

**ST. LUCIE WEST
SERVICES DISTRICT**



**BOARD OF SUPERVISORS'
REGULAR BOARD MEETING
MAY 7, 2024
9:00 A.M.**

AGENDA
ST. LUCIE WEST SERVICES DISTRICT
BOARD OF SUPERVISORS'
REGULAR BOARD MEETING
May 6, 2024 & May 7, 2024
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. April 1, 2024 Workshop Minutes
 - 2. April 2, 2024 Regular Board Meeting Minutes
- E. Public Comment**
- F. District Attorney**
 - DA 1 – Status Report/Updates
- G. District Engineer**
 - DE 1 – Status Report/Updates
- H. District Manager**
 - Action Items**
 - DM 1 – Consider Approval of Chief Assistant District Manager/District Manager Agreement
 - DM 2 – Consider Approval of Second Amendment to Current District Manager Agreement
 - DM 3 – High Ranking Position: Public Works Director/Assistant District Manager
 - DM 4 – 2023 Annual Drinking Water Quality Report
 - DM 5 – Fiscal Year Ending 2025 Budget Workshop
 - DM 6 – Other Items
- I. Consent Agenda**
 - CA 1 – Monthly Report on Public Works
 - 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, 2024
 - CA 6 – Consider Approval to Transfer Funds for the R&R Account Requisitions
 - CA 7 – Surplus Items
- J. Supervisors' Requests**
- K. Adjournment**

St. Lucie West Services District
Workshop Meeting
April 1, 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, Director of Office Administration, 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
Lorrie Bush, Aquatic Maintenance Manager, SLWSD – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – in-person
Stephanie Brown, SDS – in-person

Also present was Labor Attorney David Miklas of the Law Office of David Miklas, P.A.; Ms. Renais, a District resident; Deane Piekara, also a District resident; and Donna Rhoden of the City of Port St. Lucie.

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. March 4, 2024, Workshop

2. March 5, 2024, Regular Board Meeting

Secretary Ney noted that on Page 4 of the Workshop minutes there was a typo under DM 5, #2.) “The tee box on hol4 #14” should read “The tee box on hole #14...”

That was the only correction.

E. Public Hearing

- **Consider Resolution No. 2024-04 – Amending Chapter A-1, St. Lucie Services District General and Procedural Rules; Revising Certain Sections**

Mr. Hayden presented Resolution No. 2024-04, entitled:

RESOLUTION NO. 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT AMENDING CHAPTER A-1, ST. LUCIE WEST SERVICES DISTRICT GENERAL AND PROCEDURAL RULES; REVISING CERTAIN SECTIONS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Hayden advised that the Sections to be revised were A-1.10, A-1.11, A-1.12 and A-1.13.

The Board had no questions, as the revisions were clearly highlighted in the abstract.

F. Public Comment

There was no public comment.

G. District Attorney DA 1 – Status Report/Updates

Mr. Hayden noted that Ms. Holmes had provided her monthly report within the meeting materials and would go over same with the Board at tomorrow’s meeting.

H. District Engineer DE 1 – Status Report/Updates

Mr. Hayden noted that Mr. Zanganehl had provided his monthly report within the meeting materials and would go over the details at tomorrow’s meeting.

Mr. Hayden then requested to take some agenda items out of order, holding off on DM 1 until the end. The Board agreed with this change.

I. District Manager

Actions Items

DM 2 – Consider Resolution No. 2024-05 – Authorizing Electronic Approvals and Check Signers

Mr. Pierman presented Resolution No. 2024-05, entitled:

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Mr. Pierman noted that SDS had been using Bill.com to make other districts' payments for several years. In addition to flexibility in the approval process, the system also offers a more secure payment option by limiting the number of District checks being created. Rather than being drafted from the District's bank account, checks are "written" from a Bill.com clearing account. Additionally, vendors have the option to be paid via SCH, which offers a faster and even more secure payment process.

The manner in which SLW's banking and accounting is set up limits the effectiveness of Bill.com. However, after meeting with staff, we have identified that roughly 40% of payments can be processed electronically with Bill.com. For now, these payments will only come from the Water & Sewer account, excluding rebate and refund payments. As we progress, we hope to determine a way to move more payments to an electronic payment system.

This resolution confirms check signers and authorizes the use of an electronic payment method.

The Board had several questions which Mr. Pierman addressed.

DM 3 – Other Items

Mr. Hayden advised that the golf course land swap was on hold, as the rezoning had not come through.

Mr. Miller indicated that the bond validation for the plant expansion should come before the Board at either the June or July meeting, at the earliest.

Mr. Hayden indicated that there has not been any word from the Reserve and they are late on their last payment.

Mr. Hayden indicated that ethics training for the Board Members would be scheduled for after an upcoming meeting.

Mr. Hayden indicated that the proposed fiscal year 2025 budget process would begin at the May meeting.

That concluded Mr. Hayden's updates.

DM 1 – Internal Interviews for District Manager Vacancy

It was noted that Gerard Rouse and Josh Miller were the two internal candidates for the position.

Messrs. Miller and Rouse were excused from the conference room.

Mr. Hayden then introduced Mr. Miklas who provided everyone with guidelines when considering hiring someone, which information was provided by the federal Equal Employment Opportunity Commission (EEOC).

Mr. Miklas went over some important points such as the interview procedure and topics to stay away from. He also took questions from the Board Members. Chairman Doughney thanked Mr. Miklas for attending today's Workshop Meeting.

Mr. Rouse returned to the meeting room and gave an overview of his history with the District.

Each Board Member had the opportunity to ask Mr. Rouse any questions. The majority had a couple questions for Mr. Rouse.

At the conclusion of Mr. Rouse's interview, Chairman Doughney thanked Mr. Rouse for his time and called for a 10-minute break at approximately 10:08 a.m.

Chairman Doughney reconvened the Workshop Meeting at approximately 10:18 a.m.

At this time, Mr. Miller joined those in the conference room.

Mr. Miller gave an overview of his history with the District.

Each Board Member had the opportunity to ask Mr. Miller any questions. The majority had a couple of questions for Mr. Miller.

At the conclusion of Mr. Miller's interview, Chairman Doughney thanked Mr. Miller for his time and asked that he leave the Conference Room at this time.

A lengthy discussion took place comparing the two candidates and their experience with the District and their day-to-day responsibilities.

The Board Members were perplexed. Both candidates would bring a lot of experience and qualifications to the position.

The Board agreed they had a lot to think about before tomorrow's vote.

There was also discussion regarding organizing an "Open House"/Lunch with the District Manager in order to get more residents involved in District/community matters.

J. Consent Agenda

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for February, 2024

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

CA 7 – Surplus Items

There were no questions regarding Consent Agenda Items CA 1 through CA 7.

K. Supervisor Requests

There were no Supervisor Requests.

L. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 11:06 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

**St. Lucie West Services District
Public Hearing & Regular Board Meeting
April 2, 2024, at 9:00 a.m.**

(Please note: These minutes are not verbatim. A CD recording of the Public Hearing & 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
Randy Garren, Underground Utilities Superintendent, SLWSD – in-person
Lisa-Marie Beans, Human Resources Specialist, 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”) – in-person
Laura Archer, Recording Secretary, SDS – in-person
Stephanie Brown, 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. March 4, 2024, Workshop**
 - 2. March 5, 2024, Regular Board Meeting**

The minutes of the March 4, 2024, Workshop and the March 5, 2024, Regular Board Meeting were presented for consideration.

The Board was reminded of Secretary Ney’s correction to Page 4 of the Workshop minutes wherein there was a typo under DM 5, #2.) “The tee box on hol4 #14” should read “The tee box on hole #14...”

A **MOTION** was made by Supervisor Haseltine, seconded by Vice Chairman Graci and unanimously passed approving the minutes of the March 5, 2024, Workshop, as amended, and the minutes of the March 5, 2024, Regular Board Meeting, as presented.

Chairman Doughney then recessed the Regular Board Meeting and opened the Public Hearing on Resolution No. 2024-04 – Amending Chapter A-1, St. Lucie West Services District General and Procedural Rules, Revising Certain Sections.

- E. Public Hearing**
- 1. Call to Order**
 - 2. Roll Call**

It was noted that all 5 Supervisors were present.

3. Receive Public Comment on Resolution No. 2024-04 – Amending Chapter A-1, St. Lucie West Services District General and Procedural Rules; Revising Certain Sections

There was no comment regarding Resolution No. 2024-04 - Amending Chapter A-1, St. Lucie West Services District General and Procedural Rules, Revising Certain Sections.

- Consider Resolution No. 2024-04 - Amending Chapter A-1, St. Lucie West Services District General and Procedural Rules, Revising Certain Sections**

Resolution No. 2024-04 was presented, entitled:

RESOLUTION NO. 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT AMENDING CHAPTER A-1, ST. LUCIE WEST SERVICES DISTRICT GENERAL AND

PROCEDURAL RULES; REVISING CERTAIN SECTIONS; AND PROVIDING AN EFFECTIVE DATE.

A **MOTION** was made by Vice Chairman Graci, seconded by Secretary Ney and passed unanimously adopting Resolution No. 2024-04 - Amending Chapter A-1, St. Lucie West Services District General and Procedural Rules, Revising Certain Sections, as presented.

Chairman Doughney then closed the Public Hearing and reconvened the Regular Board Meeting.

F. Public Comment

There was no public comment at this time.

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

Ms. Holmes disclosed that her firm does work for the City of Port St. Lucie and they were looking into whether there could be a conflict regarding the Peacock Boulevard improvement project. She does not believe there is one. She will advise as soon as an opinion has been determined.

She also indicated that she was working on the ethics training program for the Supervisors.

Ms. Holmes also advised of the lawsuit between the City and WastePro. She noted that the District was requested to provide discovery items and that the District might be called upon for a deposition. She is staying on top of this litigation and will advise accordingly.

That concluded Ms. Holmes' updates.

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

Mr. Zanganeh presented his report provided in the meeting materials and noted that there were no changes. The Board had no questions.

It was noted that the Board had agreed to, once again, take the District Manager items out of order.

**I. District Manager
Action Items**

DM 2 – Consider Resolution No. 2024-05 – Authorizing Electronic Approvals and Check Signers

Mr. Pierman presented Resolution No. 2024-05, entitled:

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, AUTHORIZING THE ESTABLISHMENT OF A DISTRICT CHECKING/OPERATING ACCOUNT, DESIGNATING DISTRICT OFFICIALS AND/OR AUTHORIZED STAFF TO REVIEW, APPROVE AND ISSUE PAYMENT OF EXPENDITURES, SELECTING THE SIGNATORIES THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Mr. Pierman noted that this update will allow SDS to use Bill.com or another electronic processing service. Not 100% of the checks will be processed through this system, as the District's banking will not allow that, as discussed at yesterday's Workshop meeting.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously adopting Resolution No. 2024-05 – Authorizing Electronic Approvals and Check Signers, as presented.

DM 2 – Consider Acceptance of Water Supply Treatment Technical Memo by Infrastructure Solution Services (ISS); Consider Approval to Design the Water Treatment Plant Upgrades

Mr. Miller presented the item and indicated that this was a new scope of design without the Reserve CDD. He requested holding the vote on this item until Agenda Item DM 3 has been voted upon.

DM 3 – Other Items

Mr. Miller advised that Bob Fromm of the Reserve CDD had contacted him and requested to meet with him and Mr. Hayden, keeping the attorneys out of it, before they respond to the letter from the District. Mr. Miller anticipates a meeting with Mr. Fromm next week.

There was a consensus of the Board agreeing to allow Mr. Fromm to meet with Messrs. Miller and Hayden regarding the Reserve CDD situation.

Secretary Ney asked that they emphasize that the letter is pro-forma, not set in stone and that the District was open to negotiations.

Mr. Hayden reminded the Board that the budget process for the Fiscal Year Ending 2025 would begin in May.

DM 1 – Internal Interviews for District Manager Vacancy

Mr. Hayden excused Messrs. Miller and Rouse from the conference room.

A lengthy discussion ensued regarding both candidates. All the Supervisors agreed that this was a tough decision, as both men have years of experience and both are well respected by staff.

After much debate, the Board decided that they wanted a “package deal” with Mr. Miller as District Manager and Mr. Rouse as Assistant Public Works Director **AND** Assistant District Manager.

A **MOTION** was made by Vice Chairman Graci, seconded by Supervisor Haseltine and passed unanimously approving of offering the position of District Manager to Josh Miller.

Discussion then ensued regarding the timing of the changeover. If accepted, Mr. Miller would be designated as Chief Assistant District Manager/Utilities Director until July 1, 2024, and afterward would be designated as District Manager.

Mr. Hayden was asked if he would consider a consultant contract after his tenure with the District to which he replied that he would.

It was noted that the District now needs to advertise for a Public Works Director.

Both candidates returned to the conference room.

Chairman Doughney announced that the Board had chosen Mr. Miller for the position of District Manager.

Mr. Miller thanked the Members of the Board.

J. Consent Agenda

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for February, 2024

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

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.

K. Supervisor Requests

Vice Chairman Ney noted that he was looking forward to working with the new District Manager.

Chairman Doughney congratulated Mr. Miller on his new position.

L. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:29 a.m. by Chairman Doughney. There were no objections.

Public Hearing & Regular Board Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DA 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:

**TORCIVIA, DONLON,
GODDEAU & RUBIN, P.A.**

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Glen J. Torcivia
Lara Donlon
Christy L. Goddeau*
Leonard G. Rubin*

*FLORIDA BAR BOARD CERTIFIED
CITY COUNTY AND LOCAL GOVERNMENT ATTORNEY

Jennifer H.R. Hunecke
Susan M. Garrett
Elizabeth V. Lenihan*
Ruth A. Holmes
Ben Saver
Tanya M. Earley
Daniel Harrell, Of Counsel

St. Lucie West Services District
District Attorney's Report
Time Period March 16, 2024 – April 15, 2024

As SLWSD Counsel for the time period identified above, I worked with staff on the following matters:

- 1) Reviewed and edited an agreement between the City of Port St. Lucie and SLWSD for use of the City's landfill and provided advice relative to inclusion of E-Verify language in agreement.
- 2) Worked on FDOT's landscape maintenance agreement matter.
- 3) Reviewed and edited the Bond Validation Complaint and participated in bi-weekly conference calls with staff and bond counsel; and
- 4) Attendance at Regular Board Meeting for March 2024.

Sincerely,

Ruth A. Holmes
Ruth A. Holmes, Esq.

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

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 – May 2024
Date of Status: 4/19/2024

- 1) General
 - i) SLWSD and ISS have regular telecons and meeting discussions that are incorporated in project statuses below.
 - ii) SLWSD to communicate with ISS to provide direction and updates on IRSC and Reserve CDD projects.

- 2) SLW013 WTP RO Blending Study
 - i) Status
 - i. SLWSD requested to pursue a proposal to pilot an ion exchange system.

 - ii) Actions:
 - i) ISS to bring forward ion exchange pilot study proposal.

- 3) SLW 018 Stormwater Review
 - i) Status
No work Authorization approval for this period.

- 4) SLW024 Lake Charles Irrigation Pump Station Replacement Project
 - i) Status
SLWSD to provide direction to ISS when to begin next phase of design work.

 - ii) Actions:
ISS to prepare and submit a design Task Order for consideration at the direction of SLWSD.

- 5) SLW028 Bypass for WWTF Emergency Storage Headworks Structure
 - i) Status
ISS anticipating 100% design drawings and specifications to SLWSD in coming weeks.

 - ii) Actions:
None

- 6) SLWSD Potential Grant and Funding Assistance
 - i) Status
 - i) ISS submitted an FDEP Alternative Water Supply Grant application for Lake Charles Irrigation PS. Requested grant funding of \$1.0M. Awaiting FDEP review

 - ii) Actions:

i) None

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

- a) Lake Charles Irrigation Pump Station Replacement Design
- b) DIW Civil/Site and Piping Improvements
- c) SLWSD System Wide Irrigation Modeling (10 HOAs±).
- d) Ion exchange system pilot study
- e) Bond Engineer's Report



St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DM 1 Consider Approval of Chief Assistant District Manager/District Manager Agreement

Summary

Provided for your review and approval is:

1. Chief Assistant District Manager/District Manager Agreement with Joshua Miller. The agreement has been looked at by Ruth Holmes District Attorney as well as David Miklas District Labor Attorney. Both had very minor changes from the original for Mr. Hayden.

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:

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement") is made this day, 7th of May 2024, by and between the St. Lucie West Service District ("District"), a community development district organized and existing in accordance with Chapter 190, Florida Statutes ("Act"), acting by and through its Board of Supervisors ("Board"), and Joshua C. Miller ("Employee").

RECITALS

A. The Board desires to retain the Employee to provide services as (i) Chief Assistant District Manager for the District commencing May 7, 2024, and thereafter during the Transition Period (defined below), and (ii) District Manager for the District commencing July 1, 2024, following the Transition Period, and thereafter during the remaining term of this Agreement, faithfully in accordance with all statutes, laws, rules, and regulations, including the Act, prescribing the duties and responsibilities of a district manager of a community development district in the State of Florida.

B. The Board is authorized to employ a district manager under Section 190.007(1) of the Act and other applicable law.

C. The Employee is willing to provide the services of District Manager for the District and faithfully to comply with all statutes, laws, rules, and regulations prescribing the duties and responsibilities of such office as set forth in this Agreement, including services that the Board properly may prescribe from time to time, and to give his time, energy, and ability in furtherance of the District.

NOW, THEREFORE, in consideration of the premises and the mutual promises and covenants set forth in this Agreement, the Board and the Employee agree as follows:

1. Employment and Term.

(a) The Board hereby employs the Employee, initially as Chief Assistant District Manager and, following the Transition Period (defined below), as District Manager for the District, and the Employee hereby accepts and agrees to such employment, for a term commencing on May 7, 2024 ("Effective Date"), and ending September 30, 2024, subject to the provisions for termination and renewal set forth in this Agreement. Upon conclusion of the Transition Period, the Employee shall assume the office and duties of District Manager for the District.

