

**St. Lucie West Services District**  
**Workshop Meeting Minutes**  
April 30, 2018, 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 Meeting is available on file.)

**Board Members Present**

Vincent D'Amico, Chairman  
Gregg Ney, Vice Chairman  
Wayne Smith, Secretary  
John Doughney, 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  
Josh Miller, Assistant Utilities Director, SLWSD  
Lisa Beans, Administrative Assistant, SLWSD  
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")  
Michael McElligott, SDS

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

**A. Call to Order**

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

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all 5 Supervisors were in attendance.

**D. Approval of Minutes**

1. March 27, 2018, Special Board Meeting Minutes
2. April 2, 2018, Workshop Minutes
3. April 3, 2018, Regular Board Meeting Minutes

There was no discussion on regarding any of the minutes.

**E. Public Comment**

There was no public comment at this time.

**F. District Attorney  
Action Items**

**DM 1 – Status Report/Updates**

Mr. Pickle indicated that Mr. Harrell may discuss the closing for the Chick-Fil-A property.

**G. District Engineer**

**DE 1 – Consider Approval of Work Authorization No. 7BN1-07-1801-SU between St. Lucie West Services District and Sterling Facility Services, LLC related to the St. Lucie County Sports Complex**

Mr. Pickle indicated that this was an application for construction of improvements associated with the overall St. Lucie County Sport Complex and Minor League Clubhouse located on north University Boulevard, east of NW Peacock Boulevard. Mr. Pickle noted that this structure was originally constructed prior to the Work Authorization review being in place. He indicated that this work authorization would, therefore, document all improvements originally made on the site as well as upgrades to parking and water and sewer utilities being proposed as part of this project.

Mr. Pickle noted that site grading for the new parking area at the minor league clubhouse has been found to be in substantial conformance with the existing South Florida Water Management District Conceptual Permit for Basin 7BN1 and water quality treatment is being provided by means of wet detention in the overall St. Lucie West water management system. Mr. Pickle also noted that St. Lucie West Services District Points of Service have been added to the water and sewer plans identifying that all on site facilities are to remain private and be the maintenance responsibility of the applicant/site owner.

Staff has reviewed the application and recommends approval of Work Authorization 7BN1-07-1801-SU with the following 2 special conditions:

- 1.) All water and sewer facilities located past the District Points of Services, as shown on the project plans and generally located at the right of way lines of NW Peacock and NW University Boulevards shall be owned and maintained by the Applicant; and
- 2.) All drainage facilities on the site shall be owned and maintained by the Applicant.

There was no discussion regarding this matter.

**H. District Manager  
Action Items**

**DM 1 – Budget Amendment for the Purchase of the 15 foot Diamondback Airboat and Trailer for the Aquatics Division**

Mr. Hayden presented the item, indicating that staff had been looking to obtain a more cost effective machine in order to control aquatic plants. Mr. Hayden noted that the new airboat had a car motor rather than an airplane motor, which will allow the District's mechanic to work on it instead of sending it out for repairs. The horsepower of the motor will also be increased to accommodate the extra weight of the spray unit. Another feature is an 8-foot beam rather than a 7-foot beam, which will increase the stability, making it much safer. Mr. Hayden indicated that he had received one proposal for the unit from Diamondback Airboats of Cocoa Beach, Florida, in the amount of \$46,797.00, which will piggyback off the City of Lakeland's contract. Mr. Hayden noted that because this airboat was not budget for the current fiscal year, he was requesting that a budget amendment be approved by the Board, which monies would come from the General Fund Miscellaneous Income from the sale of the surplus airboat in the amount of \$41,464.39 and will be transferred to the Aquatics Capital Outlay under Equipment. The remaining \$5,332.61 will come out of the Aquatics Operating Budget under Chemicals.

There was a brief discussion on the item.

**DM 2 – Budget Amendment 2018-04 for the Construction of a 12-inch Irrigation Stormwater Transfer Line Project SW093**

Mr. Pickle presented the item, indicating that this was another budget amendment request regarding approximately 1,600 feet of 12-inch pipe that would tie into the discharge of the Triangle Pond Pump and travel directly to the IQ Pond South end of the Wastewater Treatment Plant. Implementation of this additional pipe will allow for easier level automation of the IQ Pond. Mr. Pickle indicated that the project was not budgeted for the current fiscal year and that a \$150,000 budget amendment would be required. Funding will come from the Utility Fund Renewal & Replacement Fund Balance.

There was a brief discussion regarding the specifics of the project.

**DM 3A – Consider Approval of Pump Station for the SW069 Reuse Irrigation Pump Station Project**

Mr. Pickle presented the item, indicating that it was for 4 pumps for the new main irrigation pump station. It was noted that the District would purchase the major components to save on taxes and contractor markup. He also noted that there is a 12-week lead time on delivery and that there is an expected increase for them in early May. The price received from Coastal Pump Water Technologies of Venice, Florida, is \$216,789.76 and would be funded out of the Utility Fund R&R Fund.

There was a brief discussion as to specifics of the pumps.

**DM 3B – Consider Approval of Lift Station #1 Relocation Change Order #2**

Mr. Pickle presented the item, indicating that PRP Construction Group, LLC had submitted Change Order #2 in the amount of \$1,600 for the cost of coring a 12-inch hole in the bottom of the old lift station so it will not float, which was not in the original scope of work.

There was no discussion on this matter.

### **DM 3 – Other Items/Updates**

Discussion then ensued regarding Lake Harvey and the funding of landscaping, the maintenance of the gazebo as well as the City applying for a recreation grant to install bike racks, exercise areas, etc.

Mr. Pickle noted that a notice had been sent out regarding the Presidents' Council meeting on Monday, May 7, 2018, at which time they would like to discuss the golf course property and find out if any HOAs are interested in purchasing the amenities.

That concluded Mr. Pickle's updates.

### **DM 4 – Fiscal Year 2018/2019 Budget Work Shop**

Mr. Pickle then presented the Fiscal year 2018/2019 Budget, explain the corporate tax rate and the effect on bond interest rates. Mr. Pickle noted that the General and Utility Funds were in great shape and that no increases in utility rates were expected. He did note, however, that a utility rate increase was projected for 2021 and gave an overview of the budget. He went over new positions for a Utility Manager as well as a new Receptionist for the new building. Discussion ensued regarding selling land at California to offset projects and reduce the need to raise assessments to which Mr. Pickle noted that the property would need to get ready to build and he estimates the prep cost to be approximately \$300,000.

There was no further discussion the Fiscal Year 2018/2019 Budget.

#### **I. 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 March, 2018**

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

Consent Agenda items CA 1 through CA 6 were presented.

There was no discussion regarding these items.


**J. Supervisors' Requests**

There were no requests from the Supervisors.

**K. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 11:06 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 06-05-18