

**AGENDA**  
**REGULAR MEETING**  
**ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS**  
**201 SELMA AVENUE, ENGLEWOOD, FL 34223**  
**FEBRUARY 8, 2024 @ 8:30 A.M.**

**Board of Supervisors:**

Robert C. Stern, Jr., Chair  
Lani Gaver, Vice-Chair  
Sydney B. Crampton  
Taylor Meals  
Seat #4 Vacant

**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 Co-Foreman, Rory Moser, Jr. – 25-years
  - a. Wastewater Plant Operator, Jonathan Evans – 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
  - a. HDR Potable Water Master Plan Update
6. CONSENT SECTION
  - a. Minutes of the Annual & Organizational Meeting dated January 11, 2024  
**Recommended Action:** Approve the meeting minutes.
  - b. Big W Law Invoice dated February 2, 2024.  
**Recommended Action:** Approve the attorney's invoice in the amount of \$1,275.00.
7. ACTION ITEMS
  - a. Collections Department Vacuum Tanker Trailer Purchase
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. January Financial Statements
  - 2. January Investment Statements
- 10. ATTORNEY’S REPORT – Robert H. Berntsson
- 11. OLD BUSINESS
  - a. Vacancy of Election District Seat #4
- 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 02/02/2024

**BOARD AGENDA ITEM SUMMARY      5a**

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MEETING DATE REQUESTED: February 8, 2024

SUBJECT: HDR Potable Water Master Plan Update Acceptance

CATEGORY:     Consent                       Discussion                       Presentation                       Action

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

DEPT.: **Technical Support**

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ITEM: **Request Board acceptance of the HDR Potable Water Master Plan Update.**

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PURPOSE / JUSTIFICATION: **At the February 2, 2023 meeting, the Board authorized task order HDR-23-002 for Professional Services for a Potable Water Master Plan Update. Based on the HDR Potable Water Master Plan Update and slide show presentation, Staff requests acceptance of the updated plan.**

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MOTION: **To accept the Potable Water Master Plan Update as prepared by HDR Engineering, Inc.**

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Prepared By: **Teresa Herzog**

Date: **January 31, 2024**

**Approvals:**

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Finance

\_\_\_\_\_  
Technical Support

\_\_\_\_\_  
Water Operations

\_\_\_\_\_  
Wastewater Operations

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ACTION TAKEN BY BOARD: \_\_\_\_\_ Approved / Resolution No: \_\_\_\_\_

ATTACHMENTS: **Reuse System Master Plan Update Binders**

**BOARD AGENDA ITEM SUMMARY**

**6a**

MEETING DATE: February 8, 2024

SUBJECT: Minutes of the Annual & Organizational Meeting dated; January 11, 2024

CATEGORY:  Consent

Discussion

Action

CONTACT PERSON: **Ray Burroughs**

DEPARTMENT: **Administration**

ITEM: **Request Board approval of the Annual & Organizational Meeting minutes dated January 11, 2024.**

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

MOTION: **To approve the minutes of the Annual & Organizational Meeting dated January 11, 2024.**

Prepared By: **Teresa Herzog**

Date: **January 17, 2024**

**Approvals:**

\_\_\_\_\_  
Administrator

  
\_\_\_\_\_  
Finance

\_\_\_\_\_  
Technical Support

  
\_\_\_\_\_  
Water Operations

  
\_\_\_\_\_  
Wastewater Operations

ACTION TAKEN BY BOARD:  Denied  Approved / Resolution No: \_\_\_\_\_

ATTACHMENTS: **Minutes of the Annual & Organizational Meeting dated January 11, 2024.**

**MINUTES**  
**ANNUAL AND ORGANIZATIONAL MEETING**  
**ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS**  
**201 SELMA AVENUE, ENGLEWOOD, FL 34223**  
**JANUARY 11, 2024 @ 8:30 A.M.**

**Board of Supervisors:**

Robert C. Stern, Jr., Chair  
Lani Gaver, Vice-Chair  
Seat #4 Vacant  
Sydney B. Crampton  
Taylor Meals

**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 – action item 7c., Wellen Park Sale & Purchase Agreement was removed.
3. SERVICE AWARDS – with gratitude, Chair Stern presented the following service award:
  - a. Collections Co-Foreman, Cole Keaser – 15-years
4. PUBLIC INPUT
  - a. Tony Babington, 818 Palmetto Street – Mr. Babington expressed interest in filling the vacancy of Seat #4. He is a former 12-year employee of EWD and is now a real estate professional.
  - b. Dennis Pinkiewicz, 505 Sandlor Drive – Mr. Pinkiewicz gave well wishes for Ms. Wright’s recovery then expressed interest in filling the vacancy of Seat #4. He ran against Ms. Wright in the last election and is retired from a water district. He still holds a license in water treatment and distribution.
5. PRESENTATIONS – None
6. CONSENT SECTION – Chair Stern called for a motion to approve as presented or removal of any item. Mr. Meals moved, “**to approve,**” seconded by Ms. Crampton.
  - a. Minutes of the Regular Meeting dated December 14, 2023  
**Recommended Action:** Approve the meeting minutes.
  - b. Big W Law Invoice dated January 2, 2024.  
**Recommended Action:** Approve the attorney’s invoice in the amount of \$1,350.
  - c. Ratification of 2024 Officers  
**Recommended Action:** Ratify the elected Officers; Mr. Stern as Chair and Ms. Gaver as Vice-Chair.
  - d. Ratification of 2024 Schedule of Board Meetings  
**Recommended Action:** Ratify the CY’24 Board Meeting Schedule & CY’25 Annual/Organizational Meeting.

**UNANIMOUS**

**24-01-11 CS A**  
**24-01-11 CS B**  
**24-01-11 CS C**  
**24-01-11 CS D**

7. ACTION ITEMS

a. Supervisor Voting Districts – Mr. Burroughs introduced the item. In keeping with Section 3 (a) 4. of the Enabling Act, the Supervisor’s Election Districts shall be revised every 10 years in the same manner as they were originally established. After initial adoption of the proposed boundaries, a public hearing must be held. Publication and posting in public places must precede the hearing by at least 30 days.

Mr. Meals moved, **“to approve,”** seconded by Ms. Gaver.

Minor discussion took place to include forecasting future growth and the spread of +6/-6 in population for each voting district.

**UNANIMOUS**

**24-01-11 A**

Full motion read: To tentatively adopt the proposed Supervisor’s Election Districts as attached, for the purpose of Public Hearing to be held March 14, 2024.

b. Starting Wage Increase – Mr. Burroughs introduced the item. With the increased costs of living in Englewood and surrounding areas, the District is concerned with recruitment efforts as our starting wages for non-exempt positions are not competitive with other employers in the area. Managers discussed the need to increase the starting wages by 10% to make our entry level positions pay a minimum of \$20 per hour to help draw more interest to the District. This increase along with our excellent benefit package should help to draw in more talent and fill our open position(s), as well as help the District’s position for hiring in the future as the district expands.

Ms. Crampton moved, **“to approve a 10% increase,”** seconded by Mr. Meals.

Minor discussion took place to include reaching out to the high school for recruitment and using caution when the lower people are bumped up.

**UNANIMOUS**

**24-01-11 B**

Full motion read: To approve a 10% increase to the starting wages of all non-exempt job grade levels.

c. Wellen Park Sale & Purchase Agreement – Removed

d. Holiday Ventures Generator Replacement – Mr. Burroughs introduced the item. The generator for Vacuum Station V-7 was originally earmarked for replacement in the FY24 CIP budget but due to some recent issues with the generator at Holiday Ventures, staff would prefer to replace this generator first. The Vacuum Station V-7 Generator Replacement will be added to the FY25 CIP for approval next year. Staff recommends purchasing the 250kW Blue Star Generator from Mid Florida Diesel. The proposal includes a 48-hour fuel tank and installation.

