

**St. Lucie West Services District**  
**Workshop Meeting Minutes**  
August 30, 2021, at 9:00 a.m.  
VIA TELEPHONIC COMMUNICATIONS  
DIAL IN TO: 1-877-402-9753 ACCESS CODE: 4411919

**(Please note: This is not verbatim. A CD recording of the Workshop Meeting is available on file.)**

**Board Members Present**

Gregg Ney – Vice Chairman – in-person  
John Doughney, Secretary – in-person  
Dominick Graci, Supervisor – in-person  
Viorel Mocuta, Supervisor – in-person

**Staff Present**

Dennis Pickle, District Manager, St. Lucie West Services District (“SLWSD”) – in-person  
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD – in-person  
Maddie Maldonado, Director of Office Administration, SLWSD – in-person  
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – in-person  
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person  
Laura Archer, Recording Secretary, SDS – via phone

**Guests Present (Sign-In Sheet Attached)**

**A. Call to Order**

Vice Chairman Ney called the Workshop Meeting to order at 9:00 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all Supervisors were in attendance with the exception of Chairman D’Amico.

**D. Approval of Minutes**

- 1. August 2, 2021, Workshop**
- 2. August 3, 2021, Regular Board Meeting**

There were no revisions to either set of minutes.

Mr. Pickle then introduced Trevor McCarthy and Ryan Smith from RAFTELIS, who made a presentation on the utility.

Mr. McCarthy noted that the purpose of the update was for the following reasons:

- Determine revenue requirements
- Monitor system trends and financial position
- Support budget process
- Rate covenant compliance
- Promote full cost recovery
- Identify potential future rate adjustments

The results of the RAFTELIS analysis were as follows:

- Project operating revenue margin 37% in 2022 and minimal decline during forecast period
- Strong operating reserves
- Projected coverage ratio – 134% calculated/110% required
- Last rate increase effective fiscal year 2010
- No rate increase proposed for fiscal year 2022

The Board Members were happy with the results of the analysis and had no questions for Mr. McCarthy. Mr. Pickle thanked Mr. McCarthy for his presentation.

**E. Public Hearing 1**

- **Consider Resolution No. 2021-10 – Adopting the Budgets for the Fiscal Year Ending September 30, 2022, for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District**

**F. Public Hearing 2**

- **Consider Resolution No. 2021-11 – Levying a Non-Ad Valorem Assessment for Water Management Bonds, Operations and Maintenance Costs within the St. Lucie West Services District for the Period October 1, 2021, through September 30, 2022**

The Board Members were aware of the 2 Public Hearings taking place at tomorrow's meeting and had no questions regarding the resolutions being presented for consideration.

Due to time constraints, Mr. Pickle proposed addressing Item DM 1 first.

**DM 1 – Internal Interviews for the District Manager Vacancy**

The three candidates left the room – Bill Hayden, Gerard Rouse and Josh Miller.

It was noted that no formal presentations would be necessary, just a Q&A session.

Each candidate came into the room individually and was asked several questions.

After each candidate answered the Board's questions, the three candidates returned to the room.

**G. Public Comment**

There was no public comment.

**H. District Attorney  
DA 1 – Status Report/Updates**

Mr. Pickle was not aware of any updates from Mr. Harrell.

**I. District Engineer  
DE 1 – Status Report/Updates**

Mr. Pickle was not aware of any updates from Mr. Lawson.

Vice Chairman Ney excused himself from the meeting at this time.

**J. District Manager  
Action Items**

**DM 2 – District Manager Annual Performance for 2021**

Mr. Pickle presented the item, indicating that it was a stipulation of his employment agreement whether his performance is deemed "overall satisfactory." He noted that he had spoken with all but one Board Member individually and would do by tomorrow.

**DM 3 – Consider Authorization to Approve General Liability Insurance and Workers' Compensation Insurance Provided by Preferred Governmental insurance Trust**

Mr. Pickle presented the item, noting that the figures had been revised late Friday. The renegotiated prices for the upcoming fiscal year will be a 5.06% increase for general liability and a .56% increase in workers comp, which is significantly lower than anticipated.

The Board praised the renegotiating skills of all that were involved.

**DM 4 – Consider SW077 Change Order #1 for the Water Main Bypass Project**

Mr. Pickle presented the item, indicating that the originally approved contract was for \$588,800. He indicated that the change order was reducing that amount by \$299,431.39 due to direct purchasing of materials, dropping the total project costs to \$559,802.29 and realizing a savings of \$28,997.71. The revised funding for the project will be as follows:

Total Available Funds for this Project:	\$	588,800.00
This Project:		289,368.62
District Direct Purchase:		<u>270,433.68</u>
Available Balance:	\$	28,997.71

### **DM 5 – Other Items/Updates**

Mr. Pickle advised that the 2 Notices to Property Owners were posted to the District's website. The first is the Notice to Property Owners within the County Club Estates Development and the other is the Notice to Property Owners within the St. Lucie West Services District. He further indicated that the notices would be mailed to District residents on August 31, 2021, and would appear in the *St. Lucie News Tribune* on September 3, 2021. Mr. Pickle advised that the Public Hearings were scheduled for October 5, 2021.

Mr. Pickle explained the difference between the 2 notices and the bond maturity and amounts due over the period.

That concluded Mr. Pickle's updates.

### **K. Consent Agenda**

**CA 1 – Monthly Report on Public Works Department**

**CA 2 – Monthly Report on Utilities Operations**

**CA 3 – Monthly Report on Capital Improvement Projects**

**CA 4 – Monthly Report on Billing and Customer Service**

**CA 5 – Financial Statements for July, 2021**

**CA 6 – Consider Approval to Transfer Funds for the R&R and WCF Account Requisitions**

There was no discussion regarding the Consent Agenda items.

### **L. Supervisor Requests**

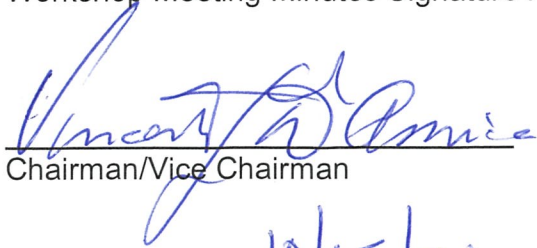
Supervisor Graci noted that the District's website needed to be updated because it had information that was no longer available. Mr. Pickle indicated staff would review it and get the information updated.

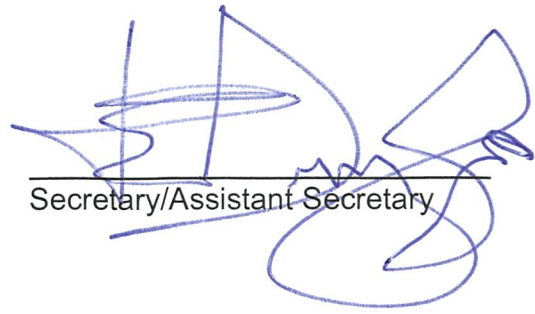
There were no further Supervisor Requests.

**M. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:36 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 10/05/21