

St. Lucie West Services District
Regular Board Meeting Minutes
January 5, 2016, at 9:00 a.m.
450 SW Utility Drive
Port St. Lucie, Florida 34986

(Please note: This is not verbatim. A CD recording of the Regular Board Meeting is available on file.)

Board Members Present

Vincent D'Amico, Acting Chairman
Gregg Ney, Secretary
Charles Altwein, Supervisor
Everett Child, Supervisor

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD
Maddie Maldonado, Office Manager, SLWSD
Dan Harrell, District Counsel, Gonano & Harrell
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, Special District Services, Inc. ("SDS")

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 4 Supervisors were present.

D. Seat New Board Member

Chairman D'Amico thanked the candidates for their interest in filling the unexpired term of office of Seat #2, which had recently been held by Harvey Cutler. Supervisor Child reminded everyone that he and Supervisor Altwein's terms of office were expiring in November and encouraged those people who are not selected today to keep those openings in mind. He also noted that there were a number of qualified applicants for Seat #2.

Supervisor Child then nominated Teri Pinney to fill the unexpired term of office of Seat #2, which expires in November 2018, seconded by Secretary Ney.

Secretary Ney then noted that there were 7 candidates and that 6 would be disappointed. He indicated that it was not an easy choice and however it turns out, he will be happy with the results.

Secretary Ney then nominated Wayne Smith to fill the unexpired term of office of Seat #2, which expires in November 2018, seconded by Supervisor Altwein.

There were no further nominations.

A motion was then made by Secretary Ney, seconded by Chairman D'Amico to appoint Teri Pinney to fill the unexpired term of office of Seat #2.

After a brief discussion with the District's legal counsel, it was determined that the Board Members should be polled as to their choice of vote instead of making a motion.

Supervisor Altwein chose Teri Pinney;
Supervisor Child chose Teri Pinney;
Secretary Ney chose Wayne Smith; and
Chairman D'Amico chose Wayne Smith

There being a tie, it was determined that a coin toss would decide the outcome.

Mr. Pierman was asked to conduct the coin toss and indicated that Ms. Pinney would be represented by "heads" and Mr. Smith would be represented by "tails". Mr. Pierman indicated that he would toss the coin into the air and allow it to land on the floor; whichever side showed would be deemed the winner. He tossed the coin and the side showing was "tails"; hence Mr. Smith was appointed to the unexpired term of office of Seat #2, which term expires in November 2018.

Mr. Smith was congratulated on his appointment and the other candidates were thanked for their interest in serving on the Board of Supervisors of the St. Lucie West Services District.

E. Administer Oath of Office & Review Board Member Responsibilities and Duties

Ms. Archer then swore in Mr. Smith and congratulated him on his appointment. Mr. Smith was given a package of information to review & complete at his earliest convenience.

F. Election of Officers

- **Chairman**

Supervisor Child nominated Vincent D'Amico as Chairman, seconded by Supervisor Altwein. Mr. D'Amico accepted the nomination. There were no further nominations for Chairman.

- **Vice Chairman**

Mr. Smith nominated Gregg Ney as Vice Chairman, seconded by Supervisor Altwein. Mr. Ney accepted the nomination. There were no further nominations for Vice Chairman.

- **Secretary**

Supervisor Ney nominated Wayne Smith as Secretary, seconded by Supervisor Child. Mr. Smith accepted the nomination. There were no further nominations for Secretary.

- **Alternate Secretaries**

Mr. Pierman indicated that the remaining Supervisors (Charles Altwein and Everett Child) would serve as Alternate Secretaries and that he (Mr. Pierman) would serve as Treasurer/Assistant Secretary and Mr. Pimentel also of Special District Services, Inc., would serve as Assistant Treasurer/Assistant Secretary.

A **motion** was made by Supervisor Ney, seconded by Supervisor Smith electing the above slate of officers, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

G. Approval of Minutes

- 1. November 30, 2015, Workshop**
- 2. December 1, 2015, Regular Board Meeting**

The minutes were presented for Board approval.

