

**St. Lucie West Services District**  
**Workshop Minutes**  
**April 4, 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  
Maddie Maldonado, Office 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 9:02 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all 5 Supervisors were present.

**D. Approval of Minutes**

- 1. February 29, 2016, Workshop**
- 2. March 1, 2016, Regular Board Meeting**

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

Vice Chairman Ney noted that there was a typo somewhere in the Workshop minutes; he was not sure where it was. Secretary Smith brought up Consent Agenda items. He asked that the word "discussions" be changed to "actions" in reference to Page 10 of the meeting booklet.

There was no further discussion regarding the minutes.

**E. Public Comment**

There was no public comment at this time.

**F. District Attorney**

**DA 1 – Consider Approval of First Amendment to Purchase and Sale Agreement**

Mr. Pickle presented the item indicating that the First Amendment to the Purchase and Sale Agreement had already been approved. He noted that District Counsel was seeking document ratification and indicated that it extends the investigation period by one month.

There was no further discussion on the item.

**G. District Engineer**

**DE 1 – Consider Approval of Release and Abandonment of a Portion of Two Utility Easements Granted on SLW Plat Nos. 164 and 190, and Acceptance of a Replacement Utility Easement from Montville Center Associates, L.P. to Accommodate Relocation of the District’s 12” Irrigation Main Located on the Fountainview Project Site**

Mr. Pickle presented the item noting that the City is requiring that Fountainview to install a buffer wall and that this matter ties into what the Board approved at the last meeting. Secretary Smith asked for confirmation that the developer would be paying for the buffer wall; which was, indeed, confirmed. Mr. Pickle noted that the District would be abandoning the irrigation easement.

There was no further discussion regarding the matter.

**H. Consent Agenda**

**CA 1 - Monthly Report on Public Works Department**

Secretary Smith asked about the work orders referenced on Page 32, 33 & 34 of the meeting booklet. Mr. Pickle indicated that they were located in the Cascades and were repeat flagging. Secretary Smith confirmed that it was AT&T and that Comcast had not yet started.

There was no further discussion regarding this matter.

**CA 2 - Monthly Report on Utilities Operations**

Secretary Smith asked if the graphs presented on Pages 39 and 40 of the meeting booklet could depict 13 months instead of only 12. Mr. Pickle indicated they could. Vice Chairman Ney noted that the references to “mg” on Page 37 should be capitalized.

**CA 3 - Monthly Report on Capital Improvement Projects**

Secretary Smith asked if the Project No. could be added to Agenda items, to which Mr. Pickle indicated they would do so.

**CA 4 - Monthly Report on Billing and Customer Service**

**CA 5 - Financial Statements for February, 2016**

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

**CA 7 – Surplus Items**

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

**I. District Manager  
Action Items**

**DM 1 - Consider Approval of High Service Pump Intake Line Reroute Project for the Water Treatment Plant**

Mr. Pickle presented the item indicating that staff had accepted proposals in March for the expansion of the High Service Pump Intake Line located at the Water Treatment Facility with associated piping, valving and disinfection requirements. He noted that the project will equalize levels in both water storage tanks when using the new high service pump system. He also noted the portion of the project is for the materials only and that he will authorize the construction phase of the project, once the material have arrived. Mr. Pickle indicated that the lowest proposal for installation of materials was received from J.H. McGregan & Sons, Inc. in the amount of \$21,825.00 and would be funded from the Utility R&R Fund.

The following three proposals were received:

HD Supply Waterworks, Ltd in the amount of	\$ 40,220.15
Ferguson Enterprises, Inc. in the amount of	\$ 41,084.49
Fortiline Waterworks in the amount of	\$ 42,162.00

Mr. Pickle indicated that staff was recommending that the Board accept the proposal from HD Supply Waterworks, Ltd. In the amount of \$40,220.15

There was no further discussion on the item.

