

**St. Lucie West Services District
Workshop Meeting
July 8, 2024, at 9:00 a.m.**

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

Board Members Present

John Doughney – Chairman – in-person
Dominick Graci – Vice Chairman – in-person
Viorel Mocuta – Supervisor – in-person
Diane Haseltine- Supervisor – in-person

Staff Present

Josh Miller, District Manager, St. Lucie West Services District (“SLWSD”) – in-person
Bill Hayden, Chief Assistant District Manager, SLWSD – in-person
Maddie Maldonado, Director of Office Administration, SLWSD – in-person
Gerard Rouse, Public Works Director/Assistant District Manager, SLWSD – in-person
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person
Ruth Holmes, District Counsel, Torcivia, Donlon, Goddeau & Ansay, P.A. – via phone
Jason Pierman, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – in-person
Stephanie Brown, SDS – in-person

Also present were Ryan Smith of Ryper Water Analytics; Brian Stahl of Infrastructure Solution Services; Rhonda Mossing of MBS Capital Markets (via phone); Cynthia Wilhelm of Nabors, Giblin & Nickerson, P.A. (via phone); and District resident Deane Piekara.

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 Supervisors were in attendance except for Secretary Gregg Ney.

D. Approval of Minutes

- 1. June 3, 2024, Workshop**
- 2. June 4, 2024 Regular Board Meeting**

There were no revisions made to either set of minutes

E. Public Comment

There was no public comment at this time.

Chairman Doughney noted Mr. Piekara's attendance.

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

It was noted that Ms. Holmes' report was provided in the meeting materials.

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

It was noted that Mr. Zanganeh's report was also provided in the meeting materials.

**H. District Manager
Actions Items**

DM 1 – Consider Engineering Evaluation of The Reserve CDD by Infrastructure Solution Services Work Authorization No. SLWSD/SLW034

Mr. Miller presented the item, indicating that the Reserve CDD had submitted a notice of intent to SLWSD requesting inclusion into the SLWSD service area. An Engineering Evaluation is needed to determine the existing water and sewer infrastructure condition of the Reserve CDD.

Mr. Miller went on to note that this evaluation will include an outline of the Reserve CDD existing infrastructure, estimated cost to meet SLWSD Utility Standards, estimated additional operating cost to the District, critical part of improvements for the Reserve CDD to complete prior to service area incorporation.

Mr. Miller concluded by stating that staff had met with the Reserve CDD and has requested that the costs for this project be split between both parties with a total cost of \$179,950.

Vice Chairman Graci asked several questions relative to the Reserve CDD and its irrigation water, irrigation piping and septic customers.

Discussion ensued.

Secretary Gregg Ney arrived at 9:06 a.m.

DM 2 – Consider Utility Systems Engineer's Bond Report for Utility Revenue Bonds, Series 2024

Mr. Stahl presented the Engineer's Report regarding the proposal by the District to issue approximately \$39.1 Million Dollars in Utility Review Bonds, Series 2024. Mr. Stahl indicated that the primary purpose of the Report was to summarize the estimate of the financial projections of the District's water, wastewater and irrigation system for the Fiscal Years ending September 30, 2024, through September 20, 2029. As such, the Report includes, among other things, discussion of 1) the capital improvement needs anticipated to be financed by the System operations; 2) recent historical and projected sales and customer growth and usage statistics; and 3) the addition of The Reserve Community Development District on these improvements and need for expansion.

Discussion ensued regarding how the college expansion could affect the District, but even without the Reserve CDD and the college expansion, aging structures and redundancy is still needed.

Discussion ensued regarding the importance of getting a PR person. Mr. Miller proposed advertising a Public Hearing for a new job description for a PR person by the next meeting. Mr. Miller noted that they have come up with a draft job description and will present it to the Board for review.

The Board thanked Mr. Stahl for his comprehensive report.

DM 3 – Consider Bond Feasibility Report to Utility Revenue Bond Series 2024

Mr. Smith presented the report and noted that the 2024 Bonds would fund the new project and refinance the existing debt. The 2024 Bonds will fund the new project and refinance the existing debt (the 2011, 2013 and 2014 Bonds), which will have less exposure and risk.

Discussion ensued regarding the need to continue negotiations with the Reserve CDD and to monitor growth.

The Board thanked Mr. Smith for his thorough report.

After some discussion, Mr. Miller advised he would bring the Reserve CDD rates from last month's meeting to tomorrow's meeting for the Board's information.

Chairman Doughney called for a brief recess at approximately 10:00 a.m.

Chairman Doughney reconvened the Workshop at approximately 10:12 a.m.

DM 4 – Consider Bond Counsel Agreement with Nabors, Giblin & Nickerson, P.A.

Mr. Miller presented the item, indicating that this was for the issuance of the Utility Revenue Bond Series 2024 for the not to exceed amount of \$45,000 with Nabors, Giblin & Nickerson, P.A.

The Board had no questions regarding this item.

