

St. Lucie West Services District
Regular Board Meeting Minutes
February 2, 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, Chairman
Gregg Ney, Vice Chairman
Wayne Smith, 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
Molly Shaddock, District Counsel, Gonano & Harrell
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, 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 5 Supervisors were present.

D. Approval of Minutes

- 1. January 4, 2016, Workshop**
- 2. January 5, 2016, 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 January 4, 2016, as presented, and the January 5, 2016, Regular Board Meeting Minutes, as amended.

E. Public Comment

There was no public comment.

F. District Attorney

DA 1 – Request for Release of Portion of Platted Maintenance Buffer Easement (Memo No. 16-02)

Ms. Shaddock presented the item indicating that the lot owner was requesting the abandonment of a temporary easement and allowing a permanent easement of approximately 10 feet.

A **motion** was made by Vice Chairman Ney, seconded by Secretary Smith and passed unanimously approving and authorizing execution of (a) an agreed termination of the revocable license agreement; and (b) a release and abandonment to the current Lot owner of the easterly 20 feet of the maintenance buffer easement across the Lot regarding the property located at 45, St. Lucie West Plat No. 26, Fairway Isle Parcel 8 – Block 15; 410 SW Fairway Landing, as presented.

The lot owner, Dell Bancroft, was in the audience and thanked the Members of the Board for their approval and then left the meeting.

DA 2 - Sale of Surplus Real Property – Commission Agreement

Ms. Shaddock then presented the Commission Agreement regarding the property described as All of Open Space Tracts 1A, 1B and 2A, St. Lucie West Plat No. 168 Commercial Sites – Phase 9, according to the plat thereof as recorded in Plat Book 42, Pages 28 and 28A, of the Public Records of St. Lucie County, Florida, totaling approximately 1.47+/- acres.

Secretary Smith asked if the 3% referred to in the agreement pertains to the \$1 Million or the \$1.1 Million. Mr. Pickle indicated that the 3% commission is paid on the purchase price, which could be either number and is dependent upon whether the lift station needs to be moved.

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein and passed unanimously approving and authorizing execution of a commission agreement between the St. Lucie West Services District and SLC Commercial, Inc. regarding the Sale and Purchase Agreement between Ross Realty Investments, Inc. and St. Lucie West Services District.

G. District Engineer

DE 1 – Consider Approval of Work Authorization No. 6B-05-1508-SU between SLWSD and PSL School Development, LLC

Mr. Lawson distributed the walk-on item and noted that this was an application requesting approval for the construction for the 10.04 acre College Preparatory Academy school site located in the northwest quadrant of NW California and NW Peacock Boulevards.

Mr. Lawson indicated that the site has been the subject of considerable discussion/concern relative to potential impacts on the Cascades' drainage system. The conceptual permit for Basin 6B included this site, but concerns were raised by residents and as a result of several meetings and discussions with staff, the City of Port St. Lucie and South Florida Water Management District (SFWMD), it was determined that the best course of action to alleviate concerns was to allow this site to become an independent stormwater basin and allow the site to drain directly to the City's C-108 canal. Upon project completion, SLWSD will receive a bill of sale for the control structure and discharge pipe as well as appropriate easement rights to allow access and will remain responsible for long-term maintenance of the control structure.

Water quality for this site will be provided through the construction of exfiltration piping within the site and quantity control meeting City and SFWMD requirements will be provided by a dry storage area located in the eastern portion of the site.

Water lines will be extended from existing SLWSD facilities and a privately maintained lift station will be constructed discharging to a SLWSD maintained force main located on NW California Boulevard. Points of service at the property line have been shown on the construction plans and all onsite water and sewer facilities will remain the maintenance responsibility of the applicant.

Mr. Lawson indicated that it was the pleasure of the Board to consider this item today or first notify the Cascades' HOA of the change and bring the item back to the March meeting. Discussion ensued and it was the consensus of the Board to first notify the Cascades' HOA and to bring the matter back to next month's meeting.

