

ST. LUCIE WEST SERVICES DISTRICT



**BOARD OF SUPERVISORS'
REGULAR BOARD MEETING
& PUBLIC HEARING
JUNE 6, 2023
9:00 A.M.**

AGENDA
ST. LUCIE WEST SERVICES DISTRICT
BOARD OF SUPERVISORS'
REGULAR BOARD MEETING & PUBLIC HEARING
June 5, 2023 & June 6, 2023
9:00 a.m.
450 SW Utility Drive
Port St. Lucie, Florida 34986
DIAL IN (877) 402-9753 ACCESS CODE 4411919

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Approval of Minutes

1. May 1, 2023 Workshop Minutes
2. May 2, 2023 Regular Board Minutes

E. Public Hearing 1

1. **Call to Order**
2. **Roll Call**
3. **Receive Public Comments** on Amending the Drug Free Workplace Policy of the St. Lucie West Services District
 - **PH 1** – Consider Resolution No. 2023-03 – Amending the Drug Free Workplace Policy of the St. Lucie West Services District; Providing an Effective Date
4. **Close the Public Hearing**

F. Public Hearing 2

1. **Call to Order**
2. **Roll Call**
3. **Receive Public Comments** on Adopting a Policy of The St. Lucie West Services District on Employee Use of Social Media
 - **PH 2** – Consider Resolution No. 2023-04 – Adopting a Policy of The St. Lucie West Services District on Employee Use of Social Media; Providing an Effective Date
4. **Close the Public Hearing**

G. Public Comment

H. District Attorney

DA 1 – Status Report/Updates

I. District Engineer

DE 1 – Status Report/Updates

J. District Manager

Action Items

DM 1 – Consider Resolution No. 2023-05 – Adopting a Fiscal Year 2024 Proposed Budget

DM 2 – Consider Approval of MBS Capital Markets, LLC Agreement for Underwriting Services

DM 3 – Consider Approval of Infrastructure Solution Services Work Authorization
No. SLWSD/SLW30 for Water Supply-Treatment Conceptual Design

DM 4 – Other Items

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 April, 2023

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

L. Supervisors' Requests

M. Adjournment

St. Lucie West Services District
Workshop Meeting Minutes
May 1, 2023, 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 – Chairman – in-person
Dominick Graci – Vice Chairman – in-person
Gregg Ney – Secretary – in-person
Diane Haseltine- 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, Office Manager, SLWSD – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Dan Harrell, District Counsel, Gonano & Harrell – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – via phone

Also present was Nathan Nason, Special Counsel, Nason, Yeager, Gerson, Harris & Fumero, P.A. – in-person

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 5 Supervisors were in attendance.

D. Approval of Minutes

- 1. April 3, 2023, Workshop**
- 2. April 4, 2023, Regular Board Meeting**
- 3. April 14, 2023, Special Board Meeting**

Secretary Ney noted that Roll Call needed to be corrected on all 3 sets of minutes.

E. Public Comment

There was no public comment.

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

There were no updates from District Counsel.

**G. District Engineer
DE 1 – Monthly Projects Update**

Mr. Hayden indicated he had Mr. Zanganeh's Monthly Project Status Report for May 2023.

DE 2 – Consider Work Authorization No. 4D-25-0223-SU between the St. Lucie West Services District and Central Park Holding, LLC

Mr. Hayden presented the item, indicating that this application was for the construction of a 2.99-acre commercial development on NW Central Park Plaza, which is currently undeveloped and heavily covered with trees and vegetation.

He further noted that the applicant was proposing to construct an 81-room hotel with associated driveways and parking spaces and would utilize and connect to the existing water, sewer and reuse lines adjacent to the lot.

Staff is recommending approval of this work authorization with the following two 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.

A brief discussion ensued regarding green space.

**H. District Manager
Action Items**

DM 3 – Discussion Regarding The Reserve Community Development District Future Water and Sewer Needs

Mr. Nason presented his firm's engagement letter, confirming the District's representation in connection with the evaluation and possible termination of its Utilities Services Agreement with The Reserve Community Development District.

A lengthy discussion ensued regarding the options open to the District.

Mr. Fromm addressed the Board, indicating that The Reserve's Manager could not be present for today's meeting, but asked that the staffs work together to resolve this issue.

Chairman Doughney requested that staff pursue an agreement with the City to deliver water.

At approximately 9:25 a.m., Chairman Doughney asked for a brief recess.

The Workshop was called back to order at approximately 9:35 a.m.

DM 1 – Consider Resolution No. 2023-02 – Expressing Appreciation to Daniel B. Harrell for His Dedicated Service to the District

This item was tabled until tomorrow's Regular Board Meeting.

DM 2 – Consider Change Order for the SCADA Servers Replacement Project

Mr. Miller presented the item, indicating that the software had been updated and it would be more cost effective to upgrade now. Mr. Miller advised that because the original project was under budget, this additional amount (\$9,844.24) was still covered under the original project cost.

There were no questions from the Board Members.

DM 4 – Fiscal Year Ending 2024 Budget Workshop

Mr. Hayden presented the budget, indicating there were no significant changes and that there was nothing in the budget in anticipation of a \$30 Million expansion.

Mr. Miller advised he would have the rate consultant prepare information to include an option with expansion.

There were no questions from the Board Members.

DM 5 – Other Items/Updates

Mr. Miller presented correspondence from the Florida Department of Environmental Protection (FL DEP) regarding a Notice of Draft Permit Revision to increase the permitted flow capacity.

Chairman Doughney asked for confirmation that the sewer was sufficient to serve The Reserve to which Mr. Miller agreed that it was. Mr. Miller went on to advise that the Notice of Draft Permit Revision would be published in the newspaper with proof of publication provided to FL DEP.

Mr. Hayden presented a post office PowerPoint presentation and noted that they were halfway completed with the project.

That concluded Mr. Hayden's 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 March, 2023

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

CA 7 – Surplus Items

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

J. Supervisor Requests

Secretary Ney expressed his concern over a judge putting council members in jail due to Sunshine Law violations. He cautioned the other Board Members.

Chairman Doughney suggested a refresher on the Sunshine Law.

Mr. Pierman advised of legislation being approved that would require CDD Supervisors to complete 4 hours of ethic training per year.

That concluded Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:56 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

St. Lucie West Services District
Regular Board Meeting Minutes
May 2, 2023, at 9:00 a.m.

(Please note: These minutes are not verbatim. A CD recording of the Regular Board Meeting is available on file.)

Board Members Present

John Doughney – Chairman – in-person
Dominick Graci – Vice Chairman – in-person
Gregg Ney – Secretary – in-person
Diane Haseltine- 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
Lisa -Marie Beans, Human Resources Specialist – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Dan Harrell, District Counsel, Gonano & Harrell – in-person
Ruth Holmes of Torcivia, Donlon, Goddeau & Ansay, P.A.
Fairborz Zanganeh, District Engineer, Infrastructure Solution Services. – 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 Doughney 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. April 3, 2023, Workshop**
- 2. April 4, 2023, Regular Board Meeting**
- 3. April 14, 2023, Special Board Meeting**

The minutes of the April 3, 2023, Workshop, the April 4, 2023, Regular Board Meeting and the April 14, 2023, Special Board Meeting were presented for consideration.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and unanimously passed approving the minutes of the April 3, 2023, Workshop, as amended, the April 4, 2023, Regular Board Meeting, as amended, and the April 14, 2023, Special Board Meeting, as amended.

E. Public Comment

There was no public comment.

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

Ms. Holmes had no updates at this time.

**G. District Engineer
DE 1 – Monthly Projects Update**

Mr. Zanganeh presented his Monthly Project Status Report for May and asked if there were any questions. There were none.

The Board thanked Mr. Zanganeh for the report and indicated it was a great improvement.

DE 2 – Consider Work Authorization No. 4D-25-0223-SU between the St. Lucie West Services District and Central Park Holding, LLC

Mr. Zanganeh presented the work authorization and asked if there were any questions.

Secretary Ney asked if there were any easements associated with this to which Mr. Zanganeh replied that there were 2, but that they were separate from this work authorization.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving Work Authorization No. 4D-25-0223-SU between the St. Lucie West Services District and Central Park Holding, LLC with the following 2 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.

**H. District Manager
Action Items**

DM 3 – Discussion Regarding The Reserve Community Development District Future Water and Sewer Needs

Richard Hans, District Manager for The Reserve Community Development District, who works for GMS, introduced himself and advised that St. Lucie West Services District had been informed of the situation a few weeks ago.

Discussion ensued regarding capacities. Mr. Miller indicated that their office was never officially advised of The Reserve plant being shut down.

Further discussion ensued.

Mr. Miller presented correspondence from himself to Mr. Hayden dated May 2, 2023, wherein he outlines the District's future potable water needs and his recommendation of moving forward with the processes to expand the water treatment plant for at least 1 MGD as soon as possible. He also recommends renegotiating The Reserve Agreement to gather more funds for this expansion. Mr. Miller's correspondence also indicates that he contracted the District's Utility Engineer to provide an Engineering Report and Cost Estimate, as well as the District's Hydrogeologist for the same.

Staff was directed to schedule a meeting with Bill Hayden, Josh Miller and The Reserve District Manager to bring more data to the table.

A timeline was discussed. Mr. Miller advised that the rate consultant would be at the June 6, 2023, Board Meeting, which should shed additional light on the options open to the District.

DM 1 – Consider Resolution No. 2023-02 – Expressing Appreciation to Daniel B. Harrell for His Dedicated Service to the District

Mr. Hayden presented Resolution No. 2023-02 and read it into the record:

**RESOLUTION 2023-02
RESOLUTION OF APPRECIATION OF
THE BOARD OF SUPERVISORS OF ST.
LUCIE WEST SERVICES DISTRICT TO
DANIEL B. HARRELL**

WHEREAS, Daniel B. Harrell was elected by the St. Lucie West Services District Board of Supervisors in January 1990; and

WHEREAS, Daniel B. Harrell performed outstanding service to the St. Lucie West Services District “District” during his years as District Attorney and took an unusual and personal interest in performing his task; and

WHEREAS, Daniel B. Harrell served the District above and beyond the usual call to duty from 1990 until 2023;

BE IT RESOLVED that St. Lucie West Services District, its Board of Supervisors, and each individual member thereof and its officers and other personnel hereby express their sincere and deep appreciation to Daniel B. Harrell for his outstanding service to the District.

BE IT FURTHER RESOLVED that this Resolution be made a part of the permanent records of the District and copy thereof to be duly signed and awarded to Daniel B. Harrell.

Dated this 2nd day of May 2023.

Mr. Harrell was then presented with a plaque commemorating his service to the District and photos were taken.

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| A MOTION was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously, adopting Resolution No. 2023-02, as presented. |
|---|

DM 2 – Consider Change Order for the SCADA Servers Replacement Project

Mr. Miller presented the item and recommended approval.

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| A MOTION was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously approving the Change Order for the SCADA Servers Replacement Project with Integration Services, Inc. (ISI), dated March 24, 2023, in the amount of \$9,844.24. The Available Project Budget: \$11,316.00; This Project: \$9,844.24; leaving an Available Balance of \$1,471.76, as presented. |
|--|

DM 4 – Fiscal Year Ending 2024 Budget Workshop

Mr. Hayden asked that the Board review the budget and advise of any questions for the June Workshop.

DM 5 – Other Items/Updates

Mr. Hayden that they had still not heard anything from King's Isle.

Mr. Miller requested approval to publish the Notice of Draft Permit Revision from FL DEP. There was a consensus of the Board to publish the Notice of Draft Permit Revision, as provided by FL DEP.

That concluded the District Manager's 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 March, 2023

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

CA 7 – Surplus Items

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine approving Consent Agenda items CA 1 through CA 7, as presented. Upon being put to a vote, the **MOTION** carried unanimously.

J. Supervisor Requests

Vice Chairman Graci noted his appreciation of the urgency and information received from Messrs. Hayden and Miller regarding the water plant and the situation with The Reserve since it effects everyone in the District and in The Reserve.

Supervisor Haseltine expressed the seriousness of the situation with The Reserve and the necessity for it to be handled appropriately.

Secretary Ney concurred with Vice Chairman Graci and Supervisor Haseltine's comments regarding The Reserve. He also expressed a hearty thank you to Mr. Harrell for his years of service to the District.

Chairman Doughney concurred with the previous comments. He also questioned how to avoid a situation such as this when the development was first established. Mr. Nason indicated that the developer checks with the utility to be sure the quantity of water needed is available and if not, the permit will not be issued.

Mr. Miller clarified that the City signs off on wastewater capacity only.

Discussion then ensued regarding who needed to be advised of The Reserve situation.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:50 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

PH 1 Public Hearing to Consider Adoption of Resolution No. 2023-03 – Amending the Drug Free Workplace Policy of the St. Lucie West Services District; Providing an Effective Date

Summary

The District will hold a public hearing on Tuesday June 6, 2023, to consider the adoption of Resolution No. 2023-03 – Amending the Drug-Free Workplace Policy, of the St. Lucie West Services District; Providing an Effective Date.

The Public Hearing was advertised in the St. Lucie News Tribune on May 5, 2023. The attached affidavit of publication verifies that advertisement of this public hearing was published within the general circulation at least 28 days prior to the public hearing being held on June 6, 2023.

Recommendation

Staff recommends adoption of Resolution No. 2023-03

District Manager: William Hayden

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

Treasure Coast Newspapers

PART OF THE USA TODAY NETWORK

St Lucie News Tribune
1801 U.S. 1, Vero Beach, FL 32960
AFFIDAVIT OF PUBLICATION

Attn: Special District Services
SPECIAL DISTRICT SERVICES INC
2501 BURNS RD # A

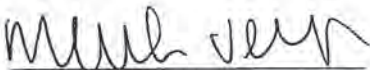
PALM BEACH GARDENS, FL 33410-5207

STATE OF WISCONSIN
COUNTY OF BROWN

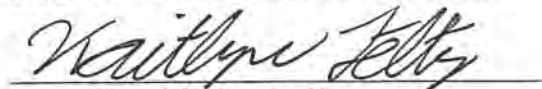
Before the undersigned authority personally appeared, said legal clerk, who on oath says that he/she is a legal clerk of the St Lucie News Tribune, a daily newspaper published at Fort Pierce in St. Lucie County, Florida: that the attached copy of advertisement was published in the St Lucie News Tribune in the following issues below. Affiant further says that the said St Lucie News Tribune is a newspaper published in Fort Pierce in said St. Lucie County, Florida, and that said newspaper has heretofore been continuously published in said St. Lucie County, Florida, daily and distributed in St. Lucie County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid or promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. The St Lucie News Tribune has been entered as Periodical Matter at the Post Offices in Fort Pierce, St. Lucie County, Florida and has been for a period of one year next preceding the first publication of the attached copy of advertisement.

Issue(s) dated before where the dates are noted or by publication on the newspaper's website, if authorized, on :

05/05/2023



Subscribed and sworn to before on May 5, 2023:



Notary, State of WI, County of Brown



My commission expires

KAITLYN FELTY
Notary Public
State of Wisconsin

Publication Cost: \$148.77

Ad No: 0005688408

Customer No: 1313370

PO #: Amend Drug-Free Workplace Policy of June

of Affidavits 1

**NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF AMENDMENT TO
THE DRUG-FREE WORKPLACE
POLICY**

The Board of Supervisors ("Board") of the ST. LUCIE WEST SERVICES DISTRICT ("District") will hold a public hearing in accordance with Section 120.54, Florida Statutes, on Tuesday, June 6, 2023, at 9:00 a.m., or as soon thereafter as may be heard, in the District's Board Meeting Room, 450 SW Utility Drive, Port St. Lucie, Florida 34986. The purpose of the hearing is to receive public comment and objections in accordance with Sections 120.54, 190.007(1), 190.011(5), Florida Statutes, to the proposed adoption of amendment to the Drug-Free Workplace Policy. If adopted, the proposed Rule shall become effective upon approval by the Board of the District.

Copies of the proposed Rule will be available at the District Office, 450 SW Utility Drive, Port St. Lucie, Florida. Any person who wishes to provide a proposal for a lower cost regulatory alternative, as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty-one (21) days after publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person will need a record of the proceedings and that, accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at this meeting should contact the District Administrator at 1(561)630-4922 and/or toll-free at 1(877)737-4922 at least five (5) calendar days prior to the date of the meeting. Persons who are hearing impaired may contact the Florida Relay Service at 1(800)955-8770 for aid in contacting the District's office.

Dated this 4th day of April, 2023.

William Hayden, District
Manager
ST. LUCIE WEST SERVICES
DISTRICT

www.slwsd.org

PUBLISH: ST. LUCIE NEWS
TRIBUNE 05/05/23
TCN5688408

RESOLUTION NO. 2023-03

**A RESOLUTION AMENDING THE DRUG-FREE WORKPLACE
POLICY OF THE ST. LUCIE WEST SERVICES DISTRICT;
PROVIDING AN EFFECTIVE DATE.**

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to Sections 120.54, 190.011(5), and 190.007(1), Florida Statutes.

SECTION 2. FINDINGS. The Board of Supervisors of the St. Lucie West Services District ("Board") hereby finds and determines as follows:

A. The St. Lucie West Services District ("District") is a local unit of special-purpose government organized and existing under and pursuant to Chapter 190, Florida Statutes, as amended.

B. The Board is authorized under Chapters 120 and 190, Florida Statutes, to adopt this Resolution as a Rule of the District.

C. The purpose of this Rule is to amend certain policies for the District to promote a drug-free workplace.

D. This Rule is necessary to establish and maintain policies and procedures for a drug-free workplace for District employees.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF ST. LUCIE WEST SERVICES DISTRICT:**

SECTION 3. DRUG-FREE WORKPLACE POLICY AMENDED. The Drug-Free Workplace Policy of the St. Lucie West Services District is hereby amended to read as set forth in the attached revision of such Policy (with new text shown in underline, and deleted text shown as ~~struck through~~).

SECTION 4. EFFECTIVE DATE. This Rule shall become effective on June 6, 2023.

APPROVED AND ADOPTED this 6th day of June 2023.

ST. LUCIE WEST SERVICES DISTRICT

Attest:

Secretary, Board of Supervisors

By: _____
Chairman, Board of Supervisors

St. Lucie West Services District



DRUG-FREE WORKPLACE POLICY

St. Lucie West Services District

Drug-Free Workplace Policy

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ST. LUCIE WEST SERVICES DISTRICT

DRUG-FREE WORKPLACE POLICY

PURPOSE AND BENEFIT

ST. LUCIE WEST SERVICES DISTRICT a Government Agency located in Port St. Lucie, FL (the District) is committed to a safe and healthy workplace. As part of its commitment to safeguard the health of its employees, and to promote a drug-free workplace, the District has established this policy on the use or abuse of drugs by its employees. Recognizing that substance abuse (including alcohol abuse) is a problem detrimental to employees and the District. The District views substance abuse as a serious threat to our employees, visitors, and guests and has taken a pro-active position in fighting this problem.

The purposes of this policy are as follows:

- (a) To establish and maintain a safe, healthy working environment for all employees, visitors, and guests;
- (b) To reduce the incidence of injury to a person and/or property;
- (c) To reduce absenteeism, tardiness, and indifferent job performance; and
- (d) To provide assistance toward outpatient rehabilitation for any employee who seeks the District's help in overcoming any addiction to, dependence upon or problems with alcohol or drugs.

We have established this policy to detect, prevent and rehabilitate abusers of drugs. We encourage those who abuse drugs and/or alcohol to voluntarily seek assistance. It is also our policy to prevent the use and/or presence of these substances in the workplace and to assist employees in overcoming any dependence on drugs in accordance with the following guidelines. However, it is the employee's responsibility to seek help before drug and alcohol problems lead to disciplinary consequences.

This policy is pursuant to the drug-free workplace program under the Florida Workers' Compensation law. This law provides that upon implementation of a drug-free workplace program, an employer may require an employee to submit to a test for the presence of drugs or alcohol and, if a drug or alcohol is found to be present in the employee's system at a level prescribed by law, the employee may be disciplined by the District, up to and including termination, and may forfeit their eligibility for medical and indemnity benefits. All employees are hereby notified that it is a condition of employment for an employee to refrain from reporting to work or be working with the presence of drugs or alcohol in his or her body and, if an injured employee refuses to submit to a drug or alcohol test, the employee may forfeit eligibility for medical and indemnity benefits.

In addition, if an employee or job applicant-conditional (job applicant) refuses to submit to a drug or alcohol test, the employer may discipline or terminate the employee or refuse to hire the job applicant. Refusal to submit to a test will be treated as a positive test result.

The job applicant will be asked to sign the Consent, Release, Acknowledgment of Receipt and Understanding form prior to drug and alcohol testing. Should an applicant refuse, he or she will not be considered for employment and the employment application process will be terminated.

Those employees with drug and alcohol abuse problems make up only a small fraction of the work force, and the District regrets any inconvenience that may be caused to the many non-abusers by the problems of the few. It is believed, however, that the benefits to be derived from the reduction in number of accidents, the greater safety of all employees and visitors, and the rehabilitation or

termination of those who, because of alcohol or drugs, are a burden upon all other employees, will more than make up for any personal inconveniences. ~~—~~The District solicits earnestly the understanding and cooperation of all employees in implementing the policies set forth herein.

SCOPE

All employees and job applicants are covered by this policy and as a condition of employment, are required to abide by the terms of this policy. Because of certain federal laws and regulations, certain personnel may be subject to additional requirements.

Due to the requirements of the law, including Florida's Drug-Free Workplace Statute, Chapters 440.101 and 440.102, some of the provisions are technical in nature. Please do not hesitate to ask your Supervisor or the District's Human Resources Department should you have any questions regarding this policy.

GENERAL DEFINITIONS

The definitions of words and terms as set forth in the Florida Drug-Free Workplace Statutes and the Florida Workers' Compensation Drug Testing Rules, including any future amendment to such statutes and rules, govern and control the definitions of words and terms used in this policy. Each of the definitions set forth below is consistent with the statutes and rules in effect as of the date of adoption of this ~~policy, but~~ policy but is subject to immediate change upon any future statutory or rule amendment affecting such definition.

- 1) **"Drug"** means alcohol, including a distilled spirit, wine, a malt beverage, or an intoxicating liquor; an amphetamine; a cannabinoid; cocaine; phencyclidine (PCP); a hallucinogen; methaqualone; an opiate; a barbiturate; a benzodiazepine; a synthetic narcotic; a designer drug; or a metabolite of any of the substances listed in this paragraph.
- 2) **"Drug test" or "test"** – means any chemical, biological, or physical instrumental analysis administered, by a laboratory certified by the U.S. Dept. of Health and Human Services or licensed by the Agency for Health Care Administration, for the purpose of determining the presence or absence of a drug or its metabolites.
- 3) **"Prescription"** - means a drug or medication obtained pursuant to a prescription.
- 4) **"Non-Prescription medication"** – means a medication that is authorized pursuant to federal or state law for general distribution and use without a prescription in the treatment of human diseases, ~~ailments~~ ailments, or injuries.
- 5) **"Specimen"** – means a tissue, hair, or a product of the human body capable of revealing the presence of alcohol and/or drugs or their metabolites, as approved by the U.S. Dept. Food & Drug Administration or the Agency for Health Care Administration.
- 6) **"Drug Rehabilitation Program"** – means a service provider established by law, that provides confidential, timely, and expert identification, assessment, and resolution of employee drug abuse.
- 7) **"Employee Assistance Program"** – means an established program capable of providing expert assessment of employee personal concerns; confidential and timely identification services ~~with regard to~~ regarding employee drug abuse; referrals of employees for appropriate diagnosis, treatment, and assistance; and follow up services for employees who participate in the program or require monitoring after returning to work. If, in addition to the above activities, an employee assistance program provides diagnostic and treatment services, these services shall in all cases be in accordance with the laws governing such services.

- 8) **“Initial Drug Test”** – means a sensitive, ~~rapid~~rapid, and reliable procedure to identify negative and presumptive positive specimens, using an immunoassay procedure or an equivalent, or a more accurate scientifically accepted method approved by the U.S. Food & Drug Administration or the Agency for Health Care Administration as such accurate technology becomes available in a cost-effective form.
- 9) **“Job Applicant-Conditional” (job applicant)** – means a person who has applied for a position with an employer and has been offered employment conditional upon successfully passing a drug test.
- 10) **“Medical Review Officer” or “MRO”** – means a licensed physician, employed with or contracted with an employer, who has knowledge of substance abuse disorders, laboratory testing procedures, and chain of custody collection ~~procedures;~~procedures, who verifies positive, confirmed test results, and who has the necessary medical training to interpret and evaluate an employee’s positive test result in relation to the employee’s medical history or any other relevant biomedical information.
- 11) **“Confirmation/Confirmed/Confirmed Drug Test”** – means a second analytical procedure used to identify the presence of a specific drug or metabolite in a specimen, which test must be different in scientific principle from that of the initial test procedure and must be capable of providing requisite specificity, sensitivity, and quantitative accuracy.
- 12) Additional definitions can be found in Florida Statutes 440.101 and 440.102 and in the Florida Administrative Code, Chapter 59A-24.003. A copy of these definitions are available from the District’s Human Resource representative.

PRESCRIPTION AND NON-PRESCRIPTION MEDICATIONS

No prescription drug shall be brought upon company premises by any person other than the person for whom the drug is prescribed by a licensed medical practitioner, and shall be used only in the manner, ~~combination~~combination, and quantity as prescribed. Employees must keep all prescribed medicine in its original container, which identifies the drug, date of prescription, and the prescribing doctor.

Employees and job applicants have the right to consult with the Medical Review Officer for technical information both before and after being tested regarding prescription or non-prescription medication for the purpose of interpreting the test result to determine whether the result could have been caused by prescription or non-prescription medication taken by the employee or job applicant.

PROHIBITIONS

Violation of these natures may result in disciplinary action, up to and including termination.

- 1) Use, possession, manufacture, distribution, dispensation or sale of illegal drugs, drug paraphernalia on District property or the property of our clients, on District business, in District supplied vehicles, or during working hours;
- 2) Unauthorized use or possession, or any manufacture, distribution, dispensation or sale of a controlled substance on District property or the property of our clients, or District business, in District supplied vehicles, or during working hours;
- 3) Unauthorized use manufacture, distribution, dispensation or possession or any sale of alcohol on District property or the property of our clients, or District business, in District supplied vehicles, or during working hours;

- 4) Storing in a locker, desk, automobile or other repository on District property any illegal drug, drug paraphernalia, any controlled substance whose use is unauthorized, or any alcohol;
- 5) Being under the influence of an unauthorized controlled substance, illegal drug or alcohol on District property or the property of our clients, or District business, in District supplied vehicles, or during working hours; being “under the influence” of alcohol is defined as a blood alcohol content of 0.04 “being under the influence” of an unauthorized controlled substance or illegal drug is defined as testing positive at a specified ng/mL or pg/mg level;
- 6) Use of alcohol off company premises that adversely affects the employee’s work performance, his or her own or others’ safety at work, or the District’s regard or reputation in the community;
- 7) Possession, use manufacture, distribution, dispensation or sale of illegal drugs off company premises that adversely affect the employee’s work performance, his or her own or others’ safety at work, or the District’s regard or reputation in the community;
- 8) Switching or adulterating any type of sample submitted for testing;
- 9) Refusing consent to testing or to submit a breath, saliva, urine, blood or hair sample or other recognized testing procedure for testing when requested by management.
- 10) Refusing to submit to an inspection when requested by management;
- 11) Failing to adhere to the requirements of any drug or alcohol treatment or counseling program in which the employee is enrolled;
- 12) Conviction under any criminal drug statute;
- 13) Arrest under any criminal drug statute under circumstances which adversely affect the District’s regard or reputation in the community;
- 14) Failure to notify the District of any arrest or conviction under any criminal drug statute within five days of the arrest or conviction;
- 15) Failure to keep prescribed medicine in an original container;
- 16) Refusing to sign a statement agreeing to abide by the District’s Alcohol and Drug Abuse policy.
- 17) Refusal to complete a Consent Form prior to testing;
- 18) Refusal to complete the Chain of Custody Form after submission of a drug test.

DISCIPLINARY CONSEQUENCES

Disciplinary consequences for violating the District’s Drug-Free Workplace Policy may include termination of employment and denial of Unemployment Compensation, if applicable.