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

**UNANIMOUS**

**24-01-11 C**

Full motion read: 1) To authorize the replacement of the Holiday Ventures generator instead of the Vacuum Station V-7 generator as funded in the FY24 CIP budget and 2) to authorize the purchase of one (1) Blue Star 250kW 480V Three-Phase Generator per Quote # 01032024-JA from Mid Florida Diesel in the amount of \$106,685.00 piggybacking Florida Sheriffs Association Contract FSA23-EQU21.0 Item #151. Funds to come from the FY24 CIP Budget.

e. Distribution Vehicle Purchase – Mr. Burroughs introduced the item. The Distribution department budgeted in FY24 for one additional pick-up truck. This vehicle will be purchased from Duval Ford using the piggyback procurement method, contract pricing from Bradford County Sheriff’s Office, BCSO # 22-27-1.0. Cost for the vehicle with requested options is \$62,244.37, which exceeds the Administrator’s \$35,000 authority.

Mr. Meals moved, “**to approve,**” seconded by Ms. Crampton.

**UNANIMOUS**

**24-01-11 D**

Full motion read: To purchase, using the piggyback procurement method, contract pricing from Bradford County Sheriff’s Office, BCSO # 22-27-1.0, one (1) 2024 Ford F-250 Super Duty Pick-up Truck from Duval Ford in the amount of \$62,244.37. Funds to come from Capital Outlay.

8. DISCUSSION

a. Vacancy of Seat #4 – All Board members gave well wishes for Ms. Wright’s recovery and expressed gratitude for the time they have served with her. At the conclusion of discussion it was agreed upon that the 2 people who have expressed an interest in filling the vacancy would submit resumes and if anyone else in Ms. Wright’s voting district showed an interest in the position, they too could submit a resume for consideration. A decision is expected to take place at the February 8<sup>th</sup> meeting.

9. ADMINISTRATOR’S REPORT – Ray Burroughs

a. WATER OPERATIONS MANAGER – Dewey Futch

Production:

1. Total send out for December 2023 was 87.22 MG/2022 was 86.69 MG.
2. Average send out was 2.81 MGD/2022 was 2.79 MGD and the 2023 high was 3.12 MGD/2022 high was 3.06 MGD.
3. Stewart Tennis Courts and Fencing completed the new fence installation around wellfield 4, behind the water plant and around the yard.
4. Roofing Brothers have been onsite doing punchout items and cleaning up from the new roof installation.
5. Operators at the plant have been doing general maintenance and operations.

Distribution:

1. Distribution had 4 incidents to report:
  - a. 12-6-23 crews installed a new control valve on Placida Rd for the demolition of the front of Merchants Crossing. A boil water notice was

issued to affected customers and rescinded 12-7-23.

b. 12-6-23 a Contractor broke a 2" watermain at the intersection of N Indiana Ave and Lime St. Repairs were made and no boil water notice was issued.

c. 12-7-23 a watermain located at Edgemere Place broke. Repairs were made using a repair clamp and no boil water notice was issued.

d. 12-11-23 a Contractor working at Le Pera Dr broke a 2" watermain. Repairs were made and no boil water notice was issued.

2. New meter sets were 81 single family; 81 ERCs.
3. 69 radio-read heads were replaced.
4. 70 customer requested turn-ons were completed.
5. The Lead & Copper survey completion is at 72%.

b. WASTEWATER OPERATIONS MANAGER – David Larson

WRF:

1. The average daily flow for December 2023 was 1.61 MGD about the same as this time last year with a peak flow of 2.14 MG.
2. Installation and startup of the new centrifuge will begin this month.
3. The rehab of Plants #1 & #2 will begin this month.
4. Normal operations and maintenance are ongoing.

Collections:

1. 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. Hurricane Building Repairs – work is complete and the membrane roofs have a 20-year warrantee.
2. South WRF-New Headworks/Drying Beds – setting of the master lift station is being worked on. The electrical permit received zoning approval but still waiting on the electrical permit. Lack of the permit is beginning to delay the project.

Developments/Projects Approved for Construction:

1. Guardian Storage – this project is complete and will be removed from the status report.

Developments/Projects in Plan Review:

1. Staff has returned comments for requested changes for many of these projects in December.

Upcoming Developments/Projects:

1. Charlotte County – Avenues of the Americas Sidewalk Project – a pre-bid meeting is scheduled for next Wednesday, work should begin soon.
2. Waterside Drive Multi-Family (Turquoise Bay) – the watermain would need to be extended and upsized to serve this development.
3. The Sarasota County ROW public meeting was attended last night. The projects that would affect EWD are the Venice East Boulevard extension to Keyway Road, and the Keyway Road extension between Beachwalk and Boca Royale. The project is likely 5 or more years out.



d. FINANCE DIRECTOR – Lisa Hawkins

Financial Statements:

1. December – operating revenues were \$5.293M, up \$563K from last December. There were operating expenses of \$4.866M about the same as last year leaving us with an operating surplus of \$426,799. We have received \$10,300 so far from FEMA.

Investment Statements:

1. December – we had \$20.163M invested at RBC and \$1.417M at Centennial Bank. Staff is working with the financial advisor and not invest in long term CDs, there are many upcoming projects that need to be funded this year.

Mr. Burroughs concluded the Administrators report.

10. ATTORNEY’S REPORT – Robert H. Berntsson – None
11. OLD BUSINESS
  - a. Mr. Meals inquired about the status of the CodeRed Emergency System. Mr. Ledford replied it is expected to be rolled out to the public at the end of the month.
12. NEW BUSINESS – None
13. PUBLIC COMMENT – ANY TOPIC – None
14. BOARD MEMBER COMMENTS – All Board members stated they will miss Ms. Wright and expressed excitement for the upcoming new year.
15. ADJOURNED @ 9:06 am

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Lani Gaver, Vice-Chair

/tlh

APPROVED

**BOARD AGENDA ITEM SUMMARY**

**6b**

MEETING DATE: **February 8, 2024**

SUBJECT: **The Big W Law Attorney's Invoice dated February 2, 2024**

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 February 2, 2024.**

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

FISCAL IMPACT: 500311-500-101

Budget Resolution Required:  yes  no

Amount Budgeted	\$	23,000.00
Year to Date Expenditures	\$	(3,825.00)
Total Expenditure Required	\$	<b>(1,275.00)</b>
Remaining in Budget	\$	<u>17,900.00</u>

MOTION: **To approve the Big W Law Attorney's invoice dated February 2, 2024 for services rendered January 1, 2024 through January 31, 2024 in the amount of \$1,275.00. Funds to come from water/wastewater revenues.**

Prepared By: **Teresa Herzog**


Date: **February 2, 2024**

**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 February 2, 2024.**



# 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 02/02/2024  
 by: Englewood Water District  
 @ 10:26 a.m. T. Herzog

