St. Lucie West Services District

Board of Supervisors Meeting Minutes

April 3, 2007
Sunlight Community Church
477 S.W. Cashmere Boulevard, Port St. Lucie, Florida 34986

(Please note: This is not verbatim, a CD recording of the board meeting is available on file)

Board Members Present

Charles Altwein, Chairman
Everett Child, Vice-Chairman
Sal Mancuso, Supervisor
Ron Nickel, Supervisor
John Imperato, Supervisor/Secretary

Staff Present

Charles L. Sweat, District Manager, Government Services Group, Inc. ("GSG")
Dan Harrell, District Attorney, Law Office of Gonano & Harrell
Bob Lawson, District Engineer, ARCADIS G&M
Larry Koch, Deputy to District Treasurer, GSG
Bill Hayden, Assistant District Manager, St. Lucie West Services District ("SLWSD")
Linda Schnaufer, District Management, GSG
Madeline Maldonado, Administrative Assistant, SLWSD

Guests Present

(See Sign-In Sheet Attached)

I – Call to Order

Chairman Altwein called the meeting to order at 9:00 a.m.

II – Pledge of Allegiance

III – Invocation

IV – Public Comment

Chairman Altwein announced that the City of Port St. Lucie Council and St. Lucie County Commissioners will have a meeting at 3:15 p.m. at the Community Center in regards to water and wastewater.

Sue Snyder addressed the Board and stated that she received an email from Ed Dixon requesting that she ask Mr. Lawson for an update on the shallow wells and South Florida Water Management District (SFWMD). Mr. Lawson stated that he would like to make an update report on the overall irrigation under District Engineer items. Chairman Altwein concurred with Mr. Lawson.

Ms. Sue Snyder asked Mr. Sweat if he is familiar with Senate Bill No. 444 in regards to grants. Mr. Sweat stated that he is familiar with it. Chairman Altwein questioned if Mr. Sweat could explain it. Mr. Sweat stated that it's the availability of monies, how the monies are allocated and who

sponsors the monies. Mr. Sweat stated that he will be tracking those opportunities, as he has a staff member working on tracking potential opportunities for grants specifically for St. Lucie West.

Jim Dyer addressed the Board and requested that a real time clock of the irrigation water pressure be placed on the District's website. Mr. Dyer noted that it should be post filter. Discussion ensued. Mr. Hayden stated that currently the pressure is being measured at the pump stations before the filters. Mr. Hayden stated that staff can go out and look at the pressure after the filter and noted that it can be placed on the website. Mr. Lawson commented that when he gives his report there will be information in regards to this.

Lyle Finn addressed the Board and stated that he would like to comment after Mr. Lawson's report. Mr. Finn provided the Board and staff with an irrigation chart. Mr. Finn requested a status update on the SCADA system and when the irrigation system will be moved over to the new server. Mr. Finn requested that there is a chart of the plans in regards to these items and stated that the project tracker report is more of a status than a plan, which indicates sense of urgency. Mr. Finn commented that the dirty irrigation water is a problem, because it's starting to clog up control valves all over the community. Mr. Finn stated that he would also like to see on the plan a status is things in regards to the pumps at the pump stations. Mr. Finn also questioned the status of the pump permits. Mr. Finn noted that he wrote a letter to Mr. Sweat dated March 22nd with questions regarding the permits for the Surficial wells and he never received an answer; however thinks it is probably because Mr. Sweat does not know the answer. Mr. Sweat commented that he should have responded; however, he forwarded the letter to Mr. Lawson who has the information and the answers. Mr. Sweat noted that he should have let Mr. Finn know that the letter was being forwarded to Mr. Lawson. Mr. Lawson noted that he will cover the status of the water use permits in his report.

Supervisor Imperato requested that Mr. Finn forward him a copy of the e-permit records. Supervisor Imperato stated that the Project Management Tracking Chart has some potential; however, still not where he would like it to be. Supervisor Imperato suggested that there is a Permit Status Chart, a grid that shows the open permits, a description of the permits and the status that they are in. Supervisor Imperato commented that SFWMD has an e-permitting icon on their main page.

Supervisor Mancuso commented that if there is anyone who likes to hear from the public it's him; however, it concerns him the fact that from time to time he has been hearing from the public explain about the dirty water and articles they find and the irrigation system. It is the District's responsibility to provide clean water regardless of whether it's irrigation water or potable water to the public. Supervisor Mancuso stated that he appreciates the information that Mr. Finn has provided; however, the District has personnel who is responsible for that. Supervisor Mancuso commented that he believes there is a time limit for the public comments and he has clocked approximately twelve (12) on Mr. Finn's comment. Supervisor Mancuso stated that he used to attend the Council meetings at the City of Port St. Lucie and he was allowed only five (5) minutes, in which he would rehearse his speech before he went to the Council, because they would cut him off after five (5) minutes. Supervisor Mancuso noted that he is not criticizing Mr. Finn or the public, but there has to be a ways and means that the public limits their time to the allotted time agreed to. Supervisor Mancuso stated that if he speaks over five (5) minutes he is "hit over the head" and feels that he should have the same privilege that the public has.