- 1) In the case of a ~~first-time~~first-time violation of the District’s policy, including a positive drug test (without evidence of use, sale, possession, distribution, dispensation, or purchase of drugs on clients’ property or while on duty) the employee will be subject to disciplinary action, up to and including termination.
- 2) Employee may be suspended without pay under this policy pending the results of a drug test or investigation.
- 3) Any employee using, selling, purchasing, possessing, distributing, or dispensing drugs on duty, on company property will be subject to disciplinary action, up to and including termination.
- 4) An employee who is injured, refuses to submit to a drug test and subsequently tests positive for drug or alcohol use based upon reasonable suspicion post-accident testing for having caused, contributed to, or been involved in an accident or incident while at work, in addition to the above, forfeits his or her eligibility for all workers’ compensation medical, indemnity benefits, and unemployment compensation benefits. In addition, employees subject to

regulation such as Federal or State Department of Transportation Rules may forfeit their license or other privileges as prescribed by law.

- 5) As a condition of employment, employees must abide by the terms of this policy and must notify the District, in writing of any substance abuse conviction, no later than five calendar days after such a conviction. Failure to notify the District of any arrest or conviction under any criminal drug statute within five days of the arrest or conviction; will result in disciplinary action, up to and including termination.
- 6) To ensure that drugs and alcohol do not enter the workplace, the District reserves the right to search all vehicles, lockers, containers, or other items on District property in furtherance of this policy. Individuals may be required to displace personal property for visual inspection upon District's request.
- 7) Searches of employee's personal property will take place in the employee's presence. All searches under this policy will occur with the utmost discretion and consideration for the employees involved.

DRUG TESTING TYPES

- 1) **"Pre-employment" ~~and~~ "Post-Offer Job Applicant Screening"** - means that all applicants and rehires for employment will be required to take pre-employment drug tests. Applicants whose test results indicate present drug abuse will not be ~~hired, and~~ hired and will be ineligible to re-apply for employment for a minimum of ninety days.
- 2) **"Reasonable suspicion drug testing"** – means drug testing based on a belief that an employee is using or has used drugs in violation of the District's policy. Employees will be tested when there is a reasonable suspicion that an employee has caused, contributed to, or been involved in an accident or incident while at work. Among other things, such facts and inferences may be based upon:

Observable phenomena while at work, such as direct observation of drug use or of the physical symptoms or manifestations of being under the influence of a drug.

- a) Abnormal conduct or erratic behavior observed while at work or a significant deterioration in work performance.
- b) A report of drug use, provided by a reliable and credible source.
- c) Evidence that an individual has tampered with a drug test during his or her employment with the District.
- d) Information that an employee has caused, contributed to, or been involved in an accident or incident while at work.
- e) Evidence that an employee has used, possessed, sold, solicited, or transferred drugs while working or while on company premises or while operating company vehicles, ~~machinery~~ machinery, or equipment.

Supervisors should contact the District Manager with a reasonable suspicion investigation.

- 3) **"Post-Accident Testing."** Under the following circumstances post-accident testing will be done on all employees who have caused or contributed to an accident while at work. "Accident", as defined by the Florida Worker's Compensation Law, Section 440.02, "means an unexpected or unusual event or result, happening suddenly".

An accident may occur with or without medical or first aid treatment being rendered. Damage to a District vehicle, customer property, or another employee's property regardless of extent may be considered an accident. Some guidelines to use to define an accident include but not limited to:

- a) The accident involved a fatality: or
- b) The driver receives a citation for a moving traffic violation arising from the accident
- c) Bodily injury to a person who, as a result immediately receives medical treatment away from the scene of the accident.
- d) When an employee receives a citation for a moving violation(s) and one or more of the vehicles involved in the accident is towed from the scene of the accident due to disabling damage as a result of the accident
- e) A Workers' Compensation claim which requires medical attention was or is to be filed
- f) Lost work time (other than for drug testing) resulted from the accident.
- g) Estimated property damage exceeding \$500 resulted from the accident

A driver who is subject to post-accident testing shall remain readily available for such testing. A driver who does not comply with this requirement will be deemed to have refused to submit to testing.

- 4) **"Routine fitness-for-duty drug testing"** - means that the District will require an employee to submit to a drug test if the test is conducted as part of an employee fitness-for-duty medical examination that is part of the District's established policy.
- 5) **"Follow-up"** – means that if the employee in the course of employment enters an employee assistance program for drug-related problems or a drug rehabilitation program, the employer will require the employee to submit to a drug test as a follow-up to such program.

Follow-up testing will be conducted at least once a year for a 2-year period after completing the program. Advance notice of a follow up testing date will not be given to the employee to be tested. Employees in safety-sensitive positions may be required to undergo follow-up testing for up to five years.

- 6) **"Random"** – means the following. (having no specific pattern)
 - a) The District may conduct random testing of employees who are subject to the United States Department of Transportation Regulations or other federal or state statutes/regulations or court decisions that permit for random drug testing (safety-sensitive positions).
 - b) The covered employees(s) to be tested will only be notified immediately prior to the tests being conducted.
 - c) A ~~third-party~~third-party vendor designated by the District will generate a computerized random list of employees who can be required to submit to a drug or alcohol screen. When an employee is chosen for a random test, their name automatically returns to the pool for future random testing.

Additional Testing May be conducted where allowed by statute, ~~regulation~~regulation, or court decision.

TESTING DRUGS/PROCEDURES

- 1) The following drugs listed below are drugs for which a test ~~will~~may be conducted. In parenthesis is a list of common names also used for the drug. After the name(s) of the tested drug, appears a list of certain over the counter and prescription drugs which could alter or affect drug test results for the listed drug. (Due to the large number of obscure brand names and constant marketing of new products, the over the counter and prescription drugs listed after each tested drug, is not intended to be all-inclusive.):

ALCOHOL (booze, hooch, drink, beer, liquor, wine, moonshine). All liquid medication containing ethyl alcohol (ethanol) can alter or affect drug test results. Please read the label for alcohol content. As an example, Vick's Nyquil is 25% (50 proof) ethyl alcohol; Comtrex is 20% (40 proof); Contac Severe Cold Formula Night Strength is 25% (50 proof); and Listerine is 26.9% (54 proof)

AMPHETAMINES – (bennies, black beauties, crystal, speed, uppers, crank) Obetrol, Biphedamine, Desoxyn, Dexedrine, Didrex, Fastin

CANNABINOIDS – (marijuana, hashish, maryjane, grass, reefer, pot, dope, etc.) Marinol (Dronabinol, THC)

COCAINE – (coke, crack, blow, nose candy, toot, snow) Cocaine HCl topical solution (Roxanne)

PHENCYCLIDINE – (PCP, angel dust) not legal by prescription

METHAQUALONE – (ludes, qualude, optimil, parest, somnafac, sopor) not legal by prescription

OPIATES – (heroin, horse, smack, powder) Paregoric, Parepectolin, Donnagel PG, Morphine, Tylenol with Codeine, Empirin with Codeine, APAP with Codeine, Aspirin with Codeine, Robitussin AC, Guaiatuss AC, Novahistine DH, Novahistine Expectorant, Dilaudid (Hydromorphone), M-S Contin and Roxanol (morphine sulfate) Percodan, Vicodin, Tussiorganidin, etc.

BARBITURATES – (barbs, rainbows, goofballs, reds, yellows, blues) Phenobarbital, Tuinal, Amytal, Nembutal, Seconal, Lotusate, Fiorinal, Fioricet, Esgic, Butisol, Mebral, Butabarbital, Butabital, Phrenilin, Triad, etc.

BENZODIAZEPINES – Ativan, Azene, Clonopin, Dalmane, Diazepam, Librium, Xanax, Serax, Tranxene, Valium, Verstran, Halcion, Paxipam, Restoril, Centrax

METHADONE – Dolphine, Methadose

PROPOXYPHENE – Darvocet, Darvon N, Dolene, etc.

2) Individuals to be tested – All employees and job applicants are subject to testing under this policy.

2)

3) Voluntary notification of drug use and/or abuse – An employee who has not previously tested positive for drug or alcohol use, entered an employee assistance program for abuse-related problems, or entered a drug or alcohol rehabilitation program, and who comes voluntarily seeking treatment shall not be subject to disciplinary action solely for coming forward. All such employees are urged to seek help immediately. However, once a test has been scheduled, all employees are required to complete the test and cooperate with the designated Medical Review Officer to provide information regarding prescriptive and over-the-counter medication that could cause a positive result.

3)

- 4) **Refusal to Test** – If an employee refuses to submit to a test for drugs or alcohol, or incurs a positive confirmed drug or alcohol test, tampered with or adulterated screening specimen, they will be subject to disciplinary action, up to and including termination. Refusal to submit to a test will be treated as a positive test result.

Additionally, the covered employee may forfeit his/her eligibility for all workers' compensation medical and indemnity benefits.

- 5) **Initial Test** – The initial screen for all drugs shall use an immunoassay procedure or equivalent, or a more accurate scientifically accepted method approved by the U.S. FDA or the Agency for Healthcare Administration.

Levels on initially screened drug tests that are equal to or exceed cutoff levels the following shall ~~be considered to be~~ presumptively positive and submitted for confirmation testing.:

| | | | |
|---|--|-------------------------|------------------|
| • | _____ | Amphetamines | 1,000 |
| | ng/mL | | |
| • | Cannabinoids | 50 ng/mL | |
| • | Cocaine | 300 ng/mL | |
| • | Phencyclidine | 25 ng/mL | |
| • | Methaqualone | 300ng/mL | |
| • | Opiates | 2000ng/mL | |
| | (25 ng/mL if immunoassay is specific for free morphine) | | |
| • | Barbiturates | 300ng/mL | |
| • | Benzodiazepines | 300ng/mL | |
| • | Methadone | 300ng/mL | |
| • | Propoxyphene | 300ng/mL | |
| • | Alcohol | 0.04g/dL | |

An employee may be terminated ~~on the basis of~~ based on a positive initial test.

If an applicant's test is confirmed positive, or the specimen is ~~adulterated~~ adulterated or tampered with, the applicant will not be considered for employment at that time and will be informed that he or she has failed to meet employment standards.

- 6) **Confirmation Test** – All specimens identified as presumptively positive on the initial tests shall be confirmed using a second test, a mass spectrometry/mass spectrometry (MS/MS) or a gas chromatography/mass spectrometry (GC/MS) test or an equivalent or more accurate scientifically accepted method approved by the Agency for Health Care Administration or the U.S. FDA as such technology becomes available in a cost-effective form. All confirmations shall be done by quantitative analysis.

Levels on confirmation testing that are equal to or exceed ~~the following~~ cutoff levels shall be reported as positive.:

| | | | |
|---|---|----------------------|--|
| • | Amphetamines | | |
| | (Amphetamine, methamphetamine) | 500 ng/mL | |
| • | Cannabinoids | 15 ng/mL | |
| • | Cocaine | 150 ng/mL | |

- ~~Phencyclidine~~ ~~25 ng/mL~~
- ~~Methaqualone~~ ~~150ng/mL~~
- ~~Opiates~~ ~~2000ng/mL~~
- ~~Barbiturates~~ ~~150ng/mL~~
- ~~Benzodiazepines~~ ~~150ng/mL~~
- ~~Methadone~~ ~~150ng/mL~~
- ~~Propoxyphene~~ ~~150ng/mL~~
- ~~Alcohol~~ ~~0.04g/dL~~

~~7) 7) Collection of Site Procedures – Chain of Custody~~

~~a) As part of the District’s Drug-Free Workplace Policy, the District will only utilize a laboratory certified by the United States Department of Health and Human Services or licensed by the Agency for Health Care Administration.~~

~~a) —~~

~~b) The laboratory will be required to follow Florida law and the rules established by the Agency for Health Care Administration.~~

~~b) —~~

~~8) Cutoff Concentrations for Drug and Alcohol Tests~~

| <u>Drug/Alcohol</u> | <u>Initial test cutoff</u> | <u>Confirmation test cutoff</u> |
|--|----------------------------|---------------------------------|
| <u>Marijuana Metabolites (THCA)</u> | <u>50 ng/mL</u> | <u>15 ng/mL</u> |
| <u>Cocaine Metabolite (Benzoyllecgonine)</u> | <u>150 ng/mL</u> | <u>100 ng/mL</u> |
| <u>Codeine/ Morphine</u> | <u>2000 ng/mL</u> | <u>2000 ng/mL</u> |
| <u>Hydrocodone/ Hydromorphone</u> | <u>300 ng/mL</u> | <u>100 ng/mL</u> |
| <u>Oxycodone/ Oxymorphone</u> | <u>100 ng/mL</u> | <u>100 ng/mL</u> |
| <u>6-Acetylmorphine</u> | <u>10 ng/mL</u> | <u>10 ng/mL</u> |
| <u>Phencyclidine</u> | <u>25 ng/mL</u> | <u>25 ng/mL</u> |
| <u>Amphetamine/ Methamphetamine</u> | <u>500 ng/mL</u> | <u>250 ng/mL</u> |
| <u>MDMA/MDA</u> | <u>500 ng/mL</u> | <u>250 ng/mL</u> |
| <u>Alcohol</u> | <u>0.04g/dL</u> | <u>0.04g/dL</u> |

REPORTING OF RESULTS

1) Medical Review Officer (MRO)

- a) The laboratory shall report test results to the MRO within seven working days after receipt of the specimen by the laboratory.
- b) Both positive and negative test results shall be reviewed and verified by the MRO prior to transmitting the test results to the employer. The MRO, based on a review of the chain of custody form, quality control data, multiple samples and other pertinent

results, is permitted to determine that the result is scientifically unsatisfactory for further action and may request the donor to provide another sample or request a re-analysis of the original sample before making such decision. The MRO is permitted to request that the same laboratory perform the re-analysis or, that a part (aliquot) of the original specimen be sent to another licensed laboratory. The laboratory shall assist in this review process as requested by the MRO and shall make available appropriate personnel to provide consultation as required by the MRO.

The MRO shall report all findings based on the unsatisfactory specimen, as required by Fla. Admin. Code 59A-24, but shall not include any personal identifying information in such ~~reports~~reports.

- c) The MRO shall evaluate the drug test result(s), which is reported by the laboratory, to verify by checking the chain of custody form that the specimen was collected, transported, and analyzed under proper procedures, as specified in these rules, and to determine if any alternative medical explanations caused a positive test result.
- d) This determination could include conducting a medical interview with the individual, review of the individual's medical history or the review of any other relevant biomedical factors.

The MRO shall review all medical records made available by the tested individual. The MRO shall not consider the results of samples that are not obtained or processed in accordance with the Fla. Admin. Code # 59A-24.

- e) The MRO shall notify the employee or job applicant of a confirmed positive test result, within three (3) business days of receipt of the test result from the ~~laboratory,~~ and laboratory and inquire as to whether prescriptive or over-the-counter medications could have caused the positive test result.

Within five (5) days of notification to the donor of the positive test result, the MRO shall provide an opportunity for employee or job applicant to discuss the positive test result and to submit documentation of any prescriptions relevant to the positive test result.

The MRO shall review any medical records provided by the employee or job ~~applicant,~~ or applicant or authorized by the employee or job applicant and released by the individual's physician, to determine if the positive test result was caused by a legally prescribed medication. If the donor does not have prescribed medication, the MRO shall inquire about over-the-counter medications that could have caused the positive test result. The donor shall be responsible for providing all necessary documentation (i.e., a doctor's report, signed prescription, etc.) within the five-day period after notification of the positive test result.

- f) Contacting Donors Who Test Positive. If the MRO is unable to contact a donor who tested positive within three (3) working days of receipt of the test results from the laboratory, the MRO shall contact the employer and request that the employer direct the donor to contact the MRO as soon as possible.

If the donor has not contacted the MRO within two (2) working days from the request to the employer, the MRO shall verify the report as positive.

As a safeguard to employees and job applicants, once a MRO verifies a positive test result, the MRO may change the verification of the result if the donor presents information to the MRO which documents that a serious illness, injury, or other unavoidable circumstance prevented the employee from contacting the MRO within the specified time frame and if the donor presents information concerning a legitimate explanation for the positive test result.

- If the donor declines to talk with the MRO regarding a positive test result, the MRO shall validate the result as positive and annotate such decline in the remarks section.
- g) Identification of Donor. Prior to providing an employee or job applicant with the opportunity to discuss a test result, the MRO shall confirm the identity of the employee or job applicant. At a minimum, to confirm the identity of the donor, the MRO shall ask the donor to respond with the following information.

If the request is in person, the MRO shall request picture identification.

If the request is over the telephone, the MRO shall request.

- An employee identification number or social security number;
- Date of birth
- Employer's name; and
- Work telephone number

- ~~_____An employee identification number or social security number;~~
- ~~_____Date of birth;~~
- ~~_____Employer's name; and~~
- ~~_____Work telephone number.~~

_____Once the donor's identification has been established, and before any additional information is solicited from the donor, the MRO shall:

- Inform the donor that the MRO is an agent of the employer whose responsibility is to make a determination on test results and report them to the employer.
- Inform the donor that medical information revealed during the MRO's inquiry will be kept confidential; unless the donor is in a safety sensitive or special risk position and the MRO believes that such information is relevant to the safety of the donor or to other employees.

Any additional release of information shall be solely pursuant to a written consent form signed voluntarily by the donor, except where such release is compelled by a hearing officer or a court of competent jurisdiction pursuant to an appeal, or where deemed appropriate by a professional or occupational licensing board in a related disciplinary proceeding.

A donor may appeal the drug test result by requesting a retest of the original specimen.

If the donor voluntarily admits to the use of the drug in question without a proper prescription, the MRO shall advise the donor that a verified positive test report will be sent to the employer.

- h) In the case of a positive test result the MRO will review the laboratory and the collection site documents ~~and~~and attempt to contact the donor. After speaking with the donor, the MRO shall prepare and sign a verification letter to the employer revealing the final verified test result, either; negative, positive, or invalid, no more than seven (7) business days after the specimen was received by the laboratory. The MRO will confidentially retain the chain of custody form for two (2) years.

If the MRO determines that there is a legitimate medical explanation for the positive last result, based on the medical judgment of the MRO and accepted standards of the practice, the MRO shall report a negative test result to the employer.

- i) The MRO shall process any employee or job applicant requests for a retest of the original specimen, within 180 days of notice of the positive test result at another licensed laboratory selected by the employee or job applicant.

The donor requesting the additional test shall be required to pay for the costs of the retest, including handling and shipping expenses. The MRO shall contact the original testing laboratory to initiate the retest.

EMPLOYEE/JOB APPLICANT CHALLENGES

- 1) An employee or job applicant who receives a positive confirmed drug test result may contest or explain the result to the MRO within five (5) working days after receiving written notification of the test result.
- 2) If an employee's or job applicant's explanation or challenge is unsatisfactory to the MRO, the MRO shall report a positive test result back to the employer, and that person may contest the drug test result pursuant to the law or to rules adopted by the Agency for Health Care Administration.
- 3) Within fifteen (15) working days after receipt of a positive confirmed test result from the MRO, the District shall inform an employee or job applicant in writing of such positive test result, the consequences of such results, and the options available to the employee or job applicant.
- 4) The District shall provide to the employee or job applicant, upon request, a copy of the test results.
- 5) Within five (5) working days after receiving notice of a positive confirmed test result, the employee or job applicant may submit information to the employer explaining or contesting the test results, and why the results do not constitute a violation of Company policy.
- 6) When an employee or job applicant undertakes an administrative or legal challenge to the test result, it shall be the employee's or job applicant's responsibility to notify the employer and MRO of such a challenge. Such notice shall include reference to the chain of custody specimen identification number. After such notification, the laboratory shall retain the sample until the case or administrative appeal is settled.
- 7) If the employee's or job applicant's explanation or challenge of the positive test result is unsatisfactory to the employer, a written explanation as to why the employee's or job applicant's explanation is unsatisfactory, along with the report of positive results, shall be provided by the District to the employee or job applicant. The District shall keep all such documentation confidential.
- 8) In the event of a workplace injury and the District's decision to deny workers' compensation benefits due to a positive drug test, an employee or job applicant may undertake an administrative challenge by filing a claim for benefits with a Judge of Compensation Claims. If no workplace injury has occurred, the person must challenge the test results in a court of competent jurisdiction. When an employee undertakes a challenge to the results of the test, it shall be the employee's responsibility to notify the Medical Review Officer of their decision.
- 9) If testing is conducted based on reasonable suspicion, the District shall promptly detail in writing the circumstances that formed the basis of the determination that reasonable suspicion existed to warrant the testing. A copy of this determination shall be given to the

employee upon request and the original documentation shall be kept confidentially by the District.

- 10) During the 180-day period after written notification of a positive test result, the employee or job applicant who has provided the specimen may be permitted by the District to have a portion of the specimen re-tested, at the employee's or job applicant's expense.
Such re-testing shall be done at another laboratory, ~~licensed~~licensed, or approved by the Agency for Health Care Administration, chosen by the employee or job applicant. The second laboratory must test at equal or greater sensitivity for the drug in question as the first laboratory. The first laboratory that performed the test for the District is responsible for the transfer of the portion of the specimen to be re-tested, and for the integrity of the specimen and for the chain of custody during such transfer.
- 11) Employees and applicants have the right to consult the MRO for technical information regarding prescription or non-prescription medication.
- 12) The District shall pay the cost of all drug tests, initial and confirmation, which it requires of employees and job applicants. An employee or job applicant shall pay the costs of any additional drug tests not required by the District.

CONFIDENTIALITY

- 1) The results of drug tests and all related information, reports, statements, and memoranda will be treated as confidential, distribution shall be limited to those having a "need-to-know," and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings, except in accordance with this Rule.
Results may be revealed to the proper authorities if the situation requires. Otherwise, such information shall be released pursuant to a written consent form signed voluntarily by the employee.
- 2) Employers, testing laboratories, employee assistance programs, drug and alcohol rehabilitation programs, and their agents who receive or have access to information concerning drug test results shall keep all information confidential.
Release of such information under any circumstances shall be solely pursuant to a written consent form signed voluntarily by the person tested, unless such appeal is compelled by a hearing officer or a court of competent jurisdiction, pursuant to an appeal taken under this section, or unless deemed appropriate by a professional or occupational licensing board in related disciplinary proceedings.
- 3) Nothing herein shall be construed to prohibit the employer, agent of the employer, or laboratory conducting a drug test from having access to employee drug information when consulting with legal counsel in connection with actions brought under or related to this section or when the information is relevant to the District or its agent's defense in a civil or administrative manner.

EMPLOYEE ASSISTANCE PROGRAM

The District's insurance provider provides an Employee Assistance Program for a variety of personal and professional matters, including: stress, resiliency, depression, gambling and other addictive behavior, parenting, financial issues, life changes, relationships, drug/alcohol abuse, mental health, grief, balancing work and home.

- 1) Any employee, who feels that he or she has developed an addiction to, dependence upon or problem with alcohol or drugs, legal or illegal, is encouraged to seek assistance. Assistance may be sought by writing in confidence to the District Manager.

- 2) Each request for assistance will be treated as confidential by the District, and only those persons “needing to know” will be made aware of such request.
- 3) Rehabilitation itself is the responsibility of the employee. Any employee seeking medical attention for alcoholism or drug abuse will be entitled to benefits only if and to the extent specified under the District’s group medical insurance plans. For employees enrolled in a group formal in-patient treatment program, the District may grant a rehabilitation leave.
- 4) The District Manager, or such other person as the District specifically designates, will be responsible for developing contacts with local hospitals and community organizations offering alcohol or drug treatment programs (i.e., Care Units, Alcoholics Anonymous, Narcotics Anonymous, Community Health Centers, etc.) and for employees seeking assistance to an appropriate organization.
- 5) To be eligible for continuation of employment during an in-patient rehabilitation, the employee must maintain at least weekly contact with the Supervisor to whom the employee reports; and must provide certification that he or she is continuously enrolled in a treatment program and actively participating in that program.
- 6) Upon successful completion of treatment, the employee will be returned to active status without reduction of pay or level of service, except for a reduction in force or other business occurrence, which would have resulted in the employee’s layoff or termination in any event. The employee may be required to attend the mandatory after-care program at the direction of the outpatient (aftercare) counselor.
- 7) If the employee in the course of employment enters an Employee Assistance Program for drug-related problems, or an alcohol and drug rehabilitation program, the District shall require the employee to submit to a drug test, prior to his/her return to work, as a follow-up to such program. If follow-up testing is required, it will be conducted at least once a year for a two (2) year period after completion of the program. Advance notice of a follow-up testing date will not be given to the employee to be tested. Employees treated for drug/alcohol abuse must sign a rehabilitation agreement as a condition of continued employment.
- 8) Any employee suffering from an alcohol or drug problem who rejects treatment or who leaves a treatment program prior to being properly discharged will be subject to disciplinary action, up to and including termination. No employees will be eligible for the Employee Assistance Program more than one time for drug or alcohol treatment.

EFFECTIVE DATE-NOTICE TO EMPLOYEES

- 1) The policies set forth in this document are effective immediately upon notice to employees. Each employee will be furnished a copy of this policy and will sign a receipt for it. Job applicants for employment will be furnished a copy during the hiring process. These policies have been implemented in a manner that complies with all applicable federal and state laws.
The District will continue to monitor the developing laws impacting this area to be certain that this program complies with applicable laws.
- 2) The District shall include notice of drug testing on vacancy announcements for those positions for which drug testing is required. A notice of the drug testing policy will also be posted in an appropriate and conspicuous location on the District’s premises, and copies of the policy will be made available for inspection during regular business hours in the personnel office or other suitable locations.
- 3) Cut-off levels used by the testing laboratory when analyzing specimens to determine whether they are positive or negative for drugs and metabolites may change from time to

time. The District will follow recommendations established for these agencies and will modify the District's policy with any new standards.

EDUCATION

The District or its designee will provide employees a representative sampling of names, addresses, and telephone numbers of Employee Assistance Programs and local drug and alcohol rehabilitation programs.

RESERVATION OF RIGHTS

- 1) The District retains the sole right to interpret, change or discontinue this policy as may be necessary from time-to-time, and without notice.
- 2) Nothing in this policy should be construed as creating a contract of employment. Your employment "at will" relationship cannot be changed except in writing by the District Manager.
- 3) Nothing in this policy binds the District to a specific or definite period of employment or to any specific policies, procedures, actions, contract articles, rules, or terms and conditions of employment.
- 4) Employees, as a condition of employment, are required to abide by this policy.

St. Lucie West Services District



DRUG-FREE WORKPLACE



POLICY

ST. LUCIE WEST SERVICES DISTRICT

DRUG-FREE WORKPLACE PROGRAM

~~F~~OR THE STATE OF FLORIDA

(DOT) HANDOUT

ST. LUCIE WEST SERVICES DISTRICT COMMERICAL MOTOR VEHICLE DRIVERS SAFETY POLICY

PURPOSE:

To help prevent accidents and injuries resulting from the misuse of alcohol or controlled substances by drivers of commercial motor vehicles. All employees, if required to have a commercial drivers' license (CDL) under 49 CFR Part 382 (hereinafter referred to as "Drivers") are subject to these controlled substance and alcohol testing rules established by the U.S. Department of Transportation, Federal Motor Carriers Safety Administration (FMCSA) under the Omnibus Transportation Employee Testing Act of 1981 (Revised in 1994 and 2000), in accordance with 49CFR Parts 40, 382, 383 and 395.2). (<http://www.fmcsa.dot.gov/rules-regulations>)

Regulatory penalties for infractions described herein are in addition to disciplinary consequences, including possible termination of employment which may also be imposed by employers for workplace abuse of drugs or alcohol.

ALCOHOL PROHIBITIONS:

Drivers shall not report to duty or remain on safety sensitive duties:

- a) with a breath alcohol concentration of 0.04 or greater,
- b) if in possession of alcohol, unless it is listed on the transport manifest,
- c) if using alcohol on duty, or
- d) if having used alcohol from any source within 4 hours of reporting for duty.

Drivers found to have breath alcohol concentration of 0.02 or greater, but less than 0.04, shall not perform or be permitted to continue to perform safety-sensitive functions until the start of the Driver's next regularly scheduled duty period, but not less than 24 hours following the administration of the positive alcohol test, unless an interim alcohol test has been administered which registers a breath or saliva alcohol concentration below 0.02.

