

St. Lucie West Services District
Workshop Meeting Minutes
August 29, 2022, 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

Vincent D'Amico – Chairman – in-person
Gregg Ney – Vice Chairman – via phone
John Doughney – Secretary – in-person
Dominick Graci - Supervisor – in-person
Viorel Mocuta - Supervisor – in-person

Staff Present

Bill Hayden, District Manager, St. Lucie West Services District ("SLWSD") – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – in-person
Maddie Maldonado, Director of Office Administration, SLWSD – in-person
Gerard Rouse, Assistant Public Works Director, 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

The Workshop Meeting was called to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all Supervisors were present, whether in-person or via phone.

D. Approval of Minutes

1. August 1, 2022, Workshop
2. August 2, 2022, Public Hearing & Regular Board Meeting

There were no revisions to either set of minutes.

E. PUBLIC HEARING 1

1. PH 1 – Consider Resolution No. 2022-06 – Adopting the Budgets for Fiscal Year 2023

Resolution No. 2022-06 was presented, entitled:

RESOLUTION NO. 2022-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING THE BUDGETS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2023 FOR THE DISTRICT; PROVIDING AUTHORITY FOR THE DISTRICT MANAGER TO EXPEND FUNDS ON BEHALF OF THE DISTRICT; PROVIDING AN EFFECTIVE DATE.

Mr. Hayden presented the item, asking if there were any questions. There were no questions from the Board Members.

F. PUBLIC HEARING 2

1. PH 2 – Consider Resolution No. 2022-07 – 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, 2022, through September 30, 2023

Resolution No. 2022-07 was presented, entitled:

RESOLUTION NO. 2022-07

LEVYING A NON AD VALOREM ASSESSMENT FOR WATER MANAGEMENT BONDS, AND OPERATIONS AND MAINTENANCE COSTS, WITHIN THE ST. LUCIE WEST SERVICES DISTRICT FOR THE PERIOD OCTOBER 1, 2022, THROUGH SEPTEMBER 30, 2023

Mr. Hayden presented the item, indicating that the Board had previously received all the information for their review. There were no questions from the Members of the Board.

G. PUBLIC HEARING 3

1. PH 3 – Consider Resolution No. 2022-08 – Amending Chapter III of the Rules of the District Relating to Water, Wastewater and irrigation Water System Regulations, Rates, Fees, Charges and Operating Policies for the Utility Services; Revising Schedules A and D to Provide for Annual Rate Adjustments

Resolution No. 2022-08 was presented, entitled:

RESOLUTION NO. 2022-08

A RESOLUTION AMENDING CHAPTER III OF THE RULES OF THE ST. LUCIE WEST SERVICES DISTRICT RELATING TO WATER, WASTEWATER, AND IRRIGATION WATER SYSTEM REGULATIONS, RATES, FEES, CHARGES, AND OPERATING POLICIES FOR UTILITY SERVICES; PROVIDING AN EFFECTIVE DATE.

Mr. Hayden presented the item, indicating that the information had been previously provided to the Board Members for their review. There were no questions.

H. Public Comment

There was no public comment.

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

Mr. Hayden was not aware of any items Mr. Harrell would be presenting.

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

Mr. Hayden was not aware of any updates from Mr. Zanganeh.

**K. District Manager
Action Items**

DM 1 – Consider Resolution No. 2022-09 – Establishing the Fiscal Year 2023 Workshop and Regular Meeting Schedule and Location

Resolution No. 2022-09 was presented, entitled:

RESOLUTION NO. 2022-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2023 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

There was no discussion regarding this item.

DM 2 – District Manager Annual Performance for 2022

Mr. Hayden presented the item, indicating that Condition 13(e) of the District Manager’s employment agreement stipulates that the Board discuss whether the District Manager’s performance is overall satisfactory.

A brief discussion ensued.

DM 3 – Consider Phase 1 Paving Project for Utility Plant Site

Mr. Miller presented the item, indicating that 2 proposals had been received for the drainage improvements and new pavement located at 450 SW Utility Drive. He noted that Phase 1 of the project includes upgrades to existing drainage catch basins and new pavement to be installed along the east side of the wastewater plant. Mr. Miller noted that the 2 proposals received were from The Paving Lady in the amount of \$236,531.81 and Armadillo Dirt Works in the amount of \$190,850.

A brief discussion regarding the specifics took place.

DM 4 – Consider SCADA Servers Replacement Project

Mr. Hayden presented the item, indicating that the existing servers were 7 years old and the software was outdated and will soon no longer be supported. A proposal was received from Integration Services, Inc. in the amount of \$88,684 and would bring all equipment up to date.

A brief discussion took place regarding the specifics of the materials to be replaced.

DM 5 – Consider Authorization to Approve General Liability Insurance and Workers Compensation Insurance Provided by Preferred Governmental Insurance Trust

Mr. Hayden presented the item, indicating that the annual premium for General Liability Insurance went up from \$253,624 to \$275,586 (an 8.6% increase), mainly due to new assets being added over the last year. Mr. Hayden also advised that Workers Compensation Insurance had gone down from \$57,563 to \$53,563 (a 6.9% decrease), partially based on annual salaries.

There was no discussion regarding this matter.

DM 6 – Consider District’s Holiday Schedule for the 2023 Calendar Year

Mr. Hayden presented the item, noting that it was the regular holiday schedule with two floating holidays.

Discussion ensued regarding the District observing Veterans’ Day as a holiday.

DM 7A – Acceptance of Withdrawal Letter from Kerns Construction and Approval of the SW077 Water Main Bypass Project to Second Bidder PRP Construction Group, LLC

Mr. Miller presented the item, indicating that Kerns Construction was awarded the project back in August of 2021. Kerns Construction has advised that their Bonding

Agent has decided their underwriters cannot honor the bond request for the project. Therefore they are withdrawing their bid for the project.

Mr. Miller indicated that the second bidder, PRP Construction, Group, LLC was contacted and they have updated their proposal for the project, which has been received in the amount of \$377,410, roughly an additional \$59,000 more than the proposal from Kerns Construction.

A brief discussion ensued.

DM 7 – Other Items

Mr. Miller presented information from the EPA, which outlines Drinking Water Health Advisories for PFAS (polyfluoroalkyl substances) – Fact Sheet for Communities.

That concluded District Manager Action Items.

L. 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, 2022

CA 6 – Consider Approval to Transfer Funds for the R&R Account Requisition

Supervisor Graci noted that the Balance Sheet should indicate Truist, not Suntrust.

There was no further discussion regarding Consent Agenda items CA 1 through CA 6.

M. Supervisor Requests

Supervisor Graci advised that the last Presidents' Council Meeting approximately 20 people attended, and it had gone well. The next meeting is Thursday, October 13, 2022, at the Cascades and will be the last meeting for the year. Supervisor Graci indicated they expect a larger audience with several speakers and asked if Gerard could make a presentation on the District's role and what it does.

Supervisor Graci also distributed information he procured regarding the District's electrical costs over the years and into the future. He recommended that the District

look into other forms of renewable energy such as solar panels to determine if the payback on such an investment could be achieved in 4 to 5 years down the road.

Mr. Hayden indicated he would look into the options available.

That concluded Supervisor Requests.

L. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:34 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 10/04/22