Vincent D'Amico addressed the Board and commented that Mr. Lawson is doing a great job. Mr. D'Amico requested the status of the I.Q. Study as the contract was awarded in December. Mr. D'Amico also requested when the state will complete their study so that the Board can make their decision regarding the City.

Harvey Cutler addressed the Board and commented that he spoke to John Lockwood of SFWMD for the status of the permit. Mr. Cutler stated that Mr. Lockwood stated that they were still waiting for some further information they requested from the District. Mr. Cutler stated that he does not know if this is true or not, but that is what his reply was and feels that the Board should find out what the facts are. Chairman Altwein asked if SFWMD is waiting for information from the District. Mr. Lawson replied yes, and stated that we do not yet have it; however, he will provide more information during his report.

Supervisor Imperato stated that most of the Board members, who have computers, received an email from Mr. Teneriello asking for the status of the study of the leaking I.Q. Pond. Supervisor Imperato requested a status on this item. Mr. Lawson stated that he received a draft copy of the report from the geotechnical consultants two weeks ago. Mr. Lawson noted that he and Mr. Hayden reviewed the report and agreed with it. Mr. Lawson noted that it will be placed in the April 17th agenda packet for the Board's review. Chairman Altwein questioned why the Board did not receive the report. Mr. Lawson stated that it is a draft copy. Chairman Altwein stated so what. Mr. Lawson stated that this is a sub-consultant to his firm, ARCADIS, who the Board hired to do the study and he was not prepared to the release the document to the Board until after he was comfortable that it was correct prior to it going to the Board.

V – Finance

Financials for February 28, 2007

Mr. Koch addressed the Board and stated that the financial reports included the check registers with a summary of checks over $35,000, the bank reconciliation and the balance sheet. Mr. Koch recommended approval of these reports. Discussion ensued on the financial statements.

Supervisor Mancuso commented that he is still waiting to receive an actual report for Fiscal Year (FY) 2006 regarding each particular item in the financial statements for the General Fund and the Water & Sewer Fund. Mr. Koch stated that staff has presented the Board with the audited Financial Report for FY 2006; they're not estimated they are the final audited reports. Supervisor Mancuso stated that the only thing he has been provided is the total dollars and since 1989, the Board received the actual funds for the previous fiscal year and the funds for the current fiscal year for each particular line item in the General Fund and Water & Sewer Fund. Discussion ensued. Mr. Koch stated that staff provided the financial statements through the end of the year, possibly in an October meeting and they were presented as the final reports un-audited through September 30th. Mr. Koch stated that he will be glad to run the report again and distribute the report to the Board.

Supervisor Imperato questioned if the laboratory services budget is going to be overrun. Mr. Hayden stated that testing on the injection well to go from a construction permit to a regular permit is major and requires a lot of testing. Mr. Hayden noted that current testing on the injection well is done monthly, and it takes approximately 2 years of testing before a regular permit can be received. Supervisor Imperato commented that this was not budgeted correctly. Mr. Hayden concurred and noted that it should have been budgeted under the plant expansion. Discussion ensued. Mr. Sweat stated that he will look into this item and report back to the next Board meeting.

The Board and staff continued to review and discuss the financial reports. Supervisor Nickel commented that it seems to him that the District needs a tighter ring on the money and the budget amendments have to be stopped. Mr. Koch stated that in the report that staff will be presenting at the next Board meeting, it will show areas where the District has saved money which reduces the budget on those items and at the end of the year effectively; the District will be in better shape than was forecasted in the original budget. Supervisor Nickel questioned if Mr. Koch foresees another 4% or higher rate increase come this fall. Mr. Koch replied yes there will need to be another rate

increase; however, he does not know if it will be 4%. Mr. Koch noted that the Board approved that there be a rate increase based upon the Consumer Price Index (CPI) and through the Budget process, staff will be determining whether to recommend a rate increase a little bit higher than that or not. Mr. Koch stated that one of the things that staff is trying to do is to continue to build the surplus in the Water & Sewer Fund.

Supervisor Nickel questioned if the District will receive a more detailed financial presentation from Mr. Robert Ori at some point in the near future before there is a final decision made with the City of Port St. Lucie. Mr. Harrell stated that the anticipation was that OPPAGA would issue its report and then the Board would proceed with their next step. Supervisor Nickel commented that Mr. Ori mentioned in his report a more detailed financial analysis of the District. Mr. Sweat agreed that would be necessary before the Board could make a final decision.

Discussion ensued amongst the Board and staff on the financial reports.