DE 2 – Status Report/Updates

Mr. Lawson explained the mitigation process regarding the Canal 4E/5 project. He indicated that an item was pulled from the last City agenda regarding this matter, but will be on the agenda for the next meeting. Vice Chairman Ney asked how long after the permit is issued will the project be completed. Mr. Lawson indicated approximately 90 to 120 days in the dry season.

Mr. Lawson passed out a detailed drawing of the Lake Harvey project and updated the Board, indicating that they are working to get an easement from Martin Memorial to connect to Lake Ernie. Mr. Lawson noted that they are looking at adding a park and walkway and that they will try to get grants for this project. It's estimated to cost \$585,000 for the Lake Harvey project with an additional \$450,000 for a park.

H. 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 December, 2015

CA 6 - Consider Approval to Transfer Funds for the R&R Account and WCF Account Requisitions

CA 7 - Surplus Items

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

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein approving Consent Agenda Items CA 1 through CA 7, as presented.

A brief discussion ensued regarding the computer surplus items.

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

After the vote, Mr. Pickle advised about the difference in the Aged Receivables. He indicated that there were several factors and noted that this was during the holiday season and that the shut off period for delinquent accounts were extended over the holidays. Mr. Pickle noted that these amounts would catch up months down the road.

**I. District Manager
Action Items**

DM 1 - Consider Approval for the Purchase of a 2016 F-350 Ford Service Body Truck with Crane for the Underground Utilities Division

Mr. Pickle presented the item noting that staff had received 3 bids from the following vendors:

- | | |
|---|--------------|
| 1.) Gilbert Ford of Okeechobee in the amount of | \$ 52,537.50 |
| 2.) Bartow Ford of Okeechobee in the amount of | \$ 58,518.00 |
| 3.) Advantage Ford of Stuart in the amount of | \$ 63,814.75 |

Mr. Pickle indicated that the truck's main use will be for lift station maintenance and that the purchase was budgeted from the Underground Utilities Division Capital Outlay Equipment. He recommended approval of the purchase from Gilbert Ford of Okeechobee in the amount of \$52,537.50. Mr. Pickle indicated that they might be able to trade in the old truck for up to \$9,000.

A **motion** was made by Supervisor Altwein, seconded by Secretary Smith and unanimously passed approving the purchase of a 2016 F-350 Ford Services Body Truck with Crane for the Underground Utilities Division from Gilbert Ford of Okeechobee for the not to exceed amount of \$52,537.50. The Available Project Budget is \$115,000; This Project is \$52,537.50; leaving an Available Balance of \$62,462.50.

After the vote, Secretary Smith asked about the warranty for the apparatus and whether it would be the responsibility of Gilbert. Mr. Pickle indicated that the warrant for the crane would fall to that manufacturer, Knapheide.

DM 2 – Other Items/Updates

Mr. Pickle indicated that there was a very good article on TC Palm regarding water quality, specifically about the quality of water from the deep well from which the District pulls. Discussion ensued regarding the District's last water quality test and Mr. Pickle assured the Board Members that there was no trace of lead at homes.

That concluded Mr. Pickle's updates.

J. Supervisor Requests

Supervisor Child had no requests.

Vice Chairman Ney had no requests.

Supervisor Altwein had no requests.

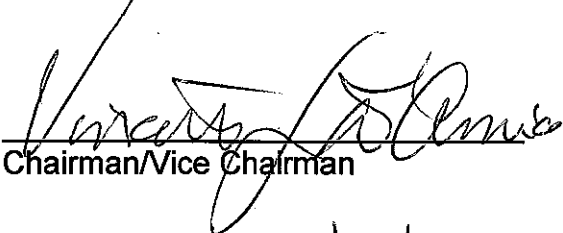
Secretary Smith had no requests

Chairman D'Amico had no requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:50 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 03/01/16