

St. Lucie West Services District
Workshop Meeting
October 7, 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
Diane Haseltine – Supervisor – in-person

Staff Present

Josh Miller, District Manager, St. Lucie West Services District (“SLWSD”) – in-person
Maddie Maldonado, Director of Office Administration – 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 – in-person
Jason Pierman, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – in-person

Also present were District resident, Deane Piekara; Donna Rhoden of the City of Port St. Lucie; and Stephanie Brown of Special District Services, Inc.

It was noted that the District had received a resignation letter from Board Member Viorel Mocuta with an effective date of September 11, 2024.

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. August 26, 2024, Workshop**
- 2. August 27, 2024, Public Hearings & Regular Board Meeting**
- 3. September 10, 2024, Public Hearing & Special Board Meeting**

There were no revisions to any of the minutes.

E. Public Comment

Mr. Piekara of the Cascades thanked the District for making sandbags available to the community.

**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 provided in the meeting materials and was up to date.

**H. District Manager
Actions Items**

DM 1 – Consider District Manager Annual Performance FY 2024

Mr. Miller advised that he had met with each individual Board Member to go over his performance. This was done because of the language within the document.

There was a brief discussion regarding the timing of the evaluation.

DM 2 – Consider Revised District Manager and Staff Prescriptive Goals and Performance Objectives for FY 2025

Mr. Miller reminded the Board that this was initially brought before the Board during the June 4, 2024, Regular Board Meeting. After discussion at that meeting, Mr. Miller went back and revised the items presented to include verbiage related to how these goals and objectives would be measured. In addition, Mr. Miller indicated that he would also provide a year-end report, which will be furnished to measure the goals and objectives described therein.

Supervisor Haseltine believed the revised document was extremely well done and very comprehensive.

That concluded discussion related to this matter.

DM 3 – Consider Utility Revenue and Refunding Bonds, Series 2024 Term Sheet with Truist Commercial Equity, Inc. and Consider Truist Bank as Bond Trustee

Mr. Miller presented the information and indicated that this term sheet included refunding existing utility revenue bonds and bond construction funds for the Water Treatment Plant Upgrade and Redundancy Projects.

There was a brief discussion regarding the interest rate and lower closing costs.

DM 4 – Consider Resolution No. 2024-16 – Adopting the Landscape Maintenance Memorandum of Agreement with Florida Department of Transportation (FDOT)

Mr. Miller presented Resolution No. 2024-16, entitled:

RESOLUTION NO. 2024-16

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT APPROVING AND AUTHORIZING EXECUTION OF FLORIDA DEPARTMENT OF TRANSPORTATION, DISTRICT FOUR, LANDSCAPE MAINTENANCE MEMORANDUM OF AGREEMENT.

Mr. Miller explained that when FDOT started the improvements to the I-95 bridge, a landscaping plan was presented to all the parties involved, to wit: The District, the City of Port St. Lucie, FDOT and the Reserve CDD. Over the past year several meetings were held to determine the type of planting, maintenance responsibilities and any liabilities that needed to be considered.

The District and the City have worked closely concerning the look of public areas and both agree that this interchange should remain maintained as it has been.

The District has maintained the right-of-way areas along the off-ramps of Interstate 95 since 1999 and would like to continue to do so.

Mr. Miller noted that this agreement would not have any impact on the budget, as the District has already been maintaining the areas discussed.

There was no discussion regarding this item.

DM 5 – Consider Purchase of New Rolloff Truck from The Peterbilt Store of Fort Pierce

Mr. Miller presented the item indicating that this would replace the 2015 Freightliner Rolloff Truck, currently used to haul biosolids for the Wastewater Treatment Plant, and to haul debris for the Public Works Divisions.

Mr. Miller highlighted the fact that, if approved, it would be purchased from a vendor located in Fort Pierce, Florida, and indicated that using a local vendor will allow a closer response time assisting in the maintenance or warranty of the truck, if needed.

Mr. Miller advised that the cost was within the FY 2025 budget and would be split between the Wastewater (65%) and Stormwater Divisions (35%).

Discussion ensued regarding the Sheriff's Agreement Discount and the auctioning of the old truck on GovDeals.com.

DM 6 – Consider Request to Advertise for a Public Hearing to Consider Adoption of an Amendment of the District's Rules Establishing Water, Wastewater and Irrigation Water Systems Rates, Fees and Charges

Mr. Miller presented the item indicating that the newspaper had missed the publication dates for this Public Hearing, previously scheduled for October 8, 2024.

Ms. Archer confirmed that the ad had been sent to the newspaper, the newspaper had provided a proof, which Ms. Archer had approved, but that there had been a "system glitch" and it did not get published.

Mr. Miller indicated that staff is requesting authorization to advertise for a Public Hearing on November 5, 2024, to consider amending the District's Rules Establishing Water, Wastewater and Irrigation Water System Rates, Fees and Charges.

A brief discussion ensued.

DM 7 – Consider Resolution No. 2024-17 – Designating an Official Custodian of the District's Public Funds

Mr. Miller presented Resolution No. 2024-17, entitled:

RESOLUTION NO. 2024-17

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE ST. LUCIE WEST SERVICES DISTRICT,
DESIGNATING AN OFFICIAL CUSTODIAN OF THE
DISTRICT'S PUBLIC FUNDS, AND PROVIDING AN
EFFECTIVE DATE.**

Mr. Miller advised that Truist had advised that they require the designation of an official custodian for the District's funds. He indicated it was an administrative item.

Mr. Pierman noted that he already serves as the District Treasurer, for which documentation has been sufficient in the past. This resolution will designate Mr. Pierman as Custodian of the District's Public Funds.

There were no questions from the Board Members.

Mr. Miller noted, with the upcoming storm, the District was providing sandbags. This information was available on the District's website. There is a maximum of six per person preferred.

Mr. Miller indicated that the office may close Tuesday afternoon to allow staff time to prepare themselves personally. He also noted that some staff would "live" here during the storm. He will know more tomorrow.

Mr. Miller indicated there would be an update on the Peacock Boulevard Improvement Project at tomorrow's meeting.

Mr. Miller advised that he was working with Tiffany Jackson from the Commercial Association regarding the Bethany Project. Supervisor Haseltine asked for clarification of this project to which Mr. Miller replied that there was a dirt road behind Sun Terrace which the District uses to gain access to the ponds and preserves.

Vice Chairman Graci asked if the pond levels had been lowered. Mr. Rouse advised that the District had dropped the water levels last week and that the levels were down 8-inches and still dropping in anticipation of an extreme rainfall event.

Secretary Ney asked if there had been any reports of recent flooding to which Mr. Rouse responded that there was some in Country Club Estates due to yard debris blocking the drains, but that it was draining quickly.

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 August, 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.

J. Supervisor Requests

Secretary Ney indicated he was sorry to hear about Mr. Mocuta's resignation.

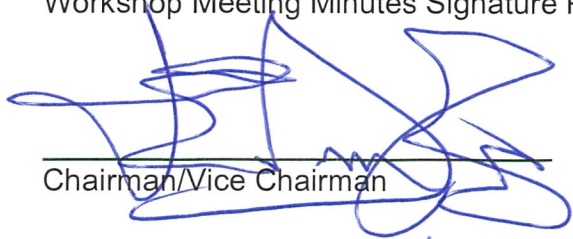
Vice Chairman Graci reminded everyone to be safe, be careful driving and to tell the stand-by crews to be safe as well.

There were no further comments from the Board Members.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:25 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 11/05/24