Interfund Transfers of Excess Funds in Revenue Account

Approval of Budget Amendment 2007-12

Mr. Koch stated that each year the Trustee notifies the District of the surplus funds that are in the Trust Accounts after all of the principal and interest payments are made. Mr. Koch stated that this year due to the higher interest that accrued on those funds, the excess funds were more than was budgeted. This is $180,000 that will be transferred from the Trust Fund, at the recommendation of the Trustee at the recommendation of the Trustee, into the General Fund. Mr. Koch noted that a similar situation exists for the Cascade Bond, however at the direction of the Board last year the surplus funds in the Cascade Bond are being retained in the Reserve Revenue Trust Account for the Cascades; meaning that money will stay to the benefit of the Cascades. Mr. Koch also noted that the $180,000 will be transferred to the General Fund and be available for any lawful purpose of the District. Mr. Koch recommended approval of the transfer, as well as, the accompanying budget amendment approval as required with the auditors to have an Interfund transfer properly budgeted and balanced between the two (2) funds. Discussion ensued regarding the item.

Chairman Altwein called for a motion to approve items FA-1a, FA-1b, FA-1c, FA1-d, FA-2 and FA-2a.

Supervisor Imperato motioned to accept the financial items, FA-1a, FA-1b, FA-1c and FA-1d as presented by the District staff. Vice-Chairman Child seconded the motion. All Board members agreed to the motion. Approved 5-0.

Vice-Chairman Child motioned to accept items FA-2 and FA-2a with a notation that FA-2a is changed to say "transfer out of the Water Management Benefit Bond" in line 2 of FA-2a. Supervisor Nickel seconded the motion with the added correction that in the recommendation should state "out of" also. All Board members agreed to the motion. Approved 5-0.

Retainage Releases for Certification's 248-250

Approval of Budget Amendment 2007-13

Mr. Koch stated that these are retainage fees that were withheld at the completion of the projects which were done in 2004 and Mr. Lawson has now sent the District Manager the information for these monies to be paid to the vendors. The inspections have been completed and the money is owed to them as part of the projects. Mr. Koch noted that this money comes out of the Bond Construction Fund and has no impact on the District's current operating budgets. Therefore, item FA-3a which approves the amendment to the Construction Budget. Discussion ensued regarding the item.

Supervisor Nickel motioned to approve the above mentioned Retainage Releases and approval of the transfer from the Water Management Construction Fund for $85,405.01 to the Public Fund Checking Account; this falls under the approval of Budget Amendment 2007-13 to add the Capital Expenditure to Release the Retainage being held for the total amount of $85,405.01. Vice-Chairman Child seconded the motion. All Board members agreed to the motion. Approved 5-0.

VI – District Attorney

Mr. Harrell stated that he had no items.

VII – District Engineer

Other Items

Mr. Lawson stated that there are no items listed on the agenda; however, he would like to provide an update on some of the issues raised under public comments and the irrigation system in general. Mr. Lawson stated that he would like to provide a monthly status report on the irrigation progress as it is a subject of great concern in the District.

Irrigation Supply: Mr. Lawson stated that it is important that it is understood that today the District does not have a water use permit that is approved and able to be utilized, from SFWMD, to irrigate St. Lucie West. The District's water use permit for irrigation expired in December, 2001. The District has been, through other consultants and ARCADIS has been trying to remedy this for some time. Mr. Lawson noted that initially when this project was trying to be renewed, back in 2000, at that time SFWMD, similar to what they are doing today, asks for a tremendous amount of information. SFWMD requested a study be done on the impacts of using the surficial wells and using the lake withdrawals on the littoral plantings that occur around some of the lakes that are used for irrigation. Mr. Lawson noted that the study was done over a period from October, 2000 to October, 2001 and was submitted to the District in 2002. The purpose of that report was to identify that the District's use of the water coming from the lakes was not impacting the viability of the littoral planted shelves. The mitigation shelves that were placed in the lakes when they were constructed were in an effort to mitigate for loss of other wetlands and other areas of interest on the overall DRI (Development of Regional Impact). Mr. Lawson stated that report was done and basically accepted.

Mr. Lawson stated that there was another study that was done in 2004 by the previous consultants to try to respond to additional correspondence going back and forth, which he reviewed and was really the start of trying to use the surficial wells. Mr. Lawson stated that the surficial wells were pumped until the end of October, 2005; back in June 2004 they started to try to get the District (SFWMD) to recognize the fact that they were going to go to the Floridan, the deeper well and that the District should be able to use the full 2 million gallon per day capacity that the surficial wells were permitted for, for a different purpose; irrigation purposes. Mr. Lawson stated that the study was never accepted in 2004 by the District (SFWMD); it dragged on and didn't get done for whatever reason.