(b) Commencing May 7, 2024, and ending July 1, 2024 ("Transition Period"), the Employee shall be employed as the Chief Assistant District Manager for the District and shall report to and meet with Mr. William K. Hayden as current District

Manager ("Current District Manager") to evaluate the District and transition into the position of District Manager. In the event the Current District Manager is absent from the District or otherwise unable to perform the duties of office at any time during the Transition Period, the Employee shall serve as the acting District Manager and during such time employees who report to the District Manager shall report to the Employee. Upon conclusion of the Transition Period, the Employee shall assume all duties and responsibilities as District Manager for the District.

2. Duties.

(a) The Employee's duties as District Manager shall be as provided by the rules, regulations, and policies of the Board; the Act; applicable rules and regulations adopted by any other agency, state or federal, exercising jurisdiction over the District; the Constitution, statutes, and laws of the United States and the State of Florida; and as properly may be prescribed by the Board from time to time, including but not limited to the duties specified in the attached Exhibit A.

(b) As District Manager, the Employee shall be responsible for the administration and management of the District in accordance with all statutes, laws, rules, regulations, and policies prescribing the duties and responsibilities of a district manager under the Act.

(c) As District Manager, the Employee shall also be responsible for performing all duties of the Utilities Director/Assistant District Manager as set forth in the job description for such position, it being the intent of the parties that such position shall remain vacant during the term of this Agreement, including any renewal or extension.

3. Outside Activities. The Employee shall devote his time, skill, labor, effort, and energy to the business of and his employment with the District during the term of this Agreement, and he shall not serve as a paid consultant to other community development districts, special districts, or agencies without the prior written approval of the Board, unless such consultant services are undertaken on time charged to earned PTO leave (as defined in subparagraph 8(a) below) and in such manner as not to interfere with the performance of the duties and responsibilities as set forth in this Agreement. This provision shall be construed to allow the Employee to address such community and professional groups as he may deem necessary in the performance of his professional responsibilities under this Agreement.

4. Compensation. For all services rendered by the Employee pursuant to this Agreement, the District shall pay to and provide for the Employee the salary and other benefits described in this Agreement.

(a) Base Salary. The Employee shall receive a base bi-weekly salary of Seven Thousand Twenty-Five Dollars and Fifty-One Cents (\$7,025.51), totaling One Hundred Eighty-Two Thousand Six Hundred Sixty-Three Dollars and Twenty-Six Cents (\$182,663.26) per year for the period May 7, 2024, through September 30, 2024, less appropriate deductions for employment taxes and income tax withholding.

(b) For the fiscal years beginning October 1, 2024, and October 1 of each subsequent fiscal year during the term of this Agreement, the Employee shall receive a percentage increase equal to the average percentage increase received by all other full time District employees for such year, subject to the conditions set forth below in this subparagraph 4(b) and the procedures provided in subparagraphs 13(a) through 13(e) of this Agreement. Such a salary shall be paid in accordance with the District's normal payroll practices.

For each subsequent fiscal year during the term of this Agreement, the Employee's base salary will be determined as follows:

The Employee shall receive a base bi-weekly salary equal to the base biweekly salary received during the immediately preceding twelve (12) month period, which base bi-weekly salary shall be paid at the time and in the manner provided above. If the Employee receives an overall performance rating of satisfactory or greater on the evaluation that is to be performed by the Board as a group on or about September 1 of each year during the term of this Agreement, then he shall receive for the next succeeding fiscal year a percentage increase in base biweekly salary equal to the average percentage increase received by all full time District employees for such fiscal year. In no event shall the Employee receive less in base bi-weekly salary during the fiscal year beginning October 1, 2024, or any subsequent fiscal year during the term of this Agreement than he did in the period ending September 30, 2024.

(c) Retirement. In addition to the base salary provided in subparagraph 4(a) above, the Employee shall be eligible to participate in any retirement program and exercise any retirement option available to other administrators of the District.

5. Other Expenses.

(a) The Employee shall be reimbursed for his reasonable and necessary expenses incurred in the performance of his duties under this Agreement in accordance with applicable state law and Board rules. Without limiting the generality of the foregoing, the District shall pay such expenses for the Employee to attend professional and official meetings, seminars, conventions, and other meetings and functions that the Employee deems relevant to the performance of his duties under this Agreement, including membership in professional organizations, to the extent permitted by law and as approved by the Board in its

annual budget. The Employee's participation in such activities and organizations as described in this paragraph will be in such a manner as not to interfere with the performance of the duties and responsibilities set forth in this Agreement.

(b) The Employee shall be provided a cellular telephone that will be used primarily for communications related to the business of the District. The cost of telephone equipment, monthly use expense, and maintenance shall be paid by the District.

6. Automobile.

(a) The District shall pay to the Employee an allowance of nine hundred and fifty dollars (\$950.00) per month as an allowance for automobile expenses that have a reasonable benefit to the overall mission of the District and the performance of the Employee's duties but are not otherwise reimbursed. Additionally, for actual usage of the automobile and other travel related to job performance, the Employee shall be reimbursed for out-of-county mileage, lodging, meals, and such other expenses as permitted by Florida Statutes for the reimbursement of public employees and officers, so long as (a) he complies with Florida law (Section 12.061, Florida Statutes, or successor provision) concerning such reimbursement, and (b) the out-of-county travel for which reimbursement is sought is consistent with the approved budget for the District.

7. Insurance.

(a) The Employee shall be eligible to receive the full insurance package, including all health, medical, and life coverage, available to other administrators of the District. If the Employee retires from the District, he shall retain the right, under the same eligibility requirements as other employees of the District, to participate in such District group insurance plans as are in effect at such time, which participation shall be at no expense to the District.

(b) During the term of employment under this Agreement, the District shall provide the Employee with a professional liability insurance policy in the amount of one million dollars if such protection is not otherwise provided by association membership.

8. Leave.

(a) Paid-Time Off (“PTO”) Leave- During the of this Agreement, the Employee shall be entitled to PTO leave at the rate of 10 hours per pay period and will increase at the same rate as for full-time employees in the manner provided in the District's employee manual, as amended from time to time, in addition to District paid holidays stipulated in the District calendar for full-time employees.

(b) Emergency Illness (“EIL”) Leave- During the term of this Agreement the Employee shall earn and may use emergency illness leave in the manner provided for full-time employees in the District's personnel manual, as amended from time to time.

(c) Emergency Leave. During the term of this Agreement, the Employee may be granted paid emergency leave at the discretion of the Board.

(d) Terminal Pay. Upon termination of employment, the Employee shall receive in lump sum an amount equal to the Employee's per diem base salary at that time, using a 250-day work year, multiplied by the Employee's accrued PTO and emergency illness leave, as applicable to any other District employee. This lump sum payment shall be in addition to any other amount payable to the Employee, if any, upon termination of employment under this Agreement and applicable law. It is specifically understood and agreed that the computation of terminal pay for the Employee shall be done under the same rules, limitations, and policies as govern other District employees.

9. Other Benefits. Except as otherwise provided in this Agreement, the Employee shall be entitled to all other benefits applicable to other District employees, including any employer-paid benefit option or additional benefit afforded other administrative employees after commencement of this Agreement.

10. Professional Growth. The Board encourages the continuing professional growth of the Employee and will permit reasonable time away from his regular duties to attend or participate in meetings, seminars, and other education programs sponsored by local, state, or national associations of administrators of special districts or other units of government, and to meet with other organizations or individuals if such meeting will enhance his ability to perform his duties. If travel outside St. Lucie County is involved, the District will pay reasonable travel and subsistence expenses incurred under this paragraph, to the extent permitted by law and as approved by the Board in its annual budget, as provided in Paragraph 5 of

this Agreement. The Employee's participation in such activities and organizations as described in this paragraph will be in such a manner as not to interfere with the performance of the duties and responsibilities set forth in this Agreement.

11. Physical Examinations.

- a. Once each year during the term of employment under this Agreement, including any renewal, the District shall pay for a complete physical examination of the Employee by a licensed physician selected and approved by the Board. The Employee agrees to undergo such an examination. A summary report of the results of such examination shall be given to the Board by the examining physician on the form set forth as follows:

"In my opinion, based upon a complete physical examination of Joshua C. Miller, he is (is not) physically capable of carrying out the duties of District Manager for the St. Lucie West Services District. "

(Signature of physician)

The physician's summary shall be treated as confidential information by the Board to the full extent that such confidentiality is required or permitted by applicable law.

- b. The Employee shall have the right to obtain a second opinion, at his expense, if he disputes any of the findings of the physicians retained at District expense, and the Board shall consider such second opinion in making any employment decision or taking any other action based upon medical information. If the physician retained by the Employee to give a second opinion substantially disagrees in his or her medical opinion from the opinion given by the physician retained by the District, or if the two physicians disagree concerning whether the Employee is medically or mentally fit and capable to perform the duties of the District Manager, then the District shall retain the services of another physician at its expense, and if the third physician agrees with the physician retained by the Employee, then the District shall reimburse the Employee for the expenses he has incurred in obtaining the medical opinion, but such reimbursement shall be for a reasonable fee not to exceed that charged by the doctors chosen by the Board.

12. Disability or Death.

(a) Payment During Disability: Termination for Disability. If the Employee becomes disabled as defined by any applicable disability criteria, he shall apply for such disability payments as may be available to him/her and he shall be entitled to his base salary and all other benefits provided in this Agreement during such time or times of disability for the shorter of an aggregate period of three (3) months, the duration of such disability, or the remaining term of this Agreement. The salary and other benefits so paid and provided will not be charged against the Employee's sick leave entitlement if permissible under applicable state law and Board policies. Upon the commencement of payment of any applicable disability benefits, the Board may terminate the Employee's employment under this Agreement. In the event of such termination, the Employee waives all rights to contest or challenge the Board's decision, and will accept such payment or benefit as would have accrued to him if this Agreement had then expired by its express terms, including any amount to be paid as provided in subparagraph 8(d) of this Agreement, in full satisfaction of the District's obligations under this Agreement, and in full release of any and all claims against the District.

(b) Termination for Disability (alternative provision). In addition, the Board shall have the right to terminate the Employee's employment under this Agreement in the event of his disability to perform fully his duties, even if disability payments are not payable under any applicable disability policy, plan, or benefit. In such event, the District shall pay to the Employee, as severance pay and in full satisfaction of the District's obligations under this Agreement, a lump sum equivalent to his base salary for one (1) year or for the term remaining on this Agreement, whichever is less, at the rate then in effect, together with such payments or benefits as would have accrued to him if this Agreement had then expired by its express terms. The Employee agrees that the Board shall have sole and absolute discretion to decide upon such termination, and that in the event of such termination, he waives all rights to contest or challenge the Board's decision and will accept the benefits provided in this subparagraph in full satisfaction of the District's obligations under this Agreement and in full release of any and all claims against the District under this Agreement.

(c) Payment in the Event of Death. In the event of the death of the Employee at any time during the term of this Agreement, the District shall pay to his surviving spouse, if any, or if the Employee does not have a surviving spouse, to the Employee's estate, an amount equal to the portion of the Employee's salary to which he was entitled through the date of his death, including any amount to be paid as provided in subparagraph 8(d) of this Agreement, payable within one (1) month of the date of his death.

13. Goals: Evaluation: Board Member Discussions District Action.

(a) Goals and Objectives. No later than July 1st of each year during the term of this Agreement, the Employee shall recommend prescriptive goals and performance objectives to be achieved or worked toward by the Employee and his staff. The Board shall review and either accept or modify such prescriptive goals and performance objectives.

(b) Referrals to District Manager. The Board will promptly refer to the Employee for his study and recommendation all criticisms, complaints, and suggestions called to its attention or to the attention of an individual Board member.

(c) Annual Evaluation. No later than August 1st of each year during the term of this Agreement, the Employee shall report to the Board his progress in meeting prescriptive goals and performance objectives established as provided in subparagraph 13(a) above, and such matters as he deems relevant to his performance under this Agreement. Between August 1st and August 31st, Board members may review with the Employee his progress in such goals and objectives, and the working relationships among the Employee, the Board, the staff, and the community. Each individual member of the Board may prepare and present a written or oral evaluation of the Employee's performance. The Employee shall prepare and recommend revisions to such procedure and form from time to time or when requested by the Board. Any evaluation, whether written or oral, that indicates that the performance of the Employee has not been overall satisfactory shall include in writing the incidences or areas of unsatisfactory performance. The Employee shall be entitled to provide a written response to any written unsatisfactory evaluations.

(d) Procedure for Discussions with Board Members. Each Board member may meet individually with the Employee to review his performance and progress in light of the Board's policy decisions and objectives. Such meetings shall consist of full and frank exchanges between the Employee and the individual Board members but shall not involve the discussion of foreseeable future Board actions nor the disclosure by the Employee to a Board member of another Board member's views.

(e) Board Action. Following the opportunity for discussions as provided in subparagraphs 13(c) and (d) above, the Board at a public meeting on or about September 1st, will discuss whether the Employee's performance is overall satisfactory. If the Board determines that the Employee's overall performance is satisfactory, the Employee shall be eligible for a pay increase pursuant to the conditions set forth in subparagraph 4(b) of this Agreement. If the Board determines that the Employee's performance is unsatisfactory, the Board shall inform the Employee of specific goals and areas where his performance must improve.

14. Agreement Renewal. At a public meeting on or about September 1st of each year during the term of this Agreement, the Board will decide whether to extend the term of this Agreement by:

(a) Taking no action, in which event the term of this Agreement shall be automatically extended for one additional year beyond its then-current term.

(b) Taking action to extend this Agreement for one additional year beyond its then-current term; or

(c) Taking action declining to extend this Agreement beyond its then-current term.

15. Termination for Just Cause. Aside from the Board's absolute right to terminate the Employee's employment for disability, as provided in Paragraph 12, the Board may terminate this Agreement for just cause. Just cause shall include but not be limited to any conduct proscribed by the policies of the Board; any other personal or professional conduct seriously prejudicial to the interests of the Board and the District; professional incompetence; and failure to comply with any provision of this Agreement. If any charge is brought under this paragraph, the Employee shall have the right to receive written notice of such charge, written notice of hearing, and a fair hearing before the Board prior to termination. At any such hearing before the Board, the Employee shall have the right to be present and to be heard, to be represented by counsel of his own choosing and at his own expense, and to present, through witnesses, any testimony relevant to the issues. If the Employee is terminated for just cause he shall be entitled to no further compensation under this Agreement except terminal pay in accordance with subparagraph 8(d), and in particular he shall not be entitled to receive severance pay, as defined in Section 215.425, Florida Statutes.

16. Release from Agreement.

(a) Action by District. Notwithstanding any other provision of this Agreement, the Board reserves the right at any time at its sole discretion for any reason to terminate the Employee's employment. In such event, for a period of four (4) months from the date of official notice of the termination or for the term remaining on this Agreement, whichever is less, the Employee would continue to receive (i) his monthly base salary as described in subparagraph 4(a) and (ii) his insurance benefits as described in subparagraph 7(a), but he would not be eligible for any other benefit provided under this Agreement except terminal pay in accordance with subparagraph 8(d). If the Employee obtains other employment while still receiving monthly payments under this paragraph, then the payment from the District shall be reduced by the amount of such payments from other employment. The Employee agrees that the Board shall have the sole and absolute discretion to decide upon such termination under this paragraph and that in the event of such termination the Employee waives all rights to contest or challenge the Board's decision and will accept the payments provided in this paragraph in full satisfaction of the District's obligations under this Agreement and in full release

of any and all claims against the District under this Agreement. Nothing herein would prevent the Board and the Employee from negotiating a lump sum payment in lieu of the monthly payments provided herein, nor preclude the Employee from applying for any open District position for which the Employee might be eligible. In no event shall severance pay to the Employee exceed twenty (20) weeks of compensation.

(b) Action by District Manager. Notwithstanding any other provision of this Agreement, if the Employee resigns his position for any reason, then upon the effective date of such resignation he shall be entitled to no further compensation under this Agreement except terminal pay in accordance with subparagraph 8(d).

17. Notice of Application for Employment. The Employee shall notify the Board in writing of any application for employment or written intent to apply with another agency or entity prior to submitting such application.

18. Indemnification. The District will defend, hold harmless, and indemnify the Employee against any and all civil demands, claims, suits, actions, and legal proceedings brought against the Employee individually or in his capacity as agent or employee of the District that may arise while the Employee is acting within the scope of his employment and is not acting in bad faith or with malicious purpose or in a manner exhibiting wanton or willful disregard of human rights, safety, or property; and further, criminal litigation shall not be included in this indemnity clause. This paragraph shall be interpreted and construed in a manner not inconsistent with Florida Statutes governing the indemnification of District employees and is subject to the limitations set forth in Section 768.28, Fla. Stat. No Board member shall be personally liable to the Employee for any cost, expense, fee, or judgment arising from matters described in this paragraph. The provisions of this paragraph shall survive the term of this Agreement and shall remain in full force and effect until the expiration of the time for the institution of any action at law or equity or administrative action against the Employee under either federal law or the laws of Florida except as otherwise herein provided.

19. Entire Agreement. This Agreement contains the entire agreement concerning employment arrangements between the District and the Employee. This Agreement may not be changed except by a writing signed by the party against whom the enforcement of any waiver, change, extension, modification, or discharge is sought.

20. Notices. Any notice required or permitted to be given under this Agreement shall be sufficient if in writing and sent by registered or certified mail to the party involved at the address shown on the signature page, or to such other address as either party may specify to the other in writing. The date three (3) days after the date of mailing of such notice shall be deemed to be the date of delivery.

21. Assignment.

This Agreement shall inure to the benefit of, and shall be binding upon, the District, its successors and assigns, and the Employee, his heirs, successors, and assigns, but may not be assigned by the Employee.

22. Severability. In the event any term, paragraph, or provision of this Agreement or its application to any circumstance shall to any extent be deemed by a court of competent jurisdiction invalid or unenforceable, the remainder of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

23. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

24. Paragraph Headings. The paragraph headings contained in this Agreement are for reference only and shall not in any way affect the meaning or interpretation of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement to be effective as of the Effective Date set forth above.

