

**St. Lucie West Services District
Workshop Meeting
November 4, 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
Jason Pierman, Special District Services, Inc. (“SDS”) – in-person
Laura Archer, Recording Secretary, SDS – in-person

Also present was 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 4 Supervisors were in attendance.

D. Approval of Minutes

- 1. October 7, 2024, Workshop**
- 2. October 8, 2024, Regular Board Meeting**

There were no revisions to either set of minutes.

E. Public Comment

Mr. Piekara of the Cascades asked what the process was if he was elected to the Board. Mr. Pierman explained the process.

F. Public Hearing
1. Proof of Publication

2. Receive Public Comment on Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Wastewater and Irrigation Water System Regulations, Rates, Fees, Charges and Operating Policies for the Utility Services; Revising Schedules A and D to Provide for Annual Rate Adjustments

3. Consider Resolution No. 2024-13 - Amending Chapter III of the Rules of the St. Lucie West Services District Relating to Water, Wastewater and Irrigation Water System Regulations, Rates, Fees, Charges and Operating Policies for the Utility Services; Revising Schedules A and D to Provide for Annual Rate Adjustments

Resolution No. 2024-13 was presented, entitled:

RESOLUTION NO. 2024-13

A RESOLUTION AMENDING CHAPTER 111 OF THE RULES OF THE ST. LUCIE WEST SERVICES DISTRICT RELATING TO WATER, WASTEWATER, AND IRRIGATION WATER SYSTEM REGULATIONS, RATES, FEES, CHARGES, AND OPERATING POLICIES FOR UTILITY SERVICES; PROVIDING AN EFFECTIVE DATE.

Mr. Miller presented the item indicating that this increase was necessary.

Discussion ensued regarding the publication of the actual rates in the newspaper and if the advertisement could be vaguer in case of an error.

There was no further discussion regarding this item.

G. District Attorney
DA 1 – Status Report/Updates

It was noted that Ms. Holmes' report was provided in the meeting materials. The Board Members had no questions.

Mr. Miller noted that he would seek Board approval to advertise for an RFQ for an attorney after the holidays.

H. 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.

**I. District Manager
Actions Items**

DM 1 – Consider Resolution No. 2024-18 – Expressing Appreciation to J.E. “Jack” Doughney, III for His Dedicated Service to the District

Resolution No. 2024-18 was presented, entitled:

**RESOLUTION 2024-18
RESOLUTION OF APPRECIATION OF
THE BOARD OF SUPERVISORS OF
ST. LUCIE WEST SERVICES DISTRICT
TO J. E. “JACK” DOUGHNEY, III**

Mr. Miller presented the item and indicated that they would present Chairman Doughney with a plaque at tomorrow’s meeting.

There was no further discussion regarding this item.

DM 2 – Consider Professional Services Agreement with J.E. “Jack” Doughney

Mr. Miller indicated that this was the agreement for Mr. Doughney’s intergovernmental liaison position with the District, which position would work with the newly hired Public Information Officer.

Mr. Miller noted that Anderson “Andy” Bomjardin had been hired as the District’s Public Information Officer and was starting tomorrow. Mr. Miller noted that Mr. Bomjardin was a 23-year veteran of the Navy with experience as a Public Information Officer and a multimedia professional who lives in Port St. Lucie.

DM 3 – Consider Resolution No. 2024-19 – Approving the Sale, Issuance, and Terms of Sale of the District’s Utility System Revenue and Refunding Bond, Series 2024, to Truist Commercial Equity, Inc. Pursuant to a Private Placement through MBS Capital Markets, LLC

Resolution No. 2024-19 was presented, entitled:

RESOLUTION NO. 2024-19

A RESOLUTION OF THE BOARD OF SUPERVISORS OF ST. LUCIE WEST SERVICES DISTRICT (THE "DISTRICT") APPROVING THE SALE, ISSUANCE AND TERMS OF SALE OF THE ST. LUCIE WEST SERVICES DISTRICT UTILITY REVENUE AND REFUNDING BOND, SERIES 2024 (THE "SERIES 2024 BOND") IN ORDER TO CURRENTLY REFUND AND REDEEM ALL OF THE OUTSTANDING PRINCIPAL AMOUNT OF THE DISTRICT'S UTILITY REVENUE REFUNDING BONDS, SERIES 2011,