A **motion** was made by Vice Chairman Ney, seconded by Supervisor Altwein and passed unanimously to approve the Workshop Minutes of November 30, 2015, as amended, and the December 1, 2015, Regular Board Meeting Minutes, as amended.

H. Public Comment

Mr. Robert Poller, a resident of the District and a recent candidate for Seat #2, commended the Board for appointing Wayne Smith to the Board, indicating that Mr. Smith is a strong, passionate, enthusiastic, intelligent person.

I. District Attorney

DA 1 – Status Report/Updates

Mr. Harrell distributed a proposed Purchase and Sale Agreement regarding the sale of property to Ross Realty Investments, Inc. He indicated that it was necessary to hold a Public Hearing for the sale of the property and noted that the Board had previously approved holding the Public Hearing on January 19, 2016. Mr. Harrell noted that he was giving the Board Members the proposed Purchase and Sale Agreement for their review in anticipation of the January 19, 2016, Public Hearing on the same. Mr. Harrell went over some key points in the agreement and answered several questions of the Board.

No action was required on this matter at this time.

J. District Engineer

DE 1 – Consider Approval of Work Authorization No. 4D-21-1511-SU between the St. Lucie West Services District and GVMC, LLC

Mr. Lawson noted that this was for the construction of a 5,039 SF veterinary hospital on a 1.06 acre parcel on the east side of NW California Boulevard, just north of NW Country Club Drive. Mr. Lawson indicated that the required ½-inch water quality pre-treatment will be provided by installation of 122 feet of exfiltration trench onsite and stormwater discharge is being routed through the NW California Boulevard drainage system to the Basin 4D water management lakes. He further indicated that an existing SLWSD water line adjacent to the site will be tapped to provide separate potable and fire protection services to the building and that the water meters will be placed within an existing public utility easement. He noted that sewer service will be provided by the construction of a private lift station and force main connecting to the District's existing force main on the west side of NW California Boulevard. Mr. Lawson also noted that all policies and procedures of the District applicable to this type of development had been adhered to and he recommended approval with the following two (2) conditions:

- 1.) Applicant shall supply a copy of a maintenance agreement for maintenance of the private lift station prior to the District setting a water meter for the facility; and
- 2.) The exfiltration pipe to be installed on site will remain the maintenance responsibility of the applicant.

Mr. Lawson answered several questions to the Board's satisfaction.

A **motion** was made by Supervisor Altwein, seconded by Supervisor Child and passed unanimously approving Work Authorization No. 4D-21-1511-SU between SLWSD and GVMC, LLC for the construction of a 5,039 SF veterinary hospital on a 1.06 acre parcel on the east side of NW California Boulevard, just north of NW Country Club Drive with the following two (2) conditions: 1.) Applicant shall supply a copy of a maintenance agreement for maintenance of the private lift station prior to the District setting a water meter for the facility; and 2.) The exfiltration pipe to be installed on site will remain the maintenance responsibility of the applicant. Upon being put to a vote, the **motion** carried 5 to 0.

DE 2 – Consider Acceptance of Utility Easements from the Shoppes at St. Lucie West, Ltd.

Mr. Lawson indicated that he was seeking acceptance to grant easement rights to the St. Lucie West Services District in the locations of the water meters and backflow preventers for the buildings being constructed under Work Authorization # 4D-20-1410-SU. Mr. Lawson clarified that the buildings referenced were the Cabo Flats and Pollo Tropical restaurants. He requested acceptance and authorization for the Chairman to execute once the documents had been approved by the District Engineer, as the documents had not yet been finalized.

A motion was made by Vice Chairman Ney, seconded by Supervisor Child accepting and authorizing the Chairman to execute the Utility Easements from the Shoppes at St. Lucie West, Ltd., once approved by the District Engineer. Upon being put to a vote, the motion carried 5 to 0.