Statement Date: 02/02/2024  
 Statement No. 33265  
 Account No. 8.0000

Englewood, FL 34223

Legal Services  
 PO 58008

FOR PROFESSIONAL SERVICES RENDERED

			Rate	Hours	
01/05/2024	RHB	Email with Ms. Herzog; Review Wellen Park sales agreement; Review agenda; Telephone conference with Ms. Herzog.	300.00	0.50	150.00
01/09/2024	RHB	Email with Ms. Herzog; Review letter from Ms. Wright; Email with Ms. Wheaton; Review Florida Statutes, Enabling Act.	300.00	1.00	300.00
01/10/2024	RHB	Email with Ms. Herzog; Review Wellen Park agreement; Email with Ms. Hawkins.	300.00	0.50	150.00
01/11/2024	RHB	Prepare for and attend Board of Supervisors Meeting; Email with Ms. Herzog.	300.00	1.00	300.00
01/16/2024	RHB	Email with Ms. Wheaton.	300.00	0.25	75.00
01/17/2024	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
01/23/2024	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
01/26/2024	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
01/30/2024	RHB	Email with Ms. Herzog.	300.00	0.25	75.00
		For Current Services Rendered		4.25	1,275.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Robert Berntsson	4.25	\$300.00	\$1,275.00

PREVIOUS BALANCE \$1,350.00

Total Current Work 1,275.00

Payments

Total Payments for 01/11/2024 -1,350.00

Englewood Water District  
Account No. 8.0000  
RE: Legal Services

Statement Date: 02/02/2024  
Statement No. 33265

Balance Due \$1,275.00

Billing History						
<u>Fees</u>	<u>Hours</u>	<u>Expenses</u>	<u>Advances</u>	<u>Finance Charge</u>	<u>Payments</u>	
105,387.50	423.01	0.00	7.80	0.00	104,120.30	

**BOARD AGENDA ITEM SUMMARY**

**7a**

MEETING DATE: February 8, 2024

SUBJECT: Collections Department Vacuum Tanker Trailer Purchase

CATEGORY:  Consent  Discussion  Action

CONTACT PERSON: **Dave Larson**

DEPARTMENT: **Collections**

ITEM: **Collections Department Vacuum Tanker Trailer Purchase**

PURPOSE / JUSTIFICATION: This purchase will replace a used 1986 6,700-gallon tanker trailer that was purchased in 2012 and is past its useful life. Staff obtained a proposal from West-Mark utilizing Sourcewell contract #092922-CER in the amount of \$149,250 as well as from Littlejohn Tank & Equipment, Inc. for \$84,700. Due to the significant difference in pricing of \$64,550 between the proposals and the immediate availability of the equipment from Littlejohn Tank & Equipment, Inc. to ship, the Administration has made the decision that it is in the District's best interest to make an exception to our policies and award the requisition to Littlejohn Tank & Equipment Inc. Cost exceeds the Administrator's \$35,000 authority.

Funds in Account: Capital Outlay 500643-541-101 Budget Resolution required:  yes  no

Amount Budgeted	\$	380,609.60
Year to Date Expenditures	\$	(205,217.22)
Total Expenditure Required	\$	<u>(84,700.00)</u>
Remaining in Budget	\$	<u>90,692.38</u>

MOTION: To authorize the purchase of one 2024 Gallegos 150 BL (6,500 GAL) aluminum vacuum tanker trailer from Littlejohn Tank & Equipment, Inc. in the amount of \$84,700.00. Funds to come from Collections Department Capital Outlay.

Prepared By: **Teresa Herzog**

Date: **January 26, 2024**

**Approvals:**

\_\_\_\_\_  
 Administrator

  
 Finance

\_\_\_\_\_  
 Technical Support

  
 Water Operations

  
 Wastewater Operations

ACTION TAKEN BY BOARD:  Denied  Approved / Resolution No: \_\_\_\_\_

ATTACHMENTS: **EWD Procurement Memo, Littlejohn Tank & Equipment Inc. and West-Mark Proposals**



# Memo

**To:** Bee Ling Wheaton, Procurement Manager  
**From:** Ron Franklin, Collections Manager  
**Date:** January 23, 2024  
**Re:** Purchase of Vacuum Tanker Trailer

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The Collections Department is looking to purchase a 6500-gallon vacuum tanker trailer.

2 proposals were obtained. The first proposal is from Little John Tank & Equipment for \$84,700, available for delivery as soon as the order is placed. The second proposal is from West-Mark utilizing Sourcewell contract #060920-CER for a total of \$149,250. The specs for both tanker trailers met the District's requirements.

Based on the large disparity in pricing between both proposals and the immediate availability of equipment from Little John Tank & Equipment, the Administration has made the decision that it is in the District's best interests, to make an exception to our policies to award the requisition to Little John Tank & Equipment.

A handwritten signature in blue ink, appearing to read 'Ron Franklin', is written over a horizontal line.

Ron Franklin, Collections Manager

Approved by:

A handwritten signature in blue ink, appearing to read 'Ray Burroughs', is written over a horizontal line.

Ray Burroughs, Administrator

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## SALES CONTRACT & ORDER ACCEPTANCE

**TO:** Englewood Water District

**FROM:** Christopher "Duck" Duckworth  
 Tank Trailer Sales  
 cduckworth@littlejohnntank.com  
 800.828.6555 Ext. 1208  
 Littlejohn Tank & Equipment, Inc  
 1720 Union St. Spartanburg, SC 29302

**PO#** Quote#D8137

### DESCRIPTION & SERIAL NUMBER

2024 Gallegos 150BL(6500Gal)w/NVE 607 pump Air ride/Available to ship from Laredo, TX

Unit Price	\$80,500
Federal Excise Tax	\$0 Exempt
Sales Tax	\$0 We do not collect
Licensing Fee	\$0
Buyer Tag	\$0
Freight	\$4200
Doc Fee	\$0
Unit Total	\$
Number of Units on Order	\$1
Sub Total	\$
Less Deposit/Trade In	\$0
<b>TOTAL ORDER/DUE</b>	<b>\$84,700</b>

*Delivery dates are dictated by the manufacturer and are subject to change.*

Buyer Notice: By signing this agreement the Buyer acknowledges that Littlejohn Tank (Seller) has received an order for the equipment described above from the Buyer and that upon completion, Buyer agrees to immediately fund all aforementioned equipment. Terms are cash upon completion. This is a firm, non-cancellable order and all deposits are non-refundable. Furthermore, Seller and Buyer agree that the price to be paid by Buyer on new equipment may be adjusted for cost increases passed along from the equipment manufacturer which may increase the total price from that stated above. Buyer and Seller agree that the risk of ownership, which includes custodial risks and insurability, pass from Seller to Buyer at the time of completion and or invoicing. Buyer and Seller further agree that title documents to equipment shall remain with Seller until full payment is received. A documentary fee is not an official fee and is not required by law, but may be charged to a Buyer for the handling of documents and the performing of services related to the closing of a sale. This notice is required by law. All state and local taxes are paid by the Buyer and MAY or MAY NOT be included in pricing above depending upon tax information provided to Littlejohn Tank A 1.5% finance charge may be assessed on any past due balance. A \$25.00 fee will be assessed for each returned check. All used equipment is sold "As is, where is" with no warranty express or implied.