CONTROLLED SUBSTANCES PROHIBITIONS:

Driver shall not report to duty or remain on safety-sensitive duties when using any controlled substance, except when such use is pursuant to the instructions of a licensed physician *who has advised the Driver that the substance does not adversely affect the Driver's ability to safely operate a commercial motor vehicle*. Drivers shall not report to duty, remain on duty, or perform safety-sensitive functions when tested positive for illegal controlled substances, until released for return-to-duty by a Substance Abuse Professional, as hereinafter provided. Drivers are prohibited from having bodily concentrations of drugs exceeding threshold levels listed below unless provided by a physician.

| <u>Drug/Alcohol</u> | <u>Initial test cutoff</u> | <u>Confirmation test cutoff</u> |
|---|----------------------------|---------------------------------|
| <u>Marijuana Metabolites (THCA)</u> | <u>50 ng/mL</u> | <u>15 ng/mL</u> |
| <u>Cocaine Metabolite (Benzoylecgonine)</u> | <u>150 ng/mL</u> | <u>100 ng/mL</u> |
| <u>Codeine/ Morphine</u> | <u>2000 ng/mL</u> | <u>2000 ng/mL</u> |
| <u>Hydrocodone/ Hydromorphone</u> | <u>300 ng/mL</u> | <u>100 ng/mL</u> |
| <u>Oxycodone/ Oxymorphone</u> | <u>100 ng/mL</u> | <u>100 ng/mL</u> |
| <u>6-Acetylmorphine</u> | <u>10 ng/mL</u> | <u>10 ng/mL</u> |
| <u>Phencyclidine</u> | <u>25 ng/mL</u> | <u>25 ng/mL</u> |
| <u>Amphetamine/ Methamphetamine</u> | <u>500 ng/mL</u> | <u>250 ng/mL</u> |
| <u>MDMA/MDA</u> | <u>500 ng/mL</u> | <u>250 ng/mL</u> |
| <u>Alcohol</u> | <u>0.04g/dL</u> | <u>0.04g/dL</u> |

| | |
|--------------------------|----------------|
| Amphetamines | 500 |
| Opiates | 200 |
| Cocaine | 150 |
| Phencyclidine | 25 |
| Cannabinoids | 50 |

REQUIRED TESTS (CDL Licensed Drivers):

Drivers are required to submit to controlled substances testing under the following conditions:

- 1) Pre-employment, unless a Driver has been tested under Part 382 Rules within 6 months or subject to random testing for 12 months preceding application and verification is obtained from previous employer(s) that violations haven't occurred within 6 months preceding ~~application;~~application.
- 2) Post-Accident, (a) when either a fatality has resulted, or (b) after receiving a moving vehicle citation linked to an accident and bodily injury to a person has also occurred requiring medical treatment away from the scene of the accident and/or one or more of the vehicles involved incurred disabling damage requiring transport or towing away from the accident ~~scene;~~scene.
- 3) Random, conducted in observance of the minimum annual percentage rates for random drug and alcohol drug testing set forth by the FMCSA Administrator.
- 4) Reasonable Suspicion, when ordered by a Supervisor or District official trained under this regulation; Reasonable suspicion drug testing will be conducted consistently with the Drug-Free Workplace Policy.
- 5) Return-To-Duty, after engaging in alcohol or controlled substance prohibitions stated in Part 382, Subpart B; and
- 6) Follow-up, for a period of up to 5 years after return to duty, if ordered by a Substance Abuse Professional (SAP.)

Both controlled substances and alcohol testing must be performed for all Drivers subject to ~~Post-~~post-accident testing. Drivers are to secure a controlled substances test within a minimum of up to 32 hours and an alcohol test within up to 2 hours following the accident. If the required alcohol test cannot be performed within 2 hours, up to a maximum of 8 hours is permitted providing reasons for delay are recorded for review by FMCSA upon request. Drivers subject to post-accident testing may not use alcohol for up to 8 hours following the accident or until a post-accident has been

completed, whichever comes first. If controlled substance tests cannot be collected within 32 hours and alcohol testing cannot be completed within 8 hours, further attempts to complete the delayed test(s) must cease and the reasons testing was not administered must be documented by the employer for review by the FMCSA upon request.

Random testing for controlled substances or alcohol must be performed *immediately* after notification of selection unless a Driver is then performing safety-sensitive functions defined by “On-Time Duty”, in which event; the employer must ensure the Driver safely ceases performing said functions and proceeds for testing as soon as possible.

REFUSAL TO TEST:

Drivers *refusing tests* required by the DOT Regulations will be subject to the same disciplinary consequences as may otherwise be imposed by an employer for positive test results, and in addition, employers must not permit Drivers refusing to submit to testing to continue to perform safety-sensitive functions. In addition to overt actions or statements, a Driver’s refusal to submit to an alcohol or controlled substances test may be determined by:

- 1) Failure to provide adequate breath (or saliva) for testing *without a valid medical explanation* after he or she has received notice of the DOT requirements for alcohol testing;
- 2) Failure to provide adequate urine for controlled substances testing *without a valid medical explanation* after he or she has received written notice of DOT requirements for urine testing;
or
- 3) Engaging in conduct that clearly obstructs the testing process.

LAB QUALIFICATIONS:

All testing for controlled substances performed in conjunction with this Policy must be conducted in accordance with 49CFR Part 40. Only laboratories certified by the Substance Abuse and Mental Health Services Administration (SAMSHA) will perform analysis of urine specimens. Specimen collections will only be performed by qualified collectors trained to follow authorized collection and chain-of-custody protocols.

MEDICAL REVIEW OFFICER PURPOSE APPEALS:

An experienced physician/Medical Review Officer (MRO) will review all negative and confirmed positive lab reports. Positive results may only be reported to employers after the MRO has ascertained that personal prescriptions or other legal substances do not account for the lab findings. Investigations may include, as appropriate, telephone contact with the tested Driver and any prescribing physicians and/or pharmacies identified. Drivers wishing to dispute a controlled substances test result may, at their own expense, within 72 hours of notification of a verified positive test result, request the MRO to order a retest of a split of the original specimen by any SAMSHA certified lab of their choosing.

ALCOHOL TESTING/VERIFICATION:

Breath alcohol testing of Drivers must be administered by a Certified Breath Alcohol Technician (BAT) using a calibrated NHTSA approved Evidentiary Breath Testing (EBT) device. Saliva alcohol testing conducted by a Saliva Testing Technician (STT), has also been approved for initial testing. If positive by *either* method, verification testing, *only using an EBT device* must be performed, within 30 minutes as required by the DOT.

CONSEQUENCES FOR INFRACTIONS:

In addition to employer-mandated disciplinary consequences detailed by separate written policy, under Subpart E, Drivers violating alcohol and controlled substances prohibitions stated in Part 382 of the U.S. Dept of Transportation (FMCSA) regulations, Subpart B, will be subject to regulatory constraints, including immediate removal from safety-sensitive functions such as driving commercial motor vehicles. A Substance Abuse Professional (SAP) who shall determine what assistance, if any, the Driver needs in resolving problems associated with alcohol misuse and/or controlled substance use must evaluate the offending Driver. The SAP shall follow the explicit instructions stated in the regulation regarding evaluation, referral, and follow-up counseling or treatment for Drivers in violation. Restoration of driving privileges after a negative Return-to-Duty test is at the SAP's discretion, which could also require successful completion of treatment and follow-up controlled substances and/or alcohol testing for up to 5 years.

EMPLOYEE ASSISTANCE PROGRAM:

An Employee Assistance Program (EAP) is utilized to assist with the implementation of Subpart F- Alcohol Misuse and Controlled Substances Use, Information, Assistance, Training and Referral. The EAP also provides a free, professional, and confidential counseling resource for employees, Drivers with problems concerning alcohol or drugs which could be interfering with their work performance and/or places them in possible violation of Federal Motor Carrier Safety Regulations. Under the statute, the EAP will provide information to employees concerning effects of alcohol and controlled substances use on an individual's health, work, and personal life; signs and symptoms of alcohol or controlled substance problems; and the available methods of intervening, confronting, and referring. In addition, persons designated by the employer to determine whether reasonable suspicion exists to require a Driver to undergo testing under 382 Subpart F, will receive training on alcohol misuse and training on controlled substances.

The Employee Assistance Program will provide assistance for a variety of personal and professional matters, including: stress, resiliency, depression, gambling and other addictive behavior, parenting, financial issues, life changes, relationships, drug/alcohol abuse, mental health, grief, balancing work and home.

ST. LUCIE WEST SERVICES DISTRICT
COMMERCIAL MOTOR VEHICLE DRIVERS SAFETY POLICY ADDENDUM

The following Policy Addendum modifies the District's Commercial Motor Vehicle Drivers Safety Policy to include the requirements for implementing the U.S. Department of Transportation's Federal Motor Carrier Safety Administration (FMCSA)'s CDL Drug and Alcohol Clearinghouse, effective January 6, 2020.

49 CFR Part 382 Subpart G—Requirements and Procedures for Implementation of the Commercial Driver's License Drug and Alcohol Clearinghouse, Effective January 6, 2020

CLEARINGHOUSE REQUIREMENTS

As part of the continuing efforts to promote safe roadways and to ensure only qualified CDL drivers are performing safety-sensitive duties, FMCSA has created the CDL Drug and Alcohol Clearinghouse for querying and reporting CDL drivers' compliance with 49 CFR Part 382, including CDL drivers' drug and alcohol testing violations and other pertinent information. Employers are required to query the database on an annual (or more frequent basis) for each current CDL driver, and as part of the pre-employment screening process for each driver applicant. In addition, Employers are required to report driver-specific Part 382 drug and alcohol violations to the Clearinghouse.

CLEARINGHOUSE QUERIES AND DRIVER CONSENT

The Employer shall conduct a query of the Clearinghouse for each driver applicant before hiring into a CDL position. Driver consent is required for the query. Each driver applicant must register in the Clearinghouse and execute the FMCSA Clearinghouse electronic specific consent. If a driver applicant refuses consent, the Employer cannot hire the driver. When the query result states that the driver is qualified under Part 382, the Employer may hire the driver. If the query result states that the driver has Part 382 violations and has not completed the return to duty requirements of Part 40, Subpart O, the Employer cannot hire the driver.

The Employer shall query the Clearinghouse at least annually on each driver employed. Driver consent is required. Each driver shall sign a consent form provided by the Employer. The general consent form may be used for multiple Clearinghouse queries and can extend for the tenure of the driver's employment. If the driver refuses consent for the query, the driver will be removed from driving duty and cannot resume driving duty until the query is conducted. If the query results in notice that drug and alcohol violation information exists in the Clearinghouse for the driver, the Employer must conduct a full query of the driver's record in the Clearinghouse after obtaining a specific FMCSA Clearinghouse consent executed by the driver via the Clearinghouse.

CLEARINGHOUSE REPORTING REQUIREMENTS

Employers must report Part 382 drug and alcohol testing information to the Clearinghouse using driver-specific identification data including driver name, CDL license number and State of issuance, and driver date of birth. No driver consent is required for such reporting.

The Employer must report the following Part 382 drug alcohol testing and violation information to the Clearinghouse within 3 business days of obtaining the information:

- Alcohol confirmation test with a concentration of 0.04 or higher.
- Refusal to test (alcohol) as specified in 49 CFR 40.261.

- Refusal to test (drug) not requiring a determination by the MRO as specified in 49 CFR 40.191.
- Actual knowledge, as defined in 49 CFR 382.107, that a driver has used alcohol on duty, used alcohol within four hours of coming on duty, used alcohol prior to post-accident testing, or has used a controlled substance.
- Negative return-to-duty test results (drug and/or alcohol testing, as applicable)
- Completion of follow-up testing requirements.

The Employer's Medical Review Officer (MRO) must report the following Part 382 violations to the Clearinghouse within 2 business days:

- Verified positive, adulterated, or substituted drug test results.
- Refusal to test (drug) requiring a determination by the MRO as specified in 49 CFR 40.191.

Substance Abuse Professionals (SAP) must report within one business day:

- Driver information and date of initial evaluation
- Date of successful completion of treatment and/or education and the determination of eligibility for return-to-duty testing

DRIVER ACCESS TO CLEARINGHOUSE

A driver must register in the Clearinghouse to access his/her Clearinghouse records, and to provide specific consent for the pre-employment full query by any prospective employer. The driver may receive notices and communication from the FMCSA clearinghouse via US mail, or designated electronic means (email/text, etc.). Any driver or authorized representative of the driver may submit a petition to the FMCSA contesting the accuracy of information in the Clearinghouse, using the procedures specified in §382.717.

CONTACT INFORMATION

Supplement Contact Information shall be distributed to all employees at the same time as the Drug-Free Workplace Policy is distributed. Employees may also ask for a copy at any time thereafter by contacting the Human Resources department. Contact information will include but not limited to:

- MEDICAL REVIEW OFFICER
- SAMSHA CERTIFIED LABORATORY
- EMPLOYEE ASSISTANCE PROGRAM PROVIDER
- TREATMENT CENTERS

**ST. LUCIE WEST SERVICES DISTRICT
Drug-Free Workplace Policy**

Consent, Release, Acknowledgment of Receipt and Understanding.

I, _____, hereby acknowledge that I have received and read, or have had read to me, the St. Lucie West Services District's (the District) Drug-free Workplace Policy, including the list of drugs which may alter or affect a drug test. I have had an opportunity to have all aspects of this material fully explained. I understand that submission to such testing, be it urine, hair, blood, or breath for the presence of drugs and alcohol is a condition of my employment and continued employment with the District.

I understand that during my employment I may be required to submit to testing for the presence of drugs and/or alcohol and I must abide by the policy as a condition of employment, and any violation may result in disciplinary action up to and including termination.

Termination of employment may result if I violate any item 1 through 6:

- 1) I refuse to take a test;
- 2) I refuse to execute all forms of consent and release of liability as are usually and reasonably associated to such examinations;
- 3) I refuse to authorize release of the test results to the District
- 4) The test(s) establish(es) a violation of District's policy concerning drug and alcohol use;
- 5) I adulterate or dilute a specimen while testing is being conducted; or
- 6) I otherwise violate the policy

By signing this form, I hereby release to the District the results of the test(s) to which I have consented. I further authorize the District to discuss the results with the medical physician/personnel collecting the specimen, the testing facility, its directors, officers, agents, and employees responsible for administering the aforementioned test(s) or evaluating the results thereof and any of them herein, and to use the test results as a defense to any legal action to which I am a party.

If I am injured on the job and test positive, I forfeit my eligibility for medical and indemnity benefits under the Workers' Compensation Act upon exhaustion of the remedies provided in Florida Statute 440.102(5).

I understand that any current use of illegal drugs may prohibit me from being employed at the District.

I agree that a reproduced copy of this consent and release form shall have the same force and effect as the original.

I also understand that the Drug-Free Workplace Policy and related documents are not intended to constitute a contract between the District and me. This consent and release shall be for an indefinite period of time.

I understand that my employment is contingent upon successfully completing a drug test.

I hereby consent to testing for the presence of drugs and/or alcohol.

I have carefully read the foregoing and fully understand its contents. I acknowledge that my signing of this consent and release form is a voluntary act on my part and that I have not been coerced into signing this document by anyone.

Applicant / Employee Signature

Date

Witness Name / Signature

Date

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

PH 2 Public Hearing to Consider Adoption of Resolution No. 2023-04 – Adopting A Policy of the St. Lucie West Services District on Employee Use of Social Media; Providing an Effective Date.

Summary

The District will hold a public hearing on Tuesday June 6, 2023, to consider the adoption of Resolution No. 2023-04 – Adopting a policy of the St. Lucie West Services District on Employee Use of Social Media; Providing an Effective Date.

The Public Hearing was advertised in the St. Lucie News Tribune on May 5, 2023. The attached affidavit of publication verifies that the advertisement of this public hearing was published within the general circulation at least 28 days prior to the public hearing being held on June 6, 2023.

Recommendation

Staff recommends adoption of Resolution No. 2023-04

District Manager: William Hayden

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

Treasure Coast Newspapers

PART OF THE USA TODAY NETWORK

St Lucie News Tribune
1801 U.S. 1, Vero Beach, FL 32960
AFFIDAVIT OF PUBLICATION

ST LUCIE WEST SERVICES DISTRICT
450 SW UTILITY DR

PORT ST LUCIE, FL 34986

STATE OF WISCONSIN
COUNTY OF BROWN

RECEIVED

MAY 15 2023

ST. LUCIE WEST SERVICES DISTRICT

Before the undersigned authority personally appeared, said legal clerk, who on oath says that he/she is a legal clerk of the St Lucie News Tribune, a daily newspaper published at Fort Pierce in St. Lucie County, Florida: that the attached copy of advertisement was published in the St Lucie News Tribune in the following issues below. Affiant further says that the said St Lucie News Tribune is a newspaper published in Fort Pierce in said St. Lucie County, Florida, and that said newspaper has heretofore been continuously published in said St. Lucie County, Florida, daily and distributed in St. Lucie County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid or promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper. The St Lucie News Tribune has been entered as Periodical Matter at the Post Offices in Fort Pierce, St. Lucie County, Florida and has been for a period of one year next preceding the first publication of the attached copy of advertisement.

Issue(s) dated before where the dates are noted or by publication on the newspaper's website, if authorized, on :

05/05/2023

Much over

Subscribed and sworn to before on May 5, 2023:

Kaitlyn Felty

Notary, State of WI, County of Brown

3/7/22

My commission expires

KAITLYN FELTY
Notary Public
State of Wisconsin

Publication Cost: \$140.22

Ad No: 0005688724

Customer No: 2108475

PO #:

of Affidavits 1

**NOTICE OF PUBLIC HEARING
TO CONSIDER THE ADOPTION
OF A POLICY OF THE ST. LUCIE
WEST SERVICES DISTRICT ON
EMPLOYEE USE OF SOCIAL
MEDIA**

The Board of Supervisors ("Board") of the ST. LUCIE WEST SERVICES DISTRICT ("District") will hold a public hearing in accordance with Section 120.54, Florida Statutes, on Tuesday, June 6, 2023, at 9:00 a.m., or as soon thereafter as may be heard, in the District's Board Meeting Room, 450 SW Utility Drive, Port St. Lucie, Florida 34986. The purpose of the hearing is to receive public comment and objections in accordance with Sections 120.54, 190.011(5), and 190.007(1) Florida Statutes, to the proposed adoption of a policy of the St. Lucie West Services District on Employee Use of Social Media. If adopted, the proposed Rule shall become effective upon approval by the Board of the District.

Copies of the proposed Rule will be available at the District Office, 450 SW Utility Drive, Port St. Lucie, Florida. Any person who wishes to provide a proposal for a lower cost regulatory alternative, as provided by Section 120.541(1), Florida Statutes, must do so in writing within twenty-one (21) days after publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person will need a record of the proceedings and that, accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at this meeting should contact the District Administrator at 1(561)630-4922 and/or toll-free at 1(877)737-4922 at least five (5) calendar days prior to the date of the meeting. Persons who are hearing impaired may contact the Florida Relay Service at 1(800)955-8770 for aid in contacting the District's office.

Dated this 4th day of April, 2023.

William Hayden, District Manager

ST. LUCIE WEST SERVICES DISTRICT

www.slwsd.org

Publish May 5, 2023

TCN 5688724

RESOLUTION NO. 2023-04

A RESOLUTION ADOPTING A POLICY OF THE ST. LUCIE WEST SERVICES DISTRICT ON EMPLOYEE USE OF SOCIAL MEDIA; PROVIDING AN EFFECTIVE DATE.

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to Sections 120.54, 190.007(1), and 190.011(5), Florida Statutes.

SECTION 2. FINDINGS. The Board of Supervisors of the St. Lucie West Services District ("Board") hereby finds and determines as follows:

A. The St. Lucie West Services District ("District") is a local unit of special-purpose government organized and existing under and pursuant to Chapter 190, Florida Statutes, as amended.

B. The Board is authorized under Chapters 120 and 190, Florida Statutes, to adopt this Resolution as a Rule of the District.

C. The purpose of this Rule is to adopt guidelines for the appropriate use of social media by District employees.

D. This Rule is necessary to establish and maintain policies and procedures for District employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF ST. LUCIE WEST SERVICES DISTRICT:

SECTION 3. POLICY ON EMPLOYEE USE OF SOCIAL MEDIA ADOPTED. A Policy of the St. Lucie West Services District on Employee Use of Social Media is hereby adopted to read as set forth in the attached Rule.

SECTION 4. EFFECTIVE DATE. This Rule shall become effective on June 6, 2023.

APPROVED AND ADOPTED this 6th day of June 2023.

ST. LUCIE WEST SERVICES DISTRICT

Attest:

Secretary, Board of Supervisors

By: _____
Chairman, Board of Supervisors

POLICY ON EMPLOYEE USE OF SOCIAL MEDIA

At St. Lucie West Services District “SLWSD”, we understand that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media.

This policy applies to all employees who work for SLWSD.

Guidelines

In the rapidly expanding world of electronic communication, *social media* can mean many things. *Social media* includes all means of communicating or posting information or content of any sort on the Internet, including to your own or someone else’s web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with SLWSD, as well as any other form of electronic communication.

The same principles and guidelines found in SLWSD policies and three basic beliefs apply to your activities online. Ultimately, you are solely responsible for what you post online. Before creating online content, consider some of the risks and rewards that are involved. Keep in mind that any of your conduct that adversely affects your job performance, the performance of fellow employees or otherwise adversely affects members, customers, suppliers, people who work on behalf of SLWSD or SLWSD’s legitimate business interests may result in disciplinary action up to and including termination.

Know and Follow the Rules

Carefully read these policies, Employee Conduct and Work Rules, Employee Manual Section 704 Respect in the Workplace, and ensure your postings are consistent with these policies. Inappropriate postings that may include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated and may subject you to disciplinary action up to and including termination.

Be Respectful

Always be fair and courteous to fellow employees, customers, members, suppliers or people who work on behalf of SLWSD. Also, keep in mind that you are more likely to resolve work-related complaints by speaking directly with your co-workers or by utilizing our Open Door Policy than by posting complaints to a social media outlet. Nevertheless, if you decide to post complaints or criticism, avoid using statements, photographs, video or audio that reasonably could be viewed as malicious, obscene, threatening or intimidating, that disparage customers, members, employees, or suppliers, or that might constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone’s reputation or posts that could contribute to

a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or company policy.

Be Honest and Accurate

Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly. Be open about any previous posts you have altered. Remember that the Internet archives almost everything; therefore, even deleted postings can be searched. Never post any information or rumors that you know to be false about SLWSD, fellow employees, members, customers, suppliers, people working on behalf of SLWSD or competitors.

Post only Appropriate and Respectful Content

- Do not create a link from your blog, website, or other social networking site to a SLWSD website without identifying yourself as a SLWSD employee.
- Express only your personal opinions. Never represent yourself as a spokesperson for SLWSD. If SLWSD is a subject of the content you are creating, be clear and open about the fact that you are an employee and make it clear that your views do not represent those of SLWSD, fellow employees, members, customers, suppliers, or people working on behalf of SLWSD. If you do publish a blog or post online related to the work you do or subjects associated with SLWSD, make it clear that you are not speaking on behalf of SLWSD. It is best to include a disclaimer such as “The postings on this site are my own and do not necessarily reflect the views of SLWSD.”
- Do not post SLWSD’s company logo on social media which includes but not limited to company vehicle and/or uniform.

Using Social Media at Work

Refrain from using social media while on work time or on equipment we provide, unless it is work-related as authorized by your manager. Do not use SLWSD’s email addresses to register on social networks, blogs or other online tools utilized for personal use.

Retaliation is Prohibited

SLWSD prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination.

Media Contacts

Employees should not speak to the media on SLWSD’s behalf without contacting the District Manager.

For More information

If you have questions or need further guidance, please contact your HR representative.

Specific Authority: 120.54, F.S., 190.011(5), F.S., 190.007(1), F.S.

Law Implemented: 120.54, F.S., 190.011(5), F.S., 190.007(1), F.S.

History: Adopted: June 6, 2023

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DA 1 **Status Report/Updates**

Summary

Recommendation

No Action Required.

Budget Impact

None.

Board Action

Moved by:

Seconded by:

Action Taken:

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DE 1 **Status Report/Updates**

Summary

This report is provided for your review and information.

Recommendation

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

Client: St. Lucie West Services District

Topic: Monthly Project Status Report – June 2023

Date of Status: 05/17/2023

1) General

- a) SLWSD and ISS have regular telecons and meeting discussions that are incorporated in project statuses below.
- b) ISS was informed that SLWSD Board does not plan to increase water service to the Reserve.
- c) There are no new Work Authorizations to report on for this month.

2) SLW013 WTP RO Blending Study

- a) Status 2023 02 03)
 - i) ISS submitted revised pilot study testing procedures in Aug 2022.
 - ii) ISS reviewed raw water quality data and made pilot study testing recommendations on Jan 20, 2023
- b) Actions:
 - i) SLWSD to commence blending study testing and provided data to ISS
 - ii) ISS to provide as needed technical assistance during blending study testing.

3) SLW017 Post Office Ditch Stormwater Project

- a) Status (2023 03 17)
 - i) On May 6, 2023, ISS made a visit to the construction.
 - ii) The contractor, Centerline Construction is making progress on the construction ditch project.
- b) Actions:
 - i) ISS Team will communicate with SLWSD inspector to follow the progress.

4) SLW 018 Stormwater Review

- a) Status (2023 05 17)
 - i) There are no new Work Authorizations to report on for this month.

5) SLW026 ROWTP & WWTP Site Plan Improvements

- a) Status (2023 03 17)
 - i) On March 10, 2023, SLWSD staff, ISS and contractor had an on-site pre-construction meeting with South Florida Water Management District (SFWMD) compliance staff to review and implement the condition of the permit during the course of construction. to get final scope and price for site improvements.
 - ii) Due to budgetary constraints, the paving and stormwater improvements will be done in two phases. The contractor has already started phase-1 construction within WWTP Area.
 - iii) Waiting for minor site plan approval.

6) SLW027 WRF Rerate & Permitting

a) Status

- i) SLWSD and ISS Team reviewed draft permit and provided comments to FDEP
- ii) SLWSD received draft permit from FDEP on 4/26.

b) SLWSD published draft permit on _____. Awaiting any public comment. Actions:

- i) None.

7) SLW028 Bypass for WWTF Emergency Storage Headworks Structure

a) Status

- i) ISS met with SLWSD in the field and is working on plans.
- ii) ISS has commenced preparing design drawings, technical specs, etc.

b) Actions: ISS anticipates submitting 90% plans by end of May 2023.

8) SLW029 Lake Charles Irrigation Pump Station Replacement Project

a) Status

- i) ISS completed survey and working on the concept and construction estimate.
- ii) SLWSD recently provided ISS the approved & signed TO for this project.
- iii)

b) Actions:

- i) ISS to provide pump station concept with cost information by mid June.

9) SLW029 Water Supply Facility Work Plan Update

a) Status

- i) ISS received Notice to Proceed on April 18, 2023
- ii) SLWSD has provided ISS with updated data.
- iii) ISS submitted draft report to SLWSD on May 19.

b) Actions:

None

10)

11) SLWSD Potential Grant and Funding Assistance

a) Status (2023 01 05)

- i) Name of Projects requiring funding
- ii) Establish projects.

b) Actions:

- i) ISS to look for funding opportunities for SLWSD Lake Charles PS Project Construction.

At SLWSD's request, ISS is in the process of preparing the following Future Task Orders:

- a) SLWSD Water Supply/Treatment Concept with cost info – Submit TO by May 22.
- b) SLWSD System Wide Irrigation Modeling (10 HOAs±) for Fall 2023.
- c) SLWSD ROWTP Clearwell Project TO anticipated for Fall 2023.



ISS to prepare Annual Engineer Utility Audit Letter Report and submit to SLWSD.

We also discussed the impact of the Reserve current water demands up to 650,000 gpd versus their allocated (contracted) value of 500,000 gpd.



St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DM 1 Consider Resolution No. 2023-05 Adopting a Fiscal Year 2024 Proposed Annual Budget and Setting a Public Hearing Date

Summary

The Staff is presenting the Proposed Annual Budget for Fiscal Year 2024. This Budget is still a work in progress, but it is beginning to take its final form.

Proposed Advertisement Notice for a Public Hearing is attached.

Recommendation

Staff recommendations adoption of Resolution No. 2023-05, Adopting Fiscal Year 2024 Proposed Annual Budget and Setting a Public Hearing Date on August 29, 2023.