EMPLOYEE:

ST LUCIE WEST SERVICES DISTRICT:

Joshua C. Miller

By: _____
Jack Doughney III, Chairman
Board of Supervisors

Date: _____, 2024

Date: _____, 2024

Address: 12955 81st Street
Fellsmere, Florida 32948

Address: 450 SW Utility Drive
Port St Lucie, Florida 34986

EXHIBIT A TO EMPLOYMENT AGREEMENT

DISTRICT MANAGER DUTIES

The District Manager shall be responsible for administering, managing, and providing, directly or through other District contractors and/or other District employees, all of the following services:

- A. Accounting and payroll services, including coordination with District auditor in preparation or annual audit.
- B. Secretarial and recording services, including preparing Board meeting notices, Board meeting agendas, Board meeting materials and minutes of Board meetings in full compliance with the Florida Government-in-the Sunshine Law.
- C. Preparing for and attending all meetings of the Board.
- D. Preparing bid and proposal specifications for supplies, equipment, and services provided by outside vendors, contractors, and professional consultations.
- E. Overseeing work of contractors and the fulfillment of contract obligations.
- F. Stormwater management system administration and oversight.
- G. Utility system administration and oversight.
- H. District landscape management.
- I. Preparing all assessment rolls and collecting assessments.
- J. Establishing planned maintenance schedules for all District operations.
- K. Supervising the timely submission and correctness of all required reports to State and local governments.
- L. Preparing and implementing comprehensive policies, plans, procedures, and practices for human resource management, covering such matters as job requirements and/or job descriptions for all District personnel; periodic review of wage, salary, and benefit schedules; periodic review of employee performance; employee and public grievances and complaints; and employee discipline.
- M. Preparing in consultation with appropriate Board consultants, policies, practices, procedures, rules, and tariffs to govern all aspects of District operations, including but not limited to the District's stormwater management and utility systems.
- N. Preparing job costs or hourly rates for District services provided to other entities.

- O. Preparing job costs or hourly rates for District services provided to other entities.
- P. Providing document and record filing and availability, in full compliance with the Florida Public Records Law.
- Q. Providing an emergency plan for document storage and backup.
- R. Providing ready access to District offices.
- S. Developing and revision as necessary all safety and emergency operations plans required by law or by sound business practice for District operations.
- T. Arranging for cost-effective risk-management and insurance plans for all District facilities, operations, and employees.
- U. Maintaining a current inventory of all equipment, materials, and buildings of the District.
- V. Assisting Board members in timely compliance with all filings required by the Florida Code of Ethics for Public Officers and Employees.
- W. Providing all other services that the District Manager deems essential to managing District operations.

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DM 2 Consider Approval of Second Amendment to Current District Manager Agreement

Summary

Provided for your review and approval is:

1. Second Amendment to District Manager Agreement with William Hayden

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:

SECOND AMENDMENT TO EMPLOYEE AGREEMENT

THIS SECOND AMENDMENT is made as of this 7th day of May, 2024, to that certain Employment Agreement dated October 5, 2021 (“Original Agreement”), between the St. Lucie West Services District (“District”), a community development district organized and existing in accordance with Chapter 190, Florida Statutes (“Act”), acting by and through its Board of Supervisors, and William Hayden (“District Manager”), as previously amended by that certain First Amendment dated July 1, 2022 (“First Amendment”), together with the Original Agreement, the “Agreement”).

WHEREAS the parties have determined that the Agreement should be further amended as set forth in this Second Amendment, such amendments to be effective as of May 7, 2024.

NOW, THEREFORE, in consideration of the premises, the parties hereby covenant and agree as follows:

A. Paragraph 1 of the Agreement is hereby amended to read as follows:

1. Employment and Term. The Board hereby employs the District Manager, and the District Manager hereby agrees to such employment: (a) as District Manager for the District, for a term ending July 1, 2024, and (b) as Chief Assistant District Manager, for a term commencing July 1, 2024, and ending August 30, 2024, each such term subject to the provisions for termination as set forth in this Agreement. The parties anticipate that, upon expiration of such terms of employment, and effective August 30, 2024, the Board and William Hayden will enter a separate professional services agreement whereby Mr. Hayden, as an independent contractor, will provide services to the District as a consultant to the then-current District Manager for the District.

B. Except as modified by this Second Amendment, the Original Agreement, as previously amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to the Original Agreement as of the date set forth above, which Second Amendment shall be effective as of the 7th day of May 2024.

DISTRICT MANAGER

ST. LUCIE WEST SERVICE DISTRICT

William Hayden

By: _____
Chairman
Board of Supervisors

Date: _____, 2024

Date: _____, 2024

Address: _____

Address: 450 S.W. Utility Drive
Port St. Lucie, Florida 34986

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DM 3 High Ranking Position: Public Works Director/Assistant District Manager

Summary

According to Chapter A-III Section 3., nominations submitted by the District Manager for high-ranking positions must be reviewed and approved by the Board of Supervisors.

Due to the upcoming retirement of the District Manager a vacancy for the position of Public Works Director/Assistant District Manager will be available as of July 1, 2024. Staff advertised internally for five days and one applicant applied for and meets the minimum qualifications for this position.

Gerard Rouse is the current Assistant Public Works Director. He has been with SLWSD since 2008 and has the experience and licensing to perform the duties of this position.

Assistant Public Works Director is a salaried position and has a minimum pay grade salary of \$108,892.48 and maximum salary of \$178,734.40.

Based on experience, licensing, and length of service with SLWSD, I recommend Gerard Rouse for the Public Works Director/Assistant District Manager Position at an annual salary of (\$116,500.00).

Resume is attached.

Recommendation

Recommendation to approve the District Managers nomination of Gerard Rouse for the Public Works Director/Assistant District Manager Position at an annual salary of (\$116,500.00) effective July 1, 2024.

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:

Gerard Paul Rouse

5865 NW Wesley Road, Port Saint Lucie, FL. 34986

(772) 267-7891

grouse@slwsd.org

Dear Mr. Hayden,

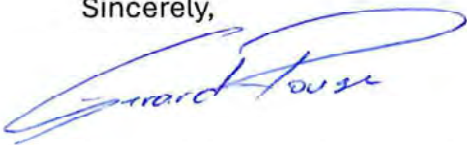
I would like to express my interest in the upcoming Public Works Director/Assistant District Manager position.

With 16 years of experience as a St. Lucie West Services District employee and nearly 5 years serving as the Assistant Public Works Director, I am confident that I would be a valuable asset to lead the Public Works team.

My background has equipped me with strong organizational and motivational abilities, along with a dedication to delivering outstanding administrative support and customer service. I believe that my communication skills, multitasking capabilities and commitment to excellence make me a strong candidate for this role.

Thank you for the opportunity to apply for this position.

Sincerely,



Gerard Rouse

Assistant Public Works Director



GERARD P. ROUSE

St. Lucie West Service District
Assistant Public Works Director



PROFESSIONAL QUALIFICATIONS

- **F.A.S.D. CERTIFIED DISTRICT MANAGER**
- **2023 RISK MANAGER OF THE YEAR**
- **STORMWATER A, B & C CERTIFIED**
- **F.E.M.A. CERTIFICATIONS:**
 - **IS-700A, IS-100B, IS-200B IS-800C**
- **OSHA LEVEL 5 CHEMICAL SPILLS / INCIDENT COMMANDER**
- **CERTIFIED MASTER NATURALIST**
- **PESTICIDE APPLICATOR LICENSES:**
 - **AQUATICS**
 - **RIGHT OF WAY**
 - **NATURAL AREAS**
 - **D.E.P. FERTILIZER BEST MANAGEMENT PRACTICES**
- **CERTIFIED STORM WATER INSPECTOR**
- **A.P.W.A. CERTIFIED IN LEADERSHIP, MANAGEMENT AND PUBLIC TRUST**
- **SAFETY COMMITTEE CHAIRMAN**
- **FIRST AID / CPR CERTIFIED**
- **INITIATED SLWSD HAZMAT TEAM**
- **CREATED AND IMPLEMENTED SLWSD EMERGENCY CHEMICAL SPILL S.O.P.**
- **PRODUCED EXOTIC PLANT REMOVAL FIELD GUIDEBOOK**
- **CERTIFIED IN UNDERSTANDING EPA'S NPDES MS4 PERMIT PROGRAM**
- **CERTIFIED IN GREEN STORM WATER INFRASTRUCTURE**
- **RECORDS MANAGEMENT CERTIFIED**
- **INITIATED PARTICIPATION AT THE CITY OF PSL HURRICANE EXPO**
- **OWNER AND OPERATOR: SOUTH FLORIDA TREE TRIMMERS - 13 YRS**

SLWSD EXPERIENCE

- **EQUIPMENT OPERATOR • SLWSD**
08/01/2008 - 04/13/2009
- **AQUATIC MAINTENANCE TECHNICIAN TRAINEE • SLWSD**
04/13/2009 - 06/01/2010
- **AQUATIC MAINTENANCE TECHNICIAN II • SLWSD**
06/01/2010 - 06/26/2010
- **EPR FOREMAN • SLWSD**
06/26/2010 - 10/11/2014
- **ASSISTANT PUBLIC WORKS SUPERINTENDANT • SLWSD**
10/11/2014 - 11/4/2019
- **ASSISTANT PUBLIC WORKS DIRECTOR • SLWSD**
11/5/2019 - PRESENT

EDUCATION

- **SAINT ANTHONY'S COLLEGE**
GRADUATED 1989
- **DANIEL EDUCATIONAL COMMUNITY**
1989-1991

COMMUNITY INVOLVEMENT

- **BOY SCOUTS OF AMERICA SCOUTMASTER - 12 YEARS**
- **CO-OWNER OF THE TREASURE COAST REUSE CENTER**
- **CITY OF PORT SAINT LUCIE CITIZENS ACADEMY**
- **KEEP PORT SAINT LUCIE BEAUTIFUL VOLUNTEER**
- **ST LUCIE COUNTY SHERIFF'S DEPARTMENT CITIZENS ACADEMY**
- **UNITED FOR FAMILIES VOLUNTEER**
- **SUNRISE THEATER VOLUNTEER**



the John Scott Dailey
**FLORIDA
INSTITUTE OF
GOVERNMENT**
at Florida State University

March 4, 2024

Gerard Rouse, Assistant Public works Director
St. Lucie West Services District
450 SW Utility Drive
Port St. Lucie, Florida 34986

Dear Mr. Rouse,

This letter of acknowledgment confirms and verifies that you successfully completed the FASD Certified District Manager (CDM) program held January 22-26, 2024, in Tallahassee, Florida.

The CDM program is designed to raise the professional standards for the government district leaders of Florida and help prepare individuals to serve effectively within their organizations' leadership teams. Each participant attended (32) hours of instructor-facilitated classroom learning activities and presented an individual project to concretely apply each of the seven FASD modules in a manner directly relevant to their jurisdictions.

You will receive an official certificate of completion for the program at the 2024 FASD Annual Conference, along with your peers who also successfully completed the course. If you are unable to attend the conference, your official certificate will be forwarded via mail.

If you have any questions or need additional information. Please do not hesitate to contact me via email at jhendry@fsu.edu or call (850) 645-6700.

With Gratitude,

Jeff Hendry
Executive Director
John Scott Dailey Florida Institute of Government

3200 Commonwealth Blvd., Suite 7 • Tallahassee, FL 32303
Phone: (850)-675-6700 • Fax: (850) 487-0041 • <http://iog.fsu.edu> • info@iog.fsu.edu

March 20, 2024

St. Lucie West Services District
450 SW Utility Drive
Port St. Lucie, FL 34986

To Whom It May Concern,

I am pleased to give this letter of recommendation in support of Gerard Rouse for the position of District Manager/Public Works Director for the St. Lucie West Services District (District). I had the privilege of working closely with Mr. Rouse from August 2008 until April 2021, I can attest to his professional attributes that would benefit the District for years to come under his leadership.

Throughout the years, Mr. Rouse took advantage of every opportunity to increase his education and advanced through the ranks of the Public Works Department. Mr. Rouse always tried to acquire more information related to how the District operated and how he could perform his duties better, which made him a better employee and supervisor. Mr. Rouse always portrayed a fairness in treating his employees and co-workers.

Mr. Rouse would make an exceptional leader for the District while assisting in the growth and needs of the citizens and Board of Supervisors. I am positive you will find Mr. Rouse to be an excellent candidate with a smart, common-sense, and goal-oriented mindset. It was my privilege to work with him.

Sincerely,

Dennis Pickle
Dennis Pickle
Retired District Manager
561-676-7352
24188 Jesse Avenue
Tallahassee, FL 32310



Carmen A. Capezzuto
Neighborhood Services Director

March 6, 2024

St. Lucie West Services District
450 SW Utility Drive
Port St. Lucie, FL 34986

To Whom It May Concern,

I am pleased to present this letter of recommendation in support of Gerard Rouse's candidacy for the position of District Manager/Public Works Director for the St. Lucie West Services District (District). Having had the privilege of working closely with Mr. Rouse over a decade, I can attest to his professional attributes that would benefit the District for years to come under his leadership.

Throughout the years, Mr. Rouse was given increasing responsibilities and the corresponding job titles that accompanied them. In each instance, he worked hard with his team to successfully bring about great improvements for the citizens of St. Lucie West. His efforts have brought credit to his Department and has resulted in great working relationships with the City of Port St. Lucie.

Mr. Rouse would make a fine leader for the District while advancing the goals and objectives of the organization. I am sure you will find Mr. Rouse to be an excellent candidate with a smart, common-sense, and goal-oriented mindset. I always enjoy working with him.

Sincerely,

Carmen A. Capezzuto
Digitally signed by
Carmen A. Capezzuto
Date: 2024.03.06
13:29:56 -05'00'

Carmen A. Capezzuto
Director of Neighborhood Services
(772) 871-5148



"A City for All Ages"

**CITY OF PORT ST. LUCIE
PUBLIC WORKS DEPARTMENT**

"SERVING WITH EXCELLENCE"



Mailing Address:
450 SW Thornhill Dr
Port St. Lucie, FL
34984-4370

October 2, 2019

RE: Letter of Reference Gerard Rouse

To whom it may concern:

Mr. Rouse and I have shared a professional working relationship over the previous twelve (12) years. I have found his professionalism, responsiveness and attention to detail nothing short of impressive. Additionally, it should be noted that Gerard's specialized training as an "Incident Commander" must be considered as value added to any organization that responds to acute emergency's and potentially catastrophic events such as hurricanes.

Lastly, I would like to state that Mr. Rouse's dedication not only to his assigned duties but his personal life as a great family man shows a sign of loyalty and integrity.

If you need any additional information, I can be reached at 772 344-4035.

Sincerely,

John Dunton
Deputy Director, Public Works

JD\S\letter of reference Rouse 19-10-02 Dunton

Gerard Rouse

From: Dennis Pickle <dpickle@slwsd.org>
Sent: Friday, August 23, 2013 1:40 PM
To: Bill Hayden Public Works Director; Gerard Rouse; Jimmy Mobley; Jon Cade; Josh Miller Chief Operator WWTF; Lorrie Bush; mmaldonado@slwsd.org; rriniolo@slwsd.org; Roger Lane; UGU Supt.

Thanks to everyone who participated in the emergency spill cleanup and containment this morning. FDEP, County EMS and the Hazmat Company were very impressed with the quick and effective response our employees provided. This is a true testament to proper training and planning. Special thanks to the Incident Commander Gerard Rouse for his professionalism during a critical time. Also special thanks to all the employees that assisted in containing what could have been a very hazardous event if this chemical had reached a body of water.

Dennis Pickle

District Manager
450 SW Utility Drive
Port St. Lucie, Florida 34986
Phone:(772) 340-0220
Fax:(772) 871-5726
Cell:(772) 985-8265

BOARD MEMBERS: Please do not use the reply all feature of your e-mail as it may be deemed a violation of the Sunshine law. Please reply only to the management office. Thank You.

NOTE: Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

CERTIFIED STORMWATER INSPECTOR

GERARD ROUSE

HAS BEEN AWARDED THIS CERTIFICATE OF ACHIEVEMENT FOR HAVING SUCCESSFULLY COMPLETED ALL REQUIREMENTS OF THE NATIONAL STORMWATER CENTER TRAINING COURSE

THIS CERTIFICATION IS EFFECTIVE FOR A PERIOD OF FIVE YEARS AND INCLUDES 1.2 CONTINUING EDUCATION UNITS (CEUS)

DISCIPLINES DEVELOPED:
STORMWATER PERMIT COMPLIANCE
AND INSPECTIONS OF INDUSTRIAL
ACTIVITIES, COMMERCIAL FACILITIES,
CONSTRUCTION PROJECTS, AND
MUNICIPAL OPERATIONS



POLLUTION PREVENTION
ILLICIT DISCHARGE DETECTION AND
ELIMINATION
PUBLIC EDUCATION AND INVOLVEMENT
CONSTRUCTION
POST CONSTRUCTION


MICHELE LOMAX, DIRECTOR OF OPERATIONS

6522

CERTIFICATE NUMBER

OCTOBER 15, 2015

DATE

THE NATIONAL STORMWATER CENTER
814 BRIDLE PATH BEL AIR, MD 21014
WWW.NPDES.COM

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

GERARD P ROUSE

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.b

Introduction to Incident Command System

ICS-100

Issued this 12th Day of May, 2011



0.3 IACET CEU

A handwritten signature in black ink, appearing to read "Vilma Schifano Milmo".

Vilma Schifano Milmo
Superintendent (Acting)
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

GERARD ROUSE

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00200.b

**ICS for Single Resources and
Initial Action Incident, ICS-200**

Issued this 14th Day of August, 2018



A handwritten signature in black ink that reads "Steven P. Heidecker".

Steven P. Heidecker
Acting Deputy Superintendent
Emergency Management Institute

0.3 IACET CEU

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

GERARD P ROUSE

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700.a

National Incident Management System (NIMS)

An Introduction

Issued this 12th Day of May, 2011



0.3 IACET CEU

A handwritten signature in black ink, appearing to read "Vilma Schifano Milmo".

Vilma Schifano Milmo
Superintendent (Acting)
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

GERARD ROUSE

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00800.c

National Response Framework, An Introduction

Issued this 20th Day of September, 2018



0.3 IACET CEU

A handwritten signature in black ink that reads "Steven P. Heidecker".