DM 5 – Consider Resolution No. 2024-07 – Authorizing Issuance of Not Exceeding \$40,000,000 Utility Review Bonds

Mr. Miller presented Resolution No. 2024-07, entitled:

RESOLUTION NO. 2024-07

A RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$40,000,000 ST. LUCIE WEST SERVICES DISTRICT UTILITY REVENUE BONDS, IN ONE OR MORE SERIES; APPROVING THE FORM OF A MASTER TRUST INDENTURE; APPOINTING A TRUSTEE; AUTHORIZING THE COMMENCEMENT OF VALIDATION PROCEEDINGS RELATING TO THE BONDS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Miller advised that this resolution would validate the not to exceed \$40 Million of additional debt.

A brief discussion ensued.

DM 6 – Consider Painting of Water Treatment Plant Tanks and Buildings

Mr. Miller advised that the last time this was last done 10 years ago. Mr. Miller went on to indicate that staff had requested proposals from three known industrial painting contractors. The proposals are for the following areas of work: Water Treatment Plant Building; Clearwell Building; and the two Potable Ground Storage Tanks. The following proposals were received:

- 1.) Southern Star Contractors, Inc. - \$156,800;
- 2.) Shamrock Restoration - \$120,550;
- 3.) Southland Painting - \$152,400

A brief discussion ensued regarding piggybacking onto a City contract.

Mr. Miller noted that Staff was recommending awarding the contract to Shamrock Restoration and that the project was funded for FY24 by the Utilities R&R Fund.

DM 7 – Consider Phase II Paving Project for Utility Plant Site

Mr. Miller presented the item, indicating that this project began in 2023 and started with improving onsite drainage and installing new pavement for the site.

Staff requested proposals from 4 known contractors and the scope of work (drawings) was included in the meeting materials. The proposal amounts came in as follows:

- 1.) Armadillo Dirt Works LLC - \$206,590.75;
- 2.) PRP Construction - \$159,127.55;
- 3.) The Paving Lady - \$477,451.40
- 4.) Precision Paving – Declined

Mr. Miller noted that Staff was recommending awarding the proposal to PRP Construction.

There was a brief discussion regarding the details of what would be paved.

DM 8 – Consider the Use of Special Counsel Concerning the NW Peacock Boulevard Road Project

Mr. Miller presented the item, indicating that staff had previously presented a Memorandum from our consulting attorney, Torcivia, Donlon, Goddeau & Rubin, P.A., regarding a meeting the City of Port St. Lucie had with District Staff in which the City stated that District funding was required for the needed movement of conflict utilities within the NW Peacock Boulevard roadway improvement areas.

The City responded in opposition to the Memorandum.

Staff is now recommending the hiring of Special Counsel to represent the District in this matter, as Torcivia, Donlon, Goddeau & Rubin, P.A. also represent the City of Port St. Lucie in some capacity.

The District is currently using Special Counsel, Nason, Yeager, Gerson, Harris & Fumero, P.A. for another utility-related project and recommends contracting with them for this project.

A brief discussion ensued.

DM 9 – Consider Amendment to Current Tyler Technologies, Inc. Agreement

Mr. Miller presented the item, indicating that this was an Amendment to the current Software as a Service Agreement dated May 15, 2019, between Tyler Technologies, Inc. and the District. Mr. Miller noted that this Amendment includes the Investment Summary amendment and the Payment Processing Agreement, both of which have been reviewed by Staff and the District's Attorney.

There was no discussion regarding this item.

DM 10 – Consider Acceptance of FY2023 Financial Report by Grau & Associates

Mr. Pierman noted that this was the end of year audit and that there were no findings. Copies of the audit were available for those interested in reviewing it.

The Board was happy with the report.

DM 11 – Other Items

Mr. Miller advised that Ethics Training was scheduled for after the meeting on August 27, 2024.

There was a question as to when the proposed Fiscal Year 2025 Workshop & Meeting Schedule would be presented for consideration. Ms. Archer indicated it would be included on the August agenda.

Mr. Miller advised that he and Mr. Rouse had attended the FASD Conference and it was very informative. He mentioned looking at a civic engagement app.

Mr. Miller advised that Staff was working on a job description for the PR person and it would be brought to tomorrow's meeting.

That concluded Mr. Miller's updates.

I. Consent Agenda

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

Mr. Miller advised that the 4C Gate Project was moving faster than the schedule presented.

Mr. Miller also advised that the meter project had been nearly completed.

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for May, 2024

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

There were no questions regarding Consent Agenda Items CA 1 through CA 6.

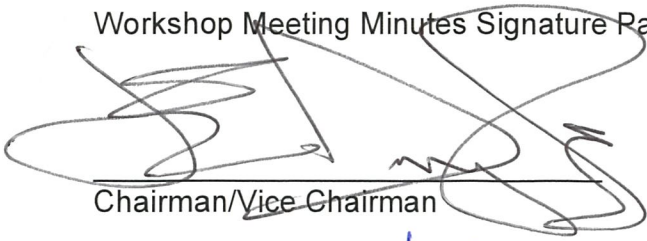
J. Supervisor Requests

Secretary Ney noted the meeting booklet was over 300 pages. Mr. Pierman indicated that the meeting booklet was voluminous due to the inclusion of the Trust Indenture, which SDS normally does not include in the meeting material.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 10:37 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 08/06/24