District Manager: William Hayden

Budget Impact

Project Number:

ORG Number:

Available Project Budget: \$0.00

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

**NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE PROPOSED FISCAL YEAR
2024 BUDGET FOR THE ST. LUCIE WEST SERVICES DISTRICT**

The Board of Supervisors of the St. Lucie West Services District ("District") will hold a Public Hearing on Tuesday, August 29, 2023 at 9:00 a.m., at the offices of the District located at 450 SW Utility Drive, Port St. Lucie, Florida 34986, for the purpose of hearing public comment and objections to the adoption pursuant to Section 190.008(2)(a), Florida Statutes, of the proposed Fiscal Year 2024 Budget for the District. If adopted, the proposed Budget shall become effective October 1, 2023.

A copy of the proposed Budget may be obtained from the District's website (www.slwsd.org) or at the District Office, 450 SW Utility Drive, Port St. Lucie, Florida. There may be occasions when one or more members of the Board of Supervisors will participate by telephone. In such event, there will be present a speaker telephone so that any interested person can attend the meeting and be fully informed of discussions by all Board Members.

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at the meeting should contact the District management at (561) 630-4922 and/or toll-free at 1-877-737-4922 at least seven (7) days prior to the date of the meeting.

William Hayden, District Manager
ST LUCIE WEST SERVICES DISTRICT

www.slwsd.org

Publish: St. Lucie News Tribune

RESOLUTION NO. 2023-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024.

WHEREAS, the Board of Supervisors (“Board”) of the St. Lucie West Services District (“District”) is required by Chapter 190.008, *Florida Statutes* to approve a proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget for Fiscal Year 2024 has been prepared and considered by the Board.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT THAT:

Section 1. The Proposed Budget for Fiscal Year 2024 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for August 29, 2023 at 9:00 a.m. in the Offices of the St. Lucie West Services District located at 450 SW Utility Drive, Port St. Lucie, Florida 34986, for the purpose of receiving public comments on the Proposed Fiscal Year 2023 Budget.

PASSED, ADOPTED and EFFECTIVE this 6th day of June 2023.

ATTEST:

**ST. LUCIE WEST SERVICES
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DM 2 Consider Approval of MBS Capital Markets, LLC Agreement for Underwriting Services

Summary

For your review and approval is the Agreement for Underwriting Services Dated June 6, 2023, regarding Bond Issuance by St. Lucie West Services District with MBS Capital Markets LLC.

The District is proposing to issue one or more series of bonds (the “Bonds”) including its Series 2023 Bonds (if the Bonds are issued in a subsequent year, then such year designation) to construct a water treatment plant expansion to the existing water treatment plant facility. This Agreement will cover the engagement for the Series 2023 Bonds and will be supplemented for future bond issuances.

Recommendation

Staff Recommend the approval of the Agreement for Underwriting Services Dated June 6, 2023, regarding Bond Issuances by St. Lucie West Services District with MBS Capital Markets LLC.

District Manager: William Hayden

Budget Impact

| | |
|-----------------|----------------------------------|
| Project Number: | Available Project Budget: \$0.00 |
| ORG Number: | This Project: \$0.00 |
| | Available Balance: \$0.00 |

Board Action

| | | |
|-----------|--------------|---------------|
| Moved by: | Seconded by: | Action Taken: |
|-----------|--------------|---------------|



**AGREEMENT FOR UNDERWRITING SERVICES
ST. LUCIE WEST SERVICES DISTRICT**

June 6, 2023

Board of Supervisors
St. Lucie West Services District

Dear Supervisors:

MBS Capital Markets, LLC (the "Underwriter") offers to enter into this agreement (the "Agreement") with the St. Lucie West Services District (the "District") which, upon your acceptance of this offer, will be binding upon the District and the Underwriter. The District is proposing to issue one or more series of bonds (the "Bonds") including its Series 2023 Bonds (if the Bonds are issued in a subsequent year, then such year designation) to construct a water treatment plant expansion to the existing water treatment plant facility. This Agreement will cover the engagement for the Series 2023 Bonds and will be supplemented for future bond issuances.

1. Scope of Services: The scope of services to be provided in a non-fiduciary capacity by the Underwriter for this transaction will include those listed below.

- Advice regarding the structure, timing, terms, and other similar matters concerning the particular of municipal securities described above.
- Preparation of rating strategies and presentations related to the issue being underwritten.
- Preparations for and assistance with investor "road shows," if any, and investor discussions related to the issue being underwritten.
- Advice regarding retail order periods and institutional marketing if the District decides to engage in a negotiated sale.
- Assistance in the preparation of the Preliminary Official Statement, if any, and the Final Official Statement.
- Assistance with the closing of the issue, including negotiation and discussion with respect to all documents, certificates, and opinions needed for the closing.
- Coordination with respect to obtaining CUSIP numbers and the registration with the Depository Trust Company.
- Preparation of post-sale reports for the issue, if any.

Member: FINRA/SIPC



2. **Fees:** The Underwriter will be responsible for its own out-of-pocket expenses other than the fees and disbursements of underwriter's or disclosure counsel which fees shall be paid from the proceeds of the Bonds. Any fees payable to the Underwriter will be contingent upon the successful sale and delivery or placement of the Bonds. The underwriting fee for the sale or placement of the Bonds will be 2% of the par amount of Bonds issued but in no event will the fee be less than \$50,000.
3. **Termination:** Both the District and the Underwriter will have the right to terminate this Agreement without cause upon 90 days written notice to the non-terminating party.
4. **Purchase Contract:** At or before such time as the District gives its final authorization for the Bonds, the Underwriter and its counsel will deliver to the District a purchase or placement contract (the "Purchase Contract") detailing the terms of the Bonds.
5. **Notice of Meetings:** The District shall provide timely notice to the Underwriter for all regular and special meetings of the District. The District will provide, in writing, to the Underwriter, at least one week prior to any meeting, except in the case of an emergency meeting for which the notice time shall be the same as that required by law for the meeting itself, of matters and items for which it desires the Underwriter's input.
6. **Disclosures Concerning the Underwriter's Role Required by MSRB Rule G-17.** The Municipal Securities Rulemaking Board's Rule G-17 requires underwriters to make certain disclosures to issuers in connection with the issuance of municipal securities. Those disclosures are attached hereto as "Exhibit A." By execution of this Agreement, you are acknowledging receipt of the same.

This Agreement shall be effective upon your acceptance hereof and shall remain effective until such time as the Agreement has been terminated in accordance with Section 3 hereof.



Page | 3

By execution of this Agreement, you are acknowledging receipt of the MSRB Rule G-17 required disclosures attached hereto as Exhibit A.

Sincerely,
MBS Capital Markets, LLC

Rhonda Mossing

Rhonda Mossing
Managing Partner

Approved and Accepted By: _____

Title: _____

Date: _____



EXHIBIT A

Disclosures Concerning the Underwriter's Role

- (i) Municipal Securities Rulemaking Board Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors;
- (ii) The Underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the District and it has financial and other interests that differ from those of the District;
- (iii) Unlike a municipal advisor, the Underwriter does not have a fiduciary duty to the District under the federal securities laws and is, therefore, not required by federal law to act in the best interests of the District without regard to its own financial or other interests;
- (iv) The Underwriter has a duty to purchase securities from the District at a fair and reasonable price, but must balance that duty with its duty to sell municipal securities to investors at prices that are fair and reasonable; and
- (v) The Underwriter will review the official statement for the District's securities in accordance with, and as part of, its responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

Disclosure Concerning the Underwriter's Compensation

Underwriter's compensation that is contingent on the closing of a transaction or the size of a transaction presents a conflict of interest, because it may cause the Underwriter to recommend a transaction that it is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Conflicts of Interest

Payments to or from Third Parties. There are no undisclosed payments, values, or credits to be received by the Underwriter in connection with its underwriting of this new issue from parties other than the District, and there are no undisclosed payments to be made by the Underwriter in connection with this new issue to parties other than

the District (in either case including payments, values, or credits that relate directly or indirectly to collateral transactions integrally related to the issue being underwritten). In addition, there are no third-party arrangements for the marketing of the District's securities.



Profit-Sharing with Investors. There are no arrangements between the Underwriter and an investor purchasing new issue securities from the Underwriter (including purchases that are contingent upon the delivery by the District to the Underwriter of the securities) according to which profits realized from the resale by such investor of the securities are directly or indirectly split or otherwise shared with the Underwriter.

Credit Default Swaps. There will be no issuance or purchase by the Underwriter of credit default swaps for which the reference is the District for which the Underwriter is serving as underwriter, or an obligation of that District.

Retail Order Periods. For new issues in which there is a retail order period, the Underwriter will honor such agreement to provide the retail order period. No allocation of securities in a manner that is inconsistent with a District's requirements will be made without the District's consent. In addition, when the Underwriter has agreed to underwrite a transaction with a retail order period, it will take reasonable measures to ensure that retail clients are bona fide.

Dealer Payments to District Personnel. Reimbursements, if any, made to personnel of the District will be made in compliance with MSRB Rule G-20, on gifts, gratuities, and non-cash compensation, and Rule G-17, in connection with certain payments made to, and expenses reimbursed for, District personnel during the municipal bond issuance process.

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DM 3 Consider Approval of Infrastructure Solution Services Work Authorization No. SLWSD/SLW30 for Water Supply-Treatment Conceptual Design

Summary

For your review and approval is a Work Authorization from Infrastructure Solution Services to perform engineering work for a water plant expansion conceptual design and cost estimate to meet future potable water capacity needs in SLWSD.

Staff has determined that the potable water capacity needed for future growth in the SLWSD service area and in the RESERVE CDD service area may exceed the current water treatment plant finished water capacity within the next five years.

Recommendation

Staff recommends approval of this Task Order to define the necessary needs for our existing water plant to meet this growth and to determine the cost of such improvements.

District Manager: William Hayden

Utilities Director/Assistant District Manager: Joshua Miller

Assistant Utilities Director: Thomas Bayer

Budget Impact

Project Number: SW098

ORG Number: 5-38015

Water Capacity Fund

Available Project Budget: \$464,725.00

This Project: \$68,000.00

Available Balance: \$396,725.00

Board Action

Moved by:

Seconded by:

Action Taken:

WORK AUTHORIZATION NO. SLWSD/SLW030

For

**SLWSD Water Supply-Treatment Project Conceptual Design
Between St. Lucie West Services District ("SLWSD")
And Infrastructure Solution Services ("ISS" or "Consultant")**

A.1 Authorized Project

The St. Lucie West Services District ("SLWSD") currently has a need for approximately 1.0 million gallons per day of additional water supply and water treatment capacity in the District. The SLWSD has seen recent higher demands and The Reserve community (served by the SLWSD) has also may require additional treated water supply. The SLWSD would like to have a concept and cost estimate to expand the existing water supply and RO water treatment system to meet these demands. A list of water system components to be evaluated for upgrade are in **Attachment A**. The SLWSD has requested this Work Authorization from the Infrastructure Solution Services (ISS) Team to provide these conceptual design services working on this important SLWSD water supply and treatment project.

A.2 Summary of Basic Services to be Rendered

TASK A.2.1 CONCEPTUAL DESIGN SERVICES

Task 1.1 - Draft Technical Design Memo & Conceptual Design Layout Services

This effort will include the preparation of the Draft Technical Design Memo & Conceptual Design Layout for consideration by the SLWSD. This preliminary design phase will focus on the layout of the water supply and RO treatment unit processes and equipment to be provided. This design effort will be completed by using the existing SLWSD CAD drawings and an aerial and making those the baseline of the Conceptual Design Layout. All of these water supply and treatment improvements will be designed only in a conceptual site plan view. The Technical Design Memo will provide the capacity and sizing of system components plus preferred standard manufacturers where appropriate.

Task 1.2 - Conceptual Design Cost Estimate

ISS will take the Conceptual Design Layout for the SLWSD water supply and RO treatment system and prepare a construction cost estimate of the project and discuss construction costs with SLWSD.

Task 1.3 - Final Technical Design Memo & Conceptual Design Layout Services

The effort will result in the Final Technical Design Memo with the Conceptual Design Layout for the water supply and treatment plant system and construction cost information. This task will incorporate the SLWSD review comments and markups on the draft Technical Design Memo and Conceptual Design Layout into a Final Technical Memo. This Final Technical Design Memo with the Conceptual Design Layout will be taken forward into the final design and permitting phase of this project if needed.

A.2.2 SUBCONSULTANTS

The ISS Team anticipates no subconsultants in this conceptual design.

A.2.3 OWNER'S RESPONSIBILITY

- Provide electronic files where possible including existing SLWSD water supply and RO treatment plant system drawings and any known improvements.
- As-built site plan drawings of existing water supply and RO treatment plant system and site information, all available existing utility, and other underground information as available.
- SLWSD will review and provide comments on the draft tech memo and conceptual design layout.

A.3 DELIVERABLES

The ISS Team will provide the following design deliverables to the SLWSD:

TASK # Deliverables

- | | |
|-----|--|
| 1.1 | One (1) Electronic copy of the Draft Conceptual Design Layout in PDF format |
| 1.3 | One (1) Electronic copy of the Draft Technical Design Memo & Conceptual Design Layout with costs in PDF format |
| 1.3 | One (1) Electronic copy of the Final Technical Design Memo & Conceptual Design Layout in PDF format |

A.4 SCHEDULE

The ISS project schedule was developed based on similar water supply and treatment plant system conceptual design projects. Days are from the SLWSD NTP and receipt of the required design data/information.

| TASK # | TASK NAME | TASK DAYS | CUMUL DAYS |
|---|--|------------------|-------------------|
| 1.1 | Draft Conceptual Design Layout | 40 | 40 |
| 1.2 | Conceptual Design Cost Estimate | 10 | 50 |
| 1.3 | Draft Technical Design Memo & Conceptual Design Layout | 10 | 60 |
| 1.3 | SLWSD review and ISS QC review | 5 | 65 |
| 1.3 | Final Technical Design Memo & Conceptual Design Layout | 10 | 75 |
| Total Duration for Conceptual Design Phase | | | 75 |

A.5 PROJECT COST/COMPENSATION

SLWSD agrees to pay and ISS agrees to accept, for services rendered pursuant to the Scope of Services as identified in this Work Authorization, a lump sum design fee amount of Sixty Eight Thousand Dollars and Zero Cents (\$68,000.00).

Should additional work beyond that specifically defined in this scope of work be required, ISS will be glad to quickly provide a fee for the additional services requested. ISS will invoice SLWSD based on the percentage of work actually completed on this project. The cost breakdown for Tasks 1.1 and 1.3 for this project follow:



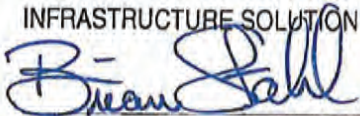
| TASK # | TASK NAME | COST |
|--------------------|---|-----------|
| 1.1-1.3 | Technical Design Memo with Conceptual Design Layout and Construction cost | \$ 68,000 |
| TOTAL LUMP SUM FEE | | \$ 68,000 |

Expenses covered in each task.

AUTHORIZED AND AGREED

If the above scope and fees meet your approval, please indicate by your signature in the space provided below and return one (1) signed copy which will constitute an "Agreement and Notice to Proceed" for the accomplishment of this work authorization.

INFRASTRUCTURE SOLUTION SERVICES



Brian Stahl, P.E.
Managing Member

05/25/23

Date

ST. LUCIE WEST SERVICES DISTRICT

Josh Miller
Utilities Director/ Asst. District Manager

Date

Certification that Sufficient Funds are Available:

District Manager or Designee



ATTACHMENT A

SLWSD Project Improvements to be Evaluated:

- 1) New Water Supply Wells
- 2) New Raw Water Transmission Main
- 3) New Raw Water Bypass Piping
- 4) Upgrades to Chemical Additions (Acid/Anti-scalant)
- 5) Upgrades to ROWTP Cartridge Filtration
- 6) Upgrades to ROWTP High-Pressure Pumping Capacity
- 7) New ROWTP Membrane Skid
- 8) Upgrades to Clean in-Place System
- 9) Upgrades to Calcite Contactors
- 10) Upgrades to ROWTP Degasifier and Odor Control System (Biofiltration)
- 11) Upgrades to Caustic Feed Pumps
- 12) Upgrades to the ROWTP Chlorine Contact Chamber/Clear Well System
- 13) Upgrades to Transfer Pumps/High-service Pumps
- 14) Upgrades to Concentrate Mgmt-Storage
- 15) Underground Injection Well (By Others)
- 16) Electrical System Upgrades
- 17) I&C System Upgrades



Professional Engineering Services
for the St. Lucie West Services District
SLWSD Water Supply-Treatment Project Conceptual Design

| Hourly Labor Breakdown Estimate | | Engineer VIII | Engineer VIII | Engineer VIII (Electrical/M&C) | Engineer VIII (Structural) | Engineer V | Survey Crew - 2 Man | Designer III | Administrative Assistant | Total | Total | Percent | Total |
|---|---|-----------------------------------|---------------|-----------------------------------|-------------------------------|------------|------------------------|--------------|-----------------------------|-----------------------|----------|----------|--------|
| Engineering Services | | \$160 | \$160 | \$160 | \$160 | \$130 | \$100 | \$100 | \$50 | Hours | Dollars | Complete | Earned |
| | | | | | | | | | | | | | |
| TASK 1 - CONCEPTUAL DESIGN SERVICES | | | | | | | | | | | | | |
| 1.1 | Prepare the draft conceptual layout for the SLWSD Water Supply Wells and ROWTP with Tech Memo for review by SLWSD Team. | 24 | 60 | 40 | 40 | 24 | | 80 | 2 | 270 | \$37,460 | 0% | \$0 |
| 1.2 | Provide conceptual design cost estimate for all of project | 4 | 16 | 16 | 16 | 40 | | 5 | | 97 | \$14,020 | 0% | \$0 |
| 1.3 | Provide the final conceptual design with for the SLWSD Water Supply Wells and ROWTP with Tech Memo submittal to SLWSD Staff | 16 | 32 | 16 | 16 | 16 | | 16 | 1 | 113 | \$16,530 | 0% | \$0 |
| TASK 1 - TOTAL | | 44 | 108 | 72 | 72 | 80 | 0 | 101 | 3 | 480 | \$68,010 | 0% | \$0 |
| | | | | | | | | | | | | | |
| TOTAL LABOR HRS | | 44 | 108 | 72 | 72 | 80 | 0 | 101 | 3 | 480 | \$68,010 | 0% | \$0 |
| % OF TOTAL LABOR HRS | | 9.2 | 22.5 | 15.0 | 15.0 | 16.7 | 0.0 | 21.0 | 0.6 | 100.0 | | | |
| TOTAL LABOR FEE | | \$7,040 | \$17,280 | \$11,520 | \$11,520 | \$10,400 | \$0 | \$10,100 | \$150 | \$68,010 | \$68,000 | used | |
| | | | | | | | | | | | | | |
| TOTAL ESTIMATED EXPENSES | | | 0.00% | | | | | \$ - | | | | | |
| SUBSURFACE LOCATE ALLOWANCE | | (Field locates provided by SLWSD) | | | | | | \$ - | | Const = \$ 15,000,000 | | | |
| GEOTECHNICAL INVESTIGATION ALLOWANCE | | | | | | | | \$ - | | | | | |
| | | | | | | | | | | | | | |
| SUMMARY OF TASK ESTIMATE | | | | | | | | | | | | | |
| ISS TEAM LABOR COST OF DESIGN TASK | | \$68,000 | | | | | | | | | | | |
| FIELD WORK SUBCONSULTANT FEE ALLOWANCES | | \$0 | | | | | | | | | | | |
| TOTAL ESTIMATED COST WITH ALLOWANCE | | \$68,000 | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | Fee % | 0.45% | |

Const = \$ 15,000,000

Fee % 0.45%

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

DM 4 Other Items

Summary

Discussion/Update items:

- Newsletter review for July Statement
- Presentation by Ryper Water Analytics of the Water, Wastewater, Irrigation, and CIP Systems Sufficiency for FY2024.
- Presentation by Joshua Miller-Utilities Director of the SLWSD Water Plant Capacity & Future Needs

Recommendation

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

CA 1 Public Works Monthly Reports

Summary

This report is provided for your review and information as an update to the operations of the Public Works Department.

Recommendation

Budget Impact

Project Number:

ORG Number:

Available Project Budget: \$0.00

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:



St. Lucie West Services District Public Works Department 4/2023

| <u>Division</u> | <u>Service Orders*</u> | <u>Work Orders**</u> |
|----------------------|------------------------|----------------------|
| Aquatics | 58 | 3 |
| Exotic Plant Removal | 46 | 1 |
| Storm Water | 35 | 92 |
| Vac Truck | 4 | 0 |
| Dredge Barge | 0 | 0 |
| Video Ray | 4 | 0 |
| Shop | 160 | 0 |
| Grand Total | 307 | 96 |

Aquatics Division:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|-----------------------------|-----------------------|--------------------|
| Algae | 9 | 0 |
| Injection Treatments | 0 | 0 |
| Hydrilla Treatments | 1 | 0 |
| Midge Fly Treatments | 0 | 0 |
| Harvester Removal | 0 | 0 |
| Surface Plant Treatments | 8 | 0 |
| Wetland & Upland Treatments | 6 | 0 |
| Debris Removal | 23 | 0 |
| Miscellaneous | 11 | 3 |

Scheduled Maintenance

- Lake Cleaning Schedule - Available Upon Request

Exotic Plant Removal Division:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|------------------------------|-----------------------|--------------------|
| Encroaching Preserves | 7 | 0 |
| Lygodium Treatments | 2 | 0 |
| Exotic Vegetation Treatments | 10 | n/a |
| Tree Removals | 0 | 1 |
| Preserves Maintenance | 0 | n/a |
| Vine Management | 2 | 0 |
| Miscellaneous | 25 | n/a |

Scheduled Maintenance

- None

Storm Water Division:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|-------------------------------|-----------------------|--------------------|
| Locates | n/a | 92 |
| Street Flooding | 0 | 0 |
| Grate Cleaning | 9 | 0 |
| Improved Landscaping & Mowing | 1 | n/a |
| Miscellaneous | 25 | 0 |

Storm Water Division Cont'd:

Scheduled Maintenance

- Right of Way Mowing done the first 2 weeks of each month.

Storm Water Division / Vac Truck:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|-------------------------|-----------------------|--------------------|
| Cleaning Out Pipes | 2 | n/a |
| Cleaning Out Structures | 2 | n/a |
| Miscellaneous | 0 | n/a |

Scheduled Maintenance

- None

Other Information

- _____ 300 Estimated Footage Cleaned
- 0
- none

Storm Water Division / Dredge Barge:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|----------------|-----------------------|--------------------|
| Dredging Pipes | 0 | n/a |
| Miscellaneous | 0 | n/a |

Scheduled Maintenance

- None

Other Information

- _____ 0 Estimated Yardage Cleaned
- None
- None

Storm Water Division / Video Ray:

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|---------------|-----------------------|--------------------|
| Viewing Pipes | 2 | n/a |
| Miscellaneous | 2 | n/a |

Scheduled Maintenance

- None

Shop Division :

Operations & Maintenance:

| <u>Type</u> | <u>Service Orders</u> | <u>Work Orders</u> |
|------------------|-----------------------|--------------------|
| Vehicle Repair | 31 | n/a |
| Equipment Repair | 65 | n/a |
| Other Repair | 64 | n/a |
| Total Repairs | 160 | n/a |

Scheduled Maintenance

- None

* Service Orders are internally logged on an as needed basis by each department. No document is created.

** Work Orders are generated by office staff and distributed to the appropriate department. A physical document is created and distributed.

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

CA 2 Monthly Report on Utilities Operations

Summary

This report is provided for your review and information as an update on the day-to-day Utilities operations of the St. Lucie West Services District and will be provided once a month.

St. Lucie West Services District Monthly Utilities Operations Report

| | | | | | |
|--|--|------------------------------------|-------------------|--|----------------------------------|
| Summary | | ERC Water/Wastewater Update | | | |
| WATER | | | | | |
| | Commercial Accounts | | 516 | | |
| | Residential Accounts | | 6307 | | |
| | Total Plant Capacity Based on 3.6 MGD | | 14,400.00 | ERC's (Factor 250 gpd) | |
| | Sold prior to October 2021 including the Reserve | | 11,600.64 | ERC's | |
| | The Reserve Commitment for 2022 | | 0.00 | ERC's | |
| | Available Water ERC as of October 1st | | 2,799.36 | | |
| | Sold in FY 2023 (see water table below) | | 39.31 | ERC's | |
| | Total Remaining Capacity for Water | | 2,760.05 | | |
| WATER | | RESIDENTIAL | COMMERCIAL | THE RESERVE | WATER FEES COLLECTED |
| ERC's sold in | Oct-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Nov-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Dec-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jan-23 | 0.0 | 1.8 | 0 | \$ 4,671.00 |
| ERC's sold in | Feb-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Mar-23 | 0.0 | 37.5 | 0 | \$ 97,338.46 |
| ERC's sold in | Apr-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | May-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jun-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jul-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Aug-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Sep-23 | 0.0 | 0.0 | 0 | \$ - |
| Total Water ERC's sold for FY 2023 | | 0.0 | 39.3 | 0 | \$ 102,009.46 |
| WASTEWATER | | | | | |
| | Commercial Accounts | | 460 | | |
| | Residential Accounts | | 6306 | | |
| | Total Plant Capacity Based on 2.1 MG/TMADF | | 23,342.47 | ERC's based on three month average daily flow capacity | |
| | Sold prior to October 2021 including the Reserve | | 11,662.64 | ERC's | |
| | The Reserve Commitment for 2022 | | 0.00 | ERC's | |
| | Available Wastewater ERC as of October 1st | | 11,679.83 | | |
| | Sold in FY 2023 (see W.Water table below) | | 39.31 | ERC's | |
| | Total Remaining Capacity for Wastewater | | 11,640.52 | | |
| WASTEWATER | | RESIDENTIAL | COMMERCIAL | THE RESERVE | WASTEWATER FEES COLLECTED |
| ERC's sold in | Oct-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Nov-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Dec-22 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jan-23 | 0.0 | 1.8 | 0 | \$ 3,600.00 |
| ERC's sold in | Feb-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Mar-23 | 0.0 | 37.5 | 0 | \$ 75,020.01 |
| ERC's sold in | Apr-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | May-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jun-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Jul-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Aug-23 | 0.0 | 0.0 | 0 | \$ - |
| ERC's sold in | Sep-23 | 0.0 | 0.0 | 0 | \$ - |
| Total Wastewater ERC's sold for FY 2023 | | 0.0 | 39.3 | 0 | \$ 78,620.01 |
| New Connections in April: | | - | ERC's | | |

St. Lucie West Services District Monthly Utilities Operations Report

April-23

Water Treatment Facility

- Total Finished Water Produced for April was
- The Finished Water Produced for the Previous Twelve Months was
- The Average Daily Flow of Finished Water for April was
- The Annual Average Daily Flow of Finished Water for April was
- The Three Month Average Daily Flow of Finished Water for April was
- The Water Treatment Plant Capacity is Operating at
- The Water Plant Annual Withdrawal Capacity per SFWMD WUP is at

| | |
|--------|----|
| 64.06 | MG |
| 746.38 | MG |
| 2.14 | MG |
| 2.05 | MG |
| 2.27 | MG |
| 59.3% | |
| 86.5% | |

Water Treatment Plant Projects for April:

- Hosted Tour for 25 Home School Students
- Performed Temporary Repair 16" Raw Feed Line; Replacement Scheduled

Wastewater Treatment Facility

- Total Influent Wastewater flow for April was
- Total Effluent Wastewater flow for April was
- The Average Daily Flow of Influent Wastewater for April was
- The Average Daily Flow of Effluent Wastewater for April was
- The Annual Average Daily Flow of Influent Treated for April was
- The Three Month Average Daily Flow of Influent Treated for April was
- The Wastewater Plant Capacity is Operating at

| | |
|-------|----|
| 46.10 | MG |
| 46.94 | MG |
| 1.54 | MG |
| 1.57 | MG |
| 1.51 | MG |
| 1.59 | MG |
| 75% | |

Wastewater Treatment Plant Projects for April:

- Performed Quarterly Equipment Preventative Maintenance
- Performed BNR Aerators Preventative Maintenance
- Performed Annual Flow Meter Calibrations
- Hosted Tour for 25 Home School Students