**DM 2 – 2015 Annual Drinking Water Quality Report**

Mr. Pickle presented the 2015 Annual Drinking Water Quality Report for the District and noted that it is required by the State Department of Environmental Protection (FDEP). Mr. Pickle noted that the report cannot be changed and that it must be sent by June of each year. He indicated that the FDEP has reviewed the report and has approved the content for distribution to District customers. It is tentatively scheduled to be included in the May 2016 monthly billing. Chairman D'Amico asked if there has been any increase in lead or copper content. Mr. Pickle stated that there was not. Mr. Pickle indicated that they were looking at changing how fluoride is injected to help with the taste. Mr. Pickle noted that the addition of fluoride is a State requirement, driven by the County. He noted that they are looking at adding it naturally rather than is being an additive. Supervisor Altwein asked the District could be over-flouriding its customers. Mr. Pickle indicated that it was not a question for the District, but rather for the State and County. Supervisor Child asked what the cost of fluoride was to which Mr. Pickle noted that it was not much and that the District only uses the lowest level required. Discussion then ensued about the benefits of fluoride.

There was no further discussions on the matter.

### **DM 3 – Consider Approval of Contract for Continuous On Call Potable Water, Wastewater and Utilities Related Engineering Consulting Services with Infrastructure Solution Services**

Mr. Pickle presented the item indicating that staff had negotiated a contract with Infrastructure Solution Services, LLC of Melbourne, Florida. Mr. Pickle noted that the only difference from the previous contract was the lower billing rates. He also noted that District Counsel had approved the contract.

There was no discussion regarding this matter.

### **DM 4 – Consider Approval of Reincorporation of Easement and Bill of Sale for Irrigation Lines and Facilities – The Belmont**

Mr. Pickle presented the item indicating that as part of the irrigation line takeover in private subdivisions, the District required a Bill of Sale from each subdivision and The Belmont's attorney recommended that the format he provided be utilized due to subdivision by-laws.

There was no discussion on this item.

### **DM 5 – Other Items/Updates**

Mr. Pickle indicated that the 4E basin was still being held up by Florida Fish & Wildlife.

Mr. Pickle advised that the Lake Harvey project was going through permitting. He also advised that putting in a dog park would use 2 acres of the property, which would be a dramatic capacity loss. Mr. Pickle recommended that a dog park be considered for City-owned land.

Before getting into the Fiscal Year 2016/2017 Budget Workshop, a short recess was taken at 9:42 a.m.

The Workshop then reconvened at 9:53 a.m.

### **DM 6 – Fiscal Year 2016/2017 Budget Workshop**

Mr. Pickle opened the Budget Workshop by stating that there is no proposed increase in utility or assessment rates for the coming fiscal year. He indicated that the rate consultant will advise that the District will need to increase them at some point. He noted that the District is using the fund balance to keep assessments at the current rate and that fund balances came out lower than expected last year. Mr. Pickle then highlighted the projects from the 2015/2106 fiscal year. He noted that the Board may want to consider building a new Administrative building sooner because of construction costs.

Mr. Pickle then went over the Budget Summary and noted that the increase in the cost of living was 1.4% which figure was used for employees and the SDS contract. Accordingly, Secretary Smith noted that costs have increased, but that the District is absorbing those increases. Mr. Pickle agreed with Secretary Smith's comment, but advised that a 10% increase in health insurance had been budgeted, but that the actual amount had come in lower last year.

Discussion then took place regarding specific line items and the splitting of certain expenses between the different funds.

Mr. Pierman was asked to bring Michael McElligott to the June meeting so that he may address specific Board questions regarding the budget.

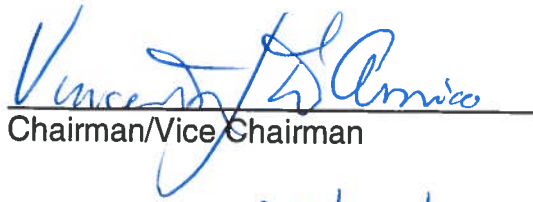
### **J. Supervisor Requests**

There were no requests from Supervisors.

### **K. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 11:26 a.m. There were no objections.

Workshop Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 05/03/16