ARCADIS came along and reluctantly entered into a review of the irrigation system and found out that the District has two (2) major problems, one being the supply issue; right now there is zero supply that's permitted. However, the concern is that at build out of the project, which is very rapidly nearing, he is very concerned on what is the source of the water that the District is going to be able to use in order to irrigate in an appropriate manner and quantity the entire amount of acreage that St. Lucie West will have at development. Mr. Lawson stated that he is studying the different sources. The District has a state-of-the-art Water & Sewer Plant that produces irrigation quality water and currently produces it at about 1.3 million gallons per day. It is taking water at the rate of 60,000 or so gallons per day coming back from the Reserve. Mr. Lawson stated that he is

anticipating proposing to SFWMD that the District will be able to utilize 1.5 million gallons of reuse water produced by the District's plant at build out for the purposes of irrigation. Mr. Lawson stated that they love that; the only problem is that the District needs 7.3 million gallons of water to irrigation the District on a daily basis.

Mr. Lawson stated that what the District (SFWMD), Mr. Lockwood, has told him in numerous meetings is that they would be reasonable comfortable in looking at a proposal that would identify that the District is not going to use anymore water from the surficial aquifer. Mr. Lawson stated that it's important to understand that the surficial aquifer is not only the wells, the lakes and the surface waters are considered part of the surficial aquifer system. Mr. Lawson stated that he has indicated to Mr. Lockwood that the District would like to get an approval for 1.5 million gallons of water coming from the wells, which is about ½ million gallons less than what was the District's permitted capacity; yet about 200,000 gallons more per day than the District ever pumped from those wells. In addition, 2.3 million gallons of lake water, which gives a total of 5.3 million gallons if the District gets that from those particular sources. Mr. Lawson stated that at this point in time, the District has about a 2 million gallon per day hole in the ultimate irrigation requirement for quantity making it a very large problem.

Mr. Lawson stated the questions are what are going to be done to fill that hole and what are the sources of additional water. Mr. Lawson stated that one is to maybe redo a study that would prove to SFWMD that the District could pump more out of the lakes than was pumped in 2004, for a limited amount of time without creating additional stress to not only the preserved wetlands, the inland isolated wetlands, but to the littoral shelves. Another is to look at the ability to purchase and utilize additional reuse water from the City of Port St. Lucie. Mr. Lawson stated that staff has contacted the City and are waiting for their current rates for connection charges, base facility charges and quantity charges on 1 million gallon increments.

Mr. Lawson stated that an idea was brought up by Mr. Finn relative to being able to use the Floridan Aquifer. Mr. Lawson stated that the Floridan Aquifer that the District has, has been tested and he's getting a chloride rating of about 1,600 milligrams per liter of chlorides coming out of the ground. Mr. Lawson noted that there are places that exist in a saltwater condition where the ground water aquifer has already been "written off" by SFWMD as being brackish. Mr. Lawson stated that the District is in a fresh water aquifer and the District is not allowed to degrade the surficial aquifer by putting anything that has a chloride content of approximately 200 or more used for irrigation.

Mr. Lawson stated that one alternative is to construct transmission pipe lines, one going up to the Lake Ernie lake system and the other one a fairly long system that would take water back into the Lake Charles lake system. Mr. Lawson stated that the reason for those two (2) is those are the District's largest bodies of water to mix a high concentration of Floridan water with surface water and look at the total amount of pool volume that exists in those lake systems and try to mix from a permitting standpoint to get down to the 200. Mr. Lawson stated that looking at the total volume of water that exists in those two (2) basins; we're able to mix about 750,000 gallons per day of 1,600 milligram chloride water into those two systems and still have water in the lakes at about 200 milligrams. Mr. Lawson stated that the other alternative is the original filtration system. Mr. Lawson noted that staff has researched the manufacturers, model numbers, filter configurations, array of the trains, pressure ratings; and have done some initial review of whether or not the District could put this excess of Floridan water utilizing the existing system that is in the plant. Mr. Lawson stated that this bears some additional discussion and research, but the District may be able to get the plant to produce almost a million gallons of treated water at 200 milligrams per liter water, but couldn't get the full 2 million.

Mr. Lawson stated that this is the purpose of him researching the City relative to cost per million gallons and thinking the District may be able to get a million gallons out of our own systems here. Mr. Lawson stated that a fairly good quantity of acid in order to lower the Ph to have the salt remain soluble. Mr. Lawson stated that on a supply side, the Permit Number is 56-00637-W; that is the permit that expired in 2001.

Mr. Lawson noted that he is in the process of working with SFWMD; however there are always obstacles in getting permits. Mr. Lawson stated that he has written the response letter to Mr. Lockwood's request for the additional information and has all the information with the exception of one item. Mr. Lawson stated that Mr. Lockwood wants to have the District's Biological Consultant to review with his in-house Biological Staff to determine the viability and the conditions of the wetlands immediately adjacent to the wells. Mr. Lawson stated that the District does not have a Biological Consultant on staff nor does ARCADIS have one on staff. Mr. Lawson stated that if we're going to comply with that request, the Board needs to authorize the expenditure of funds to someone to do that study. Mr. Lawson stated that this may not be beneficial to the District in the end of trying to get this approved; however, the District has to do it, but wants to let the Board know that the results may not be favorable to the 1.5 million gallons. Mr. Lawson stated that he is looking at alternative sources and he's estimating that it will require a week's worth of someone's time visiting these wetlands at a maximum of approximately $5,000. Mr. Lawson stated that he thinks that the District needs to consider this and consider moving forward or he will not be able to respond on a positive basis or at least with a full response by the April 13th date when he sends his letter. Discussion ensued.

