

St. Lucie West Services District
Public Hearings & Regular Board Meeting Minutes
August 30, 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 Public Hearings & Regular Board 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
Maddie Maldonado, Director of Office Administration, SLWSD – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Lisa-Marie Beans, Executive Assistant, SLWSD – in-person
Dan Harrell, District Counsel, Gonano & Harrell – in-person
Fairborz Zanganeh, District Engineer, Infrastructure Solution Services ("ISS"). – In-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. ("SDS") – via phone
Laura Archer, Recording Secretary, SDS – in-person

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were in attendance.

D. Approval of Minutes

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

The minutes of the August 1, 2022, Workshop and the August 2, 2022, Public Hearing & Regular Board Meeting were presented for consideration.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Graci and unanimously passed, approving the minutes of the August 1, 2022, Workshop and the August 2, 2022, Public Hearing & Regular Board Meeting, as presented.

The Regular Board Meeting was recessed and Public Hearing 1 was opened.

E. PUBLIC HEARING 1 – Consider Fiscal Year 2023 Budgets
1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present, whether it be in-person or via phone.

3. Receive Public Comment on Adopting the Budgets for Fiscal Year 2023

There was no public comment on Amending the St. Lucie West Services District Employee Pay Grade Schedule.

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.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Graci and passed unanimously adopting Resolution No. 2022-06, as presented.

Public Hearing 1 was closed and Public Hearing 2 was opened.

F. PUBLIC HEARING 2 – Consider Levying a Non-Ad Valorem Assessment
1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present, whether it be in-person or via phone.

3. Receive Public Comment on 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

There was no public comment on 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.

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**

A **MOTION** was made by Supervisor Graci, seconded by Secretary Doughney and passed unanimously adopting Resolution No. 2022-07, as presented.

Public Hearing 2 was then closed and Public Hearing 3 was opened.

G. PUBLIC HEARING 3 – Amending Chapter III of the Rules of the District

1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present, whether it be in-person or via phone.

3. Receive Public Comment on 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

There was no public comment on 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.

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.

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Graci and passed unanimously adopting Resolution No. 2022-08, as presented.

Public Hearing 3 was then closed and the Regular Board Meeting was reconvened.

H. Public Comment

There was no public comment.

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

Mr. Harrell had no updates at this time.

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

Mr. Zanganeh advised that they had received the permit from South Florida Water Management District for the post office project and the draft documents were almost done to send out for bid.

That concluded Mr. Zanganeh's updates.

**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.

A **MOTION** was made by Supervisor Graci, seconded by Secretary Doughney and passed unanimously adopting Resolution No. 2022-09, as presented.

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 **MOTION** was made by Vice Chairman Ney, seconded by Secretary Doughney and passed unanimously determining that the District Manager's performance is satisfactory and the Board has decided to (b) Taking action to extend this Agreement for one additional year beyond its then-current term.

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, to wit:

The Paving Lady - \$236,531.81; and
Armadillo Dirt Works - \$190,850

A **MOTION** was made by Secretary Doughney, seconded by Supervisor Graci and passed unanimously approve Phase 1 of the Paving Project for the Utility Plant Site and awarding the contract for same to Armadillo Dirt Works LLC in the amount of \$190,850. The Available Project Budget: \$230,000; This Project Cost: \$190,850; leaving an Available Balance of \$39,150, as presented.

DM 4 – Consider SCADA Servers Replacement Project

Mr. Hayden presented the item, indicating that the system was out of date and needed upgrades.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Doughney and passed unanimously approving the SCADA Servers Replacement Project and contracting with Integration Services, Inc. for same in the amount of \$88,684. The Available Project Budget: \$100,000; This Project Cost: \$88,684; leaving an Available Balance of \$11,316, as presented.

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. He recommended approval.

A **MOTION** was made by Supervisor Graci, seconded by Secretary Doughney and passed unanimously approving the negotiated General Liability Insurance and Workers Compensation Insurance provided by Preferred Governmental Insurance Trust in Proposal No. PK FL1 0564202 22-17 01-1 in the amount of \$275,586 and the Workers Compensation Insurance Proposal No. WC FL1 0564202 22-14 01-1 in the amount of \$53,563, impacting the budget as follows:

Available Budget for General Liability for UT Fund	\$ 246,764.00
Available Budget for General Liability for GF Fund	\$ 79,759.00
This Project:	\$ 206,892.00
This Project	\$ 68,694.00
Available Balance Amount UT Fund	\$ 39,872.00
Available Balance Amount GF Fund	\$ 11,065.00
Available Budget for Workers Comp for UT Fund	\$ 42,858.00
Available Budget for Workers Comp for GF Fund	\$ 24,820.00
This Project	\$ 31,602.00
This Project	\$ 21,961.00
Available Balance Amount UT Fund	\$ 11,256.00
Available Balance Amount GF Fund	\$ 2,859.00

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

Mr. Hayden presented the item, indicating that the City offers its employees 13 holidays with no floating holidays.

There was a brief discussion.

A MOTION was made by Secretary Doughney, seconded by Chairman D’Amico amending the 2023 Holiday Schedule to reflect 11 holidays (with the addition of Veteran’s Day) and one (1) Floating Holiday.

Further discussion took place regarding what the employees preferred.

Secretary Doughney amended his **MOTION** to reflect the addition of Veterans' Day to the list of holidays (for a total of 11 holidays) and two (2) Floating Holidays. Chairman D'Amico agreed to the amendment and upon being put to a vote, the **MOTION** carried unanimously.

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 it had been discussed at length during the Workshop the previous day. He recommended approval.

A **MOTION** was made by Supervisor Graci, seconded by Secretary Doughney and passed unanimously accepting the letter of withdrawal from Kerns Construction & Property Management Corp. regarding the Water Main Bypass Project and awarding the contract to the second bidder, PRP Construction Group, LLC in the amount of \$377,410, as presented. Total Available Funds for this Project: \$1,037,527.30; This Project costing \$377,410.00; leaving an Available Balance of \$660,117.30.

L. Consent Agenda

Consent Agenda items CA 1 through CA 6 were presented for consideration.

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

A **MOTION** was made by Supervisor Graci, seconded by Secretary Doughney approving Consent Agenda items CA 1 through CA 6, amending CA 5 (Balance Sheet) to reflect Truist not Suntrust. Upon being put to a vote, the **MOTION** carried unanimously.

M. Supervisor Requests

Supervisor Mocuta had no requests.

Supervisor Graci reminded those present of the information he provided at yesterday's Workshop regarding looking into other forms of renewable energy. Mr. Hayden advised that he had already contacted someone regarding Supervisor Graci's request.

Supervisor Graci also reminded everyone of the last President's Council Meeting of the year, which was scheduled for October 13, 2022, at the Cascades.

Supervisor Graci also commended staff of a great job with the budget.

Secretary Doughney congratulated Mr. Hayden on his first year as District Manager and noted that he liked how Mr. Hayden involved Josh Miller and senior staff in the process.

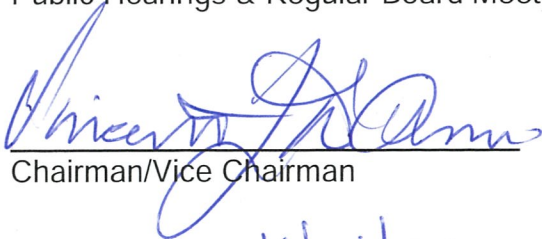
Vice Chairman Ney noted that he hoped to be in-person for the meetings next month.

That concluded Supervisor Requests.

L. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:27 a.m. There were no objections.

Public Hearings & Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 10/04/22