

IMMOKALEE WATER & SEWER DISTRICT

1020 Sanitation Road, Immokalee, Fl 34142

Telephone: (239) 658-3630

Regular Board of Commissioners Meeting

Wednesday, August 20, 2025

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	VACANT	
Commissioner	VACANT	
Staff Present	Professional Staff Present	Guests Present
Louis Brunetti	Gary Ferrante	See sign-in sheet
Sarah Catala	Laura Donaldson (online)	
Hector Ramos		
Misty Smith		

I. Call to Order

Mr. Joseph Brister, Chair, called the meeting to order at 3:31 p.m.

II. Preliminaries

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

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

- d. Public Concerns
There were no public concerns.
- e. Staff Good Cause Items
There were no staff good cause items.
- f. Board Concerns
There were no Board concerns.
- g. Old Business
 - i. Florida Division of Emergency Management (FDEM) Mitigation Project Updates
 1. Well Access Roads
Ms. Louis Brunetti, Project Engineer, reported that the project is nearing

completion. Paving has occurred and sodding is pending.

- h. New Business
There was no new business.

III. Consent Agenda

- a. Adoption of Previous Meeting Minutes – *none – July meeting minutes will be provided in the August Board packet.*
- b. Fixed Assets, Acquisitions, Disposals – *none to report*
- c. K1 Pump Station PLC

Motion: Ms. Goodnight made a motion to approve the consent agenda as presented. Mr. Halman seconded the motion. The motion passed unanimously.

IV. Action Agenda

- a. Resolution 2025-07 Connection Fee Correction
Ms. Sarah Catala, Executive Director, reported that Mr. Murray Hamilton from Raftelis found an error within the table that was provided as part of the connection fee study, which was then included as an exhibit in Resolution 2025-06. The corrected resolution now includes the updated table listing the proper EDUs and meter sizes. Ms. Catala noted that the calculations, formulas, and analysis were not affected.

Mr. Brister read the resolution aloud.

Motion: Ms. Goodnight made a motion to adopt Resolution 2025-07 Connection Fee Correction. Mr. Halman seconded the motion. The motion passed unanimously.

- b. Resolution 2025-08 Procurement
Ms. Catala reported that the revised documents will be presented at the September Board meeting.
- c. Easement – Boston Avenue
Ms. Catala presented draft documents for a ten-foot easement that extends from Hancock Avenue to the private residence along Boston Avenue which will allow installation of a new water line to provide service to the private residence. The District would then abandon the existing water line, and it would be removed from Boston Avenue.

Ms. Catala recommended approval of the easement and requested authorization for her to sign it. The next step is to deal with the relocation and to try and reach an agreement regarding maintenance of the line.

Mr. John Raymond from National Development of America, the developer for the multi-family project, was present. He explained that the project will bear all the costs by the District.

Motion: Ms. Goodnight made a motion to approve the easement for Boston Avenue and authorized the Executive Director to sign the easement. Mr. Halman seconded the motion. The motion passed unanimously.

- d. SR29 from CR 846 E. to N. of New Market Rd. W. – FPID: 417540-5 – Utility Work Agreement and Resolution 2025-10
Ms. Catala reported that the agreement presented pertained to the portions of property that will become part of the road right-of-way to be acquired by the Florida Department of Transportation (FDOT) where the District's current infrastructure exists. The agreement covers the design of the relocation, and a schedule of milestones was included.

Ms. Catala stated that the agreement must be in place in order for the District to be reimbursed.

Motion: Ms. Goodnight made a motion to approve the Utility Work Agreement. Mr. Halman seconded the motion. The motion passed unanimously.

Next, Mr. Brister read the Resolution 2025-10 aloud.

Motion: Ms. Goodnight made a motion to adopt Resolution 2025-10 Utility Work Agreement. Ms. Keen seconded the motion. The motion passed unanimously.

- e. FY 2025-26 Board Meeting Schedule
Ms. Smith presented the proposed Board meeting schedule and calendar view for FY2025-26. The Board reviewed the information and requested no changes.

Motion: Ms. Goodnight made a motion to approve the Board meeting schedule as presented for FY 2025-26. Mr. Halman seconded the motion. The motion passed unanimously.

V. Discussion Agenda

- a. Executive Director's Report
 - i. Westclox Street Residences – AC Line Abandonment and Connection to 6" Water Line – Follow up
Ms. Catala reported that emergency remedy work was completed between August 4-5, 2025, along Westclox St. to replace old water lines, totaling \$15,328.29. She reported that as the District identifies these types of issues, we will address them and determine if remedy work is necessary.
 - ii. Report Continued
 - Ms. Catala reported the following:
 - Collier County Delegation Committee will meet on September 15, 2025, which she will be attending to provide information on our legislative appropriations request.
 - She met with Representative Lauren Melo recently to inform her of our request for appropriations; however, she has not been able to get a meeting with Senator Kathleen Passidomo at this time.
 - Ten smart meters were installed earlier this week throughout town for testing. A rollout plan for meter installations is still underway. A meeting with Mr. Jeff Carpenter, Finance Director, still needs to be scheduled, in addition, Ms. Smith will perform public outreach to ensure residents understand the installation plans.
 - Mr. Murray Hamilton from Raftelis has confirmed that he will provide a presentation at the next Immokalee CRA meeting in September to educate their Board about how the connection fees work. A discussion ensued.
- b. Finance Director's Report
Mr. Carpenter was absent. Ms. Catala reminded the Board about the budget hearings in September.
- c. District Engineer's Report – Weston & Sampson
Mr. Gary Ferrante, District Engineer, reported the following: Master Lift Station C project is ongoing, plumbing inside the wet well will begin soon and the control panel will be delivered soon. The project is expected to be done in the next two to three months. The water softening project is also ongoing and a decision on which technology to pilot test will occur soon. Electrical plans for Lift Station P are underway, quotes for

the carport concrete slabs were received, and lastly, a meeting to discuss the parking lot at the Wastewater Treatment Plant (WWTP) has been scheduled.

d. Project Engineer's Report

Mr. Brunetti reported the following: regarding the water reuse project, design progress is ongoing, the Florida Department of Environmental Protection (FDEP) permit application has been submitted by Kimley-Horn for the project and if it is approved, the bid solicitation can go out.

e. District Attorney's Report

Ms. Laura Donaldson, District Attorney, reported the following: she is working on the procurement policy updates, she is working on the next steps of the relocation of water lines on Boston Avenue, she will be working on the Radio Fiesta tower lease, and she has a meeting with RCMA's lawyer regarding the sewer lines.

f. Executive Assistant's Report

- i. Reminder: Save the Date: Annual Celebration & Staff Awards Ceremony – Saturday, October 4, 2025, 3:00 p.m.

Ms. Smith provided a Save the Date flyer to Board.

Ms. Smith also provided a quick update about the project at Farm Worker Village.

VI. Other Public Interests

Ms. Christie Betancourt from the Immokalee CRA reminded District staff that comments are due on Friday, August 20, 2025, for a project along the First Street area.

VII. Adjournment

The Board meeting adjourned at 4:18 p.m.