

**St. Lucie West Services District  
Workshop Meeting  
August 5, 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

**Staff Present**

Josh Miller, District Manager, St. Lucie West Services District (“SLWSD”) – in-person  
Bill Hayden, Chief Assistant District Manager, SLWSD – in-person  
Lisa-Marie Beans, Human Resources Specialist, SLWSD – in-person  
Gerard Rouse, Public Works Director/Assistant District Manager, SLWSD – in-person  
Thomas Bayer, Assistant Utilities Director, SLWSD – in-person  
Searg Davidian, Assistant Public Works Director, SLWSD – in-person  
Jason Pierman, Special District Services, Inc. (“SDS”) – in-person  
Laura Archer, Recording Secretary, SDS – in-person

Also present were Donna Rhoden of the City of Port St. Lucie; former District Manager Dennis Pickle; Mrs. Pickle 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 Supervisor Diane Haseltine.

**D. Approval of Minutes**

- 1. July 8, 2024, Workshop**
- 2. July 9, 2024 Regular Board Meeting**

Secretary Ney advised that his name was misspelled in several places. Ms. Archer indicated she would make the corrections.

**E. Public Comment**

Mr. Piekara congratulated Utility Staff for making sure chemicals are out of our water. He suggested informing the public that the District was ahead of the curve.

**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.

**DE 2 – Annual Engineering Certification of the Utility Systems**

Mr. Miller presented the item indicating that this report was a biannual requirement of the current Master Indenture and was prepared by Infrastructure Solution Services.

A brief discussion regarding other utilities having issues with their systems ensued.

**H. District Manager  
Actions Items**

**DM 1 – Consider Resolution No. 2024-08 – Naming of St. Lucie West Services District's Water Management Tract 5-4A as the William K. Hayden Water Management Tract**

Mr. Miller presented Resolution No. 2024-08, entitled:

**RESOLUTION 2024-08**

**RESOLUTION OF THE NAMING OF WATER  
MANAGEMENT TRACT 5-4A TO WILLIAM K. HAYDEN  
WATER MANAGEMENT TRACT**

Mr. Miller indicated that the parcel was located by the K-8 school along Cashmere.

Mr. Hayden was presented with a plaque commemorating his 35 years of service.

All the Board Members thanked Mr. Hayden for his dedication to the District.

**DM 2 – Consider Resolution No. 2024-09 – Establishing the Fiscal Year 2025 Workshop and Regular Meeting Schedule and Location**

Mr. Miller presented Resolution No. 2024-09, entitled:

**RESOLUTION NO. 2024-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

The Board was happy with the dates chosen for the coming fiscal year.

**DM 3 – Consider Resolution No. 2024-10 – Amending Resolution No. 2024-06 – Amending the Date and Time for the Public Hearing to Consider the Fiscal Year 2025 Final Budget**

Mr. Miller presented Resolution No. 2024-10, entitled:

**RESOLUTION NO. 2024-10**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT AMENDING RESOLUTION NO. 2024-06; AMENDING THE DATE AND TIME FOR THE PUBLIC HEARING TO CONSIDER THE FISCAL YEAR 2025 FINAL BUDGET AND ASSESSMENTS AND AUTHORIZING THE SECRETARY AND DISTRICT MANAGER TO TAKE CERTAIN ACTIONS TO ACCOMPLISH THE INTENT OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Miller explained that the Board had previously approved Resolution No. 2024-06 Adopting a Fiscal Year 2025 Proposed Budget on June 4, 2024, setting the public hearing for August 6, 2024, in a scrivener's error, instead of August 27, 2024, the second meeting of the month due to the Labor Day holiday. Mr. Miller noted that this resolution amends the date for the public hearing to the correct date of August 27, 2024.

There was no discussion regarding this matter.

**DM 4 – Consider Setting a Public Hearing to Adopt Resolution 2024-12 to Levy a Non-Ad Valorem Assessment for Water Management Bonds and Operations and Maintenance Costs within the St. Lucie West Services District for the Period October 1, 2024, through September 30, 2025**

Mr. Miller presented the item indicating that, if approved, the Public Hearing would be held on August 27, 2024. Mr. Miller went on to state the purpose of the Benefit Special Assessment, \$208.84 per benefit unit, was to amortize the cost of constructing (repay bonds that are financed) the District's stormwater management system. The bonds will be paid through the year 2026, unless they are refinanced.

Mr. Miller continued by stating that the purpose of the Maintenance Special Assessment, \$176.00 per benefit unit, is to maintain and preserve the facilities and projects of the District. The annual amount of which is subject to change and is ongoing. For the 2025 budget year the \$176.00 is a \$30.00 increase from budget year 2024.

There was no discussion regarding this item.

**DM 5 – Consider Request to Advertise for a Public Hearing to Consider Adoption of Amendment of the District's Rules Establishing Water, Wastewater and Irrigation Water System Rates, Fees and Charges**

Mr. Miller presented the item indicating that the District was proposing a 9% increase to the existing utility rates to be considered at the October 8, 2024, Public Hearing.

The Board had no questions regarding this increase.

