

St. Lucie West Services District
Regular Board Meeting
July 8, 2025, 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

Dominick Graci – Chairman – in-person
Gregg Ney – Vice Chairman – in-person
Diane Haseltine – Secretary – in-person
Rose Carvelli – Supervisor – in-person
Kevin Dolan – Supervisor – in-person

Staff Present

Josh Miller, District Manager, St. Lucie West Services District ("SLWSD") – in-person
Gerard Rouse, Public Works Director/Assistant District Manager, SLWSD – in-person
TJ Bayer – Assistant Utilities Director, SLWSD – in-person
Maddie Maldonado – Director of Office Administration, SLWSD – in-person
Lisa-Marie Beans, Human Resources Specialist, SLWSD – in-person
Anderson "Andy" Bomjardim, Public Information Officer, SLWSD – in-person
John Fumero, General Counsel, Nason, Yeager, Gerson, Harris & Fumero, P.A. – in-person
Brian Stahl and Neako Villamil, District Engineer, Infrastructure Solution Services. – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. ("SDS") – via phone
Laura Archer, Recording Secretary, SDS – in-person

Also present was Deane Piekara, a District resident.

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman Graci 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 Supervisor were present.

D. Approval of Minutes

1. June 2, 2025, Workshop

2. June 3, 2025, Regular Board Meeting

The minutes of June 2, 2025, Workshop and the June 3, 2025, Regular Board Meeting were presented for consideration.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Haseltine approving the minutes of the June 2, 2025, Workshop, as presented, and the minutes of the June 3, 2025, Regular Board Meeting, as presented. Upon being put to a vote, the **MOTION** carried 5 to 0.

Chairman Graci then recessed the Regular Board Meeting and opened the Public Hearing.

E. Public Hearing

1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present.

3. Consider Resolution No. 2025-05 – (1) Adopting Revised Employee Job Descriptions, and (2) Amending Chapter A-II, Operating Policies and Procedures of the St. Lucie West Services District Regarding Positions, Qualifications and Compensation

Resolution No. 2025-05 was presented, entitled:

RESOLUTION NO. 2025-05

A RESOLUTION 1) ADOPTING REVISED EMPLOYEE JOB DESCRIPTIONS, INCLUDING THE DELETION OF CERTAIN EXISTING JOB DESCRIPTIONS AND THE ADDITION OF JOB DESCRIPTIONS FOR CERTAIN NEW POSITIONS, AS POLICY AND PROCEDURE OF THE ST. LUCIE WEST SERVICES DISTRICT 2) AMENDING CHAPTER A-III, OPERATING POLICIES AND PROCEDURES OF THE ST. LUCIE WEST SERVICES DISTRICT REGARDING POSITIONS, QUALIFICATIONS, COMPENSATION, EMPLOYMENT, AND TERMINATION OF DISTRICT EMPLOYEES; AND PROVIDING AN EFFECTIVE DATE.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Haseltine and passed unanimously adopting Resolution No. 2025-05, as presented.

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

F. Public Comment

There was no public comment at this time.

Chairman Graci then passed the gavel to Vice Chairman Ney and read the following e-mail into the record:

SLW Service District

From: frank dox (frankdox@yahoo.com)

To: domg3@aol.com

Date: Monday, July 7, 2025 at 02:54 PM EDT

Hello, Dominick, I always like to give credit where credit is due. I had a water leak outside around my water box and contacted SLWSD over the 4th of July. Within 15 minutes Brad came and located the leak and said someone would come today to see where it was exactly. First thing today 3 trucks pulled up to our house and worked on repairing the leak. I wasn't home and my wife was kept informed by Andy. The leak was on the side of the SLWSD. A little while ago I spoke to Evelyn in billing that the whole situation has been resolved. Evelyn was great as well. Please let the 4 of them know how great they were and the services that were provided were exceptional.

Hope you are doing well and thank you for all that you did at the Cascades.

Frank and Carol Dox

Chairman Graci would like to share these comments in the newsletter.

In addition, Chairman Graci shared that after the June meeting he received a phone call from resident Kimball regarding a sewer back up. It was noted that the resident called the District at 7 a.m. and someone responded within 30 minutes. The resident noted that the District saved her \$2,000.

Chairman Graci asked that the District receive permission to reprint these letters in the newsletter.

Supervisor Dolan applauded the employees involved in these 2 instances.

Vice Chairman Ney then returned the gavel to Chairman Graci.

G. District Attorney DA 1 – Status Report/Updates

Mr. Fumero presented the report and briefly went over those items.

There were no questions from the Board Members.

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

Mr. Stahl presented his report and highlighted some of the projects that ISS was working on.

**I. District Manager
Action Items**

DM 1 – District Manager and Staff Prescriptive Goals and Performance Objectives for FY 2026

Mr. Miller presented the item and distributed the Cost Savings Sharing Program.