DE 3 – Consider Authorization of Partial Release of Platted Utility Easements and Acceptance of a Replacement Utility Easement from Montville Center Associates, L.P. in conjunction with the Resolution of an Existing St. Lucie West Services District 12-inch Irrigation Main

Mr. Lawson explained that this was a housekeeping item and was requesting a partial release of two (2) existing platted utility easements and acceptance of a new utility easement are a result of construction on the Fountainview Plaza project located on the east side of Fountainview Boulevard, directly adjacent to the Belmont condominium project. During review and approval of the plat under Work Authorization No. 4D-69-1406-P, it was determined that the landscape wall and planting being required by the City of Port St. Lucie to provide a buffer between the Fountainview Plaza and Belmont projects would be in direct conflict with the District's main at its expense to a position within a new easement dedicated to the St. Lucie West Services District on St. Lucie West Plat No. 190, recorded in Plat Book 70, Page 24 of the St. Lucie County public records.

Mr. Lawson further explained that construction had been initiated, but due to existing dry utility conflicts located at the project's southwest corner, it was determined that the replacement 12-inch irrigation main would need to be constructed in a slightly different configuration outside the newly platted easement. The District Engineer and staff were advised of the proposed changed and agreed to the modification.

Mr. Lawson then indicated, if approved by the Board of Supervisors, the majority of the 10-foot utility easement dedicated to St. Lucie West Services District on St. Lucie West Plat No. 164 will be abandoned along with a small portion of the replacement 10-foot utility easement dedicated to St. Lucie West Services District on St. Lucie West Plat No. 190. The replacement 10-foot utility easement is being offered to cover the area where the relocated 12-inch irrigation main was constructed between the remaining portions of the existing utility easements that are not being abandoned.

Mr. Lawson indicated that staff had reviewed the legal description and was recommending the Partial Release and Abandonment of easements granted to the District under St. Lucie West Plat Nos. 164 and 190 and the acceptance of a substitute 10-foot utility easement in the area where the new irrigation main was constructed. He further indicated that the final documents had not yet been presented and requested authorization for the Chairman to sign, once they have been finalized.

A motion was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously authorizing the Chairman to sign the appropriate documents, when presented.

K. 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 November, 2015

CA 6 - Consider Approval to Transfer Funds for the R&R Account Requisition

CA 7 - Surplus Items

Consent Agenda Items CA 1 through CA 7 were presented for Board consideration.

A motion was made by Supervisor Altwein, seconded by Supervisor Child approving Consent Agenda Items CA 1 through CA 7, as presented. Upon being put to a vote, the motion carried 5 to 0.

**L. District Manager
Action Items**

DM 1 - Other Items/Updates

Mr. Pickle then advised that he would be soliciting an RFQ for an engineer for the Utility Division next month. He noted that he hoped to bring the information to the Board at either the March or April meeting.

That concluded Mr. Pickle's updates.

M. Supervisor Requests

Supervisor Altwein asked Mr. Hayden if the exotic plant removal program was still active with the prisoners. Mr. Hayden indicated that it was and that it was a very successful program. He also indicated that they would be reviewing incorporating it into next year's budget in the coming months.

Supervisor Child welcomed the newest Board Member and thanked all those who had applied for the seat. It is his hope that they seek other Board seats in the future.

Secretary Smith thanked the Board for the appointment and for Messrs. Pickle and Hayden for their support as a resident and a member of 2 other Boards.

Chairman D'Amico welcomed Secretary Smith aboard.

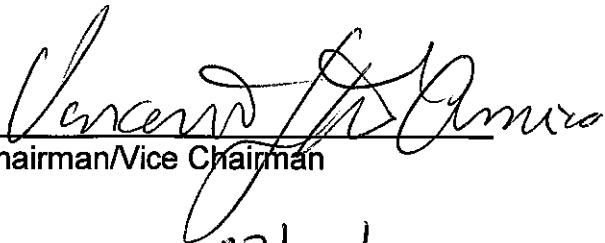
Vice Chairman Ney expressed his delight in having so many candidates to choose from and welcomed Secretary Smith to the Board.

There were no further comments.

N. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:00 a.m. on a **motion** made by Vice Chairman Ney, seconded by Secretary Smith. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 02/02/16