconstruct their seawall/retaining wall.
4. **LS 121 Rehab** – Innovative Contractors mobilized on October 30, 2023, to begin removing all of the existing equipment from the lift station. GML mobilized on November 1, 2023, to begin their portion of work on the lift station. Once lined, Innovative Contractors will install the new equipment and piping. Work is anticipated to be completed prior to Thanksgiving.
5. * **Mobile Generators** – The FDEP grant agreement has been executed. A PO has been issued to Mid Florida Diesel on June 15, 2023, for the purchase of 7 new 125kW Trailer Mounted Generators. Staff has reviewed/approved the submittals and the order has been placed. Delivery is anticipated for April 2024.
6. **North WRF Phase 1** – Angie Brewer and Associates has submitted the Facilities Plan to FDEP for approval.
7. * **Quail's Run I&I** – A PO was issued to GML Coatings for the gravity sewer main lining and manhole repair/lining. The work is anticipated to begin later this year.
8. **South WRF – New Headworks/Drying Bed** – Poole & Kent continue to work on the headworks project. WRF and Collection's Staff worked with the contractor to complete the effluent piping connection which required a coordinated shut down of a portion of the plant. Charlotte County permitting continues to hold up the electrical building permit.
9. * **V-1 Generator Replacement** - A PO has been issued to Mid Florida Diesel on April 14, 2023, for the purchase of a new 200kW Blue Star Generator. Staff has reviewed/approved the submittals and the order has been placed. Delivery is anticipated for January 2024.
10. **V-1 Station Rehab** – A PO has been issued to PCL Construction for the V-1 Rehab project. Staff has been working with AirVac to determine the expected delivery dates of the temporary and permanent station equipment. Once the temporary system arrives, staff intends to have that portion of the project installed and operational in the event of a major tank failure. The station rehab work will begin in April 2024.
11. * **Vacuum Monitoring System (V-1)** – Legends and Airvac have now teamed up. Airvac has sent us 160 new valves that will be paired with Legends' new style controllers. Once installed, we will continue to monitor how well the system is working.
12. * **Water Masterplan Update** – HDR has submitted drafts for Tech Memo 1 – Data Collection and Summary and Tech Memo 2 – Population and Flow Projections. Staff is reviewing and will be providing comments. Additionally, HDR was on site on March 31, 2023, to perform a condition assessment on both the Lime Plant and RO Plant. Their assessment will be used for making recommendations for future projects required.
13. * **WRF Electrical Upgrades** – The FDEP Grant agreement has been executed. Staff is working on getting an RFP package out to select a consultant for the work.

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14. * **WRF Centrifuge Replacement** – All of the equipment has been received. Staff is working on the installation of the centrifuge and panel.
15. * **WRF Plant 1 & 2 Rehab** – Evoqua is currently procuring and fabricating the components needed for the first plant rehab. The materials for the first plant are anticipated to be shipped in mid to late November. Prior to the materials arriving, we will need to have the digester cleaned by US Submergent. A PO for this work is already in place.

Developments/Projects Approved for Construction:

1. * **590 N. Indiana Ave Storage** – TDM Consulting, Inc. submitted final utility plans for a new 136,900 SF 3-story self-storage facility located at 590 N. Indiana Ave. A Developer's Agreement has been executed and plans are approved for construction. No FDEP permits are required for this project.
2. **Beachwalk by Manasota Key Phase 2** – Phase 2A was approved by FDEP to be placed into service. The final water main connections were completed on August 25, 2023. Construction of the offsite FM has begun. However this main will need to be completed prior to any additional phases being certified.
3. * **Boca Royale Unit 18** – Forsberg Construction has begun the installation of the utilities for Unit 18.
4. * **Boca Royale Unit 19** – The Developer's Agreement has been executed and plans are approved. FDEP permits have been received for the water modifications. A FDEP sewer permit is not required.
5. **Coco Bay (FKA Island Lake Estates)** – FDEP has approved Phase 1 to be placed into service. Once the final water main connections are completed, meter sets and sewer tie-ins can be scheduled.
6. * **Gateway Court** – FDEP permits for both water and sewer have now been received.
7. **Guardian Storage** – The bacteriological testing has been successfully completed for this project. DMK is working on the final certification package.
8. * **Lake Emily** –DEME Construction has begun the land clearing and dewatering of the lake in order to perform required changes to the north shore. The installation has been set and the contractor is working on installing the sewer mains.
9. * **Sportport/Sportport 2.0** – The Developer plans to construct warehouses intended for RV storage on two parcels within Morris Industrial Park. Minor utility improvements are needed, including the installation of a fire hydrant and fire lines for both projects. Developer's Agreements have been completed and plans have been approved.
10. * **Storage Depot 775** – TDM Consulting, Inc. submitted final utility plans for a new 80,731 SF 3-story self-storage facility located at 4400 Placida Rd. A Developer's Agreement has been executed and plans are approved for construction. No FDEP permits are required for this project.
11. * **Suncoast Humane Society** – A preconstruction meeting was held on August 1, 2023, with Tandem Construction and DM Construction in attendance. The contractor is starting to clear the project site with the utility work beginning within the next 2-3 months.