Secretary Haseltine noted that the program was written very well.

A **MOTION** was made by Supervisor Dolan, seconded by Secretary Haseltine and passed unanimously accepting the District Manager and Staff's Prescriptive Goals and Performance Objectives for FY 2026, as presented.

DM 2 – District Manager FY 2025 Year End Report

Mr. Miller indicated that this was the first year of the report being presented to the Board and noted that it was based on the Goals and Performance Objectives of FY 2025.

A **MOTION** was made by Secretary Haseltine, seconded by Supervisor Dolan and passed unanimously accepting the District Manager FY 2025 Year End Report, as presented.

DM 3 – Consider Fifth Amendment to Utility SCADA System Service Agreement with Integration Services, Inc. (ISI)

Mr. Miller presented the document indicating that this might be the last renewal, as Brian Callahan was nearing retirement. He assured the Board that there was a succession plan in place and that it should be a smooth transition, if and when it happens. He also noted that this was the first change in rates since 2016.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Haseltine and passed unanimously approving the Fifth Amendment to Utility SCADA System Service Agreement with Integration Services, Inc., as presented.

DM 4 – Consider Authorization to Renew with Florida Blue as the District Health Insurance Provider

Mr. Miller presented the item and recommended approval.

A question arose regarding the Cost Savings Sharing Program and the fact that this was budgeted at an 8% increase but came in at 4.97%. Who would receive the budget bonus for this cost savings? Mr. Miller clarified that the FY 26 budget would be amended to reflect the 4.97% increase and he clarified that the program applied to the FY 2025 budget, not the FY 26 budget at this time.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Dolan and passed unanimously authorizing the renewal with Florida Blue as the District health insurance provider for FY 2026, as presented.

DM 5 – Consider Acceptance of FY 2024 Financial Report by Grau & Associates

Mr. Miller presented the report and recommended acceptance.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Haseltine and passed unanimously accepting the FY 2024 Financial Report by Grau & Associates, as presented.

DM 6 – Consider Request to Change in Engineering Services from Infrastructure Solution Services (ISS) to HR Green

Mr. Miller presented the information and noted that the Board had discussed preparing a letter to ISS/HR Green notifying them of the 6 month review addendum.

A **MOTION** was made by Vice Chairman Ney, seconded by Secretary Haseltine and passed unanimously approving the change in engineering services from Infrastructure Solution Services (ISS) to HR Green, amended to reflect a 6 month trial period review.

DM 7 – Other Items

Mr. Miller noted the Robert's Rules handout received at the FASD Annual Conference. A brief discussion ensued.

Discussion then ensued regarding leak detection alerts and how the process worked. Mr. Miller noted the ways the District is made aware of leaks.

Mr. Miller then made a PowerPoint presentation on how we arrived at where we are with the Reserve CDD Project by giving a brief history, pointing out key considerations of incorporating the Reserve CDD service area, showing the existing Reserve CDD water main interconnect, the existing Reserve CDD force main interconnect, the key benefits of a potable south connection and the sewer south connection. Mr. Miller also highlighted the proposed Reserve CDD water and sewer improvements and who would bore the cost of same.

Mr. Miller also spoke of the 5 acres proposed Reserve CDD utility site transfer to SLWSD along with a proposed amendment to provision of services agreement for 12 acres and the costs associated with same. Also provided was the requested incorporation timeline (January 2025) and a realistic incorporation timeline that included priority items as well as those items that could be delayed.

A lengthy discussion ensued with Mr. Miller noting that, ultimately, the Reserve CDD would dissolve upon its incorporation into the SLWSD service area.

That concluded Mr. Miller's updates.

J. 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 – Public Information Officer Monthly Report

CA 6 – Financial Statements for May 2025

CA 7 – Consider Transfer of Funds for the R&R & UC Accounts

CA 8 – Surplus Items

Consent Agenda Items CA-1 through CA-8 were presented for Board consideration.

A **MOTION** was made by Secretary Haseltine, seconded by Vice Chairman Ney approving Consent Agenda items CA 1 through CA 8, as presented. Upon being put to a vote, the **MOTION** carried unanimously.

K. Supervisor Requests

Supervisor Dolan had no requests at this time.

Secretary Haseltine had no requests at this time.

Supervisor Carvelli had no requests at this time.

Vice Chairman Ney reiterated his request to have the Public Information Officer Monthly Report moved from the Consent Agenda.

Chairman Graci noted that Mr. Bomjardim reports to Mr. Miller and that his report would remain under Consent Agenda.

Chairman Graci praised the District's employees and requested that Mr. Dox's letter be posted in the department to recognize employee efforts.

That concluded Supervisor Requests.

L. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:09 a.m. by Chairman Graci. There were no objections.

Public Hearing & Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 08/05/25