

**St. Lucie West Services District**  
**Workshop Minutes**  
**February 29, 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 Workshop 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  
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")

**Guests Present (Sign-In Sheet Attached)**

**A. Call to Order**

Chairman D'Amico called the Workshop to order at 9:00 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

**D. Approval of Minutes**

- 1. February 1, 2016, Workshop**
- 2. February 2, 2016, Regular Board Meeting**

The minutes were presented and the Board was asked if they had any revisions and/or corrections.

Supervisor Altwein indicated that he would like to see more information in the Workshop minutes about the Consent Agenda items. Mr. Pickle explained that the minutes are not transcribed verbatim and that Supervisors typically ask questions regarding the Consent Agenda items prior to the meeting.

Supervisor Altwein asked about the Water Plant Annual Withdrawal Capacity per SFWMD WUP figure in Consent Agenda item CA -2 wherein the number is indicated

as 86%. Mr. Pickle explained the figure to Supervisor Altwein's satisfaction. Also discussed were the number of lock-offs and the Aged Receivables spreadsheet.

There was no further discussion regarding the minutes.

#### **E. Public Comment**

Mr. Graci, a District resident, thanked the Board & Staff for their help with the Charter School matter.

#### **F. District Attorney DA 1 – Status Report/Updates**

Mr. Pickle was not aware of any items being brought up by Mr. Harrell.

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

Mr. Pickle presented the item indicating that the application requests approval for the construction of the 10.04 acre College Preparatory Academy school site located in the northeast quadrant of NW California and NW Peacock Boulevards. He noted that the site had been the subject of considerable discussion/concern relative to potential impacts on the Cascades drainage system. Mr. Pickle stated that 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, 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, St. Lucie West Services District 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.

Mr. Pickle noted that water quality for this site will be provided through the construction of exfiltration piping within the site and quantity control meeting City and South Florida Water Management District requirements will be provided by a dry storage area located in the eastern portion of the site.

Water lines will be extended from existing St. Lucie West Services District facilities and a privately maintained lift station will be constructed, discharging to a St. Lucie West Services District maintained force main located in 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. Pickle indicated that staff recommends approval of Work Authorization 6B-05-1508-SU with the following three conditions:

- 1.) Onsite lift station will remain in private ownership and a copy of a maintenance agreement with St. Lucie West Services District as service provider will be required prior to accepting flow from the property;
- 2.) Onsite exfiltration trench and drainage piping within the project, with the exception of the control structure and discharge piping to the C-108 will remain the maintenance responsibility of the applicant; and
- 3.) Applicant shall submit easements granting permanent access to the water meter and control structure locations prior to water service being connected to the site.

Secretary Smith questioned the line being extended from the SLW facility, which Mr. Pickle clarified.

Secretary Smith asked if the parking lot would be higher or lower than Peacock Boulevard. Mr. Pickle indicated he would have to see the plans in order to answer his question.

There were no further questions or discussion regarding this matter.

Mr. Pickle then gave an update on the Lake Harvey project indicating that a Lake Forest resident is pushing for a dog park. Mr. Pickle indicated that this item was taken to the City who deferred the decision to the District. Mr. Pickle explained that the main function of Lake Harvey was for water retention and a walking trail and that in order to have a dog park, one acre would have to be dedicated for it, but that he would bring it to the Board.

Vice Chairman Ney indicated he was a big supporter of dog parks, but that the District should have nothing to do with it.

Mr. Pickle noted that they were hoping that the walking trail could be turned over to the City for maintenance purposes.

Chairman D'Amico agreed with Vice Chairman Ney's comments.

Secretary Smith indicated that a Council representative should present the item.

Supervisor Child stated that he was not in favor of adding to the Lake Harvey project.

Mr. Pickle noted that he would have to look into the impact to water retention if a dog park were to be added, but that depending on its size, it could have a significant impact.

The Board consensus was to not explore the matter any further.

**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 January, 2016**

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

**CA 7 – Surplus Items**

Consent Agenda Items CA 1 through CA 7 were presented.

Secretary Ney asked why there were so many surplus items in this month's report. Mr. Pickle indicated that staff was finally able to prepare the full list.

There was no further discussion regarding any of the Consent Agenda items.

**I. District Manager  
Action Items**

**DM 1 - Consider Authorization to Direct Staff to Public Notice of Qualifying Period**

Mr. Pickle presented the item indicating that Seats 4 (Supervisor Child) and 5 (Supervisor Altwein) would be expiring in November 2016. He noted that pursuant to Section 190.006(3)(b), Florida Statutes, the District must publish notice of period during which candidates may qualify to run for open seats. For 2016, the qualifying period runs from noon on June 20<sup>th</sup> through noon on June 24<sup>th</sup>. Mr. Pickle noted that staff requests authorization to publish the Notice of Qualifying Period at least two weeks prior to the qualifying period.

There were no questions from the Board Members.

**DM 2 – Consider Approval of the Selection Committee Ranking for the Continuous On Call Potable Water, Wastewater & Utilities Related Engineering Services**

Mr. Pickle then presented the item and explained the process of having District employees serve as the Selection Committee. He noted that 4 proposals had been received and after evaluation, the following top three firms were as follows:

- 1.) InFrastructure Solutions, Inc. of Melbourne, Florida;
- 2.) Reiss Engineering, Inc. of Fort Lauderdale, Florida; and
- 3.) MBV Engineering, Inc. of Fort Pierce, Florida

Secretary Smith asked if there would be any benefit for the firms to make presentations at a Board Meeting. Mr. Pickle indicated he did not request that they make presentations, but could, if the Board wishes for it to be part of the Committee. Josh Miller, SLWSD Assistant Utilities Director, explained the rating criteria, which is based on Florida Statutes.

Mr. Pickle explained that they will no longer be using Baskerville-Donovan because they are closing their local office. He noted that one of Baskerville-Donovan's main engineers started the InFrastructure Solutions, Inc. A brief discussion ensued regarding the RFQ process and its limitations. Chairman D'Amico thanked staff for their work throughout the process.

There was no further discussion regarding this matter.

### **DM 3 – Other Items/Updates**

Mr. Pickle advised that the 4E-5 Canal project was slowly moving along indicating that the Army Corps of Engineers had requested a wildlife review. Mr. Pickle noted that this could take as long as 90 days. In an effort to expedite the process, the Mayor of Port St. Lucie sent a letter supporting the project. Mr. Pickle noted that once it is started, the project would take between 3 to 4 weeks to complete.

Mr. Pickle had no further updates.

### **J. Supervisor Requests**

Secretary Smith noted that the District was doing a good job of communicating through "The Voice".

### **K. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 9:54 a.m. There were no objections.

Workshop Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 04-05-16