Steven P. Heidecker
Acting Deputy Superintendent
Emergency Management Institute

FLORIDA WATER AND POLLUTION CONTROL

OPERATORS ASSOCIATION

VOLUNTARY CERTIFICATION PROGRAM

hereby certifies that

Gerard Rouse

has met the requirements for certification as a

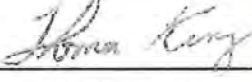
Stormwater Technician Level "A"

Certificate Number 1264



Voluntary Certification Board

Date Issued March 20, 2015



FW&PCOA President

FLORIDA WATER AND POLLUTION CONTROL

OPERATORS ASSOCIATION

VOLUNTARY CERTIFICATION PROGRAM

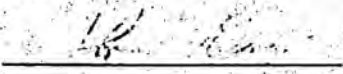
hereby certifies that

Gerard Rouse

has met the requirements for certification as a
Stormwater Technician Level "B"

Certificate Number 1264

Date Issued August 15, 2014


Voluntary Certification Board


FW&PCOA President

FLORIDA WATER AND POLLUTION CONTROL

OPERATORS ASSOCIATION

VOLUNTARY CERTIFICATION PROGRAM

hereby certifies that

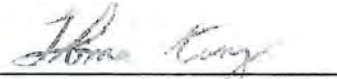
Gerard Rouse

has met the requirements for certification as a

Stormwater Technician Level "C"

Certificate Number 1264

Date Issued March 29, 2013



Voluntary Certification Board

FW&PCOA Online



FW&PCOA President

Certificate of Completion



This certificate is awarded to

Gerard Rouse

for successfully completing 40 contact
hours in the Florida Master Naturalist Program



Upland Habitats Module

3-3-12

Date

Willie Penn Cheney

Interim Dean for Extension

Wren W. Law

Module Instructor

Martha B. Mc...

Florida Master Naturalist Program Director

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DM 4 2023 Annual Drinking Water Quality Report

Summary

Provided for your review is the 2023 Drinking Water Quality Report for the St. Lucie West Services District. This report is required by the State Department of Environmental Protection.

The FDEP has reviewed the report and approved the content for distribution to our customers.

This report is scheduled to be included in the June 18, 2024 monthly billing.

Recommendation

Staff recommends approval of the 2023 Annual Drinking Water Quality Report as presented.

District Manager: William Hayden

Utilities Director/Assistant District Manager: Josh Miller

Chief Water Treatment Plant Operator: Rick Riniolo

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:

2023 Annual Drinking Water Quality Report

St. Lucie West Services District

We are pleased to present to you this year's Annual Water Quality Report. This report is designed to inform you about the quality of water and service we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of our water. Our water source is ground water from the Floridan aquifer. The water is then treated by reverse osmosis, chlorinated for disinfection, fluoride is added to help prevent tooth decay, and phosphate is added for corrosion control.

In 2023 the Department of Environmental Protection performed a Source Water Assessment (SWA) on our system. The assessment was conducted to provide information about any potential sources of contamination in the vicinity of our wells. There are seven potential sources of contamination identified for this system with a low susceptibility level. A SWA report for this system is available at the DEP SWAPP web site: www.dep.state.fl.us/swapp.

We are pleased to report that our drinking water meets all federal and state requirements.

If you have any questions about this report or concerning your water utility, please contact Rick Riniolo at (772)340-0220. You may pick up a copy of this report at 450 SW Utility Dr. Port Saint Lucie, Florida 34986. We encourage our valued customers to be informed about their water utility. If you want to learn more, please attend any of our regularly scheduled meetings. They are held on the first Tuesday of the month at 9:00 am at St Lucie West Services District main office, 450 SW Utility Dr., Port Saint Lucie, FL 34986.

St. Lucie West Services District routinely monitors for contaminants in our drinking water according to Federal and State laws, rules, and regulations. Except where indicated otherwise, this report is based on the results of our monitoring for the period of January 1 to December 31, 2023. Data obtained before January 1, 2023 and presented in this report are from the most recent testing done in accordance with the laws, rules, and regulations.

In the table below, you may find unfamiliar terms and abbreviations. To help you better understand these terms we've provided the following definitions:

Maximum Contaminant Level or MCL: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal or MCLG: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Maximum residual disinfectant level or MRDL: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Maximum residual disinfectant level goal or MRDLG: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

“ND” means not detected and indicates that the substance was not found by laboratory analysis.

Parts per billion (ppb) or Micrograms per liter (µg/l) – one part by weight of analyte to 1 billion parts by weight of the water sample.

Parts per million (ppm) or Milligrams per liter (mg/l) – one part by weight of analyte to 1 million parts by weight of the water sample.

Picocurie per liter (pCi/L) - measure of the radioactivity in water.

Locational Running Annual Average (LRAA): the average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

Inorganic contaminants							
Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL Violation Y/N	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination
Fluoride (ppm)	5/2023	N	0.69	N/A	4	4.0	Erosion of natural deposits; discharge from fertilizer and aluminum factories. Water additive which promotes strong teeth when at optimum levels between 0.7 and 1.3 ppm
Sodium (ppm)	5/2023	N	51.0	N/A	N/A	160	Saltwater intrusion, leaching from soil
Cyanide (ppb)	5/2023	N	5	N/A	200	200	steel/metal factories; discharge from plastic and fertilizer factories

Stage 1 Disinfectants and Disinfection By-Products

For bromate, chloramines, or chlorine, the level detected is the the highest running annual average (RAA), computed quarterly, of monthly averages of all samples collected. The range of results is the range of results of all the individual samples collected during the past year.

Disinfectant or Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL or MRDL Violation Y/N	Level Detected	Range of Results	MCLG or MRDLG	MCL or MRDL	Likely Source of Contamination
Chlorine (ppm)	01-12/2023	N	2.0	1.8-2.1	MRDLG = 4	MRDL = 4.0	Water additive used to control microbes

Stage 2 Disinfectants and Disinfection By-Products

For haloacetic acids and TTHMs, the level detected is the highest locational running annual average (LRAA) of all samples collected. The range of results is the range of results of all individual samples collected during the past year.

Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	MCL or MRDL Violation Y/N	Level Detected	Range of Results	MCLG	MCL	Likely Source of Contamination
Haloacetic Acids (five) (HAA5) (ppb)	7/2023	N	5.2	3.8 -5.2	NA	MCL = 60	By-product of drinking water disinfection
TTHM [Total trihalomethanes] (ppb)	7/2023	N	9.9	4.8 - 9.9	NA	MCL = 80	By-product of drinking water disinfection

Lead and Copper (Tap Water)

Contaminant and Unit of Measurement	Dates of sampling (mo./yr.)	AL Violation Y/N	90th Percentile Result	No. of sampling sites exceeding the AL	MCLG	AL (Action Level)	Likely Source of Contamination
Copper (tap water) (ppm)	06/2023	N	0.06	0	1.3	1.3	Corrosion of household plumbing systems
Lead (tap water) (ppb)	06/2023	N	1.00	0	0	15	Corrosion of household plumbing systems

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. St. Lucie West Services District is responsible for providing high quality drinking water but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- (A) Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- (B) Inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- (C) Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- (D) Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.
- (E) Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

To ensure that tap water is safe to drink, the EPA prescribes regulations, which limit the amounts of certain contaminants in water provided by public water systems. The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1(800) 426-4791.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline 1 (800) 426-4791.

We at St. Lucie West Services District would like you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to the quality of your water. If you have any questions or concerns about the information provided, please feel free to call any of the numbers listed.

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

DM 5 Fiscal Year Ending 2025 Budget Workshop

Summary

For review and comments.

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, May 7, 2024

Item

DM 6 Other Items

Summary

Discussion/Update items:

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, May 7th, 2024

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:

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
Public Works Department
3/2024

<u>Division</u>	<u>Service Orders*</u>	<u>Work Orders**</u>
Aquatics	79	1
Exotic Plant Removal	53	0
Storm Water	40	58
Vac Truck	34	0
Dredge Barge	0	0
Video Ray	76	0
Shop	173	0
Grand Total	455	59

Aquatics Division:

Operations & Maintenance:

<u>Type</u>	<u>Service Orders</u>	<u>Work Orders</u>
Algae	40	0
Injection Treatments	0	0
Hydrilla Treatments	1	0
Midge Fly Treatments	0	0
Harvester Removal	0	0
Surface Plant Treatments	2	0
Wetland & Upland Treatments	7	0
Debris Removal	18	0
Miscellaneous	11	1

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	9	0
Lygodium Treatments	1	0
Exotic Vegetation Treatments	15	n/a
Tree Removals	0	0
Preserves Maintenance	0	n/a
Vine Management	3	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	56
Street Flooding	0	0
Grate Cleaning	5	0
Improved Landscaping & Mowing	5	n/a
Miscellaneous	30	2

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:

Type	Service Orders	Work Orders
Cleaning Out Pipes	21	n/a
Cleaning Out Structures	12	n/a
Miscellaneous	1	n/a

Scheduled Maintenance

- None

Other Information

- _____ 1575 Estimated Footage Cleaned
- 0
- none

Storm Water Division / Dredge Barge:

Operations & Maintenance:

Type	Service Orders	Work Orders
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:

Type	Service Orders	Work Orders
Viewing Pipes	75	n/a
Miscellaneous	1	n/a

Scheduled Maintenance

- None

Shop Division :

Operations & Maintenance:

Type	Service Orders	Work Orders
Vehicle Repair	34	n/a
Equipment Repair	68	n/a
Other Repair	71	n/a
Total Repairs	173	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, May 7, 2024

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		521			
Residential Accounts		6,305			
Total Plant Capacity Based on 3.6 MGD		14,400.00		ERC's (Factor 250 gpd)	
Water ERC's sold as of October 1st		12,346.00			
Current ERC(use) including the Reserve CDD		9,285.00		ERC's (MAX over 12 Months)	
The Reserve Commitment for 2023		0.00		ERC's	
Unsold Water ERC's as of October 1st		2,054.00			
Sold in FY 2024 (see water table below)		209.50		ERC's	
Total Unsold Capacity for Water		1,844.50			
Total Unused Capacity for Water		4,905.50			
WATER		RESIDENTIAL	COMMERCIAL	THE RESERVE	WATER FEES COLLECTED
ERC's sold in	Oct-23	0.0	13.3	0	\$ 34,591.35
ERC's sold in	Nov-23	0.0	0.0	0	-
ERC's sold in	Dec-23	0.0	12.5	0	\$ 32,437.50
ERC's sold in	Jan-24	0.0	0.0	0	-
ERC's sold in	Feb-24	0.0	23.9	0	\$ 62,020.50
ERC's sold in	Mar-24	0.0	159.8	0	\$ 359,509.65
ERC's sold in	Apr-24	0.0	0.0	0	-
ERC's sold in	May-24	0.0	0.0	0	-
ERC's sold in	Jun-24	0.0	0.0	0	-
ERC's sold in	Jul-24	0.0	0.0	0	-
ERC's sold in	Aug-24	0.0	0.0	0	-
ERC's sold in	Sep-24	0.0	0.0	0	-
Total Water ERC's sold for FY 2024		0.0	209.5	0	\$ 488,559.00
WASTEWATER					
Commercial Accounts		466			
Residential Accounts		6,304			
Total Plant Capacity Based on 2.60 MG/TMADF		10,400.00		ERC's (Factor 250 gpd) TMADF	
Wastewater ERC's sold as of October 1st		9,876.80			
Current ERC(use) including the Reserve CDD		6,447.00		ERC's (MAX over 12 Months)	
The Reserve Commitment for 2023		0.00		ERC's	
Unsold Wastewater ERC as of October 1st		523.20			
Sold in FY 2024 (see W.Water table below)		209.00		ERC's	
Total Unsold Capacity for Wastewater		314.20			
Total Unused Capacity for Wastewater		3,744.00			
WASTEWATER		RESIDENTIAL	COMMERCIAL	THE RESERVE	WASTEWATER FEES COLLECTED
ERC's sold in	Oct-23	0.0	12.8	0	\$ 25,660.00
ERC's sold in	Nov-23	0.0	0.0	0	-
ERC's sold in	Dec-23	0.0	12.5	0	\$ 25,000.00
ERC's sold in	Jan-24	0.0	0.0	0	-
ERC's sold in	Feb-24	0.0	23.9	0	\$ 47,800.00
ERC's sold in	Mar-24	0.0	159.8	0	\$ 319,540.00
ERC's sold in	Apr-24	0.0	0.0	0	-
ERC's sold in	May-24	0.0	0.0	0	-
ERC's sold in	Jun-24	0.0	0.0	0	-
ERC's sold in	Jul-24	0.0	0.0	0	-
ERC's sold in	Aug-24	0.0	0.0	0	-
ERC's sold in	Sep-24	0.0	0.0	0	-
Total Wastewater ERC's sold for FY 2024		0.0	209.0	0	\$ 418,000.00
New Connections in March:		159.80	ERC's		

St. Lucie West Services District Monthly Utilities Operations Report

March-24

Water Treatment Facility

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

64.64	MG
735.02	MG
2.09	MG
2.01	MG
2.04	MG
57.9%	
81.7%	

Water Treatment Plant Projects for March:

- Evaluation for Future Capacity Needs Ongoing
- New Injection Well FDEP Permitting Design Engineering Ongoing
- Bond Validation Process Began

Wastewater Treatment Facility

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

45.64	MG
47.24	MG
1.47	MG
1.52	MG
1.53	MG
1.49	MG
57.0%	

Wastewater Treatment Plant Projects for March:

- Remove floating sunshade balls out of chlorine contact tank #2.
- Install New 20" Influent Gate Valve for Filter #1.



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

Month/Year: March-2024

Count	Description
57	New Service/Connect/Disconnect/occupant change
1	Install Permanent Meter
1	Remove Permanent Meter
2	Install Temporary Meter
3	Remove Temporary Meter
0	Lock off/Close Account
4	Lock off Non-payment office
1	Lock Off Temporary
47	Lock Off Non-Payment
14	Reconnection "No Fee"
18	Reconnection "Regular Hours"
3	Reconnection "After Hours"
1	Reconnection "Inspection"
54	Check for Leak "No Leak Found"
32	Check for Leak "Customers Responsibility"
12	Check for Leak "Districts Responsibility"
0	Meter Reading Exception
0	Meter Maintenance
3	Read Meter pull Data Office Request
20	Meter Box
0	Meter Test "Passed"
0	Complaints "UGU Irrigation"
0	Meter Test not completed location vacant - reason for no usage
7	Meter Change Out
0	Fire Hydrant
30	Irrigation "Checking for Leaks and Turning on Or Shutting Off Valves"
11	Sewer "Backups, Sewer Caps, or Breaks"
0	Lift station "District"
14	Read Meter Office Request
52	Locates "Water Quality, Pressure, etc..."
15	Complaints "Water Quality, Pressure, etc..."
22	Follow up "Incomplete Task by District or Contractor from Previous Service Orders"
1	Read Meter pull Data Customer Request
0	Lift station /Private
0	Meter Test 1st Customer Request
3	Lockoff failed Arr
0	Irrigation Measurement
132	Service Action
0	Miscellaneous
16	Liftstations Cleaned with Aquatech (35,28,29,7,31,52,53,39,41,30,32,27,44,12,24,51)

UGU CONSTRUCTION CREW PROJECTS:

- (5) ASPHALT REPAIRS- (1) Lake Charles, (1) Kings Isle, (3) Country Club Estates
- (1) PAVER DRIVEWAY REPAIR- Lake Forest
- (1) 20" GATE VALVE REPLACEMENT- SLWSD WWTF
- (1) 12" PVC AIR HEADER REPAIR- SLWSD WWTF
- (1) 12" CONCENTRATE LINE REPAIR- SLWSD WTP
- (2) CONCRETE SIDEWALK REPAIRS- (1) Kings Isle, (1) Cascades
- (1) LIFT STATION VALVES REPAIRS- Lift Station #10

IRRIGATION MONTHLY REPORT-MARCH 2024

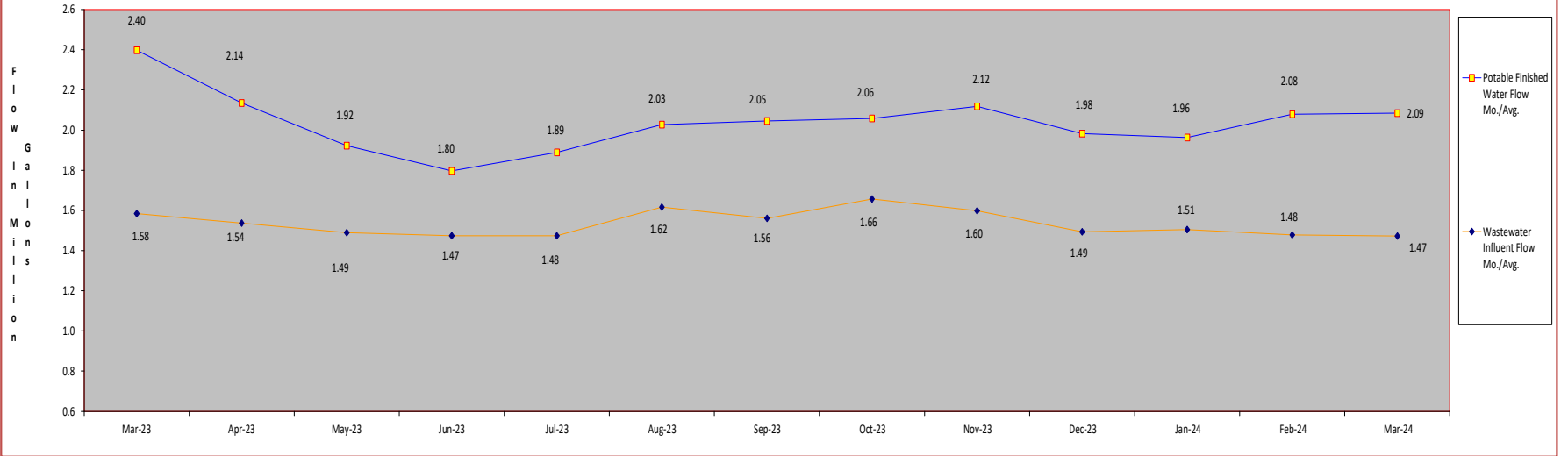
SERVICE ORDERS	
<u>S/O DESCRIPTION</u>	<u>TOTAL</u>
* CHECK FOR LEAK & OPERATE VALVES	30
ACREAGE MEASUREMENT	0
COMPLAINTS	5
TIMER CHANGE REQUEST	1
ADDITIONAL TIME REQUEST NEW PLANTINGS	1
* Also reported un UGU MOR	