Note To Buyer: New and used tanks and trailers may contain metal shavings or other materials due to manufacturing, modifications, repairs or previous commodities. It is strongly recommended that the interior of the vessel be cleaned professionally prior to initial loading to avoid contamination of cargo. Littlejohn Tank will not be responsible for any contamination of cargo or resulting claims from any party. Buyer agrees to hold Littlejohn Tank harmless and further indemnifies Littlejohn Tank from any and all claims in the event of product contamination by any cause or event.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**EQUIPMENT: 150 BARREL (6,300 GAL) VACUUM TANK - MADE OF ALUMINUM**  
 NEW TRAILER: GALLEGOS® BRAND, CYLINDRIC TYPE VACUUM TANK 150 BBL (6,500 GAL) CAPACITY,  
 42' LONG x 10.33' HIGH x 8.53' WIDE. YEAR MODEL 2022 WITH THE FOLLOWING SPECIFICATIONS:

<b>BODY:</b>	Aluminum 5454 H32 1/4" Gauge	<b>SUSPENSION:</b>	HENDRICKSON AIR RIDE SUSPENSION
<b>END HEADS:</b>	Convex, Aluminum 5454 HD 1/4" Gauge	<b>AXLES:</b>	(2) 30,000 lbs. round w/outboard drums
<b>LANDING GEAR:</b>	One set JOST A400-G3-17SD Heavy Duty	<b>AUTO SLACK ADJUSTMENT:</b>	Haldex S-ABA self setting
<b>COMPARTMENTS:</b>	Single Compartment	<b>BOOSTER:</b>	Haldex Gold seal brake chambers
<b>BAFFLES:</b>	(2) Four, Aluminum 5454 1/4" Gauge	<b>RING STIFFENER:</b>	Omega type, 4" X 1 1/2" 10 Gauge
<b>BUMPER:</b>	1/4" Gauge Aluminum and TOW HOOK	<b>LASER WHEEL ALIGNMENT:</b>	Performed and tested at facility
<b>MANWAYS:</b>	3 on top, 1 rear cleanout - 20" Full opening with aluminum lids	<b>ABS SYSTEM:</b>	Both axles, one module two sensors WABCO
<b>PRIMARY SHUTOFF:</b>	One (1) with 4" outlet, With 6" SS Float on top front	<b>SIDE LADDER:</b>	Single Ladder to center manhole
<b>SECONDARY SHUTOFF:</b>	Steel 12 gallon 4" plumbing with 9" SS Float	<b>STROBE LIGHT:</b>	Grote LED At Rear
	1" bottom drain with ball valve	<b>LIGHTS:</b>	LED Grote, DOT approved, sealed, work lights
<b>CAT WALK:</b>	Included		Harness and junction box with terminal strip Work light and Strobe at rear
<b>DESIGN PRESSURE TESTS:</b>	23 PSIG Hydrostatic, 15 PSI Internal	<b>CONSPICUITY TAPE:</b>	2" Grote, DOT approved
<b>PRESSURE RELIEF:</b>	One (1) 1 1/2" pressure relief placed on secondary shutoff	<b>SIGHT TUBE:</b>	2 1/2" Acrylic sight tube installed at the rear
<b>VACUUM RELIEF:</b>	One (1) 1 1/2" placed on secondary shutoff	<b>POINTER:</b>	1 pointer load level indicator
<b>DISCHARGE:</b>	(1) 6" brass lever valve at the rear Cleanout manway (NPT)	<b>MUD FLAPS:</b>	Gallegos
<b>LOAD:</b>	(1) 4" brass lever valve at the rear (NPT)	<b>MUD FLAPS:</b>	Aluminum 30 x 24 x 24 in front of Tandem driver side
<b>FENDERS:</b>	Full length/nose tray 7" deep closed in the front and back	<b>WHEELS:</b>	(8) Aluminum 22.5
<b>PAINT:</b>	All steel parts primed and painted	<b>TIRES:</b>	(8) Triangle 22.5

**DDP: Laredo, TX**

**THIS QUOTATION INCLUDES WHEELS AND TIRES**

IMPORTANT NOTICE: This quotation is valid for the next 15 days as of today's date.

<b>Amount requested:</b>	<b>10%</b>	<b>DOWN PAYMENT:</b>	<b>USD</b>	<b>the rest is due, upon completion.</b>
This amount is for 1 (one) unit.				

**DELIVERY: TIME IS BASED ON THE DATE YOUR PURCHASE ORDER IS RECEIVED AND DOWN PAYMENT IS CONFIRMED.**

**WARRANTIES:**

- 5 YEAR WARRANTY ON PAINT BRIGHTNESS
- 3 YEAR WARRANTY ON GENERAL STRUCTURE
- 3 YEAR WARRANTY ON SUSPENSION
- 3 YEAR WARRANTY ON THE AXLES
- 1 YEAR WARRANTY ON ACCESORIES

Delivery, will count after down payment is confirmed with Bank.  
 DDP: Laredo, TX

\_\_\_\_\_  
 NAME / SIGNATURE OF CONFIRMATION AND APPROVAL  
 DATE:





2704 Railroad Avenue, Ceres, CA 95307  
 P.O. Box 100, Ceres, CA 95307-0100  
 (209) 537-4747 - FAX (209) 537-1753

PROPOSAL

Date: 1/4/2024  
 Quote # 12722  
 RFQ #

Member # 40718  
 Englewood Water District  
 Bee Ling  
 bwheaton@englewoodwater.com  
 941-460-1014

Contract # 092922-CER  
 Row 1 Part # VACTRAILER  
 Row 2 Part #

Ship To: Atwater, CA

QTY	DESCRIPTION	LIST PRICE	DISCOUNT	PRICE EACH	FET	SALES TAX	DELIVERY	SUBTOTAL	TOTAL
1	VACUUM TRAILER	\$ 179,137.50	24.00%	\$ 141,000.00	\$ 16,920.00	\$ -	\$ 8,250.00	\$ 166,170.00	\$ 166,170.00
				\$ -				\$ -	\$ -
	LICENSING FEE (IF QUOTED)			\$ -				\$ -	\$ -
	ON-SITE TRAINING (IF QUOTED)			\$ -				\$ -	\$ -
ABOVE PRICING DOES NOT INCLUDE ANY SALES TAX. IF SALES TAX IS APPLICABLE IT WILL BE ADDED AT TIME OF INVOICE									
<b>GRAND TOTAL:</b>								<b>\$ 166,170.00</b>	

Above pricing meets or exceeds applicable pricing discounts under West-Mark's Sourcewell contract # 092922-CER

Pricing is good for 30 days.

Current standard delivery is 240 days ARO

See attached West-Mark specifications # 12722 for a detailed description of our offer.

**Vehicle(s) may be shipped on a delivery trailer. Customer or customer's agent is responsible for unloading. If final destination does not have the means to unload, above delivery pricing is subject to an increase.**

COMMENTS:

FET is added to sale price and can be removed if an exempt certificate is provided. Sales tax not included and will be charged per state and local rate if Tax exempt certificate is not provided. Delivery time is subject to supply chain delays.

Unit(s) Manufactured:  
 West-Mark (CAGE: 880W5)  
 581 Industry Way, Atwater, CA 95301

Thank you for your consideration of our offer,

Jeff Hurst  
 Government Contracting



P.O.BOX 100  
CERES, CA 95307  
www.west-mark.com

PHONE: (209) 537-4747  
TOLL FREE: (800) 692-5844  
FAX: (209) 537-1753

### GENERAL

The following equipment shall be a new West-Mark tandem axle Vacuum semi trailer.

OVERALL LENGTH: Approximately forty-three feet six inches (43' 6").

PRODUCT: Non-Hazardous liquid waste 8.5 lbs./gallon to be compatible with tank construction

VESSEL CODE: Non-Spec.

OPERATING PRESSURE: 14.9 psi maximum

VACUUM RATING: Full Vacuum

TANK OPERATING TEMPERATURE: One hundred twenty-five degrees Fahrenheit (125° F) maximum.

INTENDED AREA OF OPERATION: 50 States.

INTENDED USE: Highway only.

### TRACTOR

#### **TRACTOR:**

Customer supplied.

Chassis info required prior to design and construction to determine actual legal load compliance

### TANK / MANHOLES / VENTING

#### **BARREL:**

6500 gallons, straight round barrel. The barrel shall be made from .250" 5454 aluminum trailerbrite finish

Capacity does not include head outage.

HEADS: Two (2) each Aluminum 5454-0 mill finish, thickness as required full vacuum 100% dished and flanged.