**Underground Utilities Division
Work Task and Service Order Monthly Report**

Month/Year: April-2023

| <u>Count</u> | <u>Description</u> |
|---|--|
| 46 | New Service/Connect/Disconnect/occupant change |
| 0 | Install Permanent Meter |
| 0 | Remove Permanent Meter |
| 0 | Install Temporary Meter |
| 2 | Remove Temporary Meter |
| 0 | Lock off/Close Account |
| 1 | Lock off Non-payment office |
| 4 | Lock Off Temporary |
| 28 | Lock Off Non-Payment |
| 12 | Reconnection "No Fee" |
| 7 | Reconnection "Regular Hours" |
| 2 | Reconnection "After Hours" |
| 0 | Reconnection "Inspection" |
| 58 | Check for Leak "No Leak Found" |
| 53 | Check for Leak "Customers Responsibility" |
| 14 | Check for Leak "Districts Responsibility" |
| 2 | Meter Reading Exception |
| 0 | Meter Maintenance |
| 6 | Read Meter pull Data Office Request |
| 4 | Meter Box |
| 0 | Meter Test "Passed" |
| 0 | Complaints "UGU Irrigation" |
| 0 | Meter Test not completed location vacant - reason for no usage |
| 0 | Meter Change Out |
| 1 | Fire Hydrant |
| 22 | Irrigation "Checking for Leaks and Turning on Or Shutting Off Valves" |
| 7 | Sewer "Backups, Sewer Caps, or Breaks" |
| 0 | Lift station "District" |
| 37 | Read Meter Office Request |
| 88 | Locates "Water Quality, Pressure, etc..." |
| 10 | Complaints "Water Quality, Pressure, etc..." |
| 13 | Follow up "Incomplete Task by District or Contractor from Previous Service Orders" |
| 1 | Read Meter pull Data Customer Request |
| 0 | Lift station /Private |
| 0 | Reinstate |
| 0 | Lockoff failed Arr |
| 1 | Irrigation District |
| 15 | Liftstations Cleaned with Aquatech (1,2,3,4,5,6,7,8,9,10,30,35,53,22,21) |
| UGU CONSTRUCTION CREW PROJECTS: | |
| • (1) CONCRETE DUMPSTER/ROLLOFF PAD: SLWSD WWTF | |
| • (1) HEATHERWOOD TRANSFER PUMP INTAKE & PUMP INSTALL | |
| • (1) IRRIGATION BLOW OFF INSTALLATION: LK Ernie Pump Station | |
| • (2) IRRIGATION VALVE(S) REPLACEMENT: SLW BLVD | |
| • (1) FIRE HYDRANT REPLACEMENT- NW BETHANY DRIVE | |

IRRIGATION MONTHLY REPORT- APRIL 2023

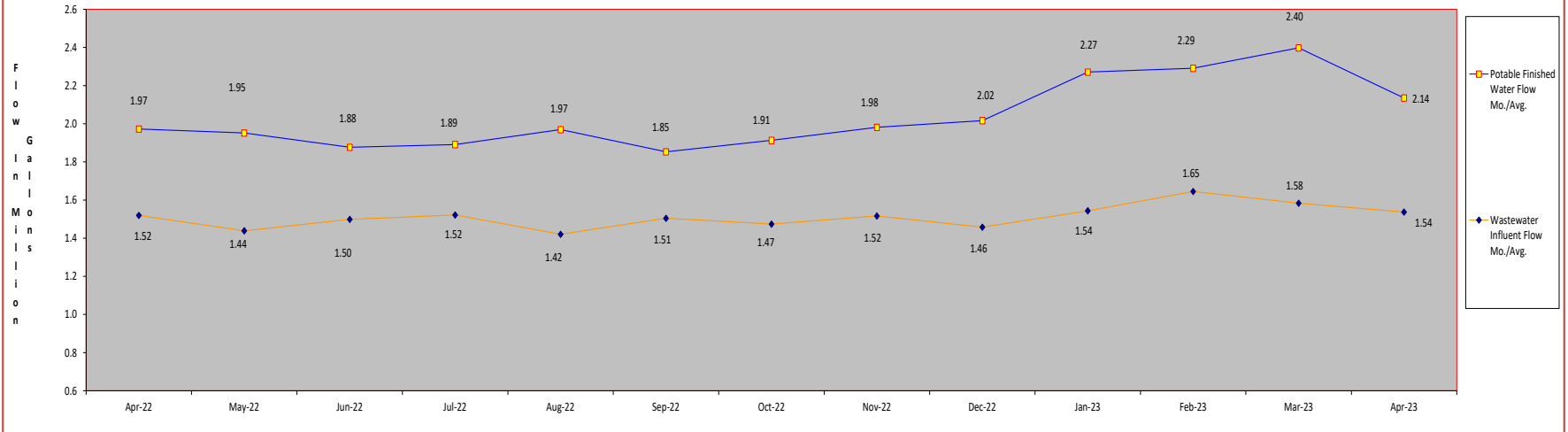
| SERVICE ORDERS | |
|-----------------------------------|--------------|
| <u>S/O DESCRIPTION</u> | <u>TOTAL</u> |
| * CHECK FOR LEAK & OPERATE VALVES | 22 |
| ACREAGE MEASUREMENT | 0 |
| COMPLAINTS | 9 |
| TIMER CHANGE REQUEST | 0 |
| ADDITIONAL TIME REQUEST | 0 |
| NEW PLANTINGS | |
| * Also reported un UGU MOR | |

| IRRIGATION FLOWS | | | |
|-------------------------|-------------------|-----------------|---------------------|
| <u>SOURCE</u> | <u>TOTAL (MG)</u> | <u>ADF (MG)</u> | <u>MAX DAY (MG)</u> |
| LK CHARLES | 0.152 | 0.005 | 0.152 |
| LK ERNIE | 33.228 | 1.108 | 2.778 |
| MAIN PUMP STATION | 51.801 | 1.727 | 4.188 |
| STORM WATER TRANSFER | 5.506 | 0.184 | 1.012 |
| SURFICIAL WELLS | 2.393 | 0.080 | 0.270 |
| BRACKISH WELLS | 0.484 | 0.016 | 0.035 |
| GOLF COURSE | 3.882 | 0.129 | 0.337 |

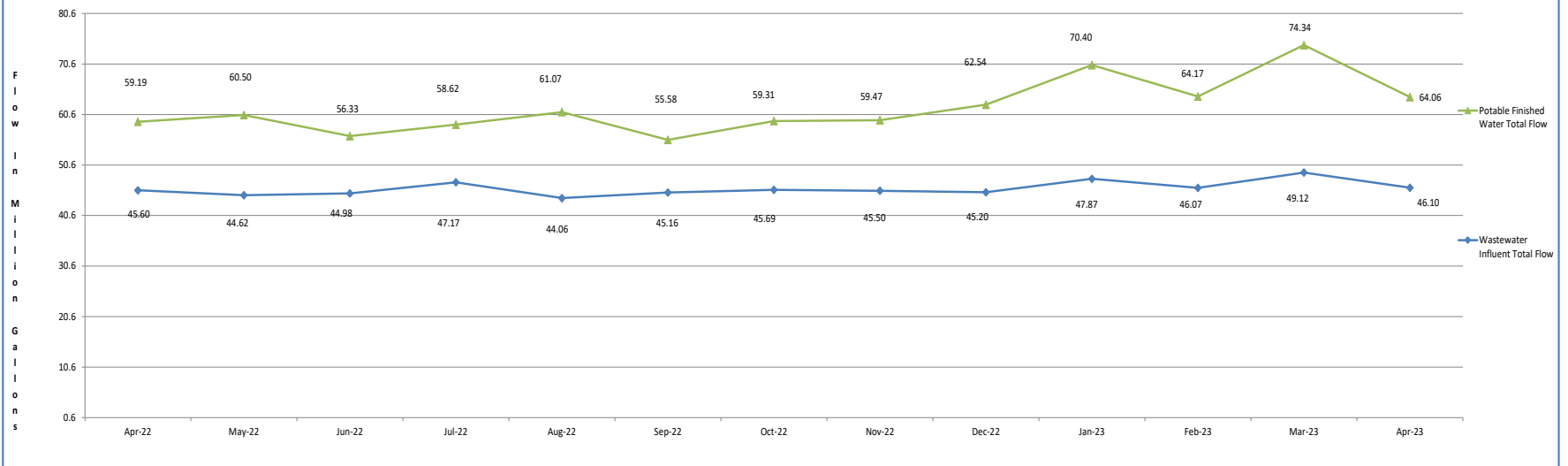
| FLOWS (CATEGORIZED) | | | |
|----------------------------|-------------------|----------------|---------------------|
| | <u>TOTAL (MG)</u> | <u>%</u> | <u>MAX DAY (MG)</u> |
| REUSE | 46.937 | 54.69% | 1.754 |
| STORMWATER | 38.886 | 45.31% | |
| WELLS (ALL) | 2.877 | 3.35% | |
| | | | |
| TOTAL | 85.823 | 103.35% | |

| PROJECTS | | |
|---|--|--|
| Heatherwood Transfer Pump Station Project Complete. | | |
| Installed Maintenance Blow off at Lake Ernie | | |
| Well Rehab Projects Complete (8,14,15). | | |
| | | |
| | | |
| | | |

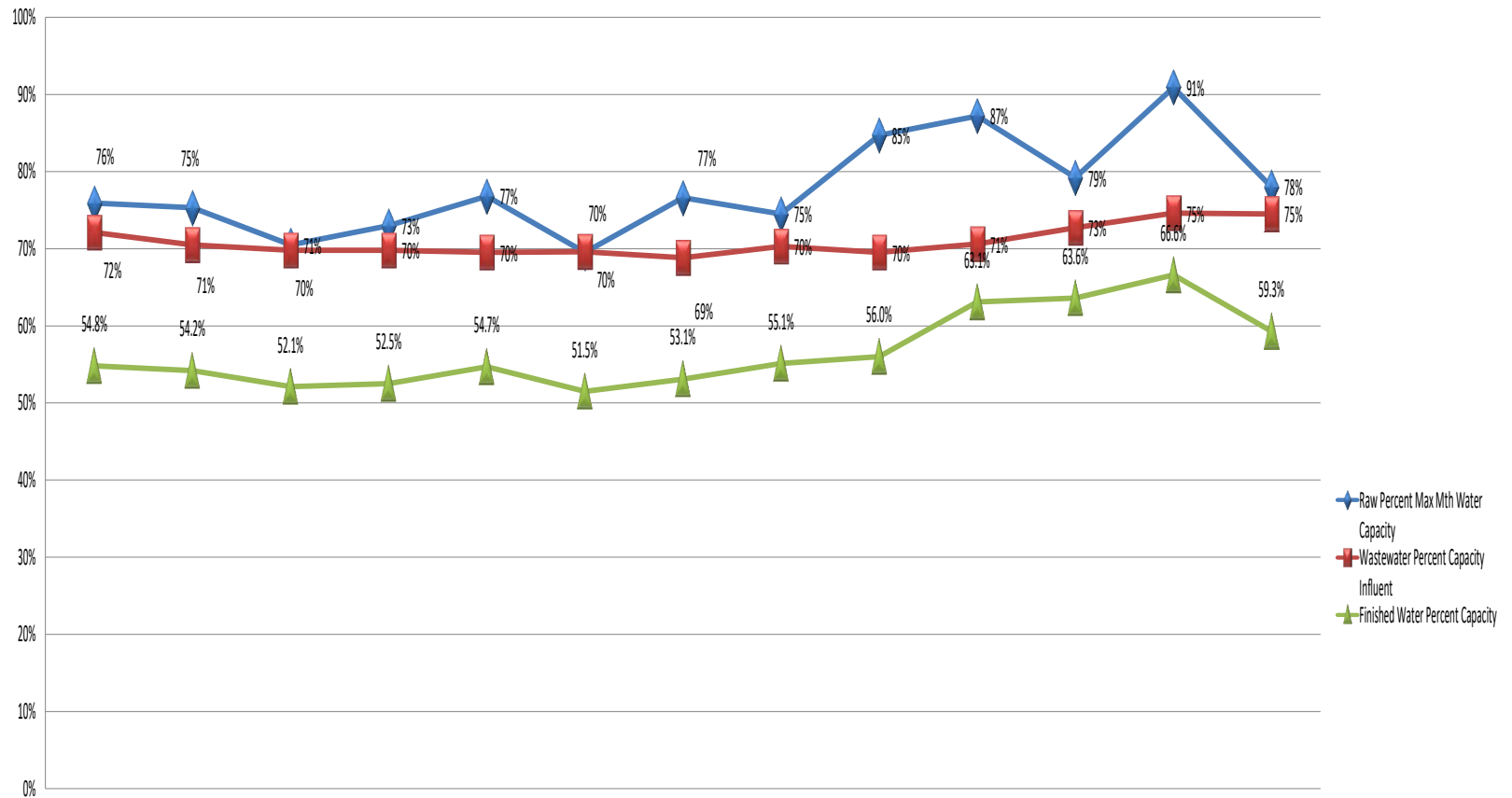
St. Lucie West Services District Water & Wastewater Average Daily Flows



St. Lucie West Services District Water & Wastewater Monthly Total Flows

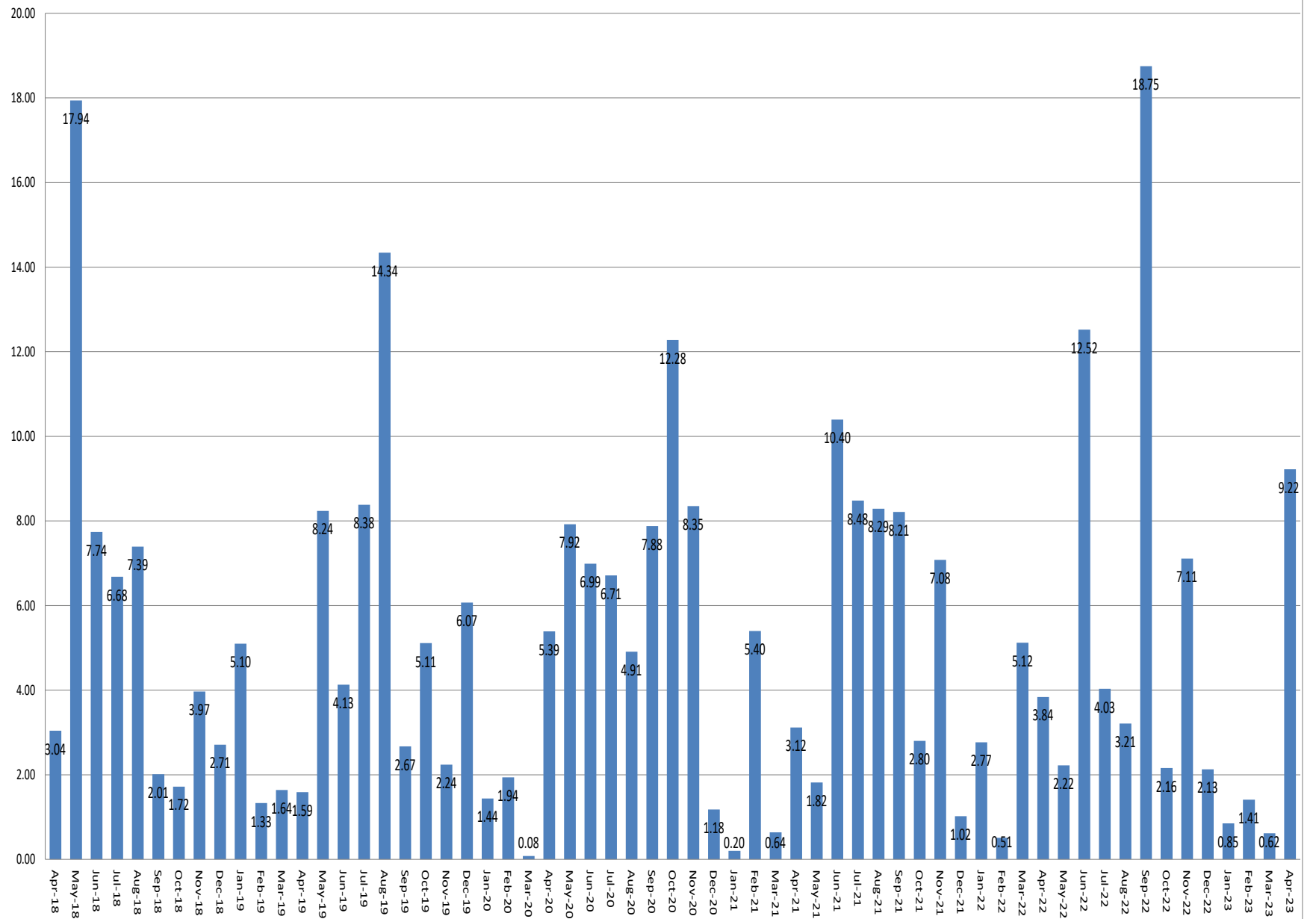


St. Lucie West Services District Water and Wastewater Percent Capacity



| | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 |
|--------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Raw Percent Max Mth Water Capacity | 76% | 75% | 71% | 73% | 77% | 70% | 77% | 75% | 85% | 87% | 79% | 91% | 78% |
| Wastewater Percent Capacity Influent | 72% | 71% | 70% | 70% | 70% | 70% | 69% | 70% | 70% | 71% | 73% | 75% | 75% |
| Finished Water Percent Capacity | 54.8% | 54.2% | 52.1% | 52.5% | 54.7% | 51.5% | 53.1% | 55.1% | 56.0% | 63.1% | 63.6% | 66.6% | 59.3% |

St. Lucie West Services District Monthly Rainfall



St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

CA 3 Monthly Report on Capital Improvement Projects

Summary

This report is provided for your review and information as an update on the Capital Improvement Projects for the St. Lucie West Services District and will be provided once a month.

| | |
|-------|---|
| WM025 | Post Office Ditch Enclosure Project Near Completion |
| SW064 | AMI Potable Water Meters Ordered |
| SW077 | Main Water Line Extension Project Completed |
| SW081 | WTP Calcite Project Pilot Study Ongoing |
| SW092 | Repaving Utility Site Project Ongoing |
| SW097 | Sand Filter Replacement Project Completed |

PROJECT TRACKER - St Lucie West Services District

| Project No. | Project Engineer | Project Manager | Contractor / Vendor | Approved Capital Budget Funds in Dollars | Encumbered / Actual Cost of Project in Dollars | Available 2023 Budget | Ongoing % Compl. | FY % Completion | Project | Oct-2022 | Nov-2022 | Dec-2022 | Jan-2023 | Feb-2023 | Mar-2023 | Apr-2023 | May-2023 | Jun-2023 | Jul-2023 | Aug-2023 | Sep-2023 | |
|-------------|------------------|-----------------|---------------------|--|--|-----------------------|------------------|-----------------|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|------------------------------------|
| WM001 | | BH/GR | | 215,833 | 35,932 | 179,901 | 15% | 17% | Stormwater Emergency Repairs | | | | | | | | | | | | | |
| WM025 | ISS | BH/GR | CENTERLINE | 1,505,500 | 1,430,924 | 74,576 | 65% | 95% | Post Office Ditch Enclosure | | | | | | | | | | | | | Anticipated Completion Date 6/1/23 |
| SW001 | | JM/TB | | 215,833 | 29,820 | 186,013 | 5% | 14% | Lift Station renewal & replacement | | | | | | | | | | | | | |
| SW037 | | JM/TB | | 224,400 | 3,000 | 221,400 | 5% | 1% | Emergency Renewal and Replacement Projects | | | | | | | | | | | | | |
| SW047 | | JM/TB | | 33,000 | | 33,000 | | 0% | Structural Repairs Manholes | | | | | | | | | | | | | |
| SW049 | | JM/TB | | 12,200 | | 12,200 | | 0% | Protective Coating Manholes | | | | | | | | | | | | | |
| SW064 | | JM/TB | | 205,000 | 154,000 | 51,000 | | 75% | Replacement Meters | | | | | | | | | | | | | AMI Meters Ordered |
| SW066 | | JM/TB | | 100,000 | 46,408 | 53,592 | 45% | 46% | WWTF Painting & Sealing of Tanks | | | | | | | | | | | | | |
| SW069 | | JM/TB | | 500,000 | 3,194 | 496,806 | | 1% | Reuse Irrigation Pump Station Improvements | | | | | | | | | | | | | Lake Charles Upgrade |
| SW073 | | JM/TB | | 6,500 | 6,220 | 280 | 50% | 96% | Replacement Backflow Preventers | | | | | | | | | | | | | |
| SW076 | | JM/TB | | 200,000 | | 200,000 | | 0% | Clearwell Tranfer Pump Expansion | | | | | | | | | | | | | |
| SW077 | ISS | JM/TB | PRP CONST. | 770,000 | 727,365 | 42,635 | 100% | 94% | Main Water Line Extension | | | | | | | | | | | | | Completed |
| SW078 | | JM/TB | | 75,000 | | 75,000 | | 0% | WTP Painting & Sealing of Tanks | | | | | | | | | | | | | |
| SW081 | ISS | JM/TB | | 100,000 | | 100,000 | | 0% | WTP Calcite Tank Project | | | | | | | | | | | | | Pilot Study Ongoing |
| SW084 | | JM/TB | | 7,000 | 6,035 | 965 | | 86% | UGU Potable Water Flushing Devices | | | | | | | | | | | | | |
| SW085 | | JM/TB | | 9,000 | 7,179 | 1,821 | | 80% | Emergency (Assoc. Irr.) R&R Projects | | | | | | | | | | | | | |
| SW087 | | JM/TB | ISI | 50,000 | | 50,000 | 25% | 0% | Irrigation SCADA Conversion | | | | | | | | | | | | | |
| SW091 | | JM/TB | | 5,000 | | 5,000 | | 0% | IRR Potable Water Flushing Devices | | | | | | | | | | | | | |
| SW092 | ISS | JM/TB | ARMADILLO | 230,000 | 191,000 | 39,000 | 25% | 83% | Repaving Utility Site | | | | | | | | | | | | | Anticipated Completion Date 6/1/23 |
| SW096 | | JM/TB | ISI | 100,000 | 98,528 | 57,000 | 90% | 99% | PLC Upgrade | | | | | | | | | | | | | |
| SW097 | ISS | JM/TB | LAWRENCE LEE | 1,100,000 | 1,023,000 | 77,000 | 100% | 95% | Sand Filter Replacement Project & Capacity Re-Rate | | | | | | | | | | | | | Completed |
| Total | | | | \$ 5,664,266 | 3,762,605 | 1,957,189 | | | | | | | | | | | | | | | | |

Available Budget Amounts Listed in **RED** are Over Budget
 Available Budget Amounts Listed in **Blue** are At or Under Budget

| TOTAL PROJECTS IN PROGRESS OR COMPLET | 21 | 21 | 21 | 21 | 21 | 21 | 21 | | | | |
|---------------------------------------|----|----|----|----|----|----|----|--|--|--|--|
| PROJECTS IN DESIGN PHASE | 2 | 2 | 2 | 2 | 2 | 2 | 2 | | | | |
| PROJECTS IN BID PHASE | 2 | 2 | 2 | 1 | 1 | 1 | 1 | | | | |
| PROJECTS IN CONSTRUCTION PHASE | 7 | 6 | 6 | 6 | 6 | 6 | 6 | | | | |
| PROJECTS COMPLETED | 0 | 1 | 1 | 2 | 2 | 2 | 2 | | | | |
| ONGOING CAPITAL R&R PROJECTS | 10 | 10 | 10 | 10 | 10 | 10 | 10 | | | | |

Major Project(s) Update

The schedules below are provided for your review and information as an update on the Capital Improvement Projects for the St. Lucie West Services District and will be updated and provided once a month.

| WM025 | POST OFFICE DITCH | PROJECT TOTAL DURATION= ONGOING | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---------------|----------------------------------|---------------------------------|------------|----------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--|--|--|--|--|--|
| COMPANY | TASK | START DATE | END DATE | DURATION | STATUS | 10/2021 | 11/2021 | 12/2021 | 01/2022 | 02/2022 | 03/2022 | 04/2022 | 05/2022 | 06/2022 | 07/2022 | 08/2022 | 09/2022 | 10/2022 | 11/2022 | 12/2022 | 01/2023 | 02/2023 | 03/2023 | 04/2023 | 05/2023 | 06/2023 | | | | | | |
| SLWSD/ARCADIS | PUBLIC MEETINGS/BOND FUNDING | 2/2/2021 | 10/26/2021 | 266 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | NTP/ HANDOFF FROM ARCADIS | 10/26/2021 | 11/30/2021 | 35 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | BEGAN ARCADIS REVIEW | 10/26/2021 | 11/30/2021 | 35 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | STORMWATER MODEL SEARCH/REVIEW | 12/1/2021 | 12/31/2021 | 30 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | FIRST DESIGN-84" | 1/1/2022 | 1/28/2022 | 27 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SLWSD/ARCADIS | REQUESTED ISS TO REDESIGN-72" | 1/28/2022 | 3/17/2022 | 48 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS | SECOND DESIGN-72" | 3/25/2022 | 4/4/2022 | 10 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SFWMD | SFWMD REVIEW/PERMIT ISSUE | 4/5/2022 | 8/3/2022 | 120 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SLWSD | BID DOCS/ COST ESTIMATE TO SLWSD | 9/15/2022 | 10/15/2022 | 30 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SLWSD | BIDDING PROCESS | 10/15/2022 | 11/15/2022 | 31 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SLWSD | REVIEW BIDS- OVER BUDGET | 11/15/2022 | 12/15/2022 | 30 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SLWSD | NEGOTIATIONS WITH LOW BIDDER | 12/15/2022 | 1/14/2023 | 30 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SLWSD | PROJECT AWARD/NOA/ODP SETUP | 2/7/2023 | 3/1/2023 | 22 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CENTERLINE | PRECON/NTP MOBILIZATION | 3/1/2023 | 3/16/2023 | 15 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CENTERLINE | DITCH WORK | 3/17/2023 | 5/19/2023 | 63 | Completed | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CENTERLINE | FINAL COMPLETION | 5/17/2023 | 6/2/2023 | 16 | Pending | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ISS/SFWMD | PERMIT CLOSEOUT | 6/1/2023 | 6/15/2023 | 14 | Pending | | | | | | | | | | | | | | | | | | | | | | | | | | | |



CRITICAL PATH 1: MATERIALS INSTALLATION/DITCH WORK- Must be completed within 60 days per road closure permit(6/15/2023).

| SW092 | REPAVING UTILITY SITE | PROJECT TOTAL DURATION= ONGOING | | | | | | | | | | | | | |
|-------------|-----------------------|---------------------------------|-----------|----------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| COMPANY | TASK | START DATE | END DATE | DURATION | STATUS | 08/2022 | 09/2022 | 10/2022 | 11/2022 | 12/2022 | 01/2023 | 02/2023 | 03/2023 | 04/2023 | 05/2023 |
| SLWSD | STAFF FINAL DESIGN | 11/1/2022 | 1/30/2023 | 90 | Completed | | | | | | | | | | |
| ISS/REDTAIL | SITE PLAN AMENDMENT | 8/1/2022 | 2/27/2023 | 210 | Pending | | | | | | | | | | |
| SLWSD | AWARD/NOA | 8/30/2022 | 9/2/2022 | 3 | Completed | | | | | | | | | | |
| SFWMD | ERP MODIFICATION | 9/7/2022 | 1/30/2023 | 145 | Completed | | | | | | | | | | |
| ARMADILLO | SITE DRAINAGE WORK | 3/1/2023 | 3/18/2023 | 17 | Completed | | | | | | | | | | |
| ARMADILLO | PAVING WORK | 4/17/2023 | 6/1/2023 | 45 | Pending | | | | | | | | | | |



