

IMMOKALEE WATER & SEWER DISTRICT

1020 Sanitation Road, Immokalee, Fl 34142

Telephone: (239) 658-3630

Regular Board of Commissioners Meeting

Tuesday, July 18, 2023

3:30 p.m.

MINUTES

Board Members		
Title	Name	Attendance
Chair	Joseph Brister	Present
Vice-Chair	Patricia Anne Goodnight	Present
Secretary	Bonnie Keen	Present
Treasurer	Robert Halman	Present
Commissioner	Magda Ayala	Present
Commissioner	Jack Johnson, Jr.	Present
Staff Present	Professional Staff Present	Guests Present
Louis Brunetti	Gary Ferrante	Juan Sanchez
Sarah Catala	Laura Donaldson (online)	
Hector Ramos		
Misty Smith		
Brian Stewart		

I. Call to Order

Mr. Brister, Chair called the meeting to order at 3:31 p.m. Ms. Keen arrived at 3:33 p.m.

II. Preliminaries

- a. Pledge of Allegiance
Mr. Brister led the Pledge of Allegiance.
- b. Roll Call
Ms. Smith conducted roll call. A quorum was reached.
- c. Adoption of Agenda

Motion: Ms. Goodnight moved to adopt the agenda as presented. Mr. Halman seconded the motion. The motion passed unanimously.

- d. Public Concerns
There were no public concerns.
- e. Staff Good Cause Items
None.
- f. Board Concerns
None.
- g. Old Business
 - i. Administrative Office Building – Updates
Ms. Catala, Executive Director, reported that the earnest funds were placed in an

escrow account, the title search was underway, and a kick-off meeting was held with Johnson Engineering. She also reported that a meeting with Johnson Engineering has been scheduled to discuss the conditional use permit.

Regarding the loan/grant, a kick-off meeting has also been scheduled with USDA and staff will begin to work on completing the application soon.

ii. Development Plan Fee (continued)

There were no new updates as of the last Board meeting. Ms. Catala reported that the customer service staff continue to ensure that payments are being received on time from the developers.

iii. Tower Leases

Ms. Donaldson, District Attorney, reported that she had received a draft lease from Crown Castle on July 17th (one day prior to the Board meeting), and it was sent to Ms. Catala for review, however, due to the short turnaround, the draft will be provided to the Board at the next Board meeting.

Regarding Radio Fiesta, no contact has been made and they are still not in compliance.

iv. IWSD Boundaries

Ms. Goodnight met with Ms. Catala and Mr. Ferrante to review the boundaries. A proposed boundary map was displayed on the monitor and was discussed in some detail. In addition, the Rural Lands Stewardship Area (RLSA) map for Collier County was passed around the room to provide a visual to the Board. Ms. Goodnight outlined what the next steps might look like if the Board would consider expanding the service boundaries. A discussion ensued.

Ms. Goodnight will continue to research the topic and will report back at the next Board meeting.

v. Cattle Lease

Ms. Catala provided a summary of the original direction from the Board. She outlined the documents that were sent to the Board which would also be included as part of the Request for Bid package. Mr. Johnson in particular, reviewed the documentation in detail and met with Ms. Catala prior to the Board meeting. They made several changes to the lease surrounding fencing and facilities and the animal units.

Mr. Johnson raised his concerns and a discussion ensued surrounding the said changes mentioned along with concerns regarding animal units and the termination clause.

The Board deliberated on which changes to the lease were necessary in order to protect the best interests of the District.

A public comment by Mr. Juan Sanchez was made.

Motion: Ms. Keen made a motion to approve the terms of the cattle lease with the agreed upon changes to be reflected in the lease and to authorize the advertisement of the cattle grazing lease bid. Mr. Johnson seconded the motion. The motion passed by a 4 to 1 vote.

- h. New Business
None.

III. Consent Agenda

- a. Adoption of Meeting Minutes (06/28/2023)

Motion: Mr. Halman moved to approve the consent agenda as presented. Ms. Keen seconded the motion. The motion passed unanimously.

IV. Action Agenda

None.

V. Discussion Agenda

- a. Executive Director's Report

Ms. Catala provided updates on the following topics:

1. Next steps for the receipt of state appropriations
2. Due to the District only receiving 50% funding for the reuse and reclaimed water project, staff will apply for grants.
3. The District will be applying to the Florida Department of Emergency Management for mitigation from Hurricane Ian for the water main at Farm Worker Village. FEMA will only cover specific portions; mitigation is not covered.
4. The WWTP office and lab will need to undergo renovations and the District has plans to apply for USDA grants. More details will follow in the future.
5. There are plans to use the existing administration building to house the Water Distribution Department staff and possibly be used as a SCADA operations room after the new administration building is built.

- i. Project Spreadsheet

Ms. Catala summarized the purpose of the project tracking spreadsheet.

- b. Finance Director's Report

- i. Budget Hearing Dates

Mr. Stewart proposed a few dates to hold the hearings.

The Board requested to change the regularly scheduled Board meeting from August 16th to August 23rd at 3:30 p.m. and to schedule the first budget hearing on August 23rd at 5 p.m., following the regularly scheduled Board meeting.

The Board requested to schedule the second budget hearing on September 20th at 5 p.m., following the regularly scheduled Board meeting.

- c. Engineer's Report – Weston & Sampson

Mr. Ferrante reported that he continues to work on the TIGER grant. He then reported that concrete work around clarifier #3 has not been repaired yet but is under warranty.

Ms. Catala reported that the Farm Worker Village line looping is ongoing and the District posts updates on Facebook when possible. She shared that staff shortages in the Water Distribution Department are causing a delay.

Mr. Brunetti provided an update on the four FEMA projects, two of which we will apply for FLDEM grants for mitigation, as also mentioned by Ms. Catala within her report.

- d. Attorney's Report

Ms. Donaldson reported that she had a meeting with the Collier County attorney

regarding the sidewalk and stormwater concerns on Lake Trafford Rd. as part of the TIGER grant transportation improvements. She also reported that she will start the claims process for the PFAS settlement soon.

Other: Ms. Donaldson recommended that the District advertise a notice in the newspaper to notify the public that the District will be announcing a request for bids for the cattle grazing lease. And Ms. Catala will advertise with the Cattleman's Association.

e. Executive Assistant's Report

Ms. Smith provided a quick update on website progress, indicating that we are still on track to launch a new website as projected.

VI. Other Public Interests

There was no public interest.

VII. Adjournment

The Board meeting adjourned at 4:58 p.m.