HEAD FINISH: Outside of heads to be spin polished.

BAFFLE(S): Two (2) each Aluminum 5454-O .250" dished and flanged with extra large cutout at bottom for easy cleanout

RINGS: Aluminum channel sections, fully welded to shell.

WINGS AND BOLSTERS: Shall be made of aluminum with full length side fillers at rear above rear subframe

SIDE FILLERS: Aluminum with coupler plate adjustment rails.

#### **WELD FINISH:**

INTERIOR: Weld finish to be W-0 inside.

#### **MANHOLE:**

Two (2) 20" full opening, stainless steel lid with aluminum collar and 6 hold downs Includes a hinge stop for keeping the lid off the shell when open. One at top center prox, one in rear and one at rear head.

Gasket to be Buna-N (Black).

#### **RELIEF VALVE:**

One (1) Each 2" bronze pressure relief, adjusted to 10 psi.

**LADDERS / WALKWAYS / SPILLDAMS****WALKWAY:**

One (1) side of tank to have 12" wide aluminum non-slip platform walkway, full length of tank with 1" Grab rail next to tank; located at 3-O'clock curbside.

**LADDER:**

One (1) each aluminum with 4-1/2" aluminum non-slip steps and 1" grab rail. Step from ground to bumper and from bumper to ladder.

**LIGHTS AND WIRING****ELECTRICAL SYSTEM:**

System shall be 12-volt, 7-way, and vapor proof. All lamps to be L.E.D. type and locations shall meet all D.O.T. requirements.

**STOP/ TAIL/ TURN:** Four (4) each model 44 type in 2-hole, stainless steel boxes; 2 red each side.

**CENTER ID:** One (1) each Truck-Lite model 15 stainless steel I.D. shall be mounted at rear per D.O.T.

**MID TURN/ MARKER:** One (1) each amber model 60 oval turn/ marker light shall be mounted @ center of unit (approx.) each side if required by D.O.T.

**FRONT MARKERS:** One (1) each amber model 30 light shall be mounted to the front corner of the trailer at 45° on each side of unit.

**REAR MARKERS:** One (1) each red model 30 marker lamp located at end of each light box.

**REFLECTORS:**

To be mounted per D.O.T. specifications.

**CONSPICUITY STRIPING:**

To be installed at sides and rear per D.O.T. specifications.

**FRONT RECEPTICAL:**

Truck-Lite 7-way nosebox (model #50806) with 15 amp circuit breakers and front access to cable hookup, mounted on a stainless steel bracket between glad hands.

**WORKLIGHTS:**

Two (2) each Betts swivel L.E.D. flood light (#315503) to be mounted at rear near top of tank. Work light(s) to be wired to trailer's clearance lights with separate switch to operate from ground level.

**PLUMBING****OUTLET:**

4" bronze lever valve located in bottom of 20" cleanout lid

Plumbing to end in 4" aluminum male camlock adapter and cap with chain.

**RISER PIPE LOAD LINE:**

4" Aluminum riser pipe elbowed out bottom rear 45o inside of tank with a 45o elbow at top. 4" bronze lever valve, ending with 4" aluminum camlock adapter and cap w/ chain.

**HYDRAULIC LINES:**

Stainless steel hydraulic lines from front of trailer over front fender and hosed to pump. One stainless steel pipe for pressure and one stainless steel pipe for return line. Lines shall be sized properly for flow and pressure; Aeroquip quick disconnect fittings (# 5100-S5-12B / 5100-S2-12B) at front of unit.

**HYDRAULIC CONTROLS:**

One (1) each directional control valve and one (1) each speed control valve shall be installed in hydraulic system. Controls

**PRIMARY SHUTOFF:**

NVE 12" aluminum with BUNA gasket. Located top front of tank

**AIR PIPING:**

4" Aluminum pipe and jumper hoses from pump station at belly of tank to primary shutoff at top front of tank

**PUMP PLATFORM:**

Belly mounted platform for pump and engine with additional bolsters and pads at center of tank

**PUMP PACKAGE:**

Masport Cobra plug and play includes oil catch and secondary shutoff with hydraulic drive option  
4" 532 CFM fan cooled

**UNDERCARRIAGE****KICK PLATE:**

To be installed at front of unit and to be of aluminum construction.

**KING PIN PLATE:**

Adjustable upper coupler, mild steel.

48" Ride height, unless noted otherwise in tractor spec's above.

**LANDING GEAR FRAME:**

Frame to be aluminum construction.

**LANDING LEG SUPPORTS:**

Stainless steel pipe style from legs up to crossmember and to rear of subframe.

**LANDING GEAR:**

JOST Aluminum square leg, 2-speed, steel sand shoes, 55,000 lb. lift capacity.

Crank located on curbside.

**REAR SUBFRAME:**

Stainless steel construction for a tandem axle suspension.

**SUSPENSION:**

Two (2) HENDRICKSON TURNER INTRAAX AANT 23K air ride integration system

17" ride height, weld-on wing style hangers, front shock absorbers

**AXLES:**

Two (2) 23K, 5-3/4" round 71-1/2" track

10 stud on 11.25" centers hubs with HUB piloted mounting

HP spindles (same inner and outer bearings)

**BRAKES:**

16-1/2" X 7", 28 spline S-Cam, balanced fused drums

16.5" x 7" HXS Abex 3030-197 non-asbestos brake lining

Hendrickson's standard chambers and automatic slacks

Tone rings for ABS system.

**WHEELS:**

OUTER: Four (4) Each 22.5 x 8.25 STEEL painted white.

INNER: Four (4) Each 22.5 x 8.25 STEEL painted white.

**TIRES:**

Eight (8) Each 295/75R 22.5 CONTINENTAL HT3.

**HEIGHT CONTROL (SUSPENSION SPECIFIC):**

One (1) Each height control valve.

**DUMP VALVE:**

Automatic dump valve for air bags to be installed. Dump valve is designed to automatically release air from bags when trailer parking brake is set from inside tractor

**BUMPER:**

Stainless steel non-code 4" x 4" cross tube welded to West-Mark standard 3" x 2" uprights.

**BRAKE SYSTEM:**

To be built to D.O.T. specifications, WABCO 4S/2M IABS with ROLL STABILITY system and Aluminum air tank(s). IABS malfunction/ operation light located on front fender bracket of roadside rear fender, facing forward, per D.O.T.

**FRONT FENDERS:**

Aluminum contour, ribs down.

Stainless steel fender pipe mounting with U-bolts and under straps.

Mudflaps at rear of front fenders to be WHITE, poly, anti-spray type.

**REAR FENDERS:**

Aluminum contour, ribs down.

Stainless steel fender pipe mounting with U-bolts and under straps.

Mudflaps at rear of unit to be WHITE, poly, anti-spray type. Mudflap mounting to meet SAEJ682 standard.

**TIRE CARRIER:**

Steel NASH basket style, mounted rear of landing leg subframe.

**MISC. ITEMS**

**HOSE TRAY:**

Two (2) Each 22" wide X 21' aluminum trays, located toward rear each side

**HOSE HOOKS:**

Two (2) Each aluminum; located on rear head.

**SIGHT TUBE:**

One (1) Each 1-1/2" clear acrylic sight tube with bronze ball valve at top and bottom.

Located at rear head.

**CERTIFICATE HOLDER:**

Betts PS-1 (#820012) document holder with spring.

Mounted on landing leg subframe (roadside).

**PAINT:**

One (1) Color Acrylic Urethane paint on suspension and on all carbon steel fabricated parts.

