

**St. Lucie West Services District**  
**Workshop Meeting**  
January 8, 2024, 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  
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, Office Manager, SLWSD – in-person  
Gerard Rouse, Assistant Public Works Director, SLWSD – in-person  
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person  
Nate Nason, Attorney – Nason, Yeager, Gerson, Harris & Fumero, P.A. – via phone  
Clayton McCormick, Engineer - Infrastructure Solution Services – in-person  
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person  
Laura Archer, Recording Secretary, SDS – via phone

**Guests Present (Sign-In Sheet Attached)**

**A. Call to Order**

The Workshop Meeting was called to order at 9:00 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all 5 Supervisors were in attendance.

**D. Approval of Minutes**

- 1. December 4, 2023, Workshop**
- 2. December 5, 2023, Regular Board Meeting**

There were no revisions to either set of minutes.

**E. PUBLIC HEARING 1**

1. Call to Order
2. Roll Call
3. Receive Public Comment Regarding Amending the St. Lucie West Services District Employee Pay Grade Schedule
  - PH 1 – Consider Resolution No. 2024-01 – Amending the St. Lucie West Services District Employee Pay Grade Schedule

Mr. Hayden presented Resolution No. 2024-01, entitled:

**RESOLUTION NO. 2024-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT AMENDING THE EMPLOYEE PAY GRADE SCHEDULE; PROVIDING AN EFFECTIVE DATE.**

Mr. Hayden indicated that the pay rate changes would bring the District up-to-date regarding competitive wages.

There was no discussion regarding this item.

4. Close Public Hearing 1
- F. PUBLIC HEARING 2**
1. Call to Order
  2. Roll Call
  3. Receive Public Comment Regarding Adoption of New Job Descriptions of the St. Lucie West Services District for the Positions of Utilities Vacuum/Jet Truck Operator and Public Works Vacuum/Jet Truck Operator
    - PH 2 – Consider Resolution No. 2024-02 – Adopting New Job Descriptions of the St. Lucie West Services District for the Positions of Utilities Vacuum/Jeet Truck Operator and Public Works Vacuum/Jet Truck Operator

Mr. Hayden presented Resolution No. 2024-02, entitled:

**RESOLUTION NO. 2024-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING NEW JOB DESCRIPTIONS OF THE ST. LUCIE WEST SERVICES**

**DISTRICT FOR THE POSITIONS OF UTILITIES VACUUM/JET TRUCK OPERATOR AND PUBLIC WORKS VACUUM/JET TRUCK OPERATOR; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Hayden advised that this resolution would split the job position between the Utilities and Stormwater Departments.

A brief discussion ensued.

**4. Close Public Hearing 2**

**G. PUBLIC HEARING 3**

**1. Call to Order**

**2. Roll Call**

**3. Receive Public Comment Regarding Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Wastewater and Irrigation Water System Regulations, Rates, Fees, Charges and Operating Policies for the Utility Services, Revising Schedule B to Provide for Water and Wastewater Service Availability Fee Adjustments**

- **PH 3 – Consider Resolution No. 2024-03 – Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Wastewater and Irrigation Water System Regulations, Rates, Fees, Charges and Operating Policies for the Utility Services, Revising Schedule B to Provide for Water and Wastewater Service Availability Fee Adjustments**

Mr. Hayden presented Resolution No. 2024-03, entitled:

**RESOLUTION NO. 2024-03**

**A RESOLUTION AMENDING CHAPTER III OF THE RULES OF THE ST. LUCIE WEST SERVICES DISTRICT RELATING TO WATER, WASTEWATER, AND IRRIGATION WATER SYSTEM REGULATIONS, RATES, FEES, CHARGES, AND OPERATING POLICIES FOR UTILITY SERVICES; PROVIDING AN EFFECTIVE DATE.**

Mr. Hayden indicated that this resolution would change rates and update connection fees.

The Board had no questions regarding this item.

**4. Close Public Hearing 3**

**H. Public Comment**

There was no public comment.