Developments/Projects in Plan Review:

12. **200 Artists** – The plans are ready to be approved. Staff is working on the required Developer's Agreement. Once executed, staff will approve the plans and sign the required FDEP applications.
13. * **Beachwalk by Manasota Key Phase 3** – Kimley-Horn has resubmitted plans for Phase 3 of the Beachwalk project. Plans are ready to be approved but a Developer's Agreement will need to be completed first.

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14. * **Beachwalk by Manasota Key Phase 4** – Kimley-Horn submitted plans for Phase 4 of the Beachwalk project. Staff is reviewing the plans.
15. **Boca Royale East** – Morris Engineering has resubmitted utility plans for Phase 1 of the Boca Royale East project. Staff is currently reviewing the changes.
16. **Englewood Apartments** – Kimley-Horn submitted utility plans for review on October 12, 2023. The project consists of 252 multi-family apartments and an amenity center. Staff is currently reviewing the plans.
17. **Generation at Englewood** – The plans are ready to be approved. Staff is working on the required Developer's Agreement. Once executed, staff will approve the plans and sign the required FDEP applications.
18. **Medical Twins** – Staff has reviewed the plans and submitted comments back to Heidt Design for the required corrections.
19. * **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 for requested changes.
20. * **Sandy Lane Townhomes** – DMK has resubmitted plans for the project. A Developer's Agreement has been completed and is awaiting execution prior to approving the plans and signing the FDEP applications.

Upcoming Developments/Projects:

21. * **Charlotte County – Avenues of the Americas Sidewalk Project** – Charlotte County plans to advertise for a contractor soon with construction beginning early 2024. They will be adding sidewalks and drainage along the north side of Avenues of the Americas from Winchester to San Casa Dr. and then on the east side of San Casa Dr. from Avenues of the Americas to the County Annex building. Staff met with the County Project Manager to review plans and minimize any conflicts that may arise.
22. * **Charlotte County – N. Beach Rd Sidewalk & Lighting** – Charlotte County is starting the process of hiring a consultant 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.
23. * **Englewood Self Storage** – Rapid Construction Solutions, LLC has submitted preliminary plans for a new self-storage facility located at 1912 S. McCall Rd. The proposed plans include 1,875 SF of office space, 103,278 SF of self-storage and 20,880 SF of covered parking. Staff attended a meeting on October 4, 2023, with the Engineer and Charlotte County Fire to coordinate the location of the FDC's and required fire hydrants for the project.
24. * **Fairway Vistas at Myakka Pines** – Staff had a meeting with the developers of the property that surrounds the Myakka Pine Golf Course on November 10, 2023, to discuss the utility requirements for the future development. The previous plans included 877 single/multi-family units, and three neighborhood amenity centers.
25. * **FDOT – Charlotte County Line to Tangerine Woods** – Green line mark-ups have been provided to Element Engineering Group. The proposed project would convert the center turn lane into a divided raised median with direction median openings. Construction is expected to begin in 2025.
26. * **FPL Partridge Substation** – The new FPL substation would be located west of Winchester Blvd. just south of the Sarasota/Charlotte County line. Dewberry plans to submit the utility plans for review in the near future.
27. * **Manatee Cay** – AM Engineering is working on a subdivision design for 85 SF homes and an amenity center. The parcel is located on the West side of Pine St, just North of Medical Blvd.
28. * **Prose Apartments** - Sarasota County has approved the latest rezone for the property located along N. Indiana Ave between Arlington Cove and Boca Royale. The project will now include a total of 260 apartments (159 1-bedroom and

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101 2-bedroom units) and Amenity Center. RESPEC will be working on the utility design and has already had a few preliminary discussions with staff.

