

**St. Lucie West Services District
Workshop Meeting Minutes
November 7, 2022, at 9:00 a.m.**

(Please note: These minutes are 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 – in-person
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 – 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. October 3, 2022, Workshop**
- 2. October 4, 2022, Regular Board Meeting**

There were no revisions to either set of minutes.

Vice Chairman Ney asked if anyone had spoken with the people at Bethany to see about taking it over. Mr. Hayden advised that a meeting has been scheduled for next week regarding this matter.

E. Public Comment

There was no public comment.

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

Mr. Hayden advised of Mr. Harrell's impending retirement.

Secretary Doughney asked if we had to go through the CCNA in order to hire an attorney. The answer was no.

**G. District Engineer
DE 1 – Consider Work Authorization No. 7BN3-14-0722-SU between the District and TPC Port St. Lucie, LLC**

Mr. Hayden presented the item, indicating that this was for the construction of a 3.49-acre commercial development on the corner of NW Enterprise Drive and NW Stadium Drive. He indicated that the lot was currently undeveloped and was covered heavily with trees and vegetation.

Mr. Hayden went on to explain that the applicant proposes to construct a recreational facility with associated driveways and parking spaces and would utilize and connect to the existing water, sewer and reuse lines adjacent to the lot. After careful consideration, staff is recommending approval of this Work Authorization with the 2 following special conditions:

- 1.) All water, sewer and reuse improvements past the points of service shown on the plans shall be the responsibility of the applicant or subsequent owner.
- 2.) All on-site drainage facilities including the proposed control structure shall remain in private ownership and must be the maintenance responsibility of the applicant or subsequent owner.

There was a brief discussion regarding the details.

**H. District Manager
Action Items**

DM 1 – Consider Change Order from PRP Construction Group, LLC for the SW077 Water Main Bypass Project

Mr. Miller presented the item, indicating that this project had been awarded to PRP Construction Group, LLC on August 30, 2022.

Since the project began, 18.75" of rain has fallen and the ground water table is too high to complete the project without dewatering. The change order submitted by PRP in order to use dewatering equipment for the project is an additional

\$127,216.50. Mr. Miller indicated that funds would come out of the Water Connection Fee Fund for the current fiscal year.

Discussion ensued about the additional charge.

DM 2 – Consider the Purchase of Advanced Metering Infrastructure (AMI)

Mr. Miller presented the item, indicating that this was for an upgrade to the existing Kamstrup Automatic Meter Reading Program (AMR). He noted that the upgrade would consist of new Kamstrup Advanced Metering Infrastructure and would include new software, AMI collecting equipment and new replacement water meters.

Mr. Miller noted that the existing AMR program was approved in 2016 and has been working as expected, however, reading the meters only occurs monthly. In order to achieve faster readings and to minimize the water and sewer credits issued by the District due to leaks and unaccounted water use, an AMI upgrade would be required.

Mr. Miller went on to indicate that this upgrade would allow two-way communication for meter reading and would be done by office staff. A customer interface with the new water meter would be a part of this upgrade to accommodate real time notifications.

Mr. Miller noted that this purchase would be budgeted from the Replacement Meters in the R&R Fund and would be an ongoing annual expense.

A brief discussion ensued.

DM 3 – Consider Resolution No. 2022-10 – Adopting an Amended Budget for Fiscal Year 2022

Resolution No. 2022-10 was presented, entitled:

RESOLUTION NO. 2022-10

**A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT
ADOPTING AN AMENDED FISCAL YEAR 2022 BUDGET; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. Hayden presented the item and turned it over to Mr. Pierman. Mr. Pierman noted that this was a statutory requirement and he recommended approval.

There was no discussion regarding this item.

DM 4 – Consider Resolution No. 2022-11 – Expressing Appreciation to Vice J. D’Amico for His Dedicated Service to the District

Resolution No. 2022-11 was presented, entitled:

RESOLUTION 2022-11

A RESOLUTION OF APPRECIATION OF THE BOARD OF SUPERVISORS OF ST. LUCIE WEST SERVICES DISTRICT TO VINCE J. D'AMICO

Mr. Hayden presented the resolution and thanked Chairman D'Amico for his service to the District over the years.

Everyone applauded Chairman D'Amico.

DM 5 – Other Items/Updates

Mr. Hayden advised that they were expecting 3 to 4 inches of rain, 40 mph winds with gusts up to 60 mph from Tropical Storm/Hurricane Nicole.

Mr. Miller advised that the sand filter project was expected to commence on November 15, 2022, for the wastewater facility.

Mr. Hayden advised that the post office project was out to bid with a November 15, 2022, deadline.

Mr. Hayden advised that the All Hands Meeting was scheduled for December 8, 2022.

That concluded updates.

I. 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 September, 2022

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

CA 7 – Surplus Items

There was no discussion regarding Consent Agenda items CA 1 through CA 7.

J. Supervisor Requests

Vice Chairman Ney noted that tomorrow might be his last day on the Board if he loses re-election. He noted that his replacement would be very capable and that it had been a pleasure serving with everyone.

Supervisor Graci acknowledged Chairman D'Amico's retirement from the Board and indicated he had learned a lot from him. He thanked him for serving on the Board.

Supervisor Graci then noted that the most recent Presidents' Council meeting had approximately 45 people in attendance. He indicated that Gerard Rouse had given a great presentation and noted that the next Presidents' Council meeting would be held in January, most likely in the District's offices.

Secretary Doughney indicated he would miss Chairman D'Amico.

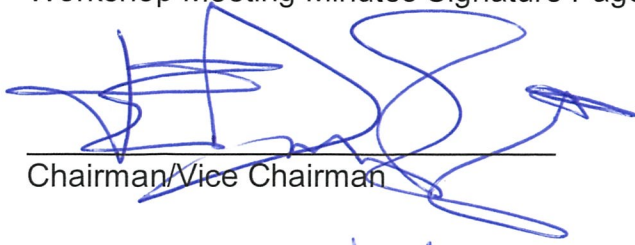
Chairman D'Amico indicated he got involved with the District because he came to the meetings and thought someone needed to run for office. He thanked his fellow Board Members and staff for their support over the years.

That concluded Supervisor Requests.

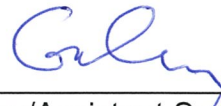
K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:24 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 12/06/22