**I. District Attorney**

**DA 1 – Status Report/Updates**

Mr. Hayden noted that the attorney's monthly report was provided with the meeting materials.

**J. District Engineer**

**DE 1 – Status Report/Updates**

Mr. Zanganeh's monthly report was provided in the meeting materials.

**DE 2 – Consider Work Authorization No. 7BN3-16-0923-SU between the St. Lucie West Services District and Stor Now Florida, LLC**

Mr. Hayden presented the item, indicating that the project was located at NW Enterprise Drive and was currently undeveloped and covered with trees and vegetation. The applicant is proposing to construct a 3-story climate controlled self-storage building with associated driveway and parking spaces.

Mr. Hayden noted the 2 following special conditions:

- 1.) All water, sewer and reuse improvements past the points of service shown on the plans shall be the responsibility of the applicant or subsequent owner; and
- 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.

**K. District Manager  
Actions Items**

**DM 1 – Consider Acceptance of Water Treatment Supply Report by Infrastructure Solution Services**

Mr. Hayden presented the item and turned over the presentation to Clayton McCormick of Infrastructure Solution Services. Mr. McCormick indicated that Brian Stahl was out due to a family emergency and then went on to give an overview of his experience.

Mr. McCormick indicated that this presentation was a conceptual expansion of the water treatment plant due to increased demand due to redevelopment and additional commercial; the additional capacity request from the Reserve CDD; and potential additional demand from Indian River State College expansion.

Mr. McCormick went into detail about how the system worked and the importance of redundancy. He went over the future water demands through 2045, recommending a treatment plant capacity expansion of at least 1.0 MGD and is estimated to cost approximately \$35 Million.

Mr. McCormick concluded his report by stating that the next steps were to purchase land for the well, finalize the Reserve CDD and college plans, continue the injection well design process, meet with South Florida Water Management District to prepare for additional demand, grants, rate study and project schedule.

The Board asked what this report meant to consumers. Mr. Miller indicated that it meant an additional 3% cost of living increase over the fiscal years ending 2025, 2026, 2027 and 2028.

Chairman Doughney thanked Mr. McCormick for his detailed analysis. A lengthy discussion ensued regarding the cost and timing of the potential project.

### **DM 2 – Discussion Regarding Reserve CDD ERC Report and Existing Services Agreement**

Further discussion ensued regarding plant improvements to only expand capacity can be passed on to new customers. Replacement to improve capacity, however, new customers cannot be charged for this. If it benefits the entire system, it cannot be solely placed on new customers.

Everyone, however, would be subject to the 3% increase – existing customers as well as new ones.

The Board agreed that more facts were needed in order to make a decision.

Since this study was done and included the Reserve CDD, Chairman Doughney asked about preparing a study excluding it for comparison. All the Board Members agreed that was a good idea.

After further discussion, Mr. Miller confirmed that ISS would prepare the study without the Reserve CDD and expects that to be presented at either the March or April meeting.

### **DM 3 – Consider Budget Amendment 2024-01 for the Utility Fund Carry Over Projects**

Mr. Miller presented the item, indicating that this captures open purchase orders from last year and moves them over to this fiscal year.

There were no questions from the Board Members.

### **DM 4 – Other Items**

There were no further updates from Mr. Hayden.

**L. 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 November, 2023**

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

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

**M. Supervisor Requests**

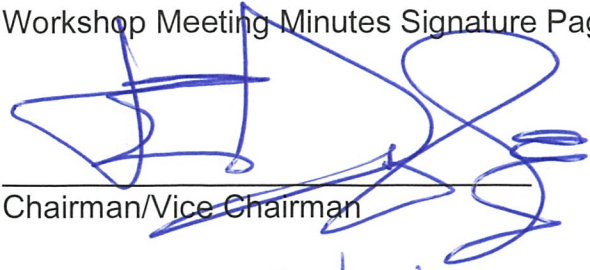
Secretary Ney wished everyone a Happy New Year.

Supervisor Haseltine noted that the Reserve CDD matter was a very complex issue.

**N. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 10:10 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 01/06/24