IRRIGATION FLOWS			
<u>SOURCE</u>	<u>TOTAL (MG)</u>	<u>ADF (MG)</u>	<u>MAX DAY (MG)</u>
LK CHARLES	0.000	0.000	0.000
LK ERNIE	27.924	0.901	2.314
MAIN PUMP STATION	48.660	1.570	1.570
STORM WATER TRANSFER	4.082	0.132	1.144
SURFICIAL WELLS	0.000	0.000	0.000
BRACKISH WELLS	0.746	0.024	0.048
GOLF COURSE	4.675	0.151	0.322

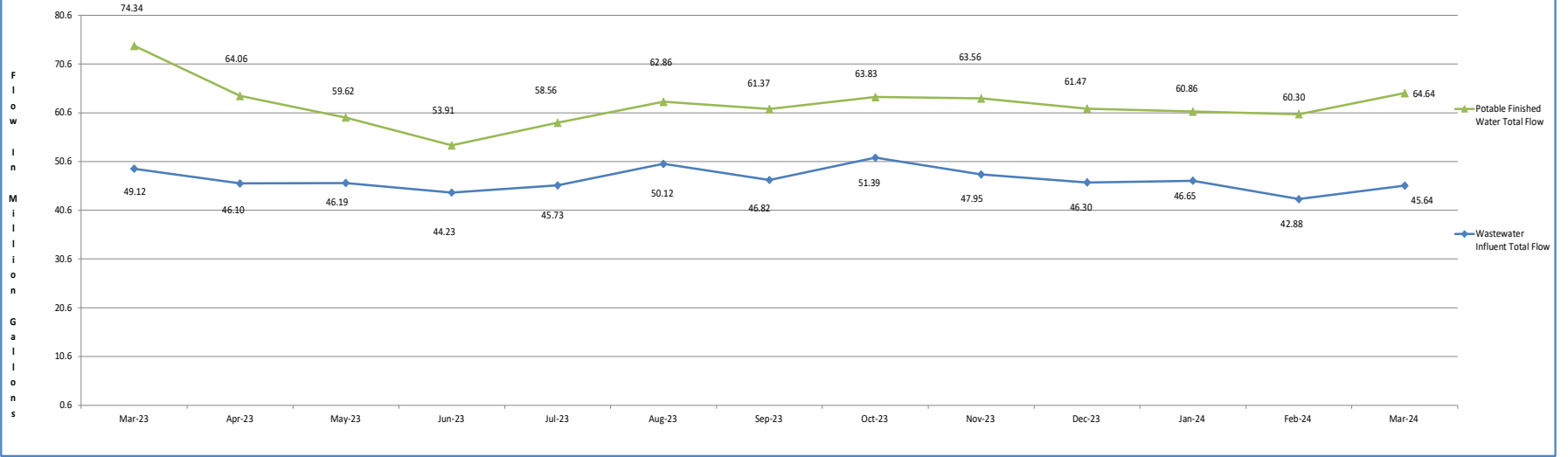
FLOWS (CATEGORIZED)			
	<u>TOTAL (MG)</u>	<u>%</u>	<u>MAX DAY (MG)</u>
REUSE	47.235	59.61%	1.623
STORMWATER	32.006	40.39%	
WELLS (ALL)	0.746	0.94%	
TOTAL	79.241	100.94%	

PROJECTS			
District wide Irrigation timeclock inspection/corection is underway.			

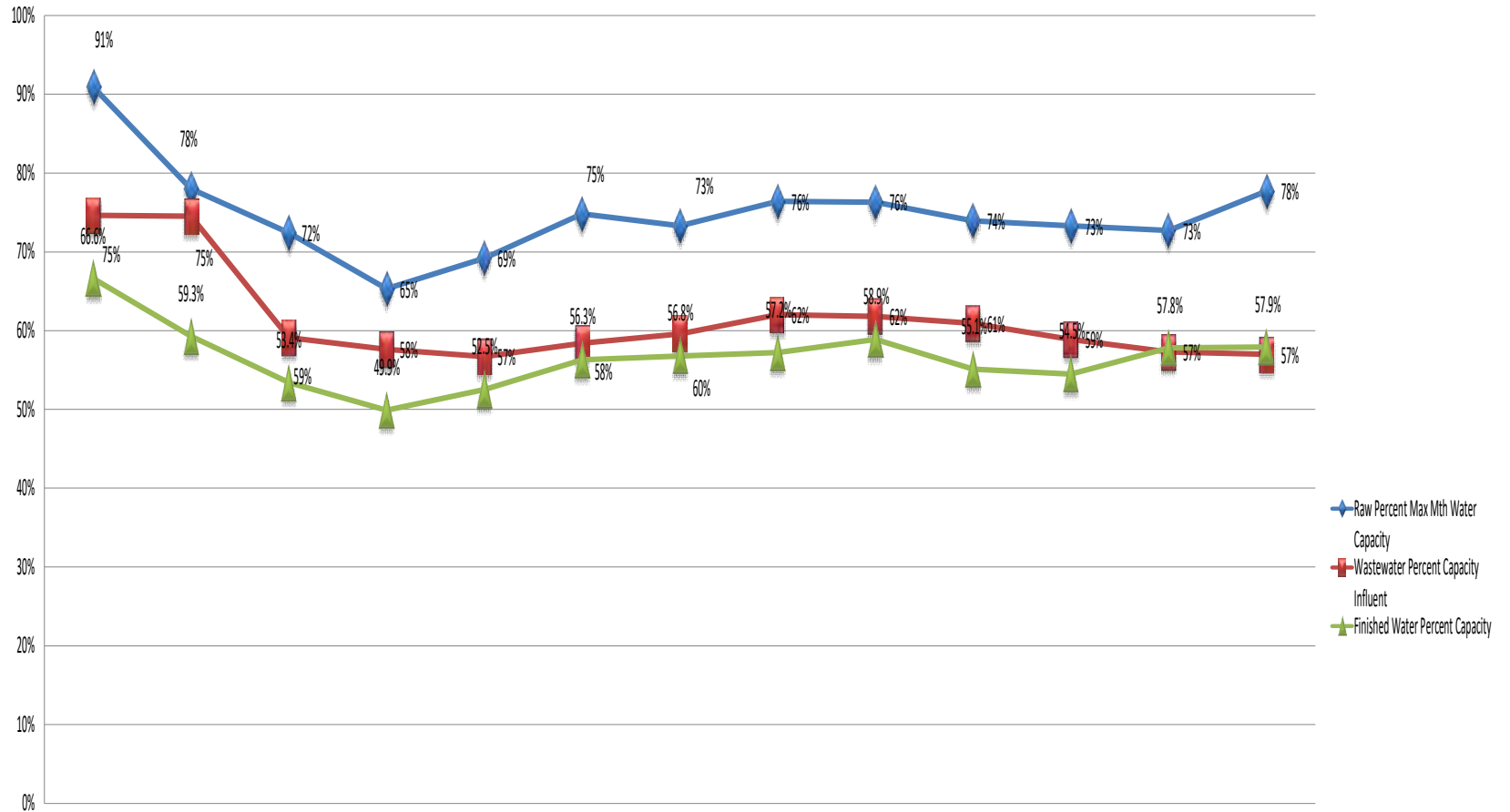
St. Lucie West Services District Water & Wastewater Average Daily Flows



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

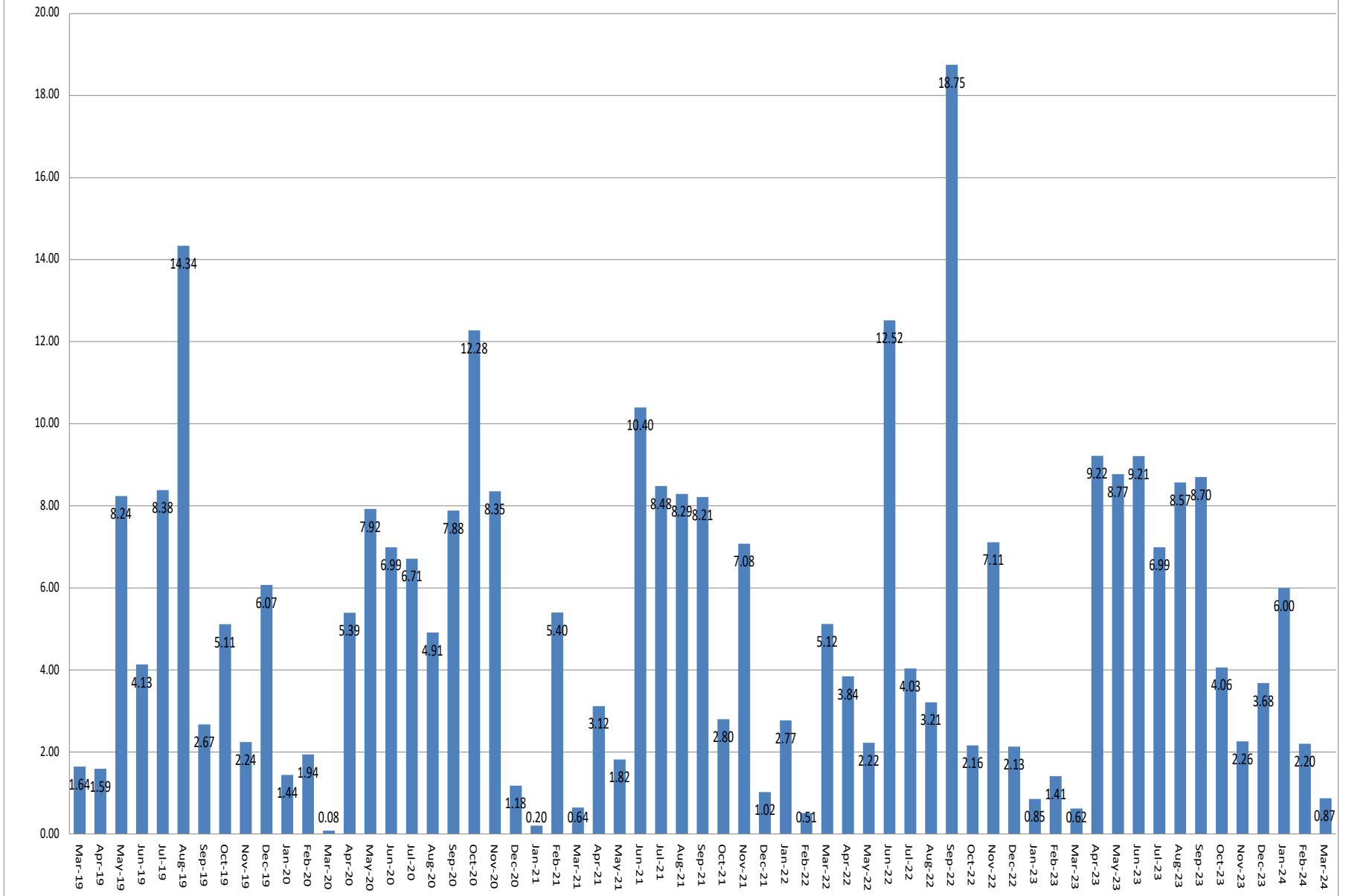


St. Lucie West Services District Water and Wastewater Percent Capacity



	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Raw Percent Max Mth Water Capacity	91%	78%	72%	65%	69%	75%	73%	76%	76%	74%	73%	73%	78%
Wastewater Percent Capacity Influent	75%	75%	59%	58%	57%	58%	60%	62%	62%	61%	59%	57%	57%
Finished Water Percent Capacity	66.6%	59.3%	53.4%	49.9%	52.5%	56.3%	56.8%	57.2%	58.9%	55.1%	54.5%	57.8%	57.9%

St. Lucie West Services District Monthly Rainfall



St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

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.

- SW064 AMI Potable Water Meter Project Ongoing
- SW076 Clearwell Transfer Pump Expansion Pending WTP Expansion Determination
- SW081 WTP Calcite Project Pending WTP Expansion Determination
- SW092 Phase II Repaving Utility Site in Bid Phase
- SW098 WTP Expansion Injection Well #2 in Design and Permitting Phase

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 2024 Budget	Ongoing % Compl.	FY % Completion	Project	Oct-2023	Nov-2023	Dec-2023	Jan-2024	Feb-2024	Mar-2024	Apr-2024	May-2024	Jun-2024	Jul-2024	Aug-2024	Sep-2024		
WM001		BH/GR		257,379	71,716	185,663		28%	Stormwater Emergency Repairs														
SW001		JM/TB		215,833	161,000	54,833		75%	Lift Station renewal & replacement														
SW037		JM/TB		324,400	156,427	167,973		48%	Emergency Renewal and Replacement Projects														
SW047		JM/TB		33,660	30,528	3,132		91%	Structural Repairs Manholes														
SW048		JM/TB		10,000	-	10,000		0%	Security Camera Upgrades														
SW049		JM/TB		29,700	11,722	17,978		39%	Protective Coating Manholes														
SW064		JM/TB		500,000	372,000	128,000	15%	74%	Replacement Meters														
SW066		JM/TB		100,000	-	100,000		0%	WWTF Painting & Sealing of Tanks														
SW069		JM/TB		500,000	-	500,000	10%	0%	Reuse Irrigation Pump Station Improvements														
SW076		JM/TB		200,000	-	200,000		0%	Cleanwell Transfer Pump Expansion														
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														
SW084		JM/TB		5,000	-	5,000		0%	UGU Potable Water Flushing Devices														
SW085		JM/TB		9,450	-	9,450		0%	Emergency (Assoc. Irr.) R&R Projects														
SW087	ISI	JM/TB		30,000	-	30,000		0%	Irrigation SCADA Conversion														
SW091		JM/TB		5,000	-	5,000		0%	IRR Potable Water Flushing Devices														
SW092	ISS	JM/TB		350,000	-	350,000	5%	0%	Repaving Utility Site														
SW098	ISS	JM/TB		183,000	160,000	23,000	10%	87%	WTP Expansion														
Total				\$ 2,928,422	963,393	1,965,029																	

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 COMPLETE	18	18	18	18	18	18																
PROJECTS IN DESIGN PHASE	9	8	8	8	8	8																
PROJECTS IN BID PHASE	0	1	1	1	1	1																
PROJECTS IN CONSTRUCTION PHASE	0	0	0	0	0	0																
PROJECTS COMPLETED	0	0	0	0	0	0																
ONGOING CAPITAL R&R PROJECTS	9	9	9	9	9	9																

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.

SW064	AMI METER PROJECT	PROJECT TOTAL DURATION=ONGOING					10/2022	11/2022	12/2022	01/2023	02/2023	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023	01/2024	02/2024	03/2024	04/2024	05/2024	06/2024	07/2024	08/2024	09/2024	10/2024	11/2024	
COMPANY	TASK	START DATE	END DATE	DURATION	STATUS																												
KAMSTRUP	NEGOTIATE REPLACEMENT COST	10/1/2022	10/31/2022	30	Completed		█																										
SLWSD	PROJECT AWARD/PURCHASE ORDER	11/8/2022	11/11/2022	3	Completed		█																										
KAMSTRUP	PROJECT DELAY DUE TO KAMSTRUP PERSONNEL CHANGE	11/11/2022	5/10/2023	180	Completed			█	█	█	█	█	█	█																			
SLWSD/KAMSTRUP	PROJECT CORRESPONDENCE AND CONFIRMATION	5/10/2023	7/17/2023	68	Completed					█	█	█	█	█	█																		
SLWSD/KAMSTRUP	PROJECT KICKOFF MEETING	7/18/2023	7/20/2023	2	Completed										█																		
KAMSTRUP	FCC LICENSE APPROVAL	7/18/2023	8/17/2023	30	Completed										█																		
KAMSTRUP	METER/COLLECTOR CONFIGURATION	8/17/2023	8/27/2023	10	Completed										█																		
KAMSTRUP	METER/COLLECTOR TESTING FAILED- DELAYED	8/27/2023	9/22/2023	26	Completed										█																		
KAMSTRUP	SHIPPED COLLECTOR AND CONFIRMED TESTING	9/22/2023	9/29/2023	7	Completed										█																		
WATER WERKS INC	COLLECTOR RECEPTION AND SIGNAL TESTING	9/29/2023	10/5/2023	6	Completed										█																		
L&A/WATER WERKS	ONSITE COLLECTOR INSTALLATION	10/5/2023	10/11/2023	6	Completed										█																		
KAMSTRUP	FIRST BATCH METER SHIPMENT	10/17/2023	10/22/2023	5	Completed										█																		
KAMSTRUP	SECOND BATCH METER SHIPMENT	10/27/2023	12/27/2023	61	Completed										█	█	█	█	█	█	█												
SLWSD/HST	STAFF METER INSTALLATION PERIOD	11/6/2023	11/5/2024	365	Pending																												
SLWSD	CUSTOMER PORTAL INTERFACE IMPLEMENTATION	10/1/2024	11/30/2024	60	Pending																												
SLWSD	CUSTOMER PORTAL PUBLIC MEETINGS	10/1/2024	11/30/2024	60	Pending																												



CRITICAL PATH : No Critical Path for this Project

SW098	WTP EXPANSION-INJ WELL #2	PROJECT TOTAL DURATION= ONGOING																																					
COMPANY	TASK	START DATE	END DATE	DURATION	STATUS	08/2023	09/2023	10/2023	11/2023	12/2023	01/2024	02/2024	03/2024	04/2024	05/2024	06/2024	07/2024	08/2024	09/2024	10/2024	11/2024	12/2024	01/2025	02/2025	03/2025	04/2025	05/2025	06/2025	07/2025	08/2025	09/2025	10/2025	11/2025	12/2025	01/2026	02/2026	03/2026		
						SLWSD	DESIGN AWARD/PURCHASE ORDER ISSUANCE	8/30/2023	9/1/2023	2	Completed	█																											
HYDRODESIGNS	DESIGN ENGINEERING/FDEP PERMIT APP SUBMITTAL	9/1/2023	3/24/2024	205	Completed	█	█	█	█	█	█	█	█																										
FDEP	INJ WELL PERMIT ISSUANCE PROCEDURE	3/24/2024	6/22/2024	90	Pending								█	█	█																								
SLWSD	ACQUIRE FUNDING	3/27/2024	9/3/2024	160	Pending								█	█	█	█	█																						
ISS	DESIGN INJ WELL #2 SYSTEM CONNECTION	6/1/2024	10/29/2024	150	Pending									█	█	█	█	█																					
SLWSD	PROJECT BIDDING	10/1/2024	11/30/2024	60	Pending														█	█																			
SLWSD	PROJECT AWARD/PURCHASE ORDER ISSUANCE	12/3/2024	1/7/2025	35	Pending															█	█																		
CONTRACTOR/TBD	WELL DRILLING PROCESS	2/1/2025	11/28/2025	300	Pending																█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	█	
CONTRACTOR/TBD	PIPING/SLAB WORK	7/17/2025	11/28/2025	134	Pending																																		
HYDRODESIGNS	WELL TESTING	11/28/2025	12/28/2025	30	Pending																																		
SLWSD	PROJECT CLOSE OUT	12/28/2025	3/28/2026	90	Pending																																		