Color to be Black

**MANUALS:**

One (1) each operation and maintenance manual(s) on CD-ROM shall be supplied and shipped with unit;

**CALIBRATION:**

Theoretical, in 1/4" increments, complete with charts.

**WARRANTY:**

Unit shall be guaranteed to be free from defects in material and workmanship, while under normal use and service by the original purchaser, for a period of ONE (1) year from the date unit is delivered.

**F.O.B.:**

Destination.

201 Selma Ave

Englewood, FL 34223

**INSPECTION AND ACCEPTANCE:**

West-Mark (CAGE: 880W5)

581 Industry Way

Atwater, CA 95301

**STATUS REPORT**  
**For Board Meeting February 8, 2024**

**New Task Orders Assigned:**

1. None.

**CIP/In-house Projects:**

1. **Quail's Run I&I** – GML Coatings has scheduled the lining crew to begin work in March with the manhole repair/lining to follow.
2. **South WRF – New Headworks/Drying Bed** – Poole & Kent continue to work on the headworks project. The electrical building permit has still not been issued yet by Charlotte County.
3. **Utility Rate Study** – A PO was issued to Raftelis Financial Consultants, Inc on December 19, 2023. Raftelis has give us the request for initial information and we have a kick-off meeting schedule for February 15, 2024.
4. **V-1 Generator Replacement** - Mid Florida Diesel plans to install the new generator on February 15, 2024.
5. **V-1 Station Rehab** – PCL Construction has mobilized to the site and began work as of January 2, 2024. The temporary station equipment has been received and PCL Construction is currently making the required piping connections.
6. **Water Masterplan Update** – The presentation of the final Water Master Plan is scheduled for the February Board Meeting.
7. **WRF Plant 1 & 2 Rehab** – Evoqua plans to begin the rehab of the first plant at the end of January 2024. U.S. Submergent completed the cleaning on Digester #2.
8. **\* Elevated Tank Rehab** – Staff is working on a bid package for a complete blast and recoating of the tank.
9. **\* Lime Bed Cleaning** – Staff is working on a bid package for the clearing, grading and removal of spent lime from the back three Lime Beds.
10. **\* LS #114 Improvements – Brook to Bay** –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.
11. **\* LS 121 Rehab** – Innovative Contractors and GML have both completed their portions of the lift station rehab work.
12. **\* 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.
13. **\* North WRF Phase 1** – Angie Brewer and Associates has submitted the Facilities Plan to FDEP for approval.
14. **\* 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.
15. **\* WRF Centrifuge Replacement** – Staff is working on the installation of the centrifuge and panel. PIERALISI is scheduled to be on site the first week of January 2024 for commissioning.

**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

\* NO SIGNIFICANT UPDATE

## STATUS REPORT

construction. No FDEP permits are required for this project.

2. **Beachwalk by Manasota Key Phase 2** – Kimley Horn has submitted the certification package for the offsite FM. Final testing for Phase 2 has started.
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)** – The contractor has begun installing utilities for Phase 2.
6. **\* Gateway Court** – FDEP permits for both water and sewer have now been received.
7. **\* Lake Emily** – Staff has been working with DEME Construction to coordinate the required modifications to the existing water line and installation of the construction meter for the project. A portion of water main will have to be shut down in order to complete this work, requiring one single residence to be placed under a boiled water.
8. **\* 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.
9. **\* 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.
10. **\* 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:**

11. **\* 200 Artists** – The plans are ready to be approved. Staff is finalizing the required Developer's Agreement. Once executed, staff will approve the plans and sign the required FDEP applications.
12. **\* Beachwalk by Manasota Key Phase 3** – Kimley-Horn has resubmitted plans for Phase 3 of the Beachwalk project. Plans were ready to be approved but a Pulte may be changing the phasing for Phase 3. If they do, plans will need to be updated prior to approving.
13. **\* Beachwalk by Manasota Key Phase 4** – Kimley-Horn submitted plans for Phase 4 of the Beachwalk project. Staff is reviewing the plans.
14. **\* Boca Royale East** – Morris Engineering has resubmitted utility plans for Phase 1 of the Boca Royale East project. Staff submitted additional comments for requested changes on December 13, 2023.
15. **\* 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 returned comments for requested changes on December 15, 2023.
16. **\* 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 returned comments for requested changes on December 14, 2023.
17. **Generation at Englewood** – The Developer's Agreement has been sent for review. Once executed, staff will approve the

## STATUS REPORT

plans and sign the required FDEP applications.

18. \* **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.
19. **Paddock Pines** – AM Engineering submitted plans for Paddock Pine. The project is an out parcel for Park Forest located on Pine Street behind the commercial parcels along River Road and consists of 30 single-family homes. Staff has reviewed the plans and returned comments for requested changes.
20. \* **Prose Apartments** – RESPEC submitted utility plans for the Prose Apartment project on November 15, 2023. The project includes a total of 260 apartments (159 1-bedroom and 101 2-bedroom units) and an Amenity Center. Staff is currently reviewing the plans.
21. \* **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.
22. \* **Shores at Stillwater (FKA Medical Blvd.)** – Heidt Design has resubmitted the utility plans for final review and approval. A Developer's Agreement will need to be completed prior to approval.

### Upcoming Developments/Projects:

23. **Charlotte County – Avenues of the Americas Sidewalk Project** – Charlotte County has a request for bids out for the construction project. 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 Building.
24. \* **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.
25. \* **Esplanade at Wellen Park** – Staff has had multiple meetings with Atwell, LLC to discuss the utility requirements for the future development of the property that surrounds the Myakka Pine Golf Course. The project will include 877 single/multi-family units and three neighborhood amenity centers. Staff also met with representatives from Atwell, Wellen Park and the City of North Port to discuss a potential emergency water interconnect at the our adjoining boundary. If agreed upon, the interconnect would be designed and constructed with this project.
26. \* **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.
27. \* **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.
28. \* **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.
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.



## STATUS REPORT

31. **\* 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.
32. **Waterside Drive Multi-Family (Turquoise Bay)** – Staff met with engineers from DMK to discuss a new development on Waterside Dr., south of Massachusetts Ave. The Developer is looking to construct 42 multi-family units with a community pool. In order to serve the project, the water main would have to be extended and would require a private lift station or significant modifications to the existing vacuum system.



## Potable and Recycled Water Utility Capacity Report

Please complete and return this form by the 5<sup>th</sup> of each month to:  
**Folakemi Gangbo, Planner, 18400 Murdock Circle, Port Charlotte, FL 33948**  
**Phone: 941.764.4934 Email: [Folakemi.Gangbo@charlottecountyfl.gov](mailto:Folakemi.Gangbo@charlottecountyfl.gov)**

<b>Utility Information</b>	
Utility Name: Englewood Water District	Month/Year Reporting: January 2024
Preparer's Name: Keith R. Ledford, Jr., P.E.	Phone: 941-460-1020
Utility Address: 201 Selma Ave	Email: kledford@ewdf.com
City: Englewood	Zip code: 34223
<b>Permit and Treatment Plant Information</b>	
DEP Permit Number: 6580531	
Permitted Treatment Capacity (AADF): 5.36 MGD	
Plant Peak Design Capacity: 6.86 MGD	
<b>Monthly Flow Data (For Reported Month Only)</b>	
Month's Average Daily Flow: 2.91 MGD	
Month's Peak Daily Flow: 3.31 MG	
<b>Potable Water Connection Information (In ERCs)</b>	
ERCs (MGD)	Connections
Total ERCs Permitted: 5.36 MGD	
Total ERCs Served: 23,562	19,201
Single Family: 17,551	17,537
Multi-Family: 3,008	411
Commercial: 3,003	1,253
Industrial:	
Irrigation:	
Other:	
Bulk Customer (Committed): 1	1
Calculated Total Flows: 2.91	
Remaining ERCs Available: 2.45	
<b>Recycled Water Connection Information (In ERCs)</b>	
Total ERC Capacity: 1.9 MGD	
Total ERCs Served: 1.9 MGD	
Industrial:	
Irrigation: 1.9 MGD	
Other:	
Remaining ERCs Available:	
<b>Bulk Water Purchase Agreement Information</b>	
Utility Purchased From: Englewood Water District	
Utility Sold To: Bocilla Utilities Inc.	
Maximum Purchase Amount:	
Actual Purchased Amount: 3,020,000 Gallons	
<b>Emergency Interconnect Information</b>	
Interconnected Utility: Charlotte County & Sarasota County	
Amount Transferred(Received): 0	
Reason for Emergency Transfer:	