29. * **Quail's Run Inn** – DMK is working on the utility design for the new Quail's Run Inn project. The property is located between Englewood Glass and Mirror and Quail's Run. There will be a total of 100 multi-family units and an amenity center. There were utilities installed with the previous project but the condition of those is unknown at this time.
30. * **Safe & Secure Storage at Englewood** – Creech Consulting, Inc. has submitted a preliminary site plan for a proposed 120,975 SF 3-story self-storage facility located at 1797 Englewood Rd. and has requested a letter of availability for water and sewer services.
31. * **Sarasota County Manasota Beach Rd Intersection Improvements** – Kimley-Horn has been selected to design the Manasota Beach Rd. improvements which includes milling and resurfacing of the intersection of Manasota Beach Rd. and Englewood Rd. 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.
32. * **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.
33. * **Waterside Drive Multi-Family** – Staff met with engineers from DMK to discuss a new development on Waterside Dr., south of Massachusetts Ave. The Developer plans to construct 35 – 800 SF elevated houses that would be rental properties. In order to serve the project, the water main would have to be extended and would more than likely require a private lift station.



Sanitary Sewer Utility Capacity Report

Please complete and return this form by the 5th of each month to:
 Folakemi Gangbo, Planner, 18400 Murdock Circle, Port Charlotte, FL 33948
 Phone: 941.764.4934 Email: Folakemi.Gangbo@charlottecountyfl.gov

Utility Information	
Utility Name: Englewood Water District	Month/Year Reporting: October 2023
Preparer's Name: Keith R. Ledford Jr., P.E.	Phone: 941-460-1020
Utility Address: 201 Selma Avenue	Email: Kledford@ewdfll.com
City: Englewood, FL	Zip code: 34223

Permit and Treatment Plant Information	
DEP Permit Number: FLA014126	
Permitted Disposal Capacity (AADF): 3.4 MGD	
Plant Peak Design Capacity: 4.2 MGD	

Monthly Flow Data (For Reported Month Only)	
Month's Average Daily Flow: 1.63 MGD	
Month's Peak Daily Flow: 2.43 MG	

Sanitary Sewer Connection Information (In ERCs)		
	ERCs (MGD)	Connections
Total ERCs Permitted:	3.4 MGD	
Total ERCs Served:	20,368	16,802
Single Family:	15,673	15,663
Multi-Family:	2,925	372
Commercial:	1,770	767
Industrial:		
Other:		
Calculated Total Flows:	1.6	
Remaining ERCs Available:	1.8	

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: 1,373,121 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: 373,258 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:
Folakemi Gangbo, Planner, 18400 Murdock Circle, Port Charlotte, FL 33948
Phone: 941.764.4934 Email: Folakemi.Gangbo@charlottecountyfl.gov

Utility Information		
Utility Name: Englewood Water District	Month/Year Reporting: October 2023	
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: 2.80 MGD		
Month's Peak Daily Flow: 3.44 MG		
Potable Water Connection Information (In ERCs)		
	ERCs (MGD)	Connections
Total ERCs Permitted:	5.36 MGD	
Total ERCs Served:	23,372	19,016
Single Family:	17,372	17,358
Multi-Family:	3,008	411
Commercial:	2,992	1,247
Industrial:		
Irrigation:		
Other:		
Bulk Customer (Committed):	1	1
Calculated Total Flows:	2.80	
Remaining ERCs Available:	2.56	
Recycled Water Connection Information (In ERCs)		
Total ERC Capacity	1.6 MGD	
Total ERCs Served:	1.6 MGD	
Industrial:		
Irrigation:	1.6 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:	2,892,000 Gallons	
Emergency Interconnect Information		
Interconnected Utility:	Charlotte County & Sarasota County	
Amount Transferred(Received):	0	
Reason for Emergency Transfer:		