➡ CRITICAL PATH : No Critical Path for this Project

St. Lucie West Services District

Board Agenda Item
Tuesday May 7, 2024

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	40,013,610	Gallons
Sewer	38,741,790	Gallons
Sewer BOD	8.07	Gallons
Sewer TSS	1.07	Gallons

2. Amount Billed

Total Water	\$302,438.20
Total Sewer	\$350,836.71
Total Irrigation	\$167,125.40

3. Billing

Total Water	6,824
Total Sewer	6,770
Total Irrigation	6,451



Month/Year Mar - 2024

Monthly Deposited Daily Form

Date	WSI Total Deposit /Daily	Misc. Total Deposit/Daily	Date	WSI Total Deposit /Daily	Misc. Total Deposit/Daily
Mon _____	\$ _____ -	\$ _____ -	Mon <u>3/18/2024</u>	\$ <u>4,442.73</u>	\$ _____ -
Tues _____	\$ _____ -	\$ _____ -	Tues <u>3/19/2024</u>	\$ <u>14,696.59</u>	\$ _____ -
Wed _____	\$ _____ -	\$ _____ -	Wed <u>3/20/2024</u>	\$ <u>10,123.68</u>	\$ _____ -
Thur _____	\$ _____ -	\$ _____ -	Thur <u>3/21/2024</u>	\$ <u>12,312.41</u>	\$ _____ -
Fri <u>3/1/2024</u>	\$ <u>48,261.65</u>	\$ _____ -	Fri <u>3/22/2024</u>	\$ <u>11,505.61</u>	\$ _____ -
Total - Week	\$ 48,261.65	\$ -	Total - Week	\$ 53,081.02	\$ -
Mon <u>3/4/2024</u>	\$ <u>67,651.84</u>	\$ _____ -	Mon <u>3/25/2024</u>	\$ <u>73,876.45</u>	\$ _____ -
Tues <u>3/5/2024</u>	\$ <u>494,688.49</u>	\$ _____ -	Tues <u>3/26/2024</u>	\$ <u>29,876.02</u>	\$ <u>100.00</u>
Wed <u>3/6/2024</u>	\$ <u>44,224.78</u>	\$ _____ -	Wed <u>3/27/2024</u>	\$ <u>44,607.43</u>	\$ _____ -
Thur <u>3/7/2024</u>	\$ <u>292,302.28</u>	\$ _____ -	Thur <u>3/28/2024</u>	\$ <u>228,108.51</u>	\$ _____ -
Fri <u>3/8/2024</u>	\$ <u>17,507.82</u>	\$ _____ -	Fri <u>3/29/2024</u>	\$ <u>36,466.18</u>	\$ <u>300.00</u>
Total - Week	\$ 916,375.21	\$ -	Total - Week	\$ 412,934.59	\$ 400.00
Mon <u>3/11/2024</u>	\$ <u>41,327.10</u>	\$ _____ -			
Tues <u>3/12/2024</u>	\$ <u>2,722.33</u>	\$ <u>1,907.11</u>			
Wed <u>3/13/2024</u>	\$ <u>3,138.18</u>	\$ _____ -			
Thur <u>3/14/2024</u>	\$ <u>5,983.02</u>	\$ _____ -			
Fri <u>3/15/2024</u>	\$ <u>3,491.04</u>	\$ _____ -			
Total - Week	\$ 56,661.67	\$ 1,907.11			
Total Month Receivables				WSI \$ 1,487,314.14	MISC \$ 2,307.11

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

REPORT # 1 ACTIVE COMPANY

MONTH END SUMMARY

3/1/2024 - 3/31/2024

		<u>TOTAL BILL</u>				<u>BALANCE TOTALS</u>	
<u>GENERAL LEDGER</u>		<u>COUNT</u>	<u>BILLED AMOUNT</u>	<u>BEGINNING BALANCE AS OF</u>		<u>3/1/2024</u>	
<u>CHARGES</u>	<u>DESCRIPTION</u>			<u>TOTAL BEGINNING BAL.</u>	\$	\$	534,513.40
	<u>BASE CHARGES</u>						
5-04109	IRRIGATION BASE	6449	\$ 166,379.48		\$		700,892.88
5-04107	SEWER BASE	6770	\$ 186,172.25		\$		887,065.13
5-04106	WATER BASE	6826	\$ 149,585.62		\$		1,036,650.75
	DISPENSED/TANKER TRUCK						
5-04046	WATER BASE	21	\$ 1,931.23		\$		1,038,581.98
5-04014	WHOLESALE WATER BASE	0	\$ -		\$		1,038,581.98
	TOTAL CHARGE		\$ 504,068.58				
	<u>CONSUMPTION CHARGES</u>						
				<u>CONSUMPTION BY GALLONS</u>			
5-04009	IRRIGATION		\$ 745.92		\$		1,039,327.90
5-04007	SEWER		\$ 164,660.99		\$		1,203,988.89
5-04007	SEWER-BOD EXCESS		\$ 3.07		\$		1,203,991.96
5-04007	SEWER-TSS EXCESS		\$ 0.40		\$		1,203,992.36
5-04006	WATER		\$ 152,852.58		\$		1,356,844.94
	<u>AVERAGE DAYS</u>			<u>28.90</u>			
5-04046	TANKER TRUCK WATER		\$ 137.83		\$		1,356,982.77
5-04014	WHOLESALE WATER		\$ -		\$		1,356,982.77
5-04021	WHOLESALE WASTEWATER		\$ -		\$		1,356,982.77
	TOTAL CHARGE		\$ 318,400.79				
	<u>DEPOSIT CHARGE</u>		\$ -				
	<u>TOTAL CHARGES</u>				\$		1,356,982.77
	IRRIGATION CHARGE		\$ 167,125.40				
	SEWER CHARGE		\$ 350,836.71				
	WATER CHARGE		\$ 304,507.26				
	TOTAL CHARGE		\$ 822,469.37				
<u>ADJUSTMENTS</u>	<u>DESCRIPTION</u>			<u>REVENUE</u>	<u>WRITE OFF</u>		
	TOTAL REVENUE CHANGES			\$ (1,270.19)		\$	1,355,712.58
	TOTAL WRITE OFFS				\$ -	\$	1,355,712.58
<u>PENALTY CHARGES</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>				
5-04010	TOTAL PENALTY		\$ 8,711.84			\$	1,364,424.42
<u>MISCELLANEOUS CHARGES</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>				
5-04012	TOTAL MISCELLANEOUS		\$ 225.00			\$	1,364,649.42
5-04047	BACK FLOW CHARGES		\$ -				
5-04047	BACK FLOW OPT OUT CHARGES		\$ -				
<u>METER SET FEES</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>				
5-04018	METER FEE		\$ 25.00				
5-04012	INITIAL CONNECTION METER FEE		\$ 600.00				
	TOTAL METER FEES		\$ 625.00			\$	1,365,274.42
<u>IMPACT FEES</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>				
5-04033	WATER IMPACT (AFPI)		\$ 93,961.57			\$	1,459,235.99
5-04035	SEWER IMPACT (AFPI)		\$ 89,224.66			\$	1,548,460.65
	TOTAL IMPACT (AFPI)		\$ 183,186.23				

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

REPORT # 2 ACTIVE COMPANY

MONTH END SUMMARY

3/1/2024 - 3/31/2024

GENERAL LEDGER

BALANCE TOTALS
CONTINUED BALANCE REF. REPORT # 1

<u>PAYMENTS</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>		\$	1,548,460.65
5-01025	DISPENSED WATER/TANKER TRUCK	\$ 438.41		\$	1,548,022.24
5-01025	IRRIGATION	\$ 156,374.12		\$	1,391,648.12
5-01025	PENALTY	\$ 8,755.54		\$	1,382,892.58
5-01025	SEWER BASE	\$ 172,517.13		\$	1,210,375.45
5-01025	SEWER CONSUMPTION	\$ 155,380.40		\$	1,054,995.05
5-01025	WATER BASE	\$ 139,184.69		\$	915,810.36
5-01025	WATER CONSUMPTION	\$ 142,783.31		\$	773,027.05
5-01025	MISCELLANEOUS	\$ 762.08		\$	772,264.97
5-04047	BACK FLOW CHARGES	\$ -		\$	772,264.97
5-04047	BACK FLOW OPT OUT CHARGES	\$ -		\$	772,264.97
5-01025	BOD EXCESS CONSUMPTION	\$ 3.07		\$	772,261.90
5-01025	TSS EXCESS CONUMPTION	\$ 0.40		\$	772,261.50
	CREDIT BALANCE CHANGE	\$ 22,658.12		\$	749,603.38
		\$ -		\$	
		\$ -		\$	
	SUBTOTAL	\$ 798,857.27		\$	749,603.38
5-04014	WHOLESALE WATER	\$ -		\$	749,603.38
5-04021	WHOLESALE WASTEWATER	\$ -		\$	749,603.38
5-04033	WATER IMPACT (AFPI)	\$ 93,961.57		\$	655,641.81
5-04035	SEWER IMPACT (AFPI)	\$ 89,224.66		\$	566,417.15
5-04018	METER FEE	\$ 25.00		\$	566,392.15
5-04012	INITIAL CONNECTION METER FEE	\$ 600.00		\$	565,792.15
	TOTAL PAYMENTS	\$ 982,668.50		\$	565,792.15
<u>REVERSE PAYMENTS</u>	<u>DESCRIPTION</u>				
5-01025	POSTING ERRORS	\$ -			
	REVERSE PAYMENT/BAL TRANSFER	\$ 517.78			
	RETURN PAYMENTS	\$ 1,871.67			
	TOTAL	\$ 2,389.45		\$	568,181.60
<u>REVERSE PENALTIES</u>	<u>DESCRIPTION</u>				
5-01025	REVERSE PENALTIES	\$ (110.05)		\$	568,071.55
<u>BILL ADJUSTMENT</u>	<u>DESCRIPTION</u>				
5-01025	BILL - VOID/ADJUSTMENT/REVERSAL	\$ -		\$	568,071.55
<u>DEPOSIT REFUNDS</u>	<u>DESCRIPTION</u>				
	DEPOSIT REFUNDS	\$ (13,550.00)		\$	554,521.55
<u>REVERSE DEPOSIT</u>	<u>DESCRIPTION</u>				
	REVERSE DEPOSIT	\$ -		\$	554,521.55

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

REPORT # 2 ACTIVE COMPANY

MONTH END SUMMARY

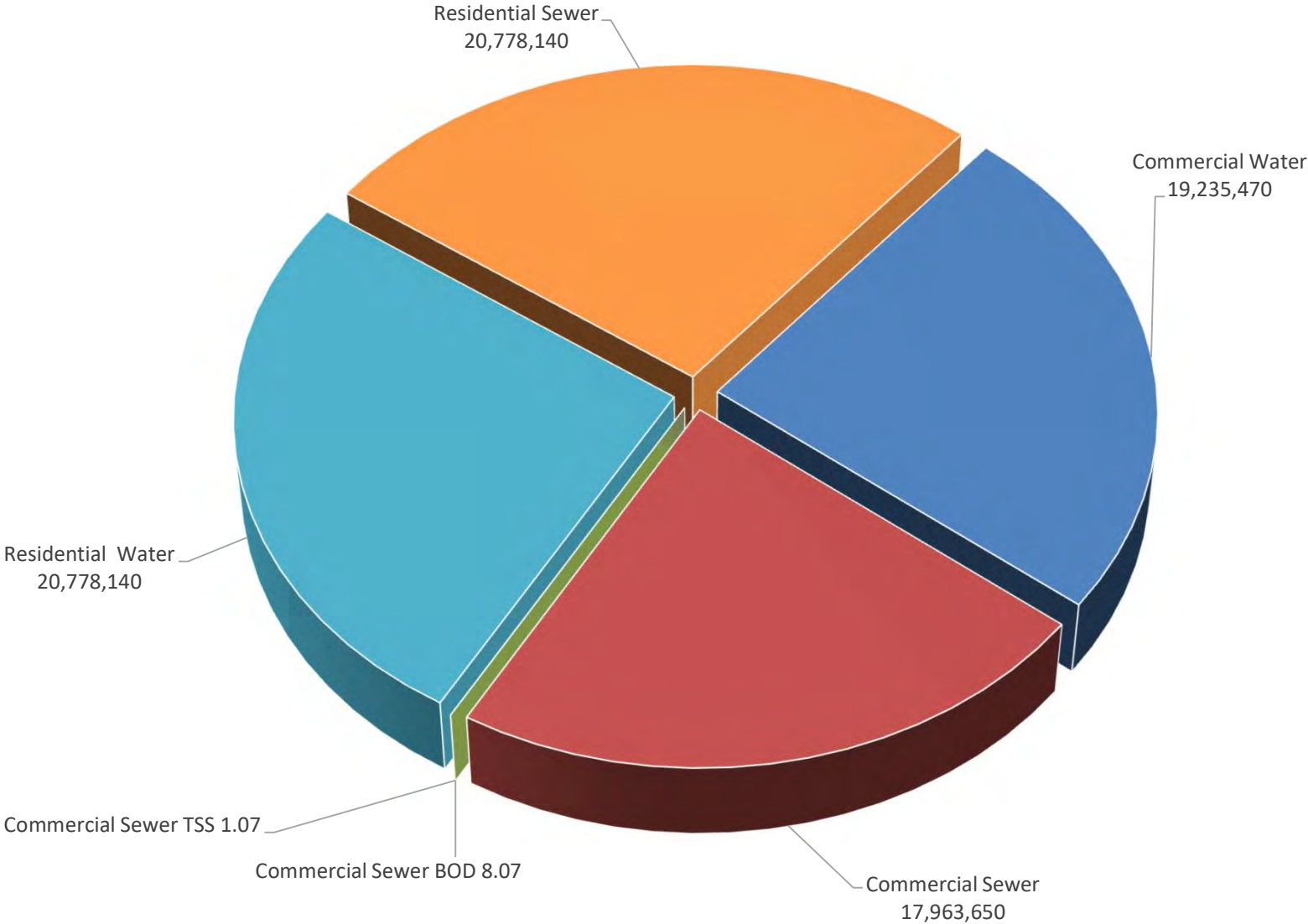
3/1/2024 - 3/31/2024

<u>REFUNDS</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>AMOUNT</u>		
	TOTAL REFUND CHECKS	9	\$ 2,597.32		\$ 557,118.87
<u>TRANSFER BALANCE</u>	<u>DESCRIPTION</u>		<u>NET AMOUNT</u>		
	RECEIVABLES ADJUSTED		\$ (460.95)		\$ 556,657.92
	RECEIVABLES RE-APPLIED		\$ 460.95		\$ 557,118.87
<u>DEPOSIT ACTIVITY</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>		
	BEGINNING DEPOSIT BALANCE		\$ 210,100.00		
	BILLED DEPOSITS		\$ -		
5-02030	NEW DEPOSITS		\$ 9,600.00		
	REFUNDS		\$ (13,550.00)		
	REVERSE REFUNDS		\$ -		
	REVERSE DEPOSITS		\$ -		
	TOTAL DEPOSIT ENDING BALANCE		\$ 206,150.00		
				ENDING BALANCE AS OF	
				3/31/2024	
				\$ 557,118.87	
				unpaid Reserve invoice	\$ -
				Total Ending Balance	\$ 557,118.87
<u>MISC. PAYMENTS</u>	<u>DESCRIPTION</u>				
	MISCELLANEOUS PAYMENTS RECEIVED		\$ 2,307.11		

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
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
January 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	\$ 474,951.08	\$ 5,673.58	\$ 987.18	\$ 712.85	\$ 13,410.96	\$ 495,735.65
June 2023	\$ 446,766.98	\$ 2,420.76	\$ 1,781.79	\$ 840.74	\$ 14,098.81	\$ 465,909.08
July 2023	\$ 460,568.90	\$ 2,635.66	\$ 783.29	\$ 749.43	\$ 8,313.23	\$ 473,050.51
August 2023	\$ 448,932.40	\$ 4,317.86	\$ 861.39	\$ 590.41	\$ 7,071.97	\$ 461,774.03
September 2023	\$ 459,827.82	\$ 2,615.12	\$ 693.88	\$ 402.56	\$ 5,675.49	\$ 469,214.87
October 2023	\$ 528,339.07	\$ 1,074.96	\$ 922.70	\$ 484.63	\$ 5,667.46	\$ 536,488.82
November 2023	\$ 521,901.25	\$ 6,882.22	\$ 758.97	\$ 429.91	\$ 4,488.03	\$ 534,460.38
December 2023	\$ 630,607.26	\$ 9,595.79	\$ 701.04	\$ 455.59	\$ 4,848.81	\$ 646,208.49
January 2024	\$ 477,568.71	\$ 3,294.78	\$ 1,262.04	\$ 457.47	\$ 4,980.63	\$ 487,563.63
February 2024	\$ 522,990.19	\$ 3,882.76	\$ 1,713.38	\$ 626.02	\$ 5,301.05	\$ 534,513.40
March 2024	\$ 547,751.06	\$ 1,843.03	\$ 1,071.99	\$ 525.72	\$ 5,927.07	\$ 557,118.87
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Actual Consumption March 2024



<u>CONSUMPTION BY GALLONS</u>	
<u>Commercial:</u>	
Water	19,235,470
Sewer	17,963,650
Sewer- BOD	8.07
Sewer- TSS	1.07
<u>Single:</u>	
Water	18,070,120
Sewer	18,070,120
<u>Multi:</u>	
Water	2,708,020
Sewer	2,708,020
<u>AMOUNT BILLED/TOTAL CHARGES:</u>	
<u>Commercial:</u>	
Water	\$116,304.00
Sewer	\$129,028.76
IQ	\$47,493.65
<u>TOTAL:</u>	\$292,826.41
<u>Single:</u>	
Water	\$156,962.52
Sewer	\$186,752.91
IQ	\$105,170.14
<u>TOTAL:</u>	\$448,885.57
<u>Multi:</u>	
Water	\$29,171.68
Sewer	\$35,055.04
IQ	\$14,461.61
<u>TOTAL:</u>	\$78,688.33
<u>TOTAL BILL COUNT</u>	
<u>Commercial:</u>	
Water	521
Sewer	466
IQ	245
<u>Single:</u>	
Water	5,187
Sewer	5,188
IQ	5,189
<u>Multi:</u>	
Water	1,116
Sewer	1,116
IQ	1,017

<u>CONSUMPTION</u>	
Water	40,013,610
Sewer	38,741,790
Sewer- BOD	8.07
Sewer- TSS	1.07
<u>AMOUNT BILLED</u>	
Water	\$302,438.20
Sewer	\$350,836.71
IQ	\$167,125.40
<u>BILLS</u>	
Water	6,824
Sewer	6,770
IQ	6,451

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

CA 5 Financial Statements for March 31, 2024

Summary

Attached for your review are the Financial Reports for the period ending March 31, 2024.