# Sanitary Sewer Utility Capacity Report

Please complete and return this form by the 5<sup>th</sup> of each month to:  
**Folakemi Gangbo, Planner, 18400 Murdock Circle, Port Charlotte, FL 33948**  
**Phone: 941.764.4934 Email: [Folakemi.Gangbo@charlottecountyfl.gov](mailto:Folakemi.Gangbo@charlottecountyfl.gov)**

Utility Information	
Utility Name: Englewood Water District	Month/Year Reporting: January 2024
Preparer's Name: Keith R. Ledford Jr., P.E.	Phone: 941-460-1020
Utility Address: 201 Selma Avenue	Email: <a href="mailto:Kledford@ewdfl.com">Kledford@ewdfl.com</a>
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: 1.97 MGD	
Month's Peak Daily Flow: 2.29 MG	

Sanitary Sewer Connection Information (In ERCs)		
	ERCs (MGD)	Connections
Total ERCs Permitted:	3.4 MGD	
Total ERCs Served:	20,556	16,989
Single Family:	15,855	15,845
Multi-Family:	2,925	372
Commercial:	1,776	772
Industrial:		
Other:		
Calculated Total Flows:	1.9	
Remaining ERCs Available:	1.5	

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:	2,710,099 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:	

DP

# Dennis Pinkiewicz

## Summary

Accomplished water utility operator. Over 10 years of experience in the treatment and distribution fields. Accomplishments include general maintenance, main and service line install, pump station work, manual labor, treatment plant operations, water samples, reading meters. Ability to communicate effectively. Possession of excellent customer service skills. Performs well under pressure and the ability to multi task.

## Accomplishments

- Performed routine maintenance on equipment on as-needed basis.
- Inventory Control
- Restocked and organized items as necessary.
- Attending Water Review Seminars
- Attended 5 classes by Rutgers and gathering over 40 contact hours.
  - Generated professional networks by engaging in professional, industry and government organizations
  - Eliminated downtime and maximized revenue by providing top project quality control
- Confident Leadership skills
- Used coordination and planing skills to achieve results according to schedule

## Experience

### Old Bridge Municipal Water Authority - Water Distribution and Treatment Operator

Old Bridge, NJ  
07/2011 - 06/2021

- Trained to maintain and fully operate 6.5 MGD iron and manganese treatment plant for ground water.
- This system served potable water to over 60,000 water services.
- Excellent at problem solving for distribution system and treatment plant.
- Worked with on site chlorine generation system for our disinfectant.
- Able to do state mandated monthly and daily grab samples for- bacteria, chlorine residual, turbidity, TDS, iron, manganese, hardness,

✉ Gossmerjr2@aol.com

☎ 732-251-0333

📍 Englewood, Florida 34223

🔗 [Bold Profile](#)

## Highlights

- Water Treatment operator Grade T 2  
N.J.DEP License #752230
- Water Distribution operator Grade D 3  
N.J. DEP License#806361
- Years of experience with SCADA
- Manganese and Iron treatment plant operations
- Meter/main Valve/hydrant maintenance and repair
- Calibrating Instruments
- System Monitoring
- Equipment Operation
- Report Writing
- Corrective Action Implementation
- Preventive Maintenance
- Water Testing
- Documentation Skills
- Repair & Replace distribution system  
Pressure and pressure reducing valves
- Decision-Making

## Education

06/2019

**Rutgers, The State University of New Jersey**

New Brunswick, NJ, USA

Water Distribution Certification

Program in Distribution Basics II Edition  
Earning 40 contact hours and 18 CEU's

Chlorine strength, PH, and sulfate.

- Performed chemical feed pumps adjustments for chlorine.
- Completed daily record keeping for whole treatment plant.
- Responsible for both general maintenance and operations for booster pumps and motors.
- Performed daily service calls, also recording service order logs.
- Daily monitoring of distribution system using SCADA.
- On a seven day, 24 hour emergency on-call schedule(holidays rotated).
- Ability to install water mains, service lines, and general plumbing.
- Maintained, repaired and installed water meters and fire hydrants.
- Monthly water meter reading.
- Operated multiple sets of tools including- Valve Maintenance Trailer, Diesel compressor to operate compactor and jackhammer, walk behind asphalt and concrete saw, hot tapping tool, line locator, and hydraulic dump trailer.
- Ability to operate Backhoe, recording over 200 hours operating Backhoes
- Operated company vehicles and equipment according safety procedures and policies.
- Set up machines to start production cycles and controlled machine settings.
- Kept accurate records of defective units or products.
- Provided on-the-job training to newly hired workers and team members.
- Inspected machine parts with measuring tools.
- Fed raw materials into machines.
- Performed inspections and routine maintenance on equipment.
- Performed equipment tests, calibrations and repairs to keep machines running smoothly and prevent malfunctions.
- Recognized upset conditions, determining cause, and took appropriate corrective action.
- Analyzed and measured final products with precision tools to confirm compliance to specifications and standards.
- Performed quality checks to identify finish discrepancies.
- Operated technical and mechanical equipment and adjusted machine settings according to work cycles.
- Performed quality assurance tasks to promote accuracy and minimize mistakes.
- Conducted inspection of in-process or finished product.
- Maintained knowledge of industry policies and procedures to set up and operate equipment safely.
- Drafted reports detailing machine production outputs and material quantities.

05/2019

**Rutgers, The State University of New Jersey**

New Brunswick, NJ, USA

Water Testing

16 Contact hours in Chlorine testing/Micro and Disinfecting Testing

01/2017

**Rutgers, The State University of New Jersey**

New Brunswick, NJ, USA

Sampling

20 contact hours in Sampling and Distribution System Monitoring and certification in sampling

11/2016

**California State University Sacramento**

Sacramento, CA, USA

Water Plant Treatment Operation

06/2008

**Kean University**

Union, NJ

Animal Control

06/2010

**Rutgers, The State University of New Jersey**

New Brunswick, NJ

Code And Zoning Enforcement

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### *Certifications*

- SCADA - System Program & Operation
- NJDEP T-2 Treatment License -#752230
- NJDEP W-3 Distribution License- #806361
- EPA & OSHA Regulations -
- New Jersey Animal Control Officer (Old Bridge Township Shelter) (Employment experience upon request)

# Tony Babington

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## Objective

## Englewood Water District Interim Board Member

### Employment History

6/2020- Current	<b>Paradise Exclusive Real Estate</b>	Englewood, FL
10/2020 – Current	Hunter Bend Realty (dual license)	Lineville, AL
3/2013 – 5/2020	Keller Williams Realty Gold	Englewood, FL

#### Realtor®

- Real Estate licenses maintained in both Florida and Alabama
- Sold over 150 properties, including several commercial properties
- Served on the Advanced Leadership Council (ALC) during tenure at Keller Williams
- Recipient of the prestigious Dick Whitaker Award during tenure at Keller Williams
- Cultural Ambassador for North Florida Region during tenure at Keller Williams

1/2010-6/2012	Law Enforcement training and pursued employment with FWC	Sarasota, FL
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3/1998-1/2010	<b>Englewood Water District</b>	Englewood, FL
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#### Field Customer Service Representative

- Implemented and Overseen the Cross Connection Control Program and was responsible for reporting to the Florida Department of Health.
- Implemented the Fats, Oils and Grease program. Tasked with keeping Restaurants and Quick Service Restaurants (QSR) in compliance.
- Handled the Lead Solder Testing and Monitoring program.
- Responded to customer inquiries and assisting in resolving customer grievances.
- Implementation of the boil water notifications when the distribution system was serviced or repaired.
- Conferred with customers regarding EWD services such as water restrictions, meter reading, water conservation, billing, etc.