Filters: In regards to filters, Mr. Lawson stated that he has done a set of preliminary plans for a retro fit of a fairly expensive filter. Mr. Lawson stated that he is recommending the District to purchase two (2) Tekleen® Automatic filters; they are capable of filtering 2,500 gallons per minute of water. Mr. Lawson stated that he is recommending to replace the wide strainer filters at the Lake Ernie and Lake Charles pump stations, with these much more expensive, yet much more efficient, filters. Mr. Lawson noted that they are self-cleaning, can be timed or run on differential pressure. Mr. Lawson recommended that they run on differential pressure. Mr. Lawson noted that this will address a lot of the issues that the residents mentioned today and provide better water quality to the individual residences. Mr. Lawson stated that the filters cost, excluding freight, is $40,740 and noted that he sent copies of the preliminary plans on placing the filters to Armadillo Dirt Works, who did the District's recent pump upgrade and remedial work on the Lake Charles Pump Station. Mr. Lawson stated that he requested that they provide him a price, outside of the normal bidding process, for the installation of the filters. Mr. Lawson stated that he can bring back to the meeting a price for installation of the filters. Discussion ensued.

Pressure: In regards to pressure, Mr. Lawson stated that we really need to know what the District's quantity of water is; we have what we think we need it to be as well as draft plans for another station to be placed in the Magnolia Lakes area. Mr. Lawson stated that the District could probably go forward and put it out to bid and get some additional pressure; however, he is reluctant to do that in case the District can't get a water use permit to support that much withdrawal. Mr. Lawson stated that these pump stations are fairly expensive to place and really he doesn't want to move forward with that until such time that he had some of the other issues cornered.

Mr. Lawson stated that currently the person who has used the SCADA system in the passed is working through some contract issues with the Board's Attorney and the District Manager. Mr. Lawson stated that staff is moving some of the controllers and would like to get his contract in place, or if we are not able to reach a contract that meets the District's requirements then possibly move onto others. Mr. Lawson noted that the SCADA contractor needs to be under control because in order to make the system correctly there will need to be an appropriate amount of pumping

capacity and appropriate amount of controls and someway to shift the load around from place to place within the system.

Mr. Lawson noted that he verbally requested information from the City of Port St. Lucie as he is looking into the potential to purchase water from the City through their Glades Plant; they have reuse water capabilities there. Mr. Lawson stated that he is going to ask them for the cost of a million gallons of water delivered to the District through a piping system and into one of the District's lake systems, and build a pump station on that particular lake to utilize their water first because it's a take or pay contract. Mr. Lawson stated that this will potentially make up some of the differential of what he is going to need to supply the amount of irrigation versus what he may be able to get from the existing shallow wells, deep wells and surface.

In regards to the information that Supervisor Imperato's suggestions on possibly irrigating less often, two (2) days a week versus three (3) days a week, Mr. Lawson stated that the District may end up having to do that. However, he prefers not to do that yet. Mr. Lawson noted that the suggestion is good thinking and it would reduce some of the pressure lost and pumping capacity requirements. However, Mr. Lawson thinks it is a little premature to go there yet as right now the District is designed to put down 1.2 inches of water per week and if the District goes to two (2) days a week it would only be putting down .8 inches of water or would have to put down .6 every time we water, which would increase the requirements and the demands on the distribution system and may hurt from a pressure perspective. Mr. Lawson noted that he appreciates everyone's input on this.

Mr. Lawson recommended that the District move forward with finding a Consultant that can do the work necessary to review the wetlands, as well as purchasing the filters independent of the overall process.

Vice-Chairman Child motioned to proceed to find a Biological Consultant to comply with the SFWMD request. Supervisor Mancuso seconded the motion. Mr. Lawson requested that the Board authorize him to hire a sub-consultant. **Vice-Chairman Child stated that was the intent of his motion.** Discussion ensued. **Supervisor Imperato amended the motion to include a not-to-exceed price of $8,000. Supervisor Mancuso seconded the amendment to the motion. All Board members agreed to the motion. Approved 5-0.**

Supervisor Imperato motioned to allocate $40,740, plus shipping costs, for the purchase of two (2) Tekleen® 2,500 gallons per minute filters with 200 micron screens as discussed, waiving the bidding process. Supervisor Mancuso seconded the motion. Discussion ensued. **All Board members agreed to the motion. Approved 5-0.**

Supervisor Nickel motioned to direct Mr. Lawson to contact Armadillo Dirt Works for a price of filter installation. There was no second to the motion.