- 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:
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St Lucie West Service District (General Fund)
Income Statement Budget vs. Actual
March 2024

	<u>Oct 23-Mar 24</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
1-04000 · GF SLWSD GENERAL FUND REVENUE	3,248,332.06	3,011,052.20	237,279.86	107.88%	3,659,208.00
Total Income	<u>3,248,332.06</u>	<u>3,011,052.20</u>	<u>237,279.86</u>	<u>107.88%</u>	<u>3,659,208.00</u>
Gross Income	3,248,332.06	3,011,052.20	237,279.86	107.88%	3,659,208.00
Expense					
1-05000 · GF BOARD OF DIRECTORS	6,938.38	7,822.50	-884.12	88.7%	15,645.00
1-06000 · GF DISTRICT MANAGER	8,257.39	19,180.44	-10,923.05	43.05%	38,360.88
1-07000 · GF FINANCE	160,218.74	205,979.27	-45,760.53	77.78%	239,092.04
1-12000 · GF GRANT MANAGEMENT	0.00	718.50	-718.50	0.0%	1,437.00
1-13000 · GF CLERK TO THE BOARD	5,303.89	7,529.46	-2,225.57	70.44%	15,058.92
1-14000 · GF AQUATICS DIVISION-PERSNL	160,690.61	226,562.04	-65,871.43	70.93%	453,124.08
1-15000 · GF ADMINISTRATION DIV-PERSNL	524,630.13	574,885.98	-50,255.85	91.26%	1,149,771.96
1-16000 · GF STORM WATER MGMT-PERSNL	165,549.08	227,977.44	-62,428.36	72.62%	455,954.88
1-17000 · GF EXOTIC PLNT RMVL DIV-PERSNL	194,077.40	166,233.54	27,843.86	116.75%	332,467.08
1-18000 · GF SHOP OPERATIONS-PERSNL	37,128.51	45,953.46	-8,824.95	80.8%	91,906.92
1-19000 · GF GENERAL COUNSEL	10,441.00	15,631.02	-5,190.02	66.8%	31,262.04
1-23000 · GF SPECIAL COUNSEL	0.00	1,910.52	-1,910.52	0.0%	3,821.04
1-26000 · GF ENGINEERING	13,938.42	24,294.00	-10,355.58	57.37%	48,588.00
1-29000 · GF POLLUTION CONTROL	0.00	1,333.98	-1,333.98	0.0%	2,667.96
1-31000 · GF AQUATICS DIVISION-OPERATING	83,396.43	122,252.52	-38,856.09	68.22%	202,505.04
1-33000 · GF ADMINISTRATION DIV-OPERATING	90,930.70	120,786.54	-29,855.84	75.28%	241,573.08
1-34000 · GF STORM WATER MGMT-OPERATING	105,553.52	105,997.52	-444.00	99.58%	206,995.04
1-35000 · GF EXOTIC PLANT RMVL-OPERATING	107,282.70	117,952.06	-10,669.36	90.95%	150,904.12
1-36000 · GF SHOP OPERATIONS-OPERATING	15,013.25	19,739.50	-4,726.25	76.06%	35,479.00
1-46000 · GF RENEWAL & REPLACEMENT	82,748.95	128,689.50	-45,940.55	64.3%	257,379.00
Total Expense	<u>1,772,099.10</u>	<u>2,141,429.79</u>	<u>-369,330.69</u>	<u>82.75%</u>	<u>3,973,993.08</u>
Net Ordinary Income	<u>1,476,232.96</u>	<u>869,622.41</u>	<u>606,610.55</u>	<u>169.76%</u>	<u>-314,785.08</u>
Net Income	<u>1,476,232.96</u>	<u>869,622.41</u>	<u>606,610.55</u>	<u>169.76%</u>	<u>-314,785.08</u>

St Lucie West Service District (WMB DS)
Income Statement Budget vs. Actual
 March 2024

	<u>Oct 23 - Mar 24</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
2-04000 · WB WTR MGMT BEN SRS 1999A REV	2,198,303.74	1,973,379.88	224,923.86	111.4%	2,613,077.96
2-07000 · DS WMB OTHER INCOME	0.00	0.00	0.00	0.0%	0.00
Total Income	<u>2,198,303.74</u>	<u>1,973,379.88</u>	<u>224,923.86</u>	<u>111.4%</u>	<u>2,613,077.96</u>
Gross Income	2,198,303.74	1,973,379.88	224,923.86	111.4%	2,613,077.96
Expense					
2-05000 · WB WTR MGMT BEN SRS 1999A DS	306,646.68	277,313.98	29,332.70	110.58%	2,444,627.96
Total Expense	<u>306,646.68</u>	<u>277,313.98</u>	<u>29,332.70</u>	<u>110.58%</u>	<u>2,444,627.96</u>
Net Ordinary Income	<u>1,891,657.06</u>	<u>1,696,065.90</u>	<u>195,591.16</u>	<u>111.53%</u>	<u>168,450.00</u>
Net Income	<u>1,891,657.06</u>	<u>1,696,065.90</u>	<u>195,591.16</u>	<u>111.53%</u>	<u>168,450.00</u>

St Lucie West Service District (WMB CAP)
Income Statement Budget vs. Actual
 March 2024

	<u>Oct 23 - Mar 24</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
4-04000 · CP WMB CAP PROJECTS REVENUE	11,337.97				0.00
4-07000 · CP WMB OTHER INCOME	0.00	0.00	0.00	0.0%	0.00
Total Income	<u>11,337.97</u>	<u>0.00</u>	<u>11,337.97</u>	<u>100.0%</u>	<u>0.00</u>
Gross Income	11,337.97	0.00	11,337.97	100.0%	0.00
Expense					
4-06000 · CP WMB CAPITAL PROJECT EXPENSES	0.00	73,348.00	-73,348.00	0.0%	73,348.00
Total Expense	<u>0.00</u>	<u>73,348.00</u>	<u>-73,348.00</u>	<u>0.0%</u>	<u>73,348.00</u>
Net Ordinary Income	<u>11,337.97</u>	<u>-73,348.00</u>	<u>84,685.97</u>	<u>-15.46%</u>	<u>-73,348.00</u>
Net Income	<u>11,337.97</u>	<u>-73,348.00</u>	<u>84,685.97</u>	<u>-15.46%</u>	<u>-73,348.00</u>

St Lucie West Service District (Water & Sewer Fund)
Income Statement Budget vs. Actual
March 2024

	<u>Oct 23-Mar 24</u>	<u>Budget YTD</u>	<u>\$ +/- of Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
5-04000 · WS SLWSD WATER & SEWER REVENUE	4,869,137.81	4,388,305.62	480,832.19	110.96%	10,355,593.08
Total Income	<u>4,869,137.81</u>	<u>4,388,305.62</u>	<u>480,832.19</u>	<u>110.96%</u>	<u>10,355,593.08</u>
Gross Income	4,869,137.81	4,388,305.62	480,832.19	110.96%	10,355,593.08
Expense					
5-05000 · WS BOARD OF DIRECTORS	7,514.13	7,205.52	308.61	104.28%	14,411.04
5-06000 · WS DISTRICT MANAGER	386.07	13,840.02	-13,453.95	2.79%	27,680.04
5-07000 · WS FINANCE	370,091.25	387,606.25	-17,515.00	95.48%	455,503.00
5-09000 · WS PROPERTY CONTROL	25,744.79	18,400.02	7,344.77	139.92%	36,800.04
5-11000 · WS UTILITY RATE CONSULTANT	0.00	10,374.00	-10,374.00	0.0%	20,748.00
5-13000 · WS CLERK TO THE BOARD	8,302.16	9,982.02	-1,679.86	83.17%	19,964.04
5-14000 · WS ADMIN DVSN-PERSNL	608,256.88	683,606.52	-75,349.64	88.98%	1,367,213.04
5-15000 · WS WATER TRTMNT PLANT-PERSNL	229,218.23	252,751.50	-23,533.27	90.69%	505,503.00
5-16000 · WS WASTEWATER TRTMT PL-PERSNL	225,871.87	250,554.48	-24,682.61	90.15%	501,108.96
5-17000 · WS UNDERGROUND UTIL-PERSNL	421,181.23	457,797.48	-36,616.25	92.0%	915,594.96
5-18000 · WS IRRIGATION DIV-PERSNL	29,579.05	36,406.02	-6,826.97	81.25%	72,812.04
5-40000 · WS SHOP DIV - PERSNL	81,823.69	90,991.98	-9,168.29	89.92%	181,983.96
5-19000 · WS GENERAL COUNSEL	14,485.00	20,555.52	-6,070.52	70.47%	41,111.04
5-23000 · WS SPECIAL COUNSEL	0.00	4,383.48	-4,383.48	0.0%	8,766.96
5-26000 · WS ENGINEERING	0.00	49,369.50	-49,369.50	0.0%	98,739.00
5-27000 · WATER & SEWER DEBT SERVICE	0.00	0.00	0.00	0.0%	2,574,555.00
5-28000 · WS WATER & SEWER SERVICES	340,633.50	340,633.50	0.00	100.0%	681,267.00
5-29000 · WS ADMIN DIV-OPERATING	192,570.72	320,713.08	-128,142.36	60.05%	608,426.16
5-30000 · WS WATER TRTMNT PLANT-OPER	414,249.78	526,349.54	-112,099.76	78.7%	1,017,699.08
5-31000 · WS WASTEWATER TRTMT PL-OPER	291,375.28	321,941.04	-30,565.76	90.51%	643,882.08
5-32000 · WS UNDERGROUND UTIL-OPERATING	309,829.31	378,668.06	-68,838.75	81.82%	654,836.12
5-33000 · WS IRRIGATION DIV-OPERATING	73,258.89	149,164.56	-75,905.67	49.11%	298,329.12
5-41000 · WS SHOP DIV - OPER	17,448.45	21,349.48	-3,901.03	81.73%	38,698.96
Total Expense	<u>3,661,820.28</u>	<u>4,352,643.57</u>	<u>-690,823.29</u>	<u>84.13%</u>	<u>10,785,632.64</u>
Net Ordinary Income	<u>1,207,317.53</u>	<u>35,662.05</u>	<u>1,171,655.48</u>	<u>3,385.44%</u>	<u>-430,039.56</u>
Net Income	<u><u>1,207,317.53</u></u>	<u><u>35,662.05</u></u>	<u><u>1,171,655.48</u></u>	<u><u>3,385.44%</u></u>	<u><u>-430,039.56</u></u>

St Lucie West Service District (W&S Capital Outlay) Income Statement Budget vs. Actual

March 2024

	Oct 23-Mar 24	Budget YTD	\$ +/- Budget YTD	% of Budget YTD	Total Budget
Ordinary Income/Expense					
Income					
5-36000 · WS CAP REVENUES					
5-36001 · INTEREST - R&R 4076011209	137,598.67				
5-36002 · INTEREST - WWCF - 4076011236	13,029.32	0.00	13,029.32	100.0%	0.00
5-36004 · INTEREST - WCF 4076011227	41,638.59	0.00	41,638.59	100.0%	0.00
5-36005 · WATER IMPACT FEES	357,015.76	1,915.98	355,099.78	18,633.59%	3,831.96
5-36006 · WW IMPACT FEES	304,873.61	1,438.02	303,435.59	21,200.93%	2,876.04
5-36007 · R&R TRANS FROM W&S OPERATING	340,633.50	340,633.50	0.00	100.0%	681,267.00
Total 5-36000 · WS CAP REVENUES	1,194,789.45	343,987.50	850,801.95	347.34%	687,975.00
Total Income	1,194,789.45	343,987.50	850,801.95	347.34%	687,975.00
Gross Income	1,194,789.45	343,987.50	850,801.95	347.34%	687,975.00
Expense					
5-37000 · WS RENEWAL & REPLACEMENT CIP					
5-37004 · CAPITAL PROJECTS SW049	11,722.50	29,700.00	-17,977.50	39.47%	29,700.00
5-37006 · CAPITAL PROJECTS SW064	172,277.49	10,000.00	162,277.49	1,722.78%	10,000.00
5-37007 · CAPITAL PROJECTS SW001	169,124.29	215,833.00	-46,708.71	78.36%	215,833.00
5-37009 · CAPITAL PROJECTS SW037	174,366.50	224,400.00	-50,033.50	77.7%	224,400.00
5-37013 · CAPITAL PROJECTS SW047	30,528.00	33,660.00	-3,132.00	90.7%	33,660.00
5-37018 · CAPITAL PROJECTS SW069	0.00	500,000.00	-500,000.00	0.0%	500,000.00
5-37027 · CAPITAL PROJECTS SW073	562.42				0.00
5-37031 · CAPITAL PROJECTS SW084	0.00	5,000.00	-5,000.00	0.0%	5,000.00
5-37032 · CAPITAL PROJECTS SW085	9,808.00	9,450.00	358.00	103.79%	9,450.00
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	0.00	300,000.00	-300,000.00	0.0%	300,000.00
5-37045 · CAPITAL PROJECTS SW048	0.00	10,000.00	-10,000.00	0.0%	10,000.00
Total 5-37000 · WS RENEWAL & REPLACEMENT CIP	568,389.20	1,373,043.00	-804,653.80	41.4%	1,373,043.00
5-38000 · WS WATER CONNECT FEE CIP					
5-38012 · CAPITAL PROJECTS SW077	0.00	0.00	0.00	0.0%	0.00
5-38014 · CAPITAL PROJECTS SW076	0.00	0.00	0.00	0.0%	0.00
5-38015 · CAPITAL PROJECTS SW098	108,123.50	0.00	0.00	0.0%	0.00
Total 5-38000 · WS WATER CONNECT FEE CIP	108,123.50	0.00	108,123.50	100.0%	0.00
5-39000 · WS WASTEWATER CONNECT FEE CIP					
5-39010 · CAPITAL PROJECTS SW067	0.00	0.00	0.00	0.0%	0.00
Total 5-39000 · WS WASTEWATER CONNECT FEE CIP	0.00	0.00	0.00	0.0%	0.00
Total Expense	676,512.70	1,373,043.00	-696,530.30	49.27%	1,373,043.00
Net Ordinary Income	518,276.75	-1,029,055.50	1,547,332.25	-50.36%	-685,068.00
Net Income	518,276.75	-1,029,055.50	1,547,332.25	-50.36%	-685,068.00