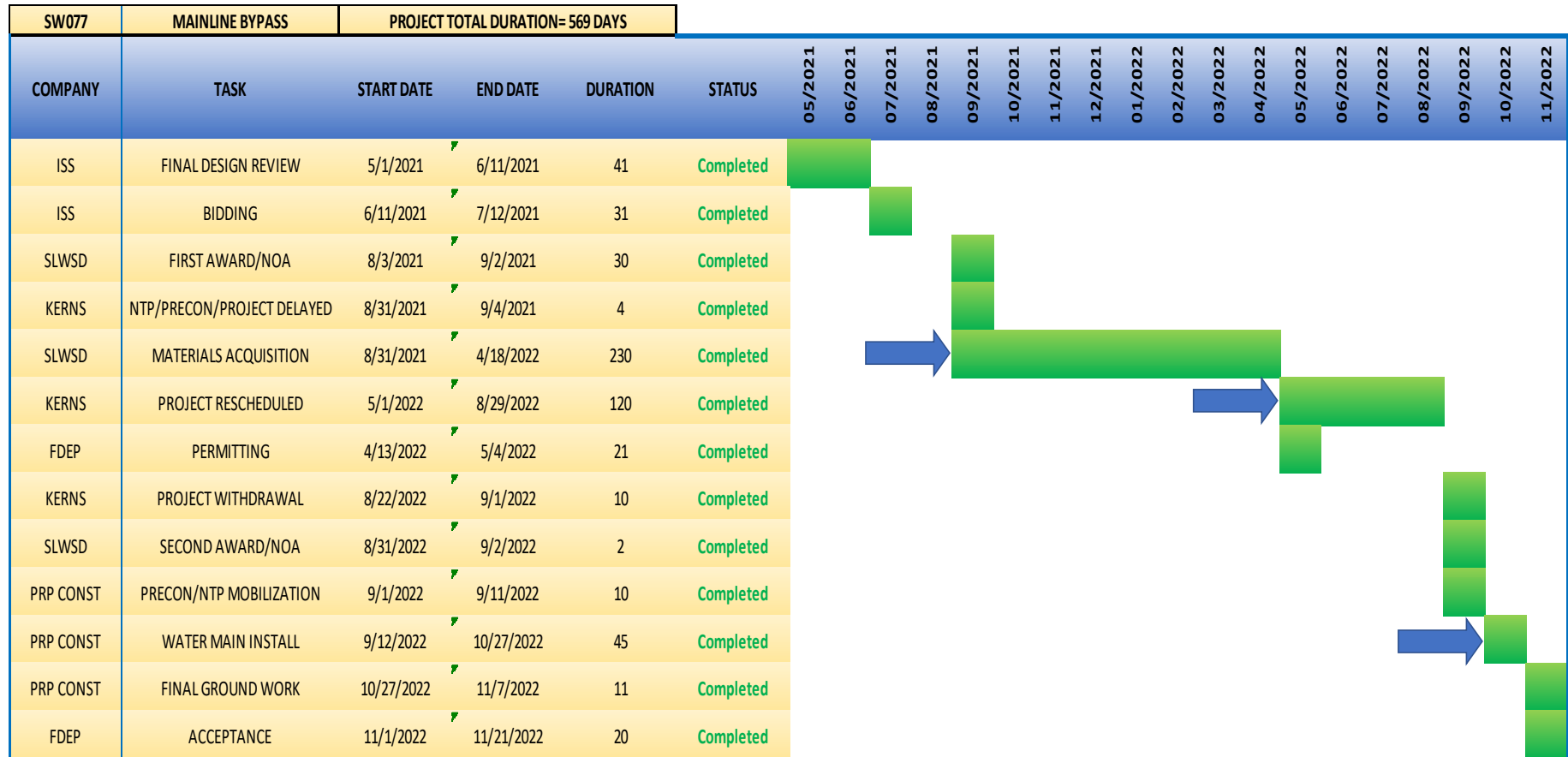
CRITICAL PATH 1 : PAVING WORK- Must be completed timely to avoid major interruption with normal operations.

| SW097-A | WWTF CAPACITY RERATE | PROJECT TOTAL DURATION= ONGOING | | | | | | | | | | | | | |
|---------|------------------------|---------------------------------|------------|----------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| COMPANY | TASK | START DATE | END DATE | DURATION | STATUS | 08/2022 | 09/2022 | 10/2022 | 11/2022 | 12/2022 | 01/2023 | 02/2023 | 03/2023 | 04/2023 | 05/2023 |
| ISS | AWARD | 11/1/2022 | 11/4/2022 | 3 | Completed | | | | | | | | | | |
| SLWSD | DATA SUBMISSION TO ISS | 11/1/2022 | 11/11/2022 | 10 | Completed | | | | | | | | | | |
| ISS | RERATE WORK | 11/16/2022 | 2/8/2023 | 84 | Completed | | | | | | | | | | |
| FDEP | PERMIT MODIFICATION | 2/8/2023 | 4/24/2023 | 75 | Completed | | | | | | | | | | |
| FDEP | ACCEPTANCE | 4/24/2023 | 5/29/2023 | 35 | Pending | | | | | | | | | | |



CRITICAL PATH: NO CRITICAL PATHS FOR THIS PROJECT

COMPLETED Major Project(s)



CRITICAL PATH 1 : MATERIALS ACQUISITION- Must be Completed before Scheduled Start date of 5/1/2022; Coincides With St Lucie Trails Schedule.



CRITICAL PATH 2 : ORIGINAL PROJECT SCHEDULE-Project was suppose to miss Major Hurricane Season (Aug-Nov), and during St Lucie Trails Off Season.



CRITICAL PATH 3 : NEW WATER MAIN INSTALL SCHEDULE-Install Piping before St Lucie Trails Major Season.

| SW097 | SANDFILTER 2 | PROJECT TOTAL DURATION= 465 DAYS | | | | | | | | | | | | | | | | | | | | | |
|--------------|---------------------------|----------------------------------|------------|----------|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|--|
| COMPANY | TASK | START DATE | END DATE | DURATION | STATUS | 10/2021 | 11/2021 | 12/2021 | 01/2022 | 02/2022 | 03/2022 | 04/2022 | 05/2022 | 06/2022 | 07/2022 | 08/2022 | 09/2022 | 10/2022 | 11/2022 | 12/2022 | 01/2023 | 02/2023 | |
| ISS | FINAL DESIGN | 10/1/2021 | 11/16/2021 | 46 | Completed | | | | | | | | | | | | | | | | | | |
| ISS | BIDDING | 10/22/2021 | 11/22/2021 | 31 | Completed | | | | | | | | | | | | | | | | | | |
| FDEP | PERMITTING | 11/22/2021 | 1/9/2023 | 413 | Completed | | | | | | | | | | | | | | | | | | |
| SLWSD | AWARD/NOA | 12/8/2021 | 1/13/2022 | 36 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | PRECON/NTP MOBILIZATION | 1/13/2022 | 2/12/2022 | 30 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | SUBMITTALS/PRECURMENT | 2/13/2022 | 3/6/2022 | 21 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | DEMOLITION | 3/6/2022 | 4/15/2022 | 40 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | NEW CONSTRUCTION | 4/15/2022 | 12/12/2022 | 241 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | TESTING | 12/1/2022 | 12/20/2022 | 19 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | SUBSTANTIAL COMP | 12/20/2022 | 1/1/2023 | 12 | Completed | | | | | | | | | | | | | | | | | | |
| LAWRENCE LEE | FINAL COMPLETION | 1/1/2023 | 1/9/2023 | 8 | Completed | | | | | | | | | | | | | | | | | | |
| FDEP | ACCEPTANCE | 1/1/2023 | 1/9/2023 | 8 | Completed | | | | | | | | | | | | | | | | | | |
| SLWSD | FINAL CO/PROJECT CLOSEOUT | 2/1/2023 | 2/8/2023 | 7 | Completed | | | | | | | | | | | | | | | | | | |



CRITICAL PATH 1 : NEW CONSTRUCTION- Must be Completed before WWTF Maximum Flows Expected (Before Baseball)

St. Lucie West Services District

Board Agenda Item
Tuesday June 6, 2023

Item

CA 4 Monthly Reports on Billing and Customer Service

Summary

This report is provided for your review and information as an update on the monthly Billing and Customer Service Operations.

The following are the totals from the accounts receivable reports.

1. Actual Consumption

| | | |
|-----------|------------|---------|
| Water | 46,002,560 | Gallons |
| Sewer | 43,931,730 | Gallons |
| Sewer BOD | 296.09 | Gallons |
| Sewer TSS | 409.34 | Gallons |

2. Amount Billed

| | |
|------------------|--------------|
| Total Water | \$309,118.04 |
| Total Sewer | \$353,708.62 |
| Total Irrigation | \$160,042.82 |

3. Billing

| | |
|------------------|-------|
| Total Water | 6,823 |
| Total Sewer | 6,766 |
| Total Irrigation | 6,449 |



Month/Year April 2023

Monthly Deposited Daily Form

| Date | WSI Total Deposit /Daily | Misc. Total Deposit/Daily | Date | WSI Total Deposit /Daily | Misc. Total Deposit/Daily |
|---------------------|--------------------------|---------------------------|--------------------------------|--------------------------|---------------------------|
| Mon 4/3/2023 | \$ 90,894.48 | \$ - | Mon 4/24/2023 | \$ 24,854.77 | \$ - |
| Tues 4/4/2023 | \$ 65,820.90 | \$ 101.28 | Tues 4/25/2023 | \$ 16,855.09 | \$ - |
| Wed 4/5/2023 | \$ 31,568.33 | \$ - | Wed 4/26/2023 | \$ 57,770.50 | \$ - |
| Thur 4/6/2023 | \$ 292,554.16 | \$ - | Thur 4/27/2023 | \$ 27,716.35 | \$ 1,316.48 |
| Fri 4/7/2023 | \$ 14,862.44 | \$ - | Fri 4/28/2023 | \$ 36,606.11 | \$ - |
| Total - Week | \$ 495,700.31 | \$ 101.28 | Total - Week | \$ 163,802.82 | \$ 1,316.48 |
| Mon 4/10/2023 | \$ 90,350.76 | \$ - | Mon | \$ - | \$ - |
| Tues 4/11/2023 | \$ 5,766.65 | \$ - | Tues | \$ - | \$ - |
| Wed 4/12/2023 | \$ 3,417.83 | \$ - | Wed | \$ - | \$ - |
| Thur 4/13/2023 | \$ 3,245.63 | \$ 4,325.00 | Thur | \$ - | \$ - |
| Fri 4/14/2023 | \$ 2,741.25 | \$ - | Fri | \$ - | \$ - |
| Total - Week | \$ 105,522.12 | \$ 4,325.00 | Total - Week | \$ - | \$ - |
| Mon 4/17/2023 | \$ 5,422.63 | \$ - | | | |
| Tues 4/18/2023 | \$ 20,020.87 | \$ 52.62 | | | |
| Wed 4/19/2023 | \$ 11,212.33 | \$ - | | | |
| Thur 4/20/2023 | \$ 11,295.44 | \$ - | | | |
| Fri 4/21/2023 | \$ 18,529.85 | \$ - | | | |
| Total - Week | \$ 66,481.12 | \$ 52.62 | | | |
| | | | Total Month Receivables | WSI | MISC |
| | | | | \$ 831,506.37 | \$ 5,795.38 |

**ST. LUCIE WEST SERVICES DISTRICT
ACCOUNTS BILLED AND MONTHLY RECEIVABLES**

REPORT # 1 ACTIVE COMPANY

MONTH END SUMMARY

4/1/2023 - 4/30/2023

BALANCE TOTALS

BEGINNING BALANCE AS OF 4/1/2023

\$ 471,714.64

GENERAL LEDGER

| <u>CHARGES</u> | <u>DESCRIPTION</u> | <u>TOTAL BILL COUNT</u> | <u>BILLED AMOUNT</u> | | |
|------------------------------|------------------------------|-----------------------------|-------------------------------|------------------|-----------------|
| BASE CHARGES | | | | | |
| 5-04109 | IRRIGATION BASE | 6449 | \$ 158,134.97 | \$ | 629,849.61 |
| 5-04107 | SEWER BASE | 6766 | \$ 176,282.52 | \$ | 806,132.13 |
| 5-04106 | WATER BASE | 6823 | \$ 141,668.51 | \$ | 947,800.64 |
| | DISPENSED/TANKER TRUCK | | | | |
| 5-04046 | WATER BASE | 15 | \$ 1,510.39 | \$ | 949,311.03 |
| 5-04014 | WHOLESALE WATER BASE | 1 | \$ 760.31 | \$ | 950,071.34 |
| | TOTAL CHARGE | | \$ 478,356.70 | | |
| CONSUMPTION CHARGES | | | | | |
| | | | CONSUMPTION BY GALLONS | | |
| 5-04009 | IRRIGATION | | \$ 1,907.85 | 8,295,000 | \$ 951,979.19 |
| 5-04007 | SEWER | | \$ 177,162.13 | 43,931,730 | \$ 1,129,141.32 |
| 5-04007 | SEWER-BOD EXCESS | | \$ 112.51 | 296.09 | \$ 1,129,253.83 |
| 5-04007 | SEWER-TSS EXCESS | | \$ 151.46 | 409.34 | \$ 1,129,405.29 |
| 5-04006 | WATER | | \$ 167,449.53 | 46,002,560 | \$ 1,296,854.82 |
| | | | AVERAGE DAYS | 30.88 | |
| 5-04046 | TANKER TRUCK WATER | | \$ 132.31 | 36,350 | \$ 1,296,987.13 |
| 5-04014 | WHOLESALE WATER | | \$ 51,806.73 | 17,803,000 | \$ 1,348,793.86 |
| 5-04021 | WHOLESALE WASTEWATER | | \$ 31,619.16 | 9,759,000 | \$ 1,380,413.02 |
| | TOTAL CHARGE | | \$ 430,341.68 | | |
| | DEPOSIT CHARGE | | \$ - | | \$ 1,380,413.02 |
| TOTAL CHARGES | | | | | |
| | IRRIGATION CHARGE | | \$ 160,042.82 | | |
| | SEWER CHARGE | | \$ 385,327.78 | | |
| | WATER CHARGE | | \$ 363,327.78 | | |
| | TOTAL CHARGE | | \$ 908,698.38 | | |
| ADJUSTMENTS | | | | | |
| | DESCRIPTION | | REVENUE | WRITE OFF | |
| | TOTAL REVENUE CHANGES | | \$ (1,258.69) | | \$ 1,379,154.33 |
| | TOTAL WRITE OFFS | | | \$ - | \$ 1,379,154.33 |
| | | | | | \$ 1,379,154.33 |
| PENALTY CHARGES | | | | | |
| 5-04010 | TOTAL PENALTY | | \$ 4,722.00 | | \$ 1,383,876.33 |
| MISCELLANEOUS CHARGES | | | | | |
| 5-04012 | TOTAL MISCELLANEOUS | | \$ 250.00 | | \$ 1,384,126.33 |
| 5-04047 | BACK FLOW CHARGES | | \$ - | | |
| 5-04047 | BACK FLOW OPT OUT CHARGES | | \$ - | | |
| METER SET FEES | | | | | |
| 5-04018 | METER FEE | | \$ - | | |
| 5-04012 | INITIAL CONNECTION METER FEE | | \$ - | | |
| | TOTAL METER FEES | | \$ - | | \$ 1,384,126.33 |
| IMPACT FEES | | | | | |
| 5-04033 | WATER IMPACT (AFPI) | | \$ - | | \$ 1,384,126.33 |
| 5-04035 | SEWER IMPACT (AFPI) | | \$ - | | \$ 1,384,126.33 |
| | TOTAL IMPACT (AFPI) | | \$ - | | |

**ST. LUCIE WEST SERVICES DISTRICT
ACCOUNTS RECEIVABLE SUMMARY**

REPORT # 2 ACTIVE COMPANY

MONTH END SUMMARY

4/1/2023 - 4/30/2023

GENERAL LEDGER

| | | | <u>BALANCE TOTALS</u> | |
|---------------------------------|---------------------------------|----------------------|------------------------------------|--------------|
| | | | CONTINUED BALANCE REFERENCE | |
| <u>PAYMENTS</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> | \$ | 1,384,126.33 |
| 5-01025 | DISPENSED WATER/TANKER TRUCK | \$ 210.00 | \$ | 1,383,916.33 |
| 5-01025 | IRRIGATION | \$ 138,997.52 | \$ | 1,244,918.81 |
| 5-01025 | PENALTY | \$ 4,590.11 | \$ | 1,240,328.70 |
| 5-01025 | SEWER BASE | \$ 152,809.74 | \$ | 1,087,518.96 |
| 5-01025 | SEWER CONSUMPTION | \$ 141,597.25 | \$ | 945,921.71 |
| 5-01025 | WATER BASE | \$ 123,202.96 | \$ | 822,718.75 |
| 5-01025 | WATER CONSUMPTION | \$ 134,538.60 | \$ | 688,180.15 |
| 5-01025 | MISCELLANEOUS | \$ 600.00 | \$ | 687,580.15 |
| 5-04047 | BACK FLOW CHARGES | \$ - | \$ | 687,580.15 |
| 5-04047 | BACK FLOW OPT OUT CHARGES | \$ - | \$ | 687,580.15 |
| 5-01025 | CONVERSION | \$ - | \$ | 687,580.15 |
| 5-01025 | BOD EXCESS CONSUMPTION | \$ 112.51 | \$ | 687,467.64 |
| 5-01025 | TSS EXCESS CONSUMPTION | \$ 151.46 | \$ | 687,316.18 |
| | TOTAL RECEIVABLES CREDIT | \$ - | | |
| | CREDIT BALANCE CHANGE | \$ 45,569.14 | \$ | 641,747.04 |
| | | \$ - | | |
| | | \$ - | \$ | 641,747.04 |
| | <u>SUBTOTAL</u> | \$ 742,379.29 | | |
| 5-04014 | WHOLESALE WATER | \$ 52,567.04 | \$ | 589,180.00 |
| 5-04021 | WHOLESALE WASTEWATER | \$ 31,619.16 | \$ | 557,560.84 |
| 5-04033 | WATER IMPACT (AFPI) | \$ - | \$ | 557,560.84 |
| 5-04035 | SEWER IMPACT (AFPI) | \$ - | \$ | 557,560.84 |
| 5-04018 | METER FEE | \$ - | \$ | 557,560.84 |
| 5-04012 | INITIAL CONNECTION METER FEE | \$ - | \$ | 557,560.84 |
| | TOTAL PAYMENTS | \$ 826,565.49 | | |
| | | | | |
| <u>REVERSE PAYMENTS</u> | <u>DESCRIPTION</u> | | | |
| | POSTING ERRORS | \$ 87.96 | | |
| 5-01025 | REVERSE PAYMENT/BAL TRANSFER | \$ 20,207.71 | | |
| | RETURN PAYMENTS | \$ 1,910.77 | | |
| | TOTAL | \$ 22,206.44 | \$ | 579,767.28 |
| | | | | |
| <u>REVERSE PENALTIES</u> | <u>DESCRIPTION</u> | | | |
| 5-01025 | REVERSE PENALTIES | \$ (144.59) | \$ | 579,622.69 |
| | | | | |
| <u>BILL ADJUSTMENT</u> | <u>DESCRIPTION</u> | | | |
| 5-01025 | BILL - VOID/ADJUSTMENT/REVERSAL | \$ - | \$ | 579,622.69 |
| | | | | |
| <u>DEPOSIT REFUNDS</u> | <u>DESCRIPTION</u> | | | |
| | DEPOSIT REFUNDS | \$ (13,400.00) | \$ | 566,222.69 |

**ST. LUCIE WEST SERVICES DISTRICT
ACCOUNTS RECEIVABLE SUMMARY**

REPORT # 2 ACTIVE COMPANY

MONTH END SUMMARY 4/1/2023 - 4/30/2023

| | | | | | | |
|--------------------------------|--|---------------------------------|---------------------|--------------------------|--|---------------|
| <u>REFUNDS</u> | | <u>DESCRIPTION</u> | <u>COUNT</u> | <u>AMOUNT</u> | | |
| | | TOTAL REFUND CHECKS | 10 | \$ 1,017.59 | | \$ 567,240.28 |
| <u>TRANSFER BALANCE</u> | | <u>DESCRIPTION</u> | | <u>NET AMOUNT</u> | | |
| | | RECEIVABLES ADJUSTED | | \$ (807.76) | | \$ 566,432.52 |
| | | RECEIVABLES RE-APPLIED | | \$ 807.76 | | \$ 567,240.28 |
| <u>DEPOSIT ACTIVITY</u> | | <u>DESCRIPTION</u> | | <u>AMOUNT</u> | | |
| | | BEGINNING BALANCE | | \$ 226,450.00 | | |
| | | BILLED DEPOSITS | | \$ - | | |
| 5-02030 | | NEW DEPOSITS | | \$ 5,000.00 | | |
| | | REFUNDS | | \$ (13,400.00) | | |
| | | REVERSE REFUNDS | | \$ - | | |
| | | REVERSE DEPOSITS | | \$ - | | |
| | | ENDING BALANCE | | \$ 218,050.00 | | |
| <u>MISC. PAYMENTS</u> | | <u>DESCRIPTION</u> | | | | |
| | | MISCELLANEOUS PAYMENTS RECEIVED | | \$ 5,795.38 | | |

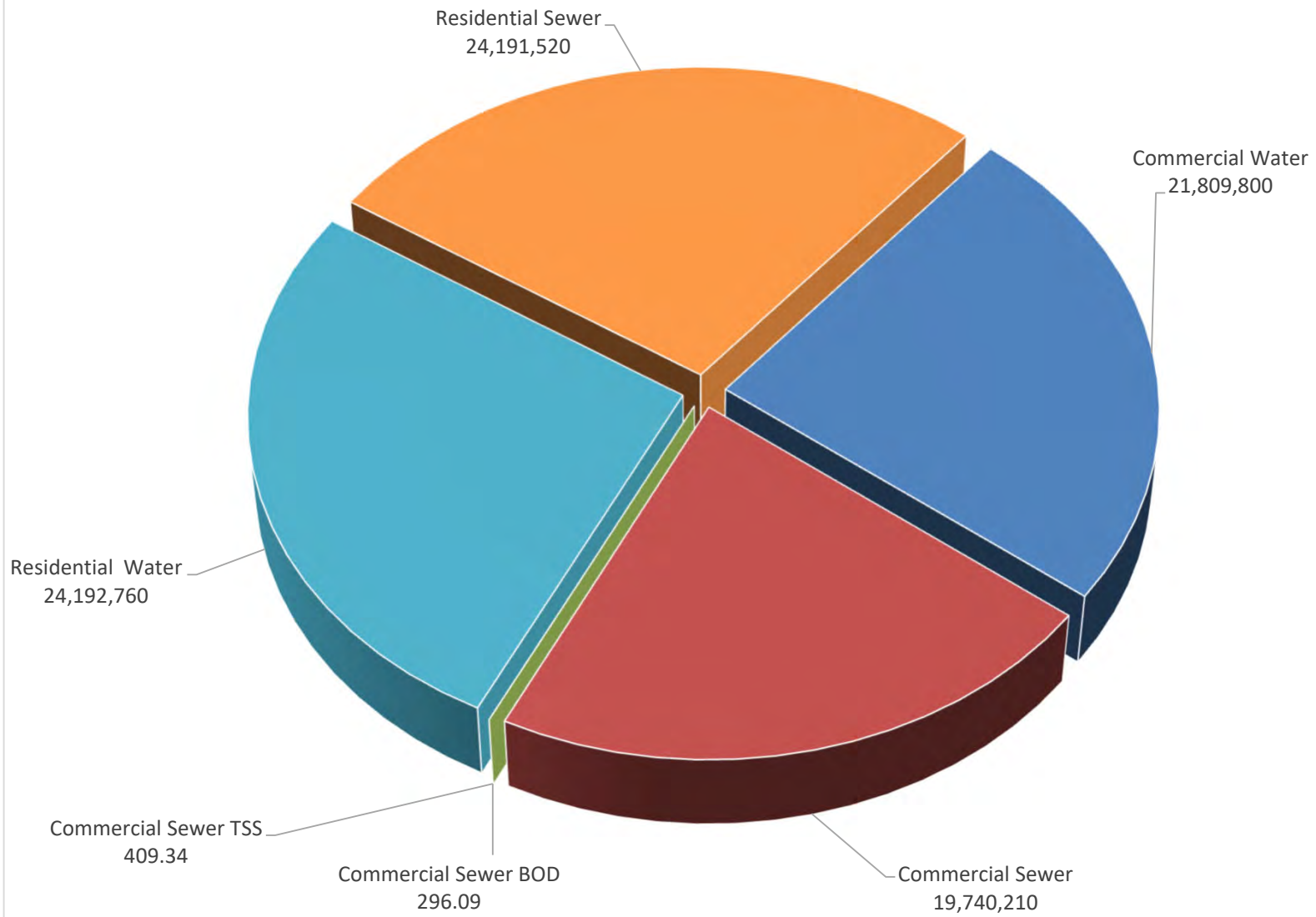
| ENDING BALANCE AS OF | |
|----------------------|------------|
| 4/30/2023 | |
| \$ | 567,240.28 |
| \$ | - |
| \$ | 567,240.28 |
| \$ | |

unpaid Reserve invoice

ST LUCIE WEST SERVICES DISTRICT AGED DEBT SUMMARY

| MONTH/YEAR | Current Amount 1-30 DAYS | Amount 31-60 DAYS | Amount 61-90 DAYS | Amount 91-120 DAYS | Amount > 120 DAYS | BALANCE |
|----------------|-----------------------------|-------------------|-------------------|--------------------|----------------------|---------------|
| April 2021 | \$ 449,425.57 | \$ 5,900.71 | \$ 1,089.70 | \$ 647.07 | \$ 5,287.56 | \$ 419,695.11 |
| May 2021 | \$ 450,719.72 | \$ 6,142.39 | \$ 1,495.49 | \$ 706.71 | \$ 5,875.75 | \$ 425,064.45 |
| June 2021 | \$ 476,719.40 | \$ 4,886.57 | \$ 1,637.82 | \$ 937.05 | \$ 5,276.46 | \$ 452,792.95 |
| July 2021 | \$ 429,612.17 | \$ 4,456.16 | \$ 1,368.42 | \$ 778.41 | \$ 6,125.62 | \$ 399,845.64 |
| August 2021 | \$ 468,154.68 | \$ 5,933.92 | \$ 1,018.24 | \$ 750.52 | \$ 5,636.54 | \$ 437,594.06 |
| September 2021 | \$ 496,856.70 | \$ 7,302.63 | \$ 1,895.39 | \$ 801.70 | \$ 6,201.44 | \$ 459,361.52 |
| October 2021 | \$ 413,878.15 | \$ 4,671.22 | \$ 1,701.34 | \$ 1,363.25 | \$ 6,895.46 | \$ 384,678.42 |
| November 2021 | \$ 491,837.60 | \$ 5,326.97 | \$ 1,397.26 | \$ 697.56 | \$ 7,576.84 | \$ 465,379.99 |
| December 2021 | \$ 465,593.00 | \$ 5,802.48 | \$ 975.79 | \$ 677.62 | \$ 8,235.09 | \$ 438,181.64 |
| January 2022 | \$ 464,805.74 | \$ 7,558.33 | \$ 856.95 | \$ 173.62 | \$ 7,846.06 | \$ 438,555.20 |
| February 2022 | \$ 495,633.11 | \$ 6,536.04 | \$ 638.24 | \$ 469.27 | \$ 8,013.87 | \$ 464,322.45 |
| March 2022 | \$ 412,364.04 | \$ 5,063.01 | \$ 582.83 | \$ 447.86 | \$ 8,527.11 | \$ 426,984.85 |
| April 2022 | \$ 443,194.33 | \$ 2,972.37 | \$ 388.46 | \$ 277.07 | \$ 9,229.78 | \$ 456,062.01 |
| May 2022 | \$ 399,275.87 | \$ 2,668.90 | \$ 904.40 | \$ (13.67) | \$ 9,049.74 | \$ 411,885.24 |
| June 2022 | \$ 391,678.11 | \$ 4,694.75 | \$ 1,040.55 | \$ 414.41 | \$ 7,661.38 | \$ 405,489.20 |
| July 2022 | \$ 414,939.36 | \$ 2,969.72 | \$ 2,198.58 | \$ 521.57 | \$ 8,075.79 | \$ 428,705.02 |
| August 2022 | \$ 416,573.13 | \$ 2,956.56 | \$ 816.17 | \$ 502.16 | \$ 8,439.98 | \$ 429,288.00 |
| September 2022 | \$ 394,312.84 | \$ 7,855.32 | \$ 1,554.83 | \$ 554.11 | \$ 8,992.47 | \$ 413,269.57 |
| October 2022 | \$ 336,805.43 | \$ 3,313.39 | \$ 2,972.41 | \$ 878.78 | \$ 9,419.58 | \$ 353,389.59 |
| November 2022 | \$ 456,246.19 | \$ 854.01 | \$ 1,354.25 | \$ 916.51 | \$ 9,962.28 | \$ 469,333.24 |
| December 2022 | \$ 418,720.96 | \$ 3,345.81 | \$ 567.03 | \$ 493.53 | \$ 10,443.12 | \$ 433,570.45 |
| Jauary 2023 | \$ 450,205.60 | \$ 6,198.63 | \$ 1,886.54 | \$ 719.75 | \$ 10,822.36 | \$ 469,832.88 |
| February 2023 | \$ 530,621.59 | \$ 2,146.80 | \$ 1,210.20 | \$ 1,465.26 | \$ 11,348.41 | \$ 546,792.26 |
| March 2023 | \$ 450,306.57 | \$ 4,607.31 | \$ 2,719.92 | \$ 1,267.16 | \$ 12,813.68 | \$ 471,714.64 |
| April 2023 | \$ 549,658.95 | \$ 3,304.54 | \$ 842.42 | \$ 632.84 | \$ 12,801.53 | \$ 567,240.28 |
| May 2023 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| June 2023 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| July 2023 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| August 2023 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| September 2023 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

Actual Consumption April 2023



| | |
|-------------------------------------|--------------|
| | |
| CONSUMPTION BY GALLONS | |
| Commercial: | |
| Water | 21,809,800 |
| Sewer | 19,740,210 |
| Sewer- BOD | 296.09 |
| Sewer- TSS | 409.34 |
| | |
| Single: | |
| Water | 21,220,620 |
| Sewer | 21,219,380 |
| | |
| Multi: | |
| Water | 2,972,140 |
| Sewer | 2,972,140 |
| | |
| | |
| AMOUNT BILLED/TOTAL CHARGES: | |
| Commercial: | |
| Water | \$119,424.09 |
| Sewer | \$128,633.06 |
| IQ | \$46,168.00 |
| TOTAL: | \$294,225.15 |
| | |
| Single: | |
| Water | \$160,938.95 |
| Sewer | \$190,603.82 |
| IQ | \$100,096.33 |
| TOTAL: | \$451,639.10 |
| | |
| Multi: | |
| Water | \$28,755.00 |
| Sewer | \$34,471.74 |
| IQ | \$13,778.49 |
| TOTAL: | \$77,005.23 |
| | |
| | |
| TOTAL BILL COUNT | |
| Commercial: | |
| Water | 516 |
| Sewer | 460 |
| IQ | 241 |
| | |
| Single: | |
| Water | 5,190 |
| Sewer | 5,189 |
| IQ | 5,188 |
| | |
| Multi: | |
| Water | 1,117 |
| Sewer | 1,117 |
| IQ | 1,020 |

| | |
|----------------------|--------------|
| | |
| CONSUMPTION | |
| Water | 46,002,560 |
| Sewer | 43,931,730 |
| Sewer- BOD | 296.09 |
| Sewer- TSS | 409.34 |
| | |
| | |
| AMOUNT BILLED | |
| Water | \$309,118.04 |
| Sewer | \$353,708.62 |
| IQ | \$160,042.82 |
| | |
| | |
| BILLS | |
| Water | 6,823 |
| Sewer | 6,766 |
| IQ | 6,449 |

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

CA 5 Financial Statements for April, 2023

Summary

Attached for your review are the Financial Reports for the period ending April 30, 2023.

