

**MINUTES  
SPECIAL MEETING  
ENGLEWOOD WATER DISTRICT BOARD OF SUPERVISORS  
201 SELMA AVENUE, ENGLEWOOD, FL 34223  
MARCH 12, 2024 @ 8:30 A.M.**

**Board of Supervisors:**

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

**Staff:**

Keith R. Ledford, Jr., Acting Administrator  
Robert H. Berntsson, District Counsel  
Dewey Futch, Water Operations Manager  
David Larson, Wastewater Operations Manager  
Lisa Hawkins, Finance Director  
Heather Bagshaw, Human Resource Manager  
Teresa L. Herzog, Executive Assistant

Mr. Pinkiewicz was appointed to fill Seat #4 at the February 8, 2024 board meeting, however, because he was not yet sworn in, he was present at the meeting but did not vote.

1. The meeting began with the Pledge of Allegiance and roll call to establish a quorum.
2. ANNOUNCEMENTS – Additions & Deletions – None
3. PUBLIC INPUT – None
4. ACTION ITEMS
  - a. Acceptance of the Administrator’s Resignation Agreement – Chair Stern called for a motion. Mr. Meals moved, **“to approve as presented,”** seconded by Ms. Gaver.

**UNANIMOUS**

**24-03-12 A**

Full motion read: 1) To accept the Administrator’s Resignation and 2) To authorize the Chair to sign Administrator, Ray Burroughs Resignation Agreement dated February 28, 2024.

b. Appointment of the Interim Administrator – Chair Stern called for a motion. Mr. Meals moved, **“to appoint Keith as Interim Administrator effective immediately,”** seconded by Ms. Crampton.

**UNANIMOUS**

**24-03-12 B**

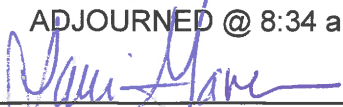
Full motion read: To appoint Keith R. Ledford, Jr. as the Interim Administrator effective immediately.

Attorney Berntsson then stated that with the appointment of an Interim Administrator, historically, their salary is addressed at the time of appointment. A 15% increase in Mr. Ledford’s current income would be typical during his time as the Interim Administrator. Mr. Meals moved, **“to make a motion for a 15% increase,”** seconded by Ms. Crampton.

**UNANIMOUS**

**24-03-12 C**

5. DISCUSSION – will be held at the March 14<sup>th</sup> regular board meeting.
6. PUBLIC COMMENT – None
7. OLD BUSINESS – None
8. NEW BUSINESS – None
9. ADJOURNED @ 8:34 a.m.

  
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Lani Gaver, Vice-Chair

tlh/ APPROVED