St Lucie West Service District
Check Register
As of March 31, 2024

Date	Num	Name	Memo	Credit
ASSETS				
Current Assets				
Checking/Savings				
1-00001 - TRUIST (GF operating) #1363				
03/06/2024		ASCENSUS	PR 03/06//2024 (02/17/24 -03/01/24)	2,444.80
03/07/2024	12257	FRANKLIN TEMPLETON BANK AND TR	SEP PAYROLL 03.06.24	12,468.09
03/07/2024	12258	GRAINGER	PO#85357	129.00
03/07/2024	12259	MARINE WRAPS	PO#85477	89.39
03/07/2024	12260	MASCHMEYER CONCRETE	PO#85341	1,798.00
03/07/2024	12261	NAPA AUTO SUPPLY OF PORT ST. LUCIE	PO#85373	2,630.98
03/07/2024	12262	ST LUCIE CO BALING & RECYCLING	PO#85358	695.31
03/07/2024	12263	SUNCOAST SPRAYER EQUIPMENT CENTER ...	PO#85347	39.42
03/07/2024	12264	SUNSHINE STATE ONE CALL OF FLORIDA, I...	PO#85367	127.38
03/07/2024	12265	SYSTEM DESIGN WIZARDS, INC.	PO#85360	1,150.00
03/07/2024	12266	UNIFIRST	INV# 3020061262 & INV# 3020061261	245.48
03/07/2024	12267	VERIZON WIRELESS	PO#85368	1,112.02
03/07/2024	12268	VERO CHEMICAL DISTRIBUTORS INC	PO#85478	35,841.54
03/07/2024	12269	WEX BANK	PO#85489	10,619.06
03/07/2024	12270	TRUIST CARD SERVICES		15,400.39
03/14/2024	12271	APPLE MACHINE AND SUPPLY CO.	PO# 85488	208.00
03/14/2024	12272	AQUAFIX	PO# 85361	3,784.00
03/14/2024	12273	C&C Environmental Group, Inc	PO# 85527	1,490.00
03/14/2024	12274	CHEMICAL CONTAINERS, INC.		74.34
03/14/2024	12275	CIGNA HEALTHCARE	HEALTHCARE Group: 00636982 MAR 2024	92,532.44
03/14/2024	12276	CINTAS CORPORATION		373.94
03/14/2024	12277	ELPEX	PO# 85526	820.30
03/14/2024	12278	FCC ENVIRONMENTAL SERVICES, LLC	PO# 85513	419.07
03/14/2024	12279	FORTIFY ROOFING LLC	PO# 85494	13,500.00
03/14/2024	12280	GRAINGER	PO# 85485	1,301.88
03/14/2024	12281	GROVE EQUIPMENT SERVICE, INC	PO# 85499	827.66
03/14/2024	12282	HELENA CHEMICAL CO		3,615.00
03/14/2024	12283	INFRASTRUCTURE SOLUTION SERVICES		7,019.21
03/14/2024	12284	INTEGRATION SERVICES, INC.		2,306.33
03/14/2024	12285	MASCHMEYER CONCRETE	PO# 85366	1,990.00
03/14/2024	12286	MIKE'S ORGANIC TOP SOIL	PO# 85493	900.00
03/14/2024	12287	PALMDALE OIL COMPANY, INC	PO# 85521	1,684.89
03/14/2024	12288	PAT'S PUMP & BLOWER, LLC	PO# 85497	570.00
03/14/2024	12289	SHENANDOAH CONSTRUCTION	PO# 85500	3,111.25
03/14/2024	12290	SIMPLE TIRE, LLC	PO# 85372	406.44
03/14/2024	12291	TORCVIA, DONLON, GODDEAU & RUBIN, P.A.	PO# 85504	7,728.00
03/14/2024	12292	TREASURE COAST MOWERS, LLC		961.84
03/14/2024	12293	UNIFIRST	INV# 3020062432 & INV# 3020062431	245.48
03/14/2024	12294	FPL	PO# 85528	51,555.58
03/14/2024	12295	LOWE'S	PO# 85523	1,690.96
03/20/2024		ASCENSUS	PR 03/22//2024 (03/02/24 -03/15/24)	2,565.79
03/21/2024	12296	ADP, LLC		2,151.00
03/21/2024	12297	ARMADILLO DIRT WORKS, LLC	PO#85540	4,051.00
03/21/2024	12298	CHEMICAL CONTAINERS, INC.	PO#85515	381.57
03/21/2024	12299	CINTAS CORPORATION	PO#85510	110.58
03/21/2024	12300	FRANKLIN TEMPLETON BANK AND TR	SEP PAYROLL 03.20.24	12,230.20
03/21/2024	12301	KYOCERA DOCUMENT SOLUTIONS SOUTH ...	PO#85518	18.68
03/21/2024	12302	PITNEY BOWES-PURCHASE POWER	PO#85536	200.00
03/21/2024	12303	SHENANDOAH CONSTRUCTION	PO#85529	6,751.25
03/22/2024	12304	SAM'S CLUB MASTERCARD	PO#85552	865.54
03/28/2024	12305	BARTLETT BROS. SECURITY, INC	PO#85514	960.00
03/28/2024	12306	GRAINGER	PO#85550	1,083.92
03/28/2024	12307	GUARDIAN	GROUP ID 00563384-APRIL 2024	4,805.92
03/28/2024	12308	HELENA CHEMICAL CO	PO#85556	2,310.00
03/28/2024	12309	HOME DEPOT CREDIT SERVICES	PO#85564	4,628.00
03/28/2024	12310	INTEGRATION SERVICES, INC.	PO#85533	1,580.50
03/28/2024	12311	SAMPSON TREE SERVICE CO.	PO#85562	585.00
03/28/2024	12312	SPECIAL DISTRICT SERVICES, INC.	PO#85547	9,964.02
03/28/2024	12313	SUN LIFE	PLAN NUMBER: 960974-0001 MARCH 2024	3,679.74
03/28/2024	12314	UNIVERSAL SIGNS & ACCESSORIES	PO#85563	290.00
03/28/2024	12315	VERIZON WIRELESS	PO#85551	1,013.84
03/28/2024	12316	SMARTSIGHTS, LLC	PO#85524	350.00

Total 1-00001 - TRUIST (GF operating) #1363

344,484.02

Date	Num	Name	Memo	Credit
1-00002 · TRUIST (GF R&R Fund) # 3968				
Total 1-00002 · TRUIST (GF R&R Fund) # 3968				
5-00002 · TRUIST (WS Operating) #7918				
03/07/2024	14325	ABB, INC	PO#85264	1,771.00
03/07/2024	14326	BARNEY'S PUMP	PO#85349	2,275.00
03/07/2024	14327	CITY ELECTRIC SUPPLY CO.		1,179.54
03/07/2024	14328	COAST PUMP & SUPPLY CO., INC.	PO#85353	126.62
03/07/2024	14329	CORE & MAIN	PO#85323	1,379.60
03/07/2024	14330	EUROFINS FLOWERS	PO#85481	100.00
03/07/2024	14331	FORTILINE WATERWORKS		6,200.00
03/07/2024	14332	HAROLD'S PLUMBING, LLC	PO#85484	2,475.00
03/07/2024	14333	HORIZON DISTRIBUTORS INC.	PO#85359	688.10
03/07/2024	14334	KYOCERA		86.13
03/07/2024	14335	MILLER'S ALE HOUSE, INC	CUSTOMER REQUESTED OVERPAYMENT ON ...	705.41
03/07/2024	14336	NASON YEAGER GERSON HARRIS & FUMER...	PO#85487	1,890.00
03/07/2024	14337	ODYSSEY MANUFACTURING COMPANY	PO#85302	2,943.00
03/07/2024	14338	RYPER WATER ANALYTICS, LLC	PO#85072B	1,952.50
03/07/2024	14339	ST LUCIE BATTERY & TIRE	PO#85474	1,702.22
03/07/2024	14340	TEKLEEN	PO#85038 A	4,590.00
03/07/2024	14341	USABLUEBOOK	PO#85355	725.52
03/07/2024	14342	WASTE MANAGEMENT OKEECHOBEE LAND...	PO#85482	13,900.39
03/07/2024	14343	CIRQUE ENTERTAINMENT II LLC	CUSTOMER REFUND 11 TEMP METER	915.57
03/07/2024	14344	CLIFTON SEXTON	CUSTOMER REFUND 376 SW SANDY WAY	54.52
03/07/2024	14345	DEVIN CRUSE	CUSTOMER REFUND 1323 SW SANDY WAY	22.30
03/07/2024	14346	JAMES ROUGH	CUSTOMER REFUND 705 SW MUNJACK CIR	29.65
03/14/2024	14347	ABERCROMBIE'S LAND SERVICES, LLC	PO# 85508	1,850.00
03/14/2024	14348	ARISTA INFORMATION SYSTEMS, INC.	PO# 85505	2,868.88
03/14/2024	14349	COOL AIR FLOW INC.	PO# 85525	7,800.00
03/14/2024	14350	ELPEX	PO# 32005	217.42
03/14/2024	14351	EUROFINS FLOWERS		5,115.00
03/14/2024	14352	HEINZ-STEFAN BUNGARTZ	CUSTOMER REFUND 419 NW SUNVIEW WAY	53.27
03/14/2024	14353	MELANIE BEATH	CUSTOMER REFUND 347 SW SANDY WAY	22.67
03/14/2024	14354	ODYSSEY MANUFACTURING COMPANY	PO# 85335	5,313.00
03/14/2024	14355	UNDERGROUND SERVICES OF AMERICA, INC.	PO# 85498	4,939.25
03/21/2024	14356	APPLE INDUSTRIAL SUPPLY CO.		496.93
03/21/2024	14357	BRUCE H GREEN	WATER CONSERVATION REBATE 2023-24 23	200.00
03/21/2024	14358	DWW CONSTRUCTION INC	PO#85542	6,500.00
03/21/2024	14359	EASTERN PIPELINE CONSTRUCTION, INC.	PO#85535	2,100.00
03/21/2024	14360	ENZA SACCA	WATER CONSERVATION REBATE 2023-24 27	100.00
03/21/2024	14361	FERGUSON ENTERPRISES	PO#85516	6,242.16
03/21/2024	14362	FORTILINE WATERWORKS	PO#85325	200.00
03/21/2024	14363	JAMES SYRACUSE	WATER CONSERVATION REBATE 2023-24 26	100.00
03/21/2024	14364	LOUIS & DIANE DE BLASIO	WATER CONSERVATION REBATE 2023-24 28	100.00
03/21/2024	14365	ROBERT BERMAN	WATER CONSERVATION REBATE 2023-24 28	200.00
03/21/2024	14366	ROBERT FUCHS	WATER CONSERVATION REBATE 2023-24 24	100.00
03/21/2024	14367	SOLANTIC OF SOUTH FLORIDA LLC	PO#85522	170.00
03/28/2024	14368	BARNEY'S PUMP	PO#85534	2,870.00
03/28/2024	14369	COAST PUMP & SUPPLY CO., INC.	PO#85545	204.52
03/28/2024	14370	CORE & MAIN		1,715.58
03/28/2024	14371	DOWN THE HOLE TESTING & DRILLING, INC.	PO#85479	2,330.00
03/28/2024	14372	ENCLAVE PROPERTIES LLC	CUSTOMER REFUND 392 SW SANDY WAY	6.17
03/28/2024	14373	ERC&C LLC	PO#84115	13,000.00
03/28/2024	14374	EVAN MAJOR	CUSTOMER REFUND 11 TEMP METER	969.73
03/28/2024	14375	FERGUSON ENTERPRISES	PO#85530	46.66
03/28/2024	14376	FORTILINE WATERWORKS	PO#85519	1,770.00
03/28/2024	14377	IMERYS	PO#85291	11,997.26
03/28/2024	14378	JOSE EVANDO PERERIA	CUSTOMER REFUND 304 NW BENTLEY CIR	14.21
03/28/2024	14379	MARCO PITINO	CUSTOMER REFUND 449 SW TALQUIN LN	11.03
03/28/2024	14380	NORMA FREDA	CUSTOMER REFUND 392 SW SANDY WAY	58.68
03/28/2024	14381	ODYSSEY MANUFACTURING COMPANY	PO#85490	5,709.00
03/28/2024	14382	POLYDYNE INC.	PO#85369	3,539.70
03/28/2024	14383	RANGER CONSTRUCTION		234.00

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
03/28/2024	14384	ST LUCIE BATTERY & TIRE	PO#85565	636.00
03/28/2024	14385	UNITED RENTALS (NORTH AMERICA), INC.	PO#85566	4,745.58
Total 5-00002 · TRUIST (WS Operating) #7918				140,258.77
Total Checking/Savings				484,742.79
Total Current Assets				484,742.79
TOTAL ASSETS				484,742.79
LIABILITIES & EQUITY				
TOTAL LIABILITIES & EQUITY				

St Lucie West Service District
Checks Over \$35,000
As of March 31, 2024

Date	Num	Name	Memo	Credit
ASSETS				
Current Assets				
Checking/Savings				
1-00001 - TRUIST (GF operating) #1363				
03/07/2024	12268	VERO CHEMICAL DISTRIBUTORS INC	PO#85478	35,841.54
03/14/2024	12275	CIGNA HEALTHCARE	HEALTHCARE Group: 00636982 MAR 2024	92,532.44
03/14/2024	12294	FPL	PO# 85528	51,555.58
Total 1-00001 - TRUIST (GF operating) #1363				179,929.56
5-00002 - TRUIST (WS Operating) #7918				
Total 5-00002 - TRUIST (WS Operating) #7918				179,929.56
Total Checking/Savings				179,929.56
Total Current Assets				179,929.56
TOTAL ASSETS				179,929.56
LIABILITIES & EQUITY				
TOTAL LIABILITIES & EQUITY				

St Lucie West Service District
Balance Sheet
As of March 31, 2024

	Mar 31, 24
ASSETS	
Current Assets	
Checking/Savings	
D-ACCNT	-442.44
xxx	0.06
1-00001 · TRUIST (GF operating) #1363	1,363,485.35
1-00002 · TRUIST (GF R&R Fund) # 3968	365,590.78
5-00001 · TRUIST (WS Deposit) #1355	449,609.76
5-00002 · TRUIST (WS Operating) #7918	8,894,054.53
Total Checking/Savings	11,072,298.04
Other Current Assets	
1-02000 · GF SLWSD GENERAL ASSETS	902,719.78
2-01000 · WB WTR MGMT BEN 1999A ASSETS	2,873,682.66
4-03000 · CP WMB CAP PROJECTS ASSETS	182,936.17
5-01000 · WS SLWSD WATER & SEWER ASSETS	52,775,205.67
Total Other Current Assets	56,734,544.28
Total Current Assets	67,806,842.32
Other Assets	
000000 · Journal Entry Exchange	2,465.25
Total Other Assets	2,465.25
TOTAL ASSETS	67,809,307.57
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
1-03000 · GF SLWSD GENERAL LIAB	177,251.63
2-02000 · WB WTR MGMT BEN 1999A LIAB	117,105.38
4-01000 · CP WMB CAP PROJECTS LIAB	-300.00
5-02000 · WS SLWSD WATER & SEWER LIAB	25,033,068.36
Total Other Current Liabilities	25,327,125.37
Total Current Liabilities	25,327,125.37
Total Liabilities	25,327,125.37
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	19,917,833.68
4-02000 · CP WMB CAP PROJECTS FUND BAL	3,188,817.19
5-03000 · WS SLWSD WATER & SEWER FND BAL	9,725,233.02
Net Income	5,105,121.83
Total Equity	42,482,182.20
TOTAL LIABILITIES & EQUITY	67,809,307.57

**ST LUCIE WEST SERVICE DISTRICT
ACCOUNT RECONCILIATION SUMMARY
FOR MONTH END MARCH 2024**

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	1,448,412.90	222,410.84	1,670,823.74	1,670,823.74	* 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	7,155.21		7,155.21	7,155.21	Yes
TOTAL OPERATING						\$ 2,043,569.73	\$ 2,043,569.73	

WATER MANAGEMENT BOND FUNDS								
2-01060	Revenue Fund-WMB 2013	US	203823000	2,472,395.51		2,472,395.51	2,472,395.51	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	10,103.24		10,103.24	10,103.24	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	60.28		60.28	60.28	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	182,936.17		182,936.17	182,936.17	Yes
4-03049	COI Fund-WMB 2021	US	242655006	-		-	-	Yes
WATER MANAGEMENT BOND FUNDS TOTAL						\$ 3,056,618.83	\$ 3,056,618.83	

WATER AND SEWER ACCOUNTS								
5-00001	Water & Sewer Cash Depository	ST	1000104111355	207,602.51	242,007.25	449,609.76	449,609.76	* Yes
5-00002	Water & Sewer Operating Checking	ST	1000104117918	8,968,899.54	(1,151,184.23)	7,817,715.31	7,817,715.31	* 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	805,285.92		805,285.92	805,285.92	Yes
5-01010	Renewal & Replacement	US	4076011209	1,878,494.92		1,878,494.92	1,878,494.92	Yes
5-01011	Rate Stabilization	US	4076011218	619,952.60		619,952.60	619,952.60	Yes
5-01012	Water Connection	US	4076011227	607,409.97		607,409.97	607,409.97	Yes
5-01013	Wastewater Connection	US	4076011236	153,080.97		153,080.97	153,080.97	Yes
5-01014	Revenue Fund	US	4076011165	59,914.35		59,914.35	59,914.35	Yes
5-01015	Surplus Fund	US	4076011272	3,057,251.29		3,057,251.29	3,057,251.29	Yes
5-01016	Principal Account	US	4076036781	931,539.53		931,539.53	931,539.53	Yes
5-01042	Surplus Funds - SBA	SBA	271911	554.39		554.39	554.39	Yes
WATER AND SEWER ACCOUNTS TOTAL						\$ 18,905,410.52	\$ 18,905,410.52	

GRAND TOTAL						\$ 24,005,599.08	\$ 24,005,599.08	
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* Note: These checking accounts (1363, 3968, 1355, & 7918) are reconciled to 4/29/24, not to the end of the month, due to the software's "in transit" calculation.

COMPLETED BY: 
Michael McElligott - Assistant Finance Director

DATE: 4/29/24

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

CA 6 Consider Approval to Transfer Funds for the R&R Account Requisition for Fiscal Year 2024

Summary

Attached for your review and approval is a request to transfer funds from the Renewal & Replacement Account (R&R) for expenses that are previously budgeted project-related expenses for FY 2024 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. All expenditures are in compliance with the District's policy where the cost exceeds the capitalization threshold for Fixed Assets.

- \$35,155.75 – Renewal & Replacement 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 FY 2024 \$35,155.75 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:

2024-8

(B) Name of Payee:

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

(C) Amount Payable:

\$35,155.75

(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.

2024-8

**St Lucie West Service District
Transaction Detail By Account
March 2024**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5-37000 · WS RENEWAL & REPLACEMENT CIP							
5-37006 · CAPITAL PROJECTS SW064							
Bill	03/07/2024	6416385	FORTILINE WATERWORKS	PO#85270	3,800.00		3,800.00
Total 5-37006 · CAPITAL PROJECTS SW064					3,800.00	0.00	3,800.00
5-37007 · CAPITAL PROJECTS SW001							
Bill	03/21/2024	1269798	FERGUSON ENTERPRISES	PO#85516	5,956.50		5,956.50
Bill	03/28/2024	3017022	BARNEY'S PUMP	PO#85534	2,870.00		8,826.50
Total 5-37007 · CAPITAL PROJECTS SW001					8,826.50	0.00	8,826.50
5-37009 · CAPITAL PROJECTS SW037							
Bill	03/14/2024	4843	UNDERGROUND SERVICES OF AMERICA, INC.	PO# 85498	4,939.25		4,939.25
Bill	03/28/2024	1660	ERC&C LLC	PO#84115	13,000.00		17,939.25
Total 5-37009 · CAPITAL PROJECTS SW037					17,939.25	0.00	17,939.25
5-37032 · CAPITAL PROJECTS SW085							
Bill	03/07/2024	33044	TEKLEEN	PO#85038 A	4,590.00		4,590.00
Total 5-37032 · CAPITAL PROJECTS SW085					4,590.00	0.00	4,590.00
Total 5-37000 · WS RENEWAL & REPLACEMENT CIP					35,155.75	0.00	35,155.75
TOTAL					35,155.75	0.00	35,155.75

St. Lucie West Services District

Board Agenda Item

Tuesday, May 7, 2024

Item

CA 7 Surplus items

Summary

Provided for your review and approval. District Staff has determined that a declaration of surplus equipment is required from the Board of Supervisors for the liquidation of the following items. The declaration will allow staff to dispose of the following items:

Item	Model	Serial/ID	Department	Tag No.
ARMOR BALLS	AQUA COVER	N/A	WW	N/A
Mercury Motor	1F20411EK	0R605868	AQ	030

Recommendation

Staff recommends approval for the declaration of surplus equipment.

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:



Supervisors' Requests



Adjournment