- Financial Statements for all District Funds
- Check Register for General Fund and Water & Sewer Fund
 - Summary of Checks over \$35,000
- Balance Sheet Report for all Funds
- Bank Reconciliation Summary for all Depository Accounts

Recommendation

No Action Required.

Budget Impact

None.

Board Action

| | | |
|-----------|--------------|---------------|
| Moved by: | Seconded by: | Action Taken: |
|-----------|--------------|---------------|

St Lucie West Service District (General Fund)
Income Statement Budget vs. Actual
April 2023

| | Oct 22-Apr 23 | Budget YTD | \$ +/- Budget YTD | % of Budget YTD | Total Budget |
|--|----------------------|-------------------|--------------------------|------------------------|---------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 1-04000 · GF SLWSD GENERAL FUND REVENUE | 3,021,495.74 | 2,829,993.85 | 191,501.89 | 106.77% | 3,383,376.00 |
| Total Income | 3,021,495.74 | 2,829,993.85 | 191,501.89 | 106.77% | 3,383,376.00 |
| Gross Income | 3,021,495.74 | 2,829,993.85 | 191,501.89 | 106.77% | 3,383,376.00 |
| Expense | | | | | |
| 1-05000 · GF BOARD OF DIRECTORS | 8,766.51 | 9,126.25 | -359.74 | 96.06% | 15,645.00 |
| 1-06000 · GF DISTRICT MANAGER | 12,513.62 | 21,190.62 | -8,677.00 | 59.05% | 36,054.20 |
| 1-07000 · GF FINANCE | 117,343.36 | 152,996.15 | -35,652.79 | 76.7% | 174,761.00 |
| 1-12000 · GF GRANT MANAGEMENT | 0.00 | 788.10 | -788.10 | 0.0% | 1,351.00 |
| 1-13000 · GF CLERK TO THE BOARD | 5,937.93 | 8,256.00 | -2,318.07 | 71.92% | 14,153.00 |
| 1-14000 · GF AQUATICS DIVISION-PERSNL | 179,465.87 | 244,706.75 | -65,240.88 | 73.34% | 419,497.00 |
| 1-15000 · GF ADMINISTRATION DIV-PERSNL | 571,772.01 | 561,585.70 | 10,186.31 | 101.81% | 962,718.00 |
| 1-16000 · GF STORM WATER MGMT-PERSNL | 169,166.35 | 245,211.90 | -76,045.55 | 68.99% | 420,363.00 |
| 1-17000 · GF EXOTIC PLNT RMVL DIV-PERSNL | 187,599.77 | 173,380.20 | 14,219.57 | 108.2% | 297,223.00 |
| 1-18000 · GF SHOP OPERATIONS-PERSNL | 36,498.16 | 48,327.00 | -11,828.84 | 75.52% | 82,846.00 |
| 1-19000 · GF GENERAL COUNSEL | 5,056.62 | 17,139.50 | -12,082.88 | 29.5% | 29,382.00 |
| 1-23000 · GF SPECIAL COUNSEL | 1,640.25 | 2,094.75 | -454.50 | 78.3% | 3,591.00 |
| 1-26000 · GF ENGINEERING | 10,157.23 | 26,637.95 | -16,480.72 | 38.13% | 45,665.00 |
| 1-29000 · GF POLLUTION CONTROL | 0.00 | 1,523.10 | -1,523.10 | 0.0% | 2,611.00 |
| 1-31000 · GF AQUATICS DIVISION-OPERATING | 52,322.51 | 107,663.25 | -55,340.74 | 48.6% | 173,851.00 |
| 1-33000 · GF ADMINISTRATION DIV-OPERATING | 110,688.59 | 139,807.20 | -29,118.61 | 79.17% | 239,669.00 |
| 1-34000 · GF STORM WATER MGMT-OPERATING | 113,096.93 | 165,807.35 | -52,710.42 | 68.21% | 247,098.00 |
| 1-35000 · GF EXOTIC PLANT RMVL-OPERATING | 36,178.90 | 51,631.75 | -15,452.85 | 70.07% | 79,940.00 |
| 1-36000 · GF SHOP OPERATIONS-OPERATING | 13,905.18 | 23,425.25 | -9,520.07 | 59.36% | 36,586.00 |
| 1-46000 · GF RENEWAL & REPLACEMENT | 35,932.00 | 256,099.00 | -220,167.00 | 14.03% | 256,099.00 |
| Total Expense | 1,668,041.79 | 2,257,397.77 | -589,355.98 | 73.89% | 3,539,103.20 |
| Net Ordinary Income | 1,353,453.95 | 572,596.08 | 780,857.87 | 236.37% | -155,727.20 |
| Net Income | 1,353,453.95 | 572,596.08 | 780,857.87 | 236.37% | -155,727.20 |

St Lucie West Service District (WMB DS)
Income Statement Budget vs. Actual
 April 2023

| Ordinary Income/Expense | Oct 22 - Apr 23 | Budget YTD | \$ +/- Budget YTD | % of Budget YTD | Total Budget |
|---|-----------------|--------------|-------------------|-----------------|--------------|
| Income | | | | | |
| 2-04000 • WB WTR MGMT BEN SRS 1999A REV | 2,255,291.77 | 2,301,169.60 | -45,877.83 | 98.01% | 2,617,471.00 |
| 2-07000 • DS WMB OTHER INCOME | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Income | 2,255,291.77 | 2,301,169.60 | -45,877.83 | 98.01% | 2,617,471.00 |
| Gross Income | 2,255,291.77 | 2,301,169.60 | -45,877.83 | 98.01% | 2,617,471.00 |
| Expense | | | | | |
| 2-05000 • WB WTR MGMT BEN SRS 1999A DS | 337,907.14 | 311,600.35 | 26,306.79 | 108.44% | 2,452,684.00 |
| Total Expense | 337,907.14 | 311,600.35 | 26,306.79 | 108.44% | 2,452,684.00 |
| Net Ordinary Income | 1,917,384.63 | 1,989,569.25 | -72,184.62 | 96.37% | 164,787.00 |
| Net Income | 1,917,384.63 | 1,989,569.25 | -72,184.62 | 96.37% | 164,787.00 |

St Lucie West Service District (WMB CAP)
Income Statement Budget vs. Actual
April 2023

| | Oct 22 - Apr 23 | Budget YTD | \$ +/- Budget YTD | % of Budget YTD | Total Budget |
|---|---------------------------|--------------------|---------------------------|------------------------|---------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 4-04000 · CP WMB CAP PROJECTS REVENUE | 20,760.03 | | | | 0.00 |
| 4-07000 · CP WMB OTHER INCOME | 0.00 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Income | <u>20,760.03</u> | <u>0.00</u> | <u>20,760.03</u> | <u>100.0%</u> | <u>0.00</u> |
| Gross Income | 20,760.03 | 0.00 | 20,760.03 | 100.0% | 0.00 |
| Expense | | | | | |
| 4-06000 · CP WMB CAPITAL PROJECT EXPENSES | 518,274.60 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total Expense | <u>518,274.60</u> | <u>0.00</u> | <u>518,274.60</u> | <u>100.0%</u> | <u>0.00</u> |
| Net Ordinary Income | <u>-497,514.57</u> | <u>0.00</u> | <u>-497,514.57</u> | <u>100.0%</u> | <u>0.00</u> |
| Net Income | <u><u>-497,514.57</u></u> | <u><u>0.00</u></u> | <u><u>-497,514.57</u></u> | <u><u>100.0%</u></u> | <u><u>0.00</u></u> |

St Lucie West Service District (Water & Sewer Fund)

Income Statement Budget vs. Actual

April 2023

| | Oct 22-Apr 23 | Budget YTD | \$ +/- of Budget YTD | % of Budget YTD | Total Budget |
|--|-------------------|-------------------|-------------------------|--------------------|--------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 5-04000 · WS SLWSD WATER & SEWER REVENUE | 5,370,164.24 | 4,949,171.95 | 420,992.29 | 108.51% | 9,870,442.00 |
| Total Income | 5,370,164.24 | 4,949,171.95 | 420,992.29 | 108.51% | 9,870,442.00 |
| Gross Income | 5,370,164.24 | 4,949,171.95 | 420,992.29 | 108.51% | 9,870,442.00 |
| Expense | | | | | |
| 5-05000 · WS BOARD OF DIRECTORS | 7,909.37 | 8,268.75 | -359.38 | 95.65% | 14,175.00 |
| 5-06000 · WS DISTRICT MANAGER | 12,665.43 | 15,175.45 | -2,510.02 | 83.46% | 26,015.00 |
| 5-07000 · WS FINANCE | 283,185.48 | 314,742.25 | -31,556.77 | 89.97% | 363,298.00 |
| 5-09000 · WS PROPERTY CONTROL | 6,681.49 | 19,548.75 | -12,867.26 | 34.18% | 33,512.00 |
| 5-11000 · WS UTILITY RATE CONSULTANT | 0.00 | 12,847.35 | -12,847.35 | 0.0% | 22,024.00 |
| 5-13000 · WS CLERK TO THE BOARD | 9,851.92 | 10,823.80 | -971.88 | 91.02% | 18,555.00 |
| 5-14000 · WS ADMIN DVSN-PERSNL | 626,769.73 | 752,850.65 | -126,080.92 | 83.25% | 1,290,601.00 |
| 5-15000 · WS WATER TRTMNT PLANT-PERSNL | 253,452.02 | 266,349.55 | -12,897.53 | 95.16% | 456,599.00 |
| 5-16000 · WS WASTEWATER TRTMT PL-PERSNL | 225,030.39 | 269,963.40 | -44,933.01 | 83.36% | 462,794.00 |
| 5-17000 · WS UNDERGROUND UTIL-PERSNL | 457,090.50 | 480,528.50 | -23,438.00 | 95.12% | 823,763.00 |
| 5-18000 · WS IRRIGATION DIV-PERSNL | 37,153.10 | 39,802.10 | -2,649.00 | 93.35% | 68,232.00 |
| 5-40000 · WS SHOP DIV - PERSNL | 89,713.68 | 96,466.60 | -6,752.92 | 93.0% | 165,371.00 |
| 5-19000 · WS GENERAL COUNSEL | 5,740.63 | 22,538.85 | -16,798.22 | 25.47% | 38,638.00 |
| 5-23000 · WS SPECIAL COUNSEL | 1,684.75 | 5,114.10 | -3,429.35 | 32.94% | 8,767.00 |
| 5-26000 · WS ENGINEERING | 38,010.93 | 54,184.70 | -16,173.77 | 70.15% | 92,888.00 |
| 5-27000 · WATER & SEWER DEBT SERVICE | 425,673.61 | 433,573.00 | -7,899.39 | 98.18% | 2,582,146.00 |
| 5-28000 · WS WATER & SEWER SERVICES | 397,405.75 | 397,405.75 | 0.00 | 100.0% | 681,267.00 |
| 5-29000 · WS ADMIN DIV-OPERATING | 196,019.08 | 315,197.90 | -119,178.82 | 62.19% | 540,339.00 |
| 5-30000 · WS WATER TRTMNT PLANT-OPER | 497,143.95 | 516,946.65 | -19,802.70 | 96.17% | 886,194.00 |
| 5-31000 · WS WASTEWATER TRTMT PL-OPER | 305,122.95 | 334,890.05 | -29,767.10 | 91.11% | 574,097.00 |
| 5-32000 · WS UNDERGROUND UTIL-OPERATING | 369,939.46 | 459,534.70 | -89,595.24 | 80.5% | 703,845.00 |
| 5-33000 · WS IRRIGATION DIV-OPERATING | 123,905.15 | 174,644.90 | -50,739.75 | 70.95% | 299,391.00 |
| 5-41000 · WS SHOP DIV - OPER | 13,563.34 | 39,024.30 | -25,460.96 | 34.76% | 52,613.00 |
| Total Expense | 4,383,712.71 | 5,040,422.05 | -656,709.34 | 86.97% | 10,205,124.00 |
| Net Ordinary Income | 986,451.53 | -91,250.10 | 1,077,701.63 | -1,081.04% | -334,682.00 |
| Net Income | <u>986,451.53</u> | <u>-91,250.10</u> | <u>1,077,701.63</u> | <u>-1,081.04%</u> | <u>-334,682.00</u> |

St Lucie West Service District (W&S Capital Outlay)

Income Statement Budget vs. Actual

April 2023

| | Oct 21-Apr 23 | Budget YTD | \$ +/- Budget YTD | % of Budget YTD | Total Budget |
|---|-------------------|----------------------|----------------------|-----------------|----------------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 5-36000 · WS CAP REVENUES | | | | | |
| 5-36001 · INTEREST - R&R 4076011209 | 63,216.24 | | | | |
| 5-36002 · INTEREST - WWCF - 4076011236 | 5,828.52 | 108.50 | 5,720.02 | 5,371.91% | 186.00 |
| 5-36003 · INTEREST - 2004 BOND ISSUE | 0.00 | | | | |
| 5-36004 · INTEREST - WCF 4076011227 | 19,943.60 | 40.85 | 19,902.75 | 48,821.54% | 70.00 |
| 5-36005 · WATER IMPACT FEES | 63,996.86 | 2,235.35 | 61,761.51 | 2,862.95% | 3,832.00 |
| 5-36006 · WW IMPACT FEES | 48,026.88 | 1,677.70 | 46,349.18 | 2,862.66% | 2,876.00 |
| 5-36007 · R&R TRANS FROM W&S OPERATING | 397,405.75 | 397,405.75 | 0.00 | 100.0% | 681,267.00 |
| Total 5-36000 · WS CAP REVENUES | 598,417.85 | 401,468.15 | 196,949.70 | 149.06% | 688,231.00 |
| Total Income | 598,417.85 | 401,468.15 | 196,949.70 | 149.06% | 688,231.00 |
| Gross Income | 598,417.85 | 401,468.15 | 196,949.70 | 149.06% | 688,231.00 |
| Expense | | | | | |
| 5-37000 · WS RENEWAL & REPLACEMENT CIP | | | | | |
| 5-37004 · CAPITAL PROJECTS SW049 | 0.00 | 12,220.00 | -12,220.00 | 0.0% | 12,220.00 |
| 5-37007 · CAPITAL PROJECTS SW001 | 29,820.00 | 215,833.00 | -186,013.00 | 13.82% | 215,833.00 |
| 5-37009 · CAPITAL PROJECTS SW037 | 7,589.58 | 224,400.00 | -216,810.42 | 3.38% | 224,400.00 |
| 5-37013 · CAPITAL PROJECTS SW047 | 0.00 | 33,000.00 | -33,000.00 | 0.0% | 33,000.00 |
| 5-37018 · CAPITAL PROJECTS SW069 | 9,593.60 | 500,000.00 | -490,406.40 | 1.92% | 500,000.00 |
| 5-37020 · CAPITAL PROJECTS SW066 | 14,700.00 | | | | |
| 5-37021 · CAPITAL PROJECTS SW068 | 368.21 | | | | 0.00 |
| 5-37027 · CAPITAL PROJECTS SW073 | 6,218.70 | 3,960.00 | 2,258.70 | 157.04% | 3,960.00 |
| 5-37028 · CAPITAL PROJECTS SW078 | 0.00 | 75,000.00 | -75,000.00 | 0.0% | 75,000.00 |
| 5-37029 · CAPITAL PROJECTS SW081 | 0.00 | 100,000.00 | -100,000.00 | 0.0% | 100,000.00 |
| 5-37031 · CAPITAL PROJECTS SW084 | 6,035.43 | 5,000.00 | 1,035.43 | 120.71% | 5,000.00 |
| 5-37032 · CAPITAL PROJECTS SW085 | 7,179.15 | 6,302.00 | 877.15 | 113.92% | 6,302.00 |
| 5-37034 · CAPITAL PROJECTS SW087 | 0.00 | 30,000.00 | -30,000.00 | 0.0% | 30,000.00 |
| 5-37038 · CAPITAL PROJECTS SW091 | 0.00 | 5,000.00 | -5,000.00 | 0.0% | 5,000.00 |
| 5-37039 · CAPITAL PROJECTS SW092 | 1,500.00 | | | | 0.00 |
| 5-37043 · CAPITAL PROJECTS SW096 | 26,061.40 | | | | 0.00 |
| 5-37044 · CAPITAL PROJECTS SW097 | 219,543.16 | | | | 0.00 |
| Total 5-37000 · WS RENEWAL & REPLACEMENT CIP | 328,609.23 | 1,210,715.00 | -882,105.77 | 27.14% | 1,210,715.00 |
| 5-38000 · WS WATER CONNECT FEE CIP | | | | | |
| 5-38012 · CAPITAL PROJECTS SW077 | 10,691.71 | | | | 0.00 |
| 5-38014 · CAPITAL PROJECTS SW076 | 0.00 | 700,000.00 | -700,000.00 | 0.0% | 700,000.00 |
| Total 5-38000 · WS WATER CONNECT FEE CIP | 10,691.71 | 700,000.00 | -689,308.29 | 1.53% | 700,000.00 |
| 5-39000 · WS WASTEWATER CONNECT FEE CIP | | | | | |
| 5-39010 · CAPITAL PROJECTS SW067 | 90,981.20 | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 5-39000 · WS WASTEWATER CONNECT FEE CIP | 90,981.20 | 0.00 | 90,981.20 | 100.0% | 0.00 |
| Total Expense | 430,282.14 | 1,910,715.00 | -1,480,432.86 | 22.52% | 1,910,715.00 |
| Net Ordinary Income | 168,135.71 | -1,509,246.85 | 1,677,382.56 | -11.14% | -1,222,484.00 |
| Net Income | 168,135.71 | -1,509,246.85 | 1,677,382.56 | -11.14% | -1,222,484.00 |

St Lucie West Service District
Check Register
As of April 30, 2023

| Date | Num | Name | Memo | Credit |
|---|-------|--|---|------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 1-00001 · TRUIST (GF operating) #1363 | | | | |
| 04/05/2023 | | ASCENSUS | PR 04/05/23 (03/18/23 - 03/31/23) | 2,043.67 |
| 04/06/2023 | 11576 | CHEMICAL CONTAINERS, INC. | PO#84144 | 78.09 |
| 04/06/2023 | 11577 | CINTAS CORPORATION | PO#83598 | 89.00 |
| 04/06/2023 | 11578 | COMPUTER NETWORK SERVICES | PO#83582 | 10,488.00 |
| 04/06/2023 | 11579 | COUNTY MATERIALS CORP | | 46,944.00 |
| 04/06/2023 | 11580 | FRANKLIN TEMPLETON BANK AND TR | SEP PAYROLL 04.05.23 | 10,866.24 |
| 04/06/2023 | 11581 | GONANO & HARRELL | PO#83604 MARCH 31, 2023 | 4,329.25 |
| 04/06/2023 | 11582 | GRAINGER | PO#83583 | 399.98 |
| 04/06/2023 | 11583 | GROVE EQUIPMENT SERVICE, INC | PO#83143 | 25,875.00 |
| 04/06/2023 | 11584 | HELENA CHEMICAL CO | | 7,030.00 |
| 04/06/2023 | 11585 | MIKE'S ORGANIC TOP SOIL | PO#83592 | 1,025.00 |
| 04/06/2023 | 11586 | ST LUCIE CO BALING & RECYCLING | PO#83603 | 516.95 |
| 04/06/2023 | 11587 | TYLER TECHNOLOGIES, INC. | | 5,482.60 |
| 04/06/2023 | 11588 | U.S. CONCRETE PRODUCTS CORP | | 26,797.00 |
| 04/06/2023 | 11589 | UNIVERSAL ENVIRONMENTAL SERVICES, LLC | PO#83605 | 214.00 |
| 04/06/2023 | 11590 | VERIZON WIRELESS | PO#83593 | 902.06 |
| 04/06/2023 | 11591 | WEX BANK | INV#88232080 ACCT #0496-00-632648-2 | 13,539.90 |
| 04/06/2023 | 11592 | TRUIST CARD SERVICES | | 13,959.22 |
| 04/13/2023 | 11593 | ARS POWERSPORTS, OKEECHOBEE | PO#83615 | 1,218.98 |
| 04/13/2023 | 11594 | CENTERLINE, INC | PO#84121 A | 64,586.34 |
| 04/13/2023 | 11595 | CIGNA HEALTHCARE | HEALTHCARE Group: 00636982 APRIL 2023 | 83,880.42 |
| 04/13/2023 | 11596 | CINTAS CORPORATION | PO#83597 | 178.00 |
| 04/13/2023 | 11597 | COUNTY MATERIALS CORP | | 254,726.40 |
| 04/13/2023 | 11598 | FPL | PO# 83622 | 55,665.73 |
| 04/13/2023 | 11599 | LOWE'S | PO# 83618 | 941.21 |
| 04/13/2023 | 11600 | SAM'S CLUB MASTERCARD | PO#83619 | 299.96 |
| 04/13/2023 | 11601 | SITEONE LANDSCAPE SUPPLY, LLC | PO#84198 | 312.86 |
| 04/13/2023 | 11602 | SUNSHINE STATE ONE CALL OF FLORIDA, I... | PO#83596 | 95.61 |
| 04/13/2023 | 11603 | TREASURE COAST MOWERS, LLC | PO#84196 | 769.99 |
| 04/13/2023 | 11604 | UNIFIRST | | 466.62 |
| 04/13/2023 | 11605 | NAPA AUTO SUPPLY OF PORT ST. LUCIE | PO#83611 | 4,565.48 |
| 04/13/2023 | 11606 | VERO CHEMICAL DISTRIBUTORS INC | PO#83620 | 41,809.68 |
| 04/14/2023 | 11607 | GROVE EQUIPMENT SERVICE, INC | PO# 84206 | 555.00 |
| 04/19/2023 | | ASCENSUS | PR 04/19/23 (04/01/23 - 04/14/23) | 2,057.69 |
| 04/20/2023 | 11608 | ADP, LLC | PO#83635 | 1,276.65 |
| 04/20/2023 | 11609 | FCC ENVIRONMENTAL SERVICES, LLC | PO#83637 | 402.76 |
| 04/20/2023 | 11610 | FRANKLIN TEMPLETON BANK AND TR | SEP PAYROLL 04.19.2023 | 10,562.66 |
| 04/20/2023 | 11611 | GUARDIAN | GROUP ID 00563384-MAY 2023 LIFE, DENTAL & ... | 7,396.70 |
| 04/20/2023 | 11612 | GUARDIAN HAWK SECURITY | PO#83632 | 599.00 |
| 04/20/2023 | 11613 | PITNEY BOWES-PURCHASE POWER | PO#83630 | 200.00 |
| 04/20/2023 | 11614 | SITEONE LANDSCAPE SUPPLY, LLC | PO#84202 | 337.70 |
| 04/20/2023 | 11615 | SOLANTIC OF SOUTH FLORIDA LLC | PO#83628 | 50.00 |
| 04/20/2023 | 11616 | SUMMIT FIRE & SECURITY, LLC | PO#83626 | 592.18 |
| 04/20/2023 | 11617 | TYLER TECHNOLOGIES, INC. | PO#83638 | 17,987.24 |
| 04/20/2023 | 11618 | UNIFIRST | INV# 3020012626 & INV# 3020012625 | 233.31 |
| 04/27/2023 | 11619 | CINTAS CORPORATION | PO#83646 | 112.70 |
| 04/27/2023 | 11620 | COMPUTER NETWORK SERVICES | PO#83644 | 180.00 |
| 04/27/2023 | 11621 | HELENA CHEMICAL CO | PO#83642 | 810.00 |
| 04/27/2023 | 11622 | KYOCERA DOCUMENT SOLUTIONS SOUTH ... | PO#83649 | 582.59 |
| 04/27/2023 | 11623 | PAT'S PUMP & BLOWER, LLC | PO#83640 | 1,158.58 |
| 04/27/2023 | 11624 | SITEONE LANDSCAPE SUPPLY, LLC | PO#84212 | 90.14 |
| 04/27/2023 | 11625 | SPECIAL DISTRICT SERVICES, INC. | PO#83647 | 8,632.66 |
| 04/27/2023 | 11626 | TREASURE COAST MOWERS, LLC | PO#83656 | 806.16 |
| 04/27/2023 | 11627 | UNIFIRST | INV# 3020013658 & INV# 3020013657 | 233.31 |
| 04/27/2023 | 11628 | ST LUCIE WEST SERVICES DIST. | SERIES 2014 RESERVE ACCT# 213449004 | 200,000.00 |
| Total 1-00001 · TRUIST (GF operating) #1363 | | | | 934,954.27 |
| 1-00002 · TRUIST (GF R&R Fund) # 3968 | | | | |
| Total 1-00002 · TRUIST (GF R&R Fund) # 3968 | | | | |