Mr. Lawson commented that he has already provided Armadillo Dirt Works with preliminary drawings of installation and hopes that he would get a price for the installation costs and other pertinent costs, to present to the Board at the next meeting.

Vice-Chairman Child requested that status of the SCADA contract. Mr. Sweat stated that he has provided his comments on the contract and it is now in the hands of Mr. Brian Callahan, President of Integration Concepts. Discussion ensued. Mr. Sweat noted that he is also contacting and researching other suppliers and will provide this information.

Joe Teneriello addressed the Board and commented that Integrated Concepts consists of only Mr. Callahan. Mr. Teneriello noted that Mr. Callahan does not have any backup staff. Mr. Teneriello stated that it's incumbent upon the Board to look at other avenues.

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The Chairman called for a recess at 11:28 a.m. The meeting reconvened at 11:38 a.m.

Mr. Hayden confirmed that Mr. Callahan has two (2) employees working for him at Integration Concepts, who have responded to the District whenever Mr. Callahan was unavailable. Discussion ensued in regards to Mr. Callahan and contracts for the SCADA system.

VIII – District Manager

Approval of the Evaluation process of the Public Relations Request of Qualifications

Mrs. Schnaufer addressed the Board and stated that the District advertised on February 25, 2007 in the local newspapers the Request for Qualifications for Public Relations Services. Mrs. Schnaufer stated that staff received two submittals on the deadline, March 19, 2007 at 2:30 p.m. from McNicholas & Associates, Inc. from Stuart; they also have an office in Ft. Lauderdale; and from Yates & Associates out of Jensen Beach, and they also have an office in Miami. Mrs. Schnaufer noted that the Board has been provided with the proposals. Mrs. Schnaufer recommended that the Board of Supervisors rank the firms based on the published Request for Qualifications, along with the four (4) items listed in the agenda packet: Experience of Qualifications, Key Personnel, Similar Project Work and Current Recent Project workload. Mrs. Schnaufer noted that the Board may request that the firms make a presentation at the April 17, 2007 meeting and approve staff to negotiate for standard contracts with the firms with the first ranking submittal.

Mrs. Schnaufer stated that there is pricing on one of the two proposals and the Board can rank them according to the information given, or request the proposers to make presentations at the April 17th meeting, and request that they provide pricing at that time. Discussion ensued on the proposals.

Supervisor Nickel motioned for a date to be set for the proposers to provide a presentation to the Board with updated RFQs if need be. The motion failed for lack of a second.

Mr. Sweat commented that typically with a RFQ you do not ask for quotes, only qualifications. Mr. Sweat stated after the vendor is selected then prices are negotiated. Discussion ensued.

Supervisor Mancuso motioned to table this item. Chairman Altwein commented on the costs in the proposal being much less than the previous proposal from GSG. Mr. Sweat stated for the record that GSG will not be submitting a proposal for this item. **Supervisor Imperato seconded the motion.** Discussion ensued. Supervisor Nickel commented that it would do the Board a great deal of good to review this in the near future to find out the exact prices via presentations by the firms at the meeting on April 17th. Supervisor Mancuso commented that he made the motion as he feels the District is doing fairly well as far as contact with the public and he does not believe there is a need for a Public Relations firm. Chairman Altwein concurred. Vice-Chairman Child commented that he would like to have the presentations by the firms. Supervisor Imperato stated that the issues to come issue by issue to define if there is a need for a Public Relations firm. Mr. Harrell suggested that the Board continue the matter to a date certain and at that point in time the Board will decide whether to go forward and schedule or reject all the proposals, as the District asked for proposals and received them. **Supervisor Mancuso amended the motion to table this item indefinitely.** Mr. Harrell stated in that circumstance the appropriate motion to be made would be to reject all proposals, and as a matter of courtesy it would allow the District Manager to notify the proponents that the proposals have been rejected and there will be not further contact coming from the District. **Supervisor Mancuso withdrew his motion. Supervisor Imperato withdrew his second.**

Supervisor Mancuso motioned to reject all the proposals. Chairman Altwein passed the gavel to Vice-Chairman Child and seconded the motion. Vice-Chairman Child abstained from voting as his step-daughter is the Vice President of one of the firms under consideration. Chairman Altwein voted yes. Supervisor Imperato voted no. Supervisor Nickel voted no. Supervisor Mancuso voted yes. The motion did not carry.

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Supervisor Imperato motioned to postpone this item to a date certain, May 15th, at which point in time the Board will make a decision on whether there is a need to engage a Public Relations firm. Supervisor Mancuso seconded the motion. Vice-Chairman Child abstained from voting as his step-daughter is the Vice President of one of the firms under consideration. All Board members agreed to the motion. Approved 4-0.