UTILITY REVENUE BONDS, SERIES 2013, AND UTILITY REVENUE REFUNDING BONDS, SERIES 2014 (COLLECTIVELY, THE "REFUNDED BONDS") AND FINANCE CERTAIN IMPROVEMENTS TO THE DISTRICT'S UTILITY SYSTEM (THE "SERIES 2024 PROJECT"); ESTABLISHING THE INTEREST RATE, MATURITY DATE, REDEMPTION PROVISIONS AND OTHER DETAILS THEREOF; APPROVING A PRIVATE PLACEMENT FOR THE SERIES 2024 BOND; APPROVING THE FORMS OF THE MASTER TRUST INDENTURE AND FIRST SUPPLEMENTAL TRUST INDENTURE AND AUTHORIZING THE EXECUTION AND DELIVERY THEREOF BY CERTAIN OFFICERS OF THE DISTRICT; APPOINTING A TRUSTEE, PAYING AGENT AND BOND REGISTRAR FOR THE SERIES 2024 BOND; APPROVING THE FORM OF THE SERIES 2024 BOND; AUTHORIZING CERTAIN OFFICERS OF THE DISTRICT TO TAKE ALL ACTIONS REQUIRED AND TO EXECUTE AND DELIVER ALL DOCUMENTS, INSTRUMENTS AND CERTIFICATES NECESSARY IN CONNECTION WITH THE ISSUANCE, SALE AND DELIVERY OF THE SERIES 2024 BOND; AUTHORIZING THE VICE CHAIRMAN AND ASSISTANT SECRETARIES TO ACT IN THE STEAD OF THE CHAIRMAN OR THE SECRETARY, AS THE CASE MAY BE; SPECIFYING THE APPLICATION OF THE PROCEEDS OF THE SERIES 2024 BOND; AUTHORIZING CERTAIN OFFICERS OF THE DISTRICT TO TAKE ALL ACTIONS AND ENTER INTO ALL AGREEMENTS REQUIRED IN CONNECTION WITH THE REFUNDING OF THE REFUNDED BONDS AND THE UNDERTAKING OF THE SERIES 2024 PROJECT; AND PROVIDING AN EFFECTIVE DATE.

Mr. Miller presented the item indicating that the pre-closing was scheduled for tomorrow with the funding expected on Thursday and that Bond Counsel, Cynthia Wilhelm of Nabors, Giblin and Nickerson, P.A., would be attending tomorrow's meeting.

There was a brief discussion regarding some of the bond language and Mr. Miller advised that he was expecting the Reserve CDD study at the December meeting.

DM 4 – Consider Acceptance of Notice of Intent to Issue Construction Permit for New Injection Well

Mr. Miller presented the item explaining that this was a State of Florida Department of Environmental Protection requirement for this injection well which will be used to discharge impurities removed by the water treatment plant reverse osmosis treatment membranes deep into the ground. Mr. Miller also noted that the current injection well was 20 years old and was near capacity.

There was no discussion regarding this item.

DM 5 – Consider Resolution No. 2024-20 – Adopting a Fiscal Year 2024 Amended Budget

Resolution No. 2024-20 was presented, entitled:

RESOLUTION NO. 2024-20

**A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT
ADOPTING AN AMENDED FISCAL YEAR 2024 BUDGET; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. Miller explained, pursuant to Florida Statute and state auditing requirements, the District must adopt a Final Amended Budget each year for the prior fiscal year. This must be completed no later than 60 days from the conclusion of the prior fiscal year.

The information provided was an accounting of the District's actual income and expenditures for the year and represents a "true-up" for the prior fiscal year.

Mr. Pierman noted that all "actual" numbers were as of September 29, 2024, because September invoices are still being received and we must leave a day open to account for those expenses. The revised numbers are estimates based on anticipated outstanding invoices and will therefore be slightly inflated from the true "actuals" through September 29, 2024.

The Board Members had no questions regarding this item.

DM 6 – Other Items

Mr. Miller advised the Board of Somerset Academy's intention to expand the school next to the District's offices to include more trade schools.

Mr. Miller advised that he anticipates presenting an update on the Reserve CDD at next month's meeting.

Mr. Miller indicated that Mr. Boyd was contesting the stormwater fees with the City because he believes he is being singled out by being charged by both the District and the City.

Mr. Miller indicated that the District was ready to litigate the Peacock Boulevard Project if the City does not agree to the terms outlined in Mr. Nason's recent correspondence.

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 September, 2024

CA 6 – Consider Approval to Transfer Funds for the R&R Account and WCF Account Requisitions

CA 7 - Surplus Items

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

K. Supervisor Requests

Supervisor Haseltine thanked Chairman Doughney for all his guidance.

Secretary Ney reiterated Supervisor Haseltine's comments, noting it was a pleasure working with Chairman Doughney and he looks forward to working with him in his new position with the District. Secretary Ney also applauded staff for getting through Hurricane Milton.

Vice Chairman Graci echoed Supervisor Haseltine and Secretary Ney's comments and noted that he was looking forward to working with Chairman Doughney in his new capacity. Vice Chairman Graci also thanked those employees who were on call/onsite during Hurricane Milton.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:36 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 12/03/24