| Date | Num | Name | Memo | Credit |
|--|-------|--------------------------------------|--------------------------------------|---------------------|
| 5-00002 · TRUIST (WS Operating) #7918 | | | | |
| 04/06/2023 | 13518 | BRANDON SPADARO | CUSTOMER REFUND TEMP METER #7 | 679.32 |
| 04/06/2023 | 13519 | CHEMICAL CONTAINERS, INC. | PO#83581 | 140.25 |
| 04/06/2023 | 13520 | CITY ELECTRIC SUPPLY CO. | PO#84189 | 56.63 |
| 04/06/2023 | 13521 | CORE & MAIN | | 1,402.37 |
| 04/06/2023 | 13522 | EUROFINS FLOWERS | | 4,618.00 |
| 04/06/2023 | 13523 | FERGUSON ENTERPRISES | | 2,330.60 |
| 04/06/2023 | 13524 | FLUID CONTROL SPECIALTIES, INC. | PO#84118 | 2,098.00 |
| 04/06/2023 | 13525 | FLUOROTHERM POLYMERS INC | PO#84148 A | 4,630.00 |
| 04/06/2023 | 13526 | GRAINGER | PO#83586 | 131.42 |
| 04/06/2023 | 13527 | HUDSON PUMP | PO#84177 | 1,432.33 |
| 04/06/2023 | 13528 | IMERYS | PO#84173 | 12,238.36 |
| 04/06/2023 | 13529 | INFRASTRUCTURE SOLUTION SERVICES | PO#83379 B | 4,639.00 |
| 04/06/2023 | 13530 | KATHRYN BALLENGER | CUSTOMER REFUND 518 SW INDIAN KEY DR | 68.03 |
| 04/06/2023 | 13531 | KYOCERA DOCUMENT SOLUTIONS SOUTH ... | PO#83599 | 81.00 |
| 04/06/2023 | 13532 | LEAVERN MALDONADO | CUSTOMER REFUND 1298 SW CEDAR CV | 13.81 |
| 04/06/2023 | 13533 | MARINE WRAPS | PO#83585 | 24.75 |
| 04/06/2023 | 13534 | MICHELLE CHURCHILL | CUSTOMER REFUND 351 SW SANDY WAY | 36.11 |
| 04/06/2023 | 13535 | PAUL J. WEILAGE | WATER CONSERVATION REBATE 2022-23 22 | 100.00 |
| 04/06/2023 | 13536 | ROSINA M CIOCCA | CUSTOMER REFUND 896 SW MUNJACK CIR | 58.00 |
| 04/06/2023 | 13537 | SANDRALY APONTE CASTILLO | CUSTOMER REFUND 388 SW SANDY WAY | 31.52 |
| 04/06/2023 | 13538 | USABLUBOOK | | 10,981.00 |
| 04/06/2023 | 13539 | WASTE MANAGEMENT OKEECHOBEE LAND... | PO#83608 | 15,587.58 |
| 04/13/2023 | 13540 | APPLE INDUSTRIAL SUPPLY CO. | PO#84197 | 421.23 |
| 04/13/2023 | 13541 | APPLE MACHINE AND SUPPLY CO. | PO#84186 | 99.38 |
| 04/13/2023 | 13542 | ARISTA INFORMATION SYSTEMS, INC. | PO#83616 | 2,866.54 |
| 04/13/2023 | 13543 | CHRISTOPHER MURRAY | WATER CONSERVATION REBATE 2022-23 23 | 98.10 |
| 04/13/2023 | 13544 | CITY ELECTRIC SUPPLY CO. | | 211.38 |
| 04/13/2023 | 13545 | CORE & MAIN | PO#83613 | 999.30 |
| 04/13/2023 | 13546 | ELIZABETH DOLLY | WATER CONSERVATION REBATE 2022-23 24 | 200.00 |
| 04/13/2023 | 13547 | FERGUSON ENTERPRISES | PO#84199 | 2,584.66 |
| 04/13/2023 | 13548 | JOHN FARRELL | | 200.00 |
| 04/13/2023 | 13549 | MARINE WRAPS | PO#83609 | 841.60 |
| 04/13/2023 | 13550 | ODYSSEY MANUFACTURING COMPANY | | 6,843.96 |
| 04/13/2023 | 13551 | TOM EVANS ENVIRONMENTAL, INC. | PO#83610 | 3,669.00 |
| 04/13/2023 | 13552 | TREASURE COAST MOWERS, LLC | PO#84200 | 800.97 |
| 04/13/2023 | 13553 | INTEGRATION SERVICES, INC. | PO#82964 F | 4,525.15 |
| 04/20/2023 | 13554 | APPLE INDUSTRIAL SUPPLY CO. | PO#84214 | 210.89 |
| 04/20/2023 | 13555 | BARTLETT BROS. SECURITY, INC | PO#83639 | 100.00 |
| 04/20/2023 | 13556 | BURNS EMBROIDERY & SCREEN PRINTING | PO#83623 | 182.00 |
| 04/20/2023 | 13557 | ELEVEN WALL & MAIN, LLC | CUSTOMER REFUND 176 NW BENTLEY CIR | 12.04 |
| 04/20/2023 | 13558 | FERGUSON ENTERPRISES | | 2,727.45 |
| 04/20/2023 | 13559 | GREGORY TUTCIK | CUSTOMER REFUND 455 NW GIBRALTAR CT | 15.48 |
| 04/20/2023 | 13560 | HYDRO DYNAMIC PUMPING SERVICES, INC. | PO#83631 | 1,575.00 |
| 04/20/2023 | 13561 | INFRASTRUCTURE SOLUTION SERVICES | | 7,500.00 |
| 04/20/2023 | 13562 | INTEGRATION SERVICES, INC. | PO#82964 G | 5,010.00 |
| 04/20/2023 | 13563 | MARIE PUGLISI | CUSTOMER REFUND 1328 SW CEDAR CV | 99.89 |
| 04/20/2023 | 13564 | MARINE WRAPS | | 500.50 |
| 04/20/2023 | 13565 | ROSE A BONNER | CUSTOMER REFUND 505 NW SAN REMO CIR | 3.39 |
| 04/20/2023 | 13566 | THE BUSHEL STOP, INC. | PO#84211 | 199.00 |
| 04/27/2023 | 13567 | INTEGRATION SERVICES, INC. | PO#83633 | 2,090.00 |
| 04/27/2023 | 13568 | INTRACOASTAL GENERATORS, INC | PO#83641 | 3,022.00 |
| 04/27/2023 | 13569 | JOSEPH SANTELLO | WATER CONSERVATION REBATE 2022-23 27 | 100.00 |
| 04/27/2023 | 13570 | KAREN CLYBURN | CUSTOMER REFUND 615 NW SAN REMO CIR | 3.66 |
| 04/27/2023 | 13571 | MICHAEL S FRUSCI | CUSTOMER REFUND 424 NW SUNVIEW WAY | 79.03 |
| 04/27/2023 | 13572 | ROBERT L WHEATON | CUSTOMER REFUND 1218 SW PARADISE CV | 5.33 |
| Total 5-00002 · TRUIST (WS Operating) #7918 | | | | 109,175.01 |
| Total Checking/Savings | | | | 1,044,129.28 |
| Total Current Assets | | | | 1,044,129.28 |
| TOTAL ASSETS | | | | 1,044,129.28 |
| LIABILITIES & EQUITY | | | | |
| TOTAL LIABILITIES & EQUITY | | | | |

St Lucie West Service District
Checks Over \$35,000
As of April 30, 2023

| Date | Num | Name | Memo | Credit |
|---|-------|--------------------------------|---------------------------------------|-------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 1-00001 · TRUIST (GF operating) #1363 | | | | |
| 04/06/2023 | 11579 | COUNTY MATERIALS CORP | | 46,944.00 |
| 04/13/2023 | 11594 | CENTERLINE, INC | PO#84121 A | 64,586.34 |
| 04/13/2023 | 11595 | CIGNA HEALTHCARE | HEALTHCARE Group: 00636982 APRIL 2023 | 83,880.42 |
| 04/13/2023 | 11597 | COUNTY MATERIALS CORP | | 254,726.40 |
| 04/13/2023 | 11598 | FPL | PO# 83622 | 55,665.73 |
| 04/13/2023 | 11606 | VERO CHEMICAL DISTRIBUTORS INC | PO#83620 | 41,809.68 |
| 04/27/2023 | 11628 | ST LUCIE WEST SERVICES DIST. | SERIES 2014 RESERVE ACCT# 213449004 | 200,000.00 |
| Total 1-00001 · TRUIST (GF operating) #1363 | | | | 747,612.57 |
| 5-00002 · TRUIST (WS Operating) #7918 | | | | |
| Total 5-00002 · TRUIST (WS Operating) #7918 | | | | |
| Total Checking/Savings | | | | 747,612.57 |
| Total Current Assets | | | | 747,612.57 |
| TOTAL ASSETS | | | | 747,612.57 |
| LIABILITIES & EQUITY | | | | |
| TOTAL LIABILITIES & EQUITY | | | | |

St Lucie West Service District
Balance Sheet
As of April 30, 2023

| | Apr 30, 23 |
|--|----------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| D-ACCNT | -460.26 |
| xxx | 0.06 |
| 1-00001 · TRUIST (GF operating) #1363 | 2,255,477.11 |
| 1-00002 · TRUIST (GF R&R Fund) # 3968 | 365,590.78 |
| 5-00001 · TRUIST (WS Deposit) #1355 | -375,456.78 |
| 5-00002 · TRUIST (WS Operating) #7918 | 2,931,309.50 |
| Total Checking/Savings | 5,176,460.41 |
| Other Current Assets | |
| 1-02000 · GF SLWSD GENERAL ASSETS | 132,172.57 |
| 2-01000 · WB WTR MGMT BEN 1999A ASSETS | 2,805,649.59 |
| 4-03000 · CP WMB CAP PROJECTS ASSETS | 1,532,543.76 |
| 5-01000 · WS SLWSD WATER & SEWER ASSETS | 55,933,596.09 |
| Total Other Current Assets | 60,403,962.01 |
| Total Current Assets | 65,580,422.42 |
| Other Assets | |
| 000000 · Journal Entry Exchange | 2,465.25 |
| Total Other Assets | 2,465.25 |
| TOTAL ASSETS | 65,582,887.67 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 · Accounts Payable | 871.89 |
| Total Accounts Payable | 871.89 |
| Other Current Liabilities | |
| 1-03000 · GF SLWSD GENERAL LIAB | 173,257.00 |
| 2-02000 · WB WTR MGMT BEN 1999A LIAB | 64,510.20 |
| 4-01000 · CP WMB CAP PROJECTS LIAB | 53,214.00 |
| 5-02000 · WS SLWSD WATER & SEWER LIAB | 27,962,832.71 |
| Total Other Current Liabilities | 28,253,813.91 |
| Total Current Liabilities | 28,254,685.80 |
| Total Liabilities | 28,254,685.80 |
| Equity | |
| 1-01000 · GF SLWSD GENERAL FND BAL | 827,947.27 |
| 2-03000 · WB WTR MGMT BEN 1999A FND BAL | 3,364,957.58 |
| 3-03000 · CB CASCADES SRS 1998 FND BAL | 352,271.63 |
| 32000 · Retained Earnings | 15,912,191.15 |
| 4-02000 · CP WMB CAP PROJECTS FUND BAL | 3,188,817.19 |
| 5-03000 · WS SLWSD WATER & SEWER FND BAL | 9,724,940.02 |
| Net Income | 3,957,077.03 |
| Total Equity | 37,328,201.87 |
| TOTAL LIABILITIES & EQUITY | 65,582,887.67 |

**ST LUCIE WEST SERVICE DISTRICT
ACCOUNT RECONCILIATION SUMMARY
FOR MONTH END APRIL, 2023**

| G/L # | Account Name | Bank | Account # | Statement EOM Balance | In Transit | Reconciled Statement Balance | G/L Balance | Reconciled |
|--|----------------------------------|------|---------------|-----------------------|----------------|------------------------------|-------------------------|------------|
| OPERATING | | | | | | | | |
| 1-00001 | Operating Checking | ST | 1000104111363 | 2,534,079.73 | (1,164,833.16) | 1,369,246.57 | 1,369,246.57 | * Yes |
| 1-00002 | Operating Checking R&R Fund | ST | 1000104113968 | 365,590.78 | - | 365,590.78 | 365,590.78 | * Yes |
| 1-00002 | Operating Checking Escrow Fund | ST | 1000104118740 | - | - | - | - | Yes |
| 1-02022 | Surplus Funds - SBA | SBA | 271912 | 6,802.21 | | 6,802.21 | 6,802.21 | Yes |
| TOTAL OPERATING | | | | | | \$ 1,741,639.56 | \$ 1,741,639.56 | |
| WATER MANAGEMENT BOND FUNDS | | | | | | | | |
| 2-01060 | Revenue Fund-WMB 2013 | US | 203823000 | 2,277,803.67 | | 2,277,803.67 | 2,277,803.67 | Yes |
| 2-01061 | Interest Account-WMB 2013 | US | 203823001 | - | | - | - | Yes |
| 2-01062 | Sinking Account-WMB 2013 | US | 203823002 | 8,044.33 | | 8,044.33 | 8,044.33 | Yes |
| 2-01063 | Redemption Account-WMB 2013 | US | 203823003 | - | | - | - | Yes |
| 2-01064 | Reserve Fund-WMB 2013 | US | 203823004 | 183,079.30 | | 183,079.30 | 183,079.30 | Yes |
| 2-01065 | COI Fund-WMB 2013 | US | 203823005 | - | | - | - | Yes |
| 2-01070 | Revenue Fund-WMB 2014 | US | 213449000 | 3,579.29 | | 3,579.29 | 3,579.29 | Yes |
| 2-01071 | Interest Account-WMB 2014 | US | 213449001 | - | | - | - | Yes |
| 2-01072 | Sinking Account-WMB 2014 | US | 213449002 | - | | - | - | Yes |
| 2-01073 | Redemption Account-WMB 2014 | US | 213449003 | - | | - | - | Yes |
| 2-01074 | Reserve Fund-WMB 2014 | US | 213449004 | 200,000.00 | | 200,000.00 | 200,000.00 | Yes |
| 2-01075 | Acquisition Fund-WMB 2014 | US | 213449005 | - | | - | - | Yes |
| 2-01076 | COI Fund-WMB 2014 | US | 213449006 | - | | - | - | Yes |
| 2-01080 | Revenue Fund-WMB 2021 | US | 242655000 | 133,143.00 | | 133,143.00 | 133,143.00 | Yes |
| 2-01081 | Interest Account-WMB 2021 | US | 242655001 | - | | - | - | Yes |
| 2-01082 | Sinking Account-WMB 2021 | US | 242655002 | - | | - | - | Yes |
| 2-01083 | Prepayment Account-WMB 2021 | US | 242655003 | - | | - | - | Yes |
| 2-01085 | Cap I Fund-WMB 2021 | US | 242655005 | - | | - | - | Yes |
| 4-03048 | Acq & Con Fund-WMB 2021 | US | 242655004 | 1,532,543.76 | | 1,532,543.76 | 1,532,543.76 | Yes |
| 4-03049 | COI Fund-WMB 2021 | US | 242655006 | - | | - | - | Yes |
| WATER MANAGEMENT BOND FUNDS TOTAL | | | | | | \$ 4,338,193.35 | \$ 4,338,193.35 | |
| WATER AND SEWER ACCOUNTS | | | | | | | | |
| 5-00001 | Water & Sewer Cash Depository | ST | 1000104111355 | 19,810.64 | 389,204.06 | 409,014.70 | 409,014.70 | * Yes |
| 5-00002 | Water & Sewer Operating Checking | ST | 1000104117918 | 2,990,716.45 | (219,061.72) | 2,771,654.73 | 2,771,654.73 | * Yes |
| 5-01005 | Construction Fund | US | 4076011281 | 0.01 | | 0.01 | 0.01 | Yes |
| 5-01006 | Operating/Maintenance | US | 4076011174 | - | | - | - | Yes |
| 5-01007 | Reserve Fund | US | 4076011192 | 2,524,601.50 | | 2,524,601.50 | 2,524,601.50 | Yes |
| 5-01008 | Senior Interest | US | 4076011183 | 440,379.95 | | 440,379.95 | 440,379.95 | Yes |
| 5-01010 | Renewal & Replacement | US | 4076011209 | 4,840,174.82 | | 4,840,174.82 | 4,840,174.82 | Yes |
| 5-01011 | Rate Stabilization | US | 4076011218 | 593,502.73 | | 593,502.73 | 593,502.73 | Yes |
| 5-01012 | Water Connection | US | 4076011227 | 1,472,359.28 | | 1,472,359.28 | 1,472,359.28 | Yes |
| 5-01013 | Wastewater Connection | US | 4076011236 | 430,303.75 | | 430,303.75 | 430,303.75 | Yes |
| 5-01014 | Revenue Fund | US | 4076011165 | - | | - | - | Yes |
| 5-01015 | Surplus Fund | US | 4076011272 | 1,959,140.45 | | 1,959,140.45 | 1,959,140.45 | Yes |
| 5-01016 | Principal Account | US | 4076036781 | 1,013,471.19 | | 1,013,471.19 | 1,013,471.19 | Yes |
| 5-01042 | Surplus Funds - SBA | SBA | 271911 | 527.00 | | 527.00 | 527.00 | Yes |
| WATER AND SEWER ACCOUNTS TOTAL | | | | | | \$ 16,455,130.11 | \$ 16,455,130.11 | |
| GRAND TOTAL | | | | | | \$ 22,534,963.02 | \$ 22,534,963.02 | |

* Note: These checking accounts (1363, 3968, 1355, & 7918) are reconciled to 5/26/23, not to the end of the month, due to the software's "in transit" calculation.

COMPLETED BY:

Michael McElligott - Assistant Finance Director

DATE:

St. Lucie West Services District

Board Agenda Item

Tuesday, June 6, 2023

Item

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

Summary

Attached for your review and approval is a request to transfer funds from the Renewal & Replacement Account (R&R) and Water Management Bond Account (WMB) for expenses that are previously budgeted project-related expenses for FY 2023 and have been previously approved by the Board to be funded from one of the afore mentioned accounts.

All of the expenditures are appropriate for payment from the R&R Account Fund and the WMB Account Fund. All expenditures are in compliance with the District's policy where the cost exceeds the capitalization threshold for Fixed Assets.

- \$20,565.15 – Renewal & Replacement Account
- \$393,053.74 – Water Management Bond Account

All Invoices for this requisition are attached for your review.

Recommendation

Staff recommends Board approval to transfer funds from the R&R Account for \$20,565.15 and WMB Account for \$393,053.74 to the Public Fund Checking account for reimbursement for payments made that have been budgeted to be funded by this account.

Budget Impact

None.

Board Action

| | | |
|-----------|--------------|---------------|
| Moved by: | Seconded by: | Action Taken: |
|-----------|--------------|---------------|

**ST. LUCIE WEST SERVICES DISTRICT
REQUISITION FOR PAYMENT
RENEWAL & REPLACEMENT TRUST ACCOUNT**

The undersigned, an Authorized Officer of St. Lucie West Services District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Indenture of Trust from the District to US Bank, as trustee (the "Trustee"), dated as of February 1, 2000 (the "Indenture") (all capitalized terms used herein shall have the meaning as such term in the Indenture):

(A) Requisition Number:

2023-15

(B) Name of Payee:

***St. Lucie West Services District, Water & Sewer Checking Account
Trust Account # 1000144367918***

(C) Amount Payable:

\$20,565.15

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of issuance, if applicable):

Per attached letter and invoices; all of these expenditures are for renewal and replacement projects where the costs exceeds the capitalization threshold for fixed assets held by the St. Lucie West Services District.

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

Renewal/Replacement, Account Number 4076011209

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the [✓] Renewal/Replacement Fund that each disbursement set forth above was incurred in connection with the cost of extensions, improvements or

additions to, or the replacement or renewal of capital assets of the Utility System, or extraordinary repairs of the Utility System.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Transaction Cost Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

ST. LUCIE WEST SERVICES DISTRICT

By:

Chairman

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE
AND CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Renewal & Replacement Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Renewal & Replacement Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer shall have been amended or modified on the date hereof.

Consulting Engineer
Fariborz Zangeneh, P.E.

2023-15

12:11 PM

05/26/23

Accrual Basis

St Lucie West Service District
Transaction Detail By Account
 April 2023

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|---|------------|------------------|----------------------------------|------------|------------------|-------------|------------------|
| 5-37000 · WS RENEWAL & REPLACEMENT CIP | | | | | | | |
| 5-37009 · CAPITAL PROJECTS SW037 | | | | | | | |
| Bill | 04/06/2023 | 114332 | FLUOROTHERM POLYMERS INC | PO#84148 A | 4,630.00 | | 4,630.00 |
| Total 5-37009 · CAPITAL PROJECTS SW037 | | | | | 4,630.00 | 0.00 | 4,630.00 |
| 5-37018 · CAPITAL PROJECTS SW069 | | | | | | | |
| Bill | 04/20/2023 | 001 (04.20.23-2) | INFRASTRUCTURE SOLUTION SERVICES | PO#84163 A | 6,400.00 | | 6,400.00 |
| Total 5-37018 · CAPITAL PROJECTS SW069 | | | | | 6,400.00 | 0.00 | 6,400.00 |
| 5-37043 · CAPITAL PROJECTS SW096 | | | | | | | |
| Bill | 04/13/2023 | I2021-21-06 | INTEGRATION SERVICES, INC. | PO#82964 F | 4,525.15 | | 4,525.15 |
| Bill | 04/20/2023 | I2021-21-07 | INTEGRATION SERVICES, INC. | PO#82964 G | 5,010.00 | | 9,535.15 |
| Total 5-37043 · CAPITAL PROJECTS SW096 | | | | | 9,535.15 | 0.00 | 9,535.15 |
| Total 5-37000 · WS RENEWAL & REPLACEMENT CIP | | | | | 20,565.15 | 0.00 | 20,565.15 |
| TOTAL | | | | | 20,565.15 | 0.00 | 20,565.15 |

EXHIBIT C

FORM OF REQUISITION FOR SERIES 2021-2 PROJECT

The undersigned, an Authorized Officer of St. Lucie West Services District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture from the district to U.S. Bank National Association, Fort Lauderdale, Florida, as successor in trust to First Union National Bank, as trustee (the "Trustee"), dated as of November 1, 1991 (the "Master Indenture"), as supplemented by the Sixteenth Supplemental Trust Indenture from the District to the Trustee, dated as of October 1, 2021 (the "Supplemental Indenture" and together with the Master Indenture, the "Indenture") (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: **2023-16**

(B) Name of Payee:

**St. Lucie West Services District, Checking Account
Truist Bank Account # 1000104111363**

(C) Amount Payable: **\$393,053.74**

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of Issuance, if applicable):

The attached invoices relate to projects which were budgeted to be funded by the Water Management Benefit Bond account and therefore are appropriate for payment out of the Water Management Benefit Bond Fund.

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

St. Lucie West Series 2021-2 Water Management Benefit Bond Acquisition and Construction Account # 242655004

The undersigned hereby certifies that:

[] obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2021-2 Acquisition and Construction Account and the subaccount, if any, referenced above, that each disbursement set forth above was incurred in connection with the acquisition and construction of the Series 2021-2 Project and each represents a Cost of the Series 2021-2 Project, and has not previously been paid out of such Account

OR

[] this requisition is for Costs of Issuance payable from the Series 2021-2 Costs of Issuance Account that has not previously been paid out of such Account.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Originals or copies of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested are on file with the District.

ST. LUCIE WEST SERVICES DISTRICT

By:

Authorized Officer

**CONSULTING ENGINEER'S APPROVAL FOR
NON-COST OF ISSUANCE REQUESTS ONLY**

If this requisition is for a disbursement from other than the Series 2021-2 Costs of Issuance subaccount, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Series 2021-2 Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Project with respect to which such disbursement is being made; and, (iii) the report of the Consulting Engineer attached as an Exhibit to the Supplemental Indenture, as such report shall have been amended or modified on the date hereof.

Consulting Engineer
Fariborz Zangeneh, P.E.

12:10 PM

05/26/23

Accrual Basis

St Lucie West Service District
Transaction Detail By Account
 April 2023

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|--|------------|-----------|-----------------------------|--------------|-------------------|-------------|-------------------|
| 4-06000 · CP WMB CAPITAL PROJECT EXPENSES | | | | | | | |
| 4-06022 · CAPITAL PROJECT WM026 | | | | | | | |
| Bill | 04/06/2023 | 161675-12 | COUNTY MATERIALS CORP | PO#84143 | 11,736.00 | | 11,736.00 |
| Bill | 04/06/2023 | 161675-13 | COUNTY MATERIALS CORP | PO#84143G | 11,736.00 | | 23,472.00 |
| Bill | 04/06/2023 | 161675-17 | COUNTY MATERIALS CORP | PO#84143 | 11,736.00 | | 35,208.00 |
| Bill | 04/06/2023 | 161675-18 | COUNTY MATERIALS CORP | PO#84143 I | 11,736.00 | | 46,944.00 |
| Bill | 04/06/2023 | 135437 | U.S. CONCRETE PRODUCTS CORP | PO#84146A | 11,472.00 | | 58,416.00 |
| Bill | 04/06/2023 | 135438 | U.S. CONCRETE PRODUCTS CORP | PO#84146B | 15,325.00 | | 73,741.00 |
| Bill | 04/13/2023 | 230609-1 | CENTERLINE, INC | PO#84121 A | 64,586.34 | | 138,327.34 |
| Bill | 04/13/2023 | 161675-06 | COUNTY MATERIALS CORP | PO#84143 S | 11,736.00 | | 150,063.34 |
| Bill | 04/13/2023 | 161675-07 | COUNTY MATERIALS CORP | PO#84143 T | 11,736.00 | | 161,799.34 |
| Bill | 04/13/2023 | 161675-08 | COUNTY MATERIALS CORP | PO#84143 U | 11,736.00 | | 173,535.34 |
| Bill | 04/13/2023 | 161675-09 | COUNTY MATERIALS CORP | PO#84143 V | 11,736.00 | | 185,271.34 |
| Bill | 04/13/2023 | 161675-10 | COUNTY MATERIALS CORP | PO#84143 W | 11,736.00 | | 197,007.34 |
| Bill | 04/13/2023 | 161675-11 | COUNTY MATERIALS CORP | PO#84143 X | 11,736.00 | | 208,743.34 |
| Bill | 04/13/2023 | 161675-14 | COUNTY MATERIALS CORP | PO#84143 Y | 11,736.00 | | 220,479.34 |
| Bill | 04/13/2023 | 161675-15 | COUNTY MATERIALS CORP | PO#84143 Z | 11,736.00 | | 232,215.34 |
| Bill | 04/13/2023 | 161675-16 | COUNTY MATERIALS CORP | PO#84143 AA | 11,736.00 | | 243,951.34 |
| Bill | 04/13/2023 | 161675-28 | COUNTY MATERIALS CORP | PO#841143 BB | 11,736.00 | | 255,687.34 |
| Bill | 04/13/2023 | 161675-29 | COUNTY MATERIALS CORP | PO#84143 CC | 11,736.00 | | 267,423.34 |
| Bill | 04/13/2023 | 161675-30 | COUNTY MATERIALS CORP | PO#84143 DD | 11,736.00 | | 279,159.34 |
| Bill | 04/13/2023 | 161675-31 | COUNTY MATERIALS CORP | PO#84143 EE | 8,270.40 | | 287,429.74 |
| Bill | 04/13/2023 | 161675-19 | COUNTY MATERIALS CORP | PO#84143 J | 11,736.00 | | 299,165.74 |
| Bill | 04/13/2023 | 161675-20 | COUNTY MATERIALS CORP | PO#84143 K | 11,736.00 | | 310,901.74 |
| Bill | 04/13/2023 | 161675-21 | COUNTY MATERIALS CORP | PO#84143 L | 11,736.00 | | 322,637.74 |
| Bill | 04/13/2023 | 161675-22 | COUNTY MATERIALS CORP | PO#84143 M | 11,736.00 | | 334,373.74 |
| Bill | 04/13/2023 | 161675-23 | COUNTY MATERIALS CORP | PO#84143 N | 11,736.00 | | 346,109.74 |
| Bill | 04/13/2023 | 161675-24 | COUNTY MATERIALS CORP | PO#84143 O | 11,736.00 | | 357,845.74 |
| Bill | 04/13/2023 | 161675-25 | COUNTY MATERIALS CORP | PO#84143 P | 11,736.00 | | 369,581.74 |
| Bill | 04/13/2023 | 161675-26 | COUNTY MATERIALS CORP | PO#84143 Q | 11,736.00 | | 381,317.74 |
| Bill | 04/13/2023 | 161675-27 | COUNTY MATERIALS CORP | PO#84143 R | 11,736.00 | | 393,053.74 |
| Total 4-06022 · CAPITAL PROJECT WM026 | | | | | 393,053.74 | 0.00 | 393,053.74 |
| Total 4-06000 · CP WMB CAPITAL PROJECT EXPENSES | | | | | 393,053.74 | 0.00 | 393,053.74 |
| TOTAL | | | | | 393,053.74 | 0.00 | 393,053.74 |



Supervisors' Requests



Adjournment