Other Items

Chairman Altwein commented on the amount of paper used in the agenda packets. Supervisor Imperato stated for the record that the agenda packets are $0.15 per page at 17 packets at the cost of the District.

Supervisor Mancuso asked for the ERC report from the District Manager. Mr. Sweat stated that it was not completed yet.

Report on Utilities Operations

Mrs. Schnaufer addressed the Board and presented the report on the Utility Operations. Mrs. Schnaufer noted that this is not an action item, but for the Board's information. Discussion ensued. Mr. Hayden noted that the aluminum grading is about 40% done and it should be completed by mid-April.

Supervisor Mancuso complimented the District staff for saving the District $9,500 on repairing the mowers. Supervisor Mancuso commented in regards to irrigation that he believes that the District is not in the business of resetting time clocks and he wishes that the District would not do that anymore. Discussion ensued in regards to irrigation.

Chairman Altwein questioned if the District has collected all the funds from the developer that the District has been doing on the Preserves. Mr. Sweat stated that the last time he viewed the agreement all funds that were due to the District had been paid at that time; however, he has not looked at the agreement in about six (6) months and he does not believe that there are any funds owed to the District at this time. Mr. Teneriello addressed the Board and commented that all of the permits lie with the developer, who has to turn the permits over to the District, until they do and then they want to, it will be encumbered upon the District to ask for money because the District cleaned up the Preserves. Mr. Lawson stated that he and Mr. Harrell had a meeting last month with one of the developers discussing their request to turnover water management aspects to the District for maintenance on three (3) individual projects. Mr. Lawson stated that staff has done some in-field investigations relative to whether or not these are acceptable. Mr. Lawson noted that he and Mr. Harrell met with them and suggested some things that they may want to consider and they are currently preparing a request for transfer. Mr. Lawson noted that he has not seen it in final form yet. Discussion ensued amongst the Board, staff and audience.

Monthly Report on Capital Improvement Projects

Mrs. Schnaufer addressed the Board and presented the monthly report on Capital Improvement Projects. Mrs. Schnaufer stated that in the package it includes the project tracker which has the

projects that are in the budget. Mrs. Schnaufer noted that staff has included a column related to the budget available after the funds were used, as requested by the Board. Discussion ensued regarding the report. Chairman Altwein allowed for a public comment.

Mr. Teneriello addressed the Board and commented that the District is six (6) months into the budget this year and that nothing has been done in regards to the lift stations. Mr. Teneriello noted that no contracts have been issued on this item and it is one of the most critical items in the budget. Mr. Teneriello stated that the other critical item that the District has not done is the odor control for $350,000. Chairman Altwein stated that according to the report the odor control unit for the Wastewater Treatment Plant is under construction. Mr. Sweat stated that ARCADIS has the Odor Control System ready to go out to bid as well as the four (4) lift stations. Mr. Sweat noted that he received the draft contract today of the bid docs for the lift stations. Mr. Sweat stated that the lift stations will be rehabbed according to budget and according to plan, this budget period. Mr. Teneriello commented that it should have been done earlier than starting April 1st. Mr. Sweat noted that the Odor Control System will also be completed this budget cycle. Mr. Teneriello stated that this goes along with the I.Q. pond that's been kicked around. Chairman Altwein stated that his understanding is that the level and pressure has been lowered, and reduced the danger.

Quarterly Report on Customer Complaint Log

Mrs. Schnaufer addressed the Board and stated that this item is for the Board's information.

Chairman Altwein commented on his concern that it is costing the District on house calls being made in regards to irrigation problems and other issues that have nothing to do with the District. Chairman Altwein stated that he had a conversation with Mr. Harrell yesterday on incorporating a service charge for items that are not a District issue. Discussion ensued. Mr. Harrell stated that this is a policy issue and the Board could, within the District's rates and charges, tariffs associated with the utility operation including the I.Q., could levy a fee for a call to a residence that turns out not to be any problem with the utility system's services or facilities.

Mr. Sweat commented that if the District stops the practice of providing quality of customer service, even if there are issues that are not the District's fault, it would be going backwards. Mr. Sweat stated that the practice can not just be started, but must be implemented with a process of informing the customer during the telephone call that it could cost them $25, if it is determined that the customer's filter is clogged up, for example. Discussion ensued amongst the Board, staff and audience regarding the approach to customer service calls. Supervisor Imperato commented that before there are any dramatic change in the way the District operates, the District should make sure that the customers are educated and understand exactly what the District provides in the way of irrigation, to the extent that there are better methods of communicating such as putting information on the website and a live web that shows that pressure available.

Update on the District's Phone System for After Business Hours, Weekends, and Holidays

Mrs. Schnaufer addressed the Board and noted that this item has been brought to the Board before for general information. Mrs. Schnaufer stated that staff is working to make this happen and it is in the beginning stages, not yet completed but will inform the Board when it has been tested and ready to go.