#### Collections Workman II

- Obtained and maintained Wastewater Collections Class C License
- Obtained and maintained Distribution Class C License
- Repaired and maintained lift stations
- Repaired and maintained AirVac vacuum stations
- Repaired and maintained force mains, vacuum mains, and vacuum pits
- Obtained and maintained Class A Commercial Driver's License (CDL)
- Assisted in help several EWD personal in obtaining their CDL.

#### Distribution Workman I

- Serviced and maintained the distribution system which includes the servicing of hydrants, valves, meter, and service lines.

# Tony Babington

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<b>Employment History (Cont)</b>	6/1997-3/1998	Stiver's Tire and Auto	Englewood, FL
		Automotive Service and Repair Technician: Master Technician (ASE)	
	1/1995-6/1997	Bay Harbor Ford	Englewood, FL
	Automotive Service and Repair Technician: Service Technician (ASE)		
	10/1992-1/1997	Publix Supermarket	Englewood, FL
		Stock Clerk	

<b>Education</b>	8/2020-10/2020	Alabama Reciprocal License School	Online
	3/2013 -4/2013	Bob Hogue Real Estate School	Bradenton, FL
	1/2010- 06/2010	Sarasota Criminal Justice Academy	Sarasota, FL
	8/1994-11/1996	Charlotte Vocational Technical Center	Port Charlotte, FL
		Automotive Technology	

**Interests** I enjoy participating in outdoor activities such as camping, fishing, boating, hunting, as well as physical fitness. I have experience with public speaking, primarily through community and church related activities. I also believe in maintaining a high level of integrity and honor demonstrated through great moral character.

**Community Involvement** Englewood Sunset Rotary Club member 2020- present  
Rotary Club of Englewood member 2013-2018  
Rotary Club of Englewood Board Member 2015-2018  
Englewood Youth Foundation 2015-2017  
Family Promise of South Sarasota County Board Member 2015 -2018

Overall continued supporter of various local community organizations including Lemon Bay Touchdown Club, Englewood Elementary PTA, Englewood Area Youth Baseball, etc.

**References** Richard Rollo, retired Englewood Water District Administrator, 800 Oxford Dr, Englewood, FL 34223  
Thomas Hinck, Hinck Private Wealth Management LLC, 941-474-3231, 1177 S McCall Rd, Englewood, FL 34223  
Brian Faro, Paradise Exclusive Real Estate, 941-270-2220, 2 S. Indiana Ave, Englewood, FL 34223

Richard L. Rollo  
800 South Oxford Drive  
Englewood, Florida 34223

January 16, 2024

Chairman Rob Stern  
Englewood Water District  
201 Selma Avenue  
Englewood, Florida

Dear Rob Stern:

I am writing to recommend Mr. Tony Babington be appointed to the vacant seat on the Board of Supervisors. During my years at the Englewood Water District, I had the pleasure of getting to know Tony. Tony's drive, intelligence and dedication to EWD and Englewood made him a top employee and valued asset to the District. If selected, Tony would bring his in-depth knowledge of how the District actually works to the Board. There is no doubt in my mind that Tony would be an outstanding member of the Board of Supervisors.

As a side note, I was pleased to see the current membership of the Board, but was saddened that Phyllis Wright had stepped down. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard L. Rollo", with a long horizontal flourish extending to the right.

Richard L. Rollo

CC: Supervisor Lani Gaver  
Supervisor Taylor Meals  
Supervisor Sydney Crampton  
Administrator Raymond Burroughs  
Mr. Tony Babington (via email)





Subject: Letter of Recommendation for Tony Babington

I am writing to wholeheartedly recommend Mr. Tony Babington for an Englewood Water District Board of Supervisors Seat. I have had the pleasure of knowing and working alongside Tony for 10 years professionally and even longer personally, and his qualities as an individual and a professional are truly exceptional.

Tony is a person of unwavering integrity, consistently demonstrating honesty and ethical conduct in all aspects of his work and personal life. His commitment to maintaining the highest standards of professionalism is evident in every task he undertakes. Tony approaches challenges with an ethical mindset, making him a valuable asset to any organization.

Having been a longtime member of our community, Tony has established himself as a dedicated and responsible individual. His involvement and contributions have not only benefited our workplace but have also positively impacted the community at large. Tony's commitment to being a good steward of both his own finances and those entrusted to him is a testament to his financial acumen and reliability.

What truly sets Tony apart is his selfless nature. He consistently puts the interests of others before his own, going above and beyond to support his colleagues and community members. Whether it's offering guidance, lending a helping hand, or actively participating in community initiatives, Tony is always eager to contribute in a meaningful way.

In conclusion, I send my highest recommendation for Tony Babington for any role that requires a person of integrity, professionalism, and trustworthiness. His dedication to excellence and his genuine concern for the well-being of others make him an outstanding candidate. I am confident that Tony will continue to excel and positively impact any endeavor he undertakes.

If you have any further questions or require additional information, please feel free to contact me.

Sincerely,

Brian Faro  
Broker/Owner  
Paradise Exclusive Real Estate  
(941)270-2220  
BrianFaro@BrianFaro.com

January 23, 2024

To Whom It May Concern:

It is a pleasure to be able to write a letter of recommendation on behalf of Tony Babington. I have had the pleasure of knowing Tony and his family for decades.

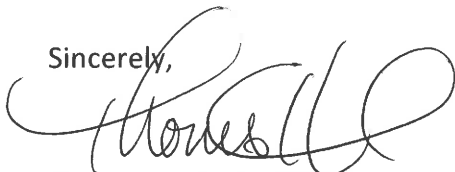
To start with, Tony is a dedicated family man. Tony adores his wife and son very much. His family takes high precedents, and he makes sure that they are his top priority. When Tony is not at work or volunteering in the community, you will rarely see him without his family.

Secondly, Tony is a self-driven, high-energy individual. Tony is an individual that does not stop until the task is complete. As you can see from his accolades, he is a very well-rounded individual. Tony holds himself to the highest standard in his profession, out in the community, and when he is participating with philanthropic events.

Third, Tony is a giving individual. As you can see by his involvement in our community, Tony is always pitching in to help. I have seen first-hand how Tony leads by example. Tony is a tremendous contributor to the betterment of our community.

In short, Tony Babington has earned a reputation as being family driven, self-motivated and community focused. He always rises to the occasion with the energy that only a few possess. Tony will do excellent in whatever office he is seeking. His drive and ambitious spirit will ensure his success. I strongly encourage you to give Tony Babington's application a most favorable review. Please feel free to contact me if you have any questions or if I can be of any further assistance.

Sincerely,



Thomas J. Hinck, CFP

Managing Partner

Branch Manager – Hinck Private Wealth Management