

St. Lucie West Services District
Public Hearings & Regular Board Meeting Minutes
August 29, 2023, at 9:00 a.m.

(Please note: These minutes are not verbatim. A CD recording of the Public Hearings & 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
Viorel Mocuta – Supervisor – in-person
Diane Haseltine- Supervisor – in-person

Staff Present

Bill Hayden, District Manager, St. Lucie West Services District ("SLWSD") – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – in-person
Maddie Maldonado, Director of Office Administration – in-person
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Searg Davidian, Stormwater Manager, SLWSD – in-person
Lorrie Bush, Aquatic Maintenance Manager, SLWSD – in-person
Ruth Holmes, District Counsel, Torcivia, Donlon, Goddeau & Ansay, P.A. – in-person
Fairborz Zanganehl, 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

Also present was Donna Rhoden of the City of Port St. Lucie.

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. August 7, 2023, Workshop**
- 2. August 8, 2023, Regular Board Meeting**

The minutes of the August 7, 2023, Workshop and the August 8, 2023, Regular 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 August 7, 2023, Workshop, as presented, and the minutes of the August 8, 2023, Regular Board Meeting, as presented.

Chairman Doughney requested the reordering of agenda items, taking Items DM 8 and DM 1 first and then proceeding with the Public Hearings. There were no objections.

DM 8 – Consider SDS Proposal for Advertising and Recruitment of New District Manager

Chairman Doughney passed the gavel to Vice Chairman Graci.

A **MOTION** was then made by Supervisor Doughney, seconded by Secretary Ney scheduling a separate meeting for September 18, 2023, at 9:00 a.m. to discuss this item in more depth. After a brief discussion, the **MOTION** passed unanimously.

Acting Chairman Graci then returned the gavel to Supervisor Doughney to resume his Chairman duties.

DM 1 – District Manager Annual Performance for 2023

Mr. Hayden presented the item for Board consideration.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously selecting Item 14(b) – Taking action to extend this Agreement for one additional year beyond its then-current term.

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

E. Public Hearing 1

1. Proof of Publication

Proof of Publication was presented which indicated that notification of Public Hearing 1 had been published on the *St. Lucie News Tribune* on August 9, 2023, and August 16, 2023, as legally required.

2. Roll Call

It was noted that all 5 Supervisors were present.

3. Receive Public Comment on Fiscal Year 2024 Final Budget for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District

There was no public comment on the Fiscal Year 2024 Final Budget for the District.

- **PH 1 – Consider Resolution No. 2023-06 – Adopting the Budgets for Fiscal Year 2024**

Resolution No. 2023-06 was presented, entitled:

RESOLUTION NO. 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING THE BUDGETS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024 FOR THE DISTRICT; PROVIDING AUTHORITY FOR THE DISTRICT MANAGER TO EXPEND FUNDS ON BEHALF OF THE DISTRICT; PROVIDING AN EFFECTIVE DATE.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine adopting Resolution No. 2023-06, as presented.

Under discussion Secretary Ney indicated that the designation of the budget being "final" was a misnomer because the budget would be adjusted in a major way due to the \$15 Million injection well not being included, if it is approved. He noted, nonetheless, it was a great budget.

Vice Chairman Graci's **MOTION** was reiterated, seconded by Supervisor Haseltine and passed unanimously adopting Resolution No. 2023-06, as presented.

4. Close Public Hearing 1

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

F. Public Hearing 2

1. Proof of Publication

Proof of Publication was presented which indicated that notification of Public Hearing 2 had been published on the *St. Lucie News Tribune* on August 9, 2023, and August 16, 2023, as legally required.

2. Roll Call

It was noted that all 5 Supervisors were present.

3. Receive Public Comment on Levying a Non-Ad Valorem Assessment for Water Management Bonds, Operations and Maintenance Costs within the District for the Period October 1, 2023, through September 30, 2024

There was no public comment on Levying a Non-Ad Valorem Assessments for Water Management Bonds, Operations and Maintenance Costs within the District for the Period October 1, 2023, through September 30, 2024.

- **PH 2 – Consider Resolution No. 2023-07 – Levying a Non-Ad Valorem Assessment for Water Management Bonds, Operations and Maintenance Costs within the District for the Period October 1, 2023, through September 30, 2024**

Resolution No. 2023-07 was presented, entitled:

RESOLUTION NO. 2023-07

LEVYING A NON AD VALOREM ASSESSMENT FOR WATER MANAGEMENT BONDS, AND OPERATIONS AND MAINTENANCE COSTS, WITHIN THE ST. LUCIE WEST SERVICES DISTRICT FOR THE PERIOD OCTOBER 1, 2023, THROUGH SEPTEMBER 30, 2024

Mr. Hayden presented the item recommending approval.

Secretary Ney suggested advising customers of the budget increases by identifying those items that were going up significantly either in a newsletter or attaching it to an upcoming bill. Vice Chairman Graci agreed with Secretary Ney's suggestion, noting that communication was the key.

A **MOTION** was then made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously adopting Resolution No. 2023-07, as presented.