Chairman Altwein requested staff to test the new system on a monthly basis after it is completed, to ensure that it is working properly. Mrs. Schnaufer agreed.

SLWSD Website Update

Mrs. Schnaufer introduced the item and stated that staff has summarized the things that have been accomplished in regards to the District's website since the last update. Mrs. Schnaufer noted

that staff is looking to provide the educational materials to the website with the responsibility of the District and the customers. The Chairman noted that Frequently Asked Questions (FAQs) and the answers should be there. Mrs. Schnaufer stated that ten (10) FAQs have been added and we will continue to add to those.

Update on the County's Request for Bulk Water and Wastewater Treatment

Mrs. Schnaufer introduced the item and stated that there is no new update to report other than what is included in the agenda packet. Mr. Sweat commented that he has not received any response to his memo sent to the County and there is no change until the City has done everything that they are going to do.

Other Items

Mrs. Schnaufer stated that the update on the OPPAGA study is not included in the agenda packet; however, Mr. Melton is still looking to finalize the report which goes through Senator Pruitt's office before being presented to the District. Mrs. Schnaufer noted that it will be the decision of Senator Pruitt as to how the report will be presented to the District, whether it is written or a presentation at a future meeting. Mrs. Schnaufer stated that staff will continue to provide the Board with updates on this item as information is received.

X – Supervisors' Request

Chairman Altwein commented that the I.Q. Pond study is very important and asked when the Board will receive it. Mr. Lawson stated that this item will be on the April 17th agenda.

Supervisor Mancuso commented that the District does not have a proper record keeping system available to the general public, as there are no means or facilities to provide the public that service. Mrs. Schnaufer stated that everything is available to the public by contacting Maddie Maldonado at the District Office with the request, and if she doesn't have it in her files, GSG in Longwood, Florida has the files in the Clerk's Office and can PDF it to Mrs. Maldonado, or through the Board Clerk at GSG in Longwood.

X – Minutes

Mr. Teneriello commented on the length of time in regards to the completed meeting minutes. Discussion ensued. Chairman Altwein noted that public comments are in the beginning of the meeting.

Approval of the Minutes of the February 20, 2007 Regular Board Meeting

Supervisor Nickel motioned to accept the meeting minutes of February 20, 2007. Vice-Chairman Child seconded the motion. All Board members agreed. Approved 5-0.

Approval of the Minutes of the March 6, 2007 Regular Board Meeting

Vice-Chairman Child motioned to approve the meeting minutes of March 6, 2007. There was no second to the motion.

Discussion ensued on the March 6th meeting minutes. Due to the time the March 6, 2007 minutes were received, the Board requested this item be considered for approval at the April 3rd meeting.

XI – Adjournment

Hearing no objections, Chairman Altwein adjourned the meeting at 1:02 p.m.

_____ _____

Chairman / Vice-Chairman **Secretary / Assistant Secretary**

Date Approved 04/17/2007

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Chairman / Vice-Chairman **Secretary / Assistant Secretary**

Date Approved 04/17/2007

St. Lucie West Services District

Guest Sign - In Sheet

Tuesday, April 3, 2007

****PLEASE PRINT****

	Name & Company	E-Mail Address	Phone
1.	Sue Snyder	on file	on file
2.	Jim Dyer	jwdyer@adelphia.net	871-5668
3.	LYLE FINN	LYLEWF@ADELPHIA.NET	on file
4.	VINCENT D'Amico		878-2201
5.	Maryellen McGarry	MARYMAC13@AOL.COM	873-0475
6.	SUSAN MORIN	susanmorin@adelphia.net	
7.	Lillian Rodriguez		
8.			
9.			
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FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
CHILD EVERETT SPENCER	ST LUCIE WEST SERVICES DISTRICT
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:
222 NW ZANZIBAR PLACE	☐ CITY ☐ COUNTY ☑ OTHER LOCAL AGENCY
CITY / COUNTY	NAME OF POLITICAL SUBDIVISION:
PORT ST LUCIE / ST LUCIE	ST LUCIE WEST
DATE ON WHICH VOTE OCCURRED	MY POSITION IS:
4/3/07	☑ ELECTIVE ☐ APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * * * * * * * * * * * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * * * * * * * * * * * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, EVERETT S. CHILD, hereby disclose that on APRIL 3, 2007:

(a) A measure came or will come before my agency which (check one)

___ inured to my special private gain or loss;

___ inured to the special gain or loss of my business associate, _____;

✓ inured to the special gain or loss of my relative, MAUREEN GAWEL, STEP DAUGHTER;

___ inured to the special gain or loss of _____, by whom I am retained; or

___ inured to the special gain or loss of _____, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

VOTE ON CONSIDERATION OF ENGAGING A PUBLIC RELATIONS FIRM OF WHICH SAID STEP DAUGHTER IS AN OFFICER.

4/3/07
Date Filed

Everett S. Child
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED $10,000.