**DM 6 – Consider Request to Advertise for a Public Hearing to Consider Additional Employee Job Descriptions**

Mr. Miller presented the item and noted that the October 8, 2024, Public Hearing would consider the adoption of two additional employee job descriptions for Public Information Officer and Utility Field Inspector. He furthered that the two positions were being recommended to keep up with the growth of the District and to provide for continued customer service.

Mr. Miller noted that the duties of the Public Information Officer typically rested with the District Manager in the past, however, the Board requested that Staff move forward in the hiring of a Public Information Officer to accommodate more interaction with the public by enhancing communication and relations with other agencies.

Mr. Miller noted that the duties of a Utility Field Inspector had typically been shared between all divisions in the Utility Department, depending on the area where inspections were needed. Again, considering the growth of the District and the age of its infrastructure, the Utility Field Inspector position is needed.

Vice Chairman Graci did not recall previous discussion regarding a Utility Field Inspector. Mr. Miller indicated that it was brought up a few months ago.

A brief discussion ensued.

### **DM 7 – Consider Refurbishment of Wastewater Treatment Plant Filter 1B**

Mr. Miller presented the item noting that the original company was no longer in business. Staff recommended using Shaw Water Services to rebuild the Wastewater Treatment Plant Filter 1B, which was installed in 2015 and is due for refurbishment. Mr. Miller indicated that the filter had been used continuously and repaired when needed, to the best of Staff's abilities, but it is now time for a complete refurbishment.

Mr. Miller noted that the project would be funded by the Utilities R&R Fund and the Shaw Water Services' proposal was not to exceed \$173,420 and would have a one-year warranty on the repair.

Mr. Bayer explained the filter and how it worked.

There was no further discussion regarding this matter.

### **DM 8 – Consider District's Holiday Schedule for the 2025 Calendar Year**

Mr. Miller presented the item, indicating that this was a normal administrative procedure and that he had added the following notation:

The Holiday Schedule is subject to change if additional days are designated as holidays for one-time observance by the Governor of Florida.

Mr. Miller noted that Governor DeSantis had designated July 5, 2024, as an additional holiday this year because Independence Day fell on a Thursday, so he officially closed state offices the next day.

A brief discussion ensued regarding following a federal holiday schedule.

There was no further discussion regarding this item.

### **DM 9 – Consider Florida Blue as the District Insurance Provider**

Mr. Miller presented the item, indicating that Staff had received proposals for the District's health insurance. Mr. Miller noted that Staff worked with Mary Leighton of Benefits Ability and evaluated proposals from Florida Blue as well as the current health insurance provider, Cigna. Staff recommends contracting with Florida Blue for the FY 25, which will incur an increase of \$85,070.64 or 7.92%, which was less than budgeted.

A brief discussion ensued regarding the addition of 2 more employees.

### **DM 10 – Other Items**

Mr. Miller presented the latest edition of the District newsletter, noting it that was a summary of important items.

Secretary Ney noted that the \$40 Million bond needed to be explained to the public. Mr. Miller indicated that it was his hope to present the consideration of a Public Information Officer at the November meeting.

Vice Chairman Graci suggested contacting HOAs and Property Managers to request their attendance at the August 29, 2024, Presidents' Council Meeting where the District could make a presentation of what the District has to do to keep the plant viable.

Discussion ensued regarding the process for hiring a Public Information Officer and the scheduling of a Special Board Meeting for September 10, 2024, to further discuss the position and the hiring process.

Mr. Miller indicated that the evaluation of the Reserve CDD system was moving along quickly and could be brought to the Board for consideration as early as the October or November meeting.

Mr. Miller advised that the Commercial Association was moving forward regarding the City taking over Bethany.

Mr. Miller advised of a copy of a letter to the City of Port St. Lucie from District's Counsel, Nason, Yeager, Gershon, Harris & Fumero, P.A., requesting several documents related to the NW Peacock Boulevard Roadway Improvement Project.

Mr. Miller advised that Torcivia, Donlon et al. would hold Ethics Training for the Board Members after the meeting on August 27, 2024.

Mr. Miller advised that he was awaiting a response from *The Voice* after recently reaching out to them.

Mr. Hayden advised that the commercial association would install 2 new fountains at the I-95 interchange.

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**

**CA 4 – Monthly Report on Billing and Customer Service**

**CA 5 – Financial Statements for June, 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.

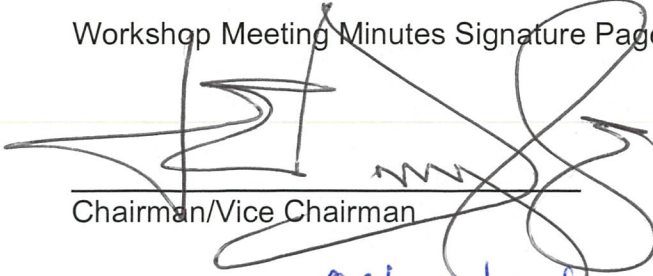
**J. Supervisor Requests**

Vice Chairman Graci congratulated Bill Hayden on 35 years of service to the District. All the Board Members concurred.

**K. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:38 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman

*Rene Haseckere*  
Secretary/Assistant Secretary

Date Approved 08/27/24