

St. Lucie West Services District
Public Hearings & Regular Board Meeting Minutes
January 9, 2024, 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
Lisa Beans, Human Resources Specialist, SLWSD – 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
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 Ms. Renais.

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

The minutes of the December 4, 2023, Workshop and the December 5, 2023, Regular Board Meeting were presented for consideration.

A **MOTION** was made by Secretary Ney, seconded by Supervisor Haseltine and unanimously passed approving the minutes of the December 4, 2023, Workshop, as presented, and the minutes of the December 5, 2023, Regular Board Meeting, as presented.

The Regular Board Meeting was recessed and the Public Hearing portion of the meeting was opened at this time.

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.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously adopting Resolution No. 2024-01, as presented.

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.

A **MOTION** was made by Supervisor Haseltine, seconded by Secretary Ney and passed unanimously adopting Resolution No. 2024-02, as presented.

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.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously adopting Resolution No. 2024-03, as presented.

The Public Hearing portion of the meeting was closed and the Regular Board Meeting was reconvened.

H. Public Comment

There was no public comment at this time.

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

Ms. Holmes went over the report she provided in the meeting materials.

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

Mr. Zanganeh noted that all the information provided in the meeting materials was correct.

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

Mr. Zanganeh presented the item, indicating that the application was for the construction of a 2.07-acre commercial development in Commerce Park, specifically 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. Zanganeh noted that the site would utilize water, sewer and reuse line connections that were previously stubbed out to the parcel. Points of Service had been added to the plans identifying where the District's responsibility for maintenance terminates.

Mr. Zanganeh 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.

A **MOTION** was made by Secretary Ney, seconded by Vice Chairman Graci and passed unanimously approving Work Authorization No. 7BN3-16-0923-SU, including the 2 special conditions, as presented.

**K. District Manager
Action Items**

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

Mr. Hayden presented the item and that the system had been thoroughly reviewed at yesterday's Workshop as well as what might be needed in the future. It was also noted that the Board agreed that an additional report should be prepared, excluding the Reserve CDD, before any decision is made.

A **MOTION** was made by Vice Chairman Graci, seconded by Secretary Ney and passed unanimously accepting the Water Treatment Supply Report by Infrastructure Solution Services, as presented.

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

Discussion ensued regarding the options open to the District, including possibly expanding the District's boundaries to include the Reserve CDD. Chairman Doughney asked Ms. Holmes to investigate this possibility.

There was a consensus of the Board to delay taking any action on this matter until the District is in receipt of an additional report from Infrastructure Solution Services, excluding the Reserve CDD, which is anticipated to be ready for the March Board Meeting.

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

Mr. Hayden presented the item and recommended approval.

A **MOTION** was made by Supervisor Haseltine, seconded by Vice Chairman Graci and passed unanimously approving Budget Amendment 2024-01 for the Utility Fund Carry Over Projects, as presented.

DM 4 – Other Items

Mr. Hayden advised that they were still waiting on the City regarding Kings Isle.

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

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

M. Supervisor Requests

Supervisor Mocuta had no requests.

Secretary Ney noted a newspaper article he had recently seen regarding hackers targeting small utilities. He asked if the District's preventive measures were up-to-date.

Mr. Hayden advised that they were in the process of updating the system. Mr. Miller clarified that the switches and hardware would be on separate networks and that CNS was their IT contractor. Once completed, CNS would seek NIST Certification (National Institute of Standards and Technology) through Homeland Security. Once approved, they will try to hack the system.

Supervisor Haseltine thanked everyone for their help and knowledge with the matters presented.

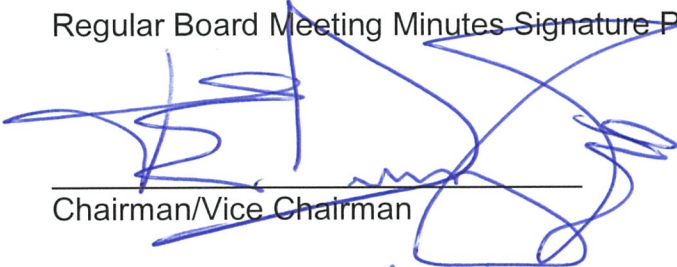
Vice Chairman Graci reiterated that the District will do what it needs to do regarding the Reserve CDD. He also noted the Consumer's Report regarding plastics in everything.

Chairman Doughney noted the excellent work regarding the Reserve issues.

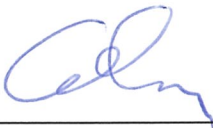
N. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:42 a.m. by Chairman Doughney. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 02/06/24