

**St. Lucie West Services District
Workshop Meeting Minutes
December 5, 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

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
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – via phone

Also present was Diane Haseltine.

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 3 Supervisors were present.

D. Approval of Minutes

- 1. November 7, 2022, Workshop**
- 2. November 8, 2022, Regular Board Meeting**

There were no revisions to either set of minutes.

E. Public Comment

There was no public comment.

F. Election of Officers

- Chairman
- Vice Chairman
- Secretary
- Treasurer
- Assistant Secretaries

The process of electing officers of the District was explained since newly elected Supervisor, Diane Haseltine, would be added to the Board.

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

Mr. Hayden advised that Mr. Harrell may have some update.

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

Mr. Hayden advised of the pre-bid meeting for the post office project, noting that all three bids were overbudget.

**I. District Manager
Action Items**

DM 1 – Termination of Professional Services Agreement with Ellipse Accounting Services, LLC

Mr. Hayden advised that the District had received a 30-day written notice from Ellipse Accounting Services, LLC cancelling their annual services agreement, effective December 15, 2022. He indicated it had been a great relationship and they served the District well.

DM 2 – Other Items/Updates

Supervisor Graci advised that Kings Isle had not been very receptive regarding obtaining prices for maintenance of the right-of-way going into Kings Isle. The District will obtain quotes. He noted that the next meeting with them was scheduled for January, once they receive quotes.

Ms. Haseltine asked for a background on the matter. Mr. Miller noted that the commercial association asked the District to take over the maintenance of the right-of-way, but it is necessary for the adjacent landowners to also agree to the responsibility of its maintenance. Mr. Miller also advised that the commercial association has indicated that they will have to dissolve if they are to be held responsible for the maintenance of this property. Mr. Miller further indicated that they are hoping for a resolution at the January meeting.

Discussion ensued regarding the January meeting and if District Counsel should be present at that meeting.

That concluded updates at this time.

J. 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 October, 2022

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

Acting Chairman Doughney explained the process for approving the Consent Agenda items for Ms. Haseltine's benefit.

Supervisor Graci asked about the water line extension and if it had been completed. Mr. Miller advised it had been completed, though it was late due to Hurricane Ian.

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

K. Supervisor Requests

Supervisor Graci advised that the Presidents' Council would be meeting on January 25, 2023, in the District offices. He further noted that he was seeking a speaker to which Mr. Miller indicated he could make a presentation on the new meter project and maybe invite the new garbage removal provider. Supervisor Graci liked his ideas for speakers.

The Members of the Board congratulated Diane Haseltine on her election to the Board.

That concluded Supervisor Requests.

L. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:14 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved

1/10/23