4. Close Public Hearing 2

Public Hearing 2 was then closed and the Regular Board Meeting was reconvened.

G. Public Comment

There was no public comment.

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

Ms. Holmes had no updates at this time.

I. District Engineer

DE 1 – Monthly Projects Update

Mr. Zanganeh indicated that nothing had changed since the monthly report had been prepared for today's meeting.

J. District Manager Action Items

DM 2 – Consider Resolution No. 2023-08 – Establishing the Fiscal Year 2024 Workshop and Regular Meeting Schedule and Location

Resolution No. 2023-08 was presented, entitled:

RESOLUTION NO. 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously adopting Resolution No. 2023-08, as presented.

DM 3 – Consider Piggyback Agreement with Odyssey Manufacturing

Mr. Hayden presented the item and recommended approval.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving a piggyback agreement with Odyssey Manufacturing for delivery of liquid sodium hypochlorite at the cost of \$1.50 per gallon, as presented.

DM 4 – Consider FDEP Construction Permitting for an Additional Injection Well

Mr. Miller presented the item and recommended approval.

A **MOTION** was made by Vice Chairman Graci, seconded by Secretary Ney and passed unanimously approving the FDEP construction permitting for an additional injection well through Hydro Designs for construction engineering costs in the amount of \$100,000 and approving the FDEP construction permit fee in the amount of \$12,500, for a total of \$112,500 through the Water Capacity Fund, as presented.

DM 5 – 2023 Revenue Sufficiency Analysis by Ryper Water Analytics

Mr. Miller presented the item and recommended approval.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously accepting the 2023 Water and Wastewater System Revenue Sufficiency Analysis Final Report by Ryper Water Analytics, as presented.

DM 6 – Consider Request to Advertise for a Public Hearing to Consider Adoption of an Amendment of the District’s Rules Establishing Water, Wastewater and Irrigation Water System Rates, Fees and Charges

Mr. Hayden presented the item reminding the Board that we were seeking approval to advertise for the Public Hearing.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine approving the advertisement for a Public Hearing to Consider Adoption of an Amendment of the District’s Rules Establishing Water, Wastewater and Irrigation Water System Rates, Fees and Charges, as presented. Upon being put to a vote, the **MOTION** carried unanimously.

DM 7 – Consider General Liability Insurance and Workers’ Compensation Insurance

Mr. Hayden presented a revised DM 7 abstract and distributed it to the Board Members. Since yesterday, the District had received additional proposals, to wit:

Preferred Governmental Insurance Trust (Renewal) in the amount of \$482,799;
Florida Insurance Alliance in the amount of \$478,996; and
Public Risk Management in the amount of \$475,356

A **MOTION** was then made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving the purchase of General Liability Insurance and Workers’ Compensation Insurance Coverage through Florida Insurance Alliance in the amount of \$478,996, budgeted as follows:

Utility Property Insurance Account:		
Available Project Budget:	\$	329,102.00
This Project:	\$	327,741.00
Leaving an Available Balance of	\$	1,361.00
Utility Workers’ Comp Account:		
Available Project Budget:	\$	45,001.00
This Project:	\$	24,785.00
Leaving an Available Balance of:	\$	20,216.00
General Fund Property Insurance Account:		
Available Project Budget:	\$	131,354.00
This Project:	\$	109,247.00
Leaving an Available Balance of:	\$	22,107.00

General Fund Works' Comp Account:		
Available Project Budget:	\$	25,822.00
This Project:	\$	17,223.00
Leaving an Available Balance of:	\$	8,599.00

DM 9 – Other Updates

The Country Club Parcel 4 site map was provided as a hand-out to the Board Members for future land use information.

DM 9A – Discussion Regarding the Reserve CDD Agreement and Future District Growth

Mr. Miller presented the item for Board consideration.

Discussion ensued regarding a firm timeline in which the Reserve CDD will have in responding to the District. The Reserve CDD needs to provide by the end of the year a study.

After further discussion, the District decided the Reserve CDD would have until the December meeting to provide a study and analysis of the utility.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously moving forward with the Infrastructure Solutions Services contract to complete the water treatment plant infrastructure evaluation, as presented.

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 July, 2023

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

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine approving Consent Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the **MOTION** carried unanimously.

Chairman Doughney thanked Donna Rhoden for attending today's meeting.

L. Supervisor Requests

Supervisor Haseltine has nothing further.

Vice Chairman Graci thanked the other Board Members for holding off on Item DM 8 - Consider SDS Proposal for Advertising and Recruitment of New District Manager. Considering to promote from within will only benefit this Board and the District's employees.

He also reminded the Board that the coordination of Presidents' Council meetings would now be handled by Francesca Martin, Regional Director for FSR Residential.

The Board Members thanked Vice Chairman Graci for all his work coordinating meetings with the Presidents' Council.

Secretary Ney brought up how voluminous the meeting booklet was for today's meeting.

Secretary Ney also brought up the latest hurricane headed towards Florida – Hurricane Idalia and warned everyone to be ready.

Supervisor Mocuta had nothing further.

M. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:40 a.m. by Chairman Doughney. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 10/03/23