

St. Lucie West Services District
Workshop Minutes
June 1, 2015, 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

Harvey Cutler, Chairman
Vincent D'Amico, Vice 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
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 Cutler called the Workshop to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all five (5) Supervisors were present.

D. Approval of Minutes

- 1. May 4, 2015, Workshop**
- 2. May 5, 2015, 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 did not like the word "bonus" being used when referring to an increase for District employees. He asked that the term "Equalization Funding Program" be used instead. Ms. Archer indicated she would make the requested change to both sets of minutes.

There was no further discussion regarding either set of minutes.

E. District Attorney
DA 1 – Status Report/Updates

Mr. Pickle indicated that Mr. Harrell might be bringing to tomorrow's meeting the easement exceptions for the stormwater system.

F. District Engineer
DE 1 – Engineer's Irrigation System Report

Mr. Pickle distributed the draft Notice of Public Hearing to Consider the Adoption of Amendment No. XXVII to Chapter III, Operating Policies and Procedures of the St. Lucie West Services District Water, Wastewater, and Irrigation Utility System and indicated that Mr. Lawson's Engineer's Irrigation System Report had been included in the meeting booklet.

Chairman Cutler was concerned that the District was responding to the request from an informal group and asked if there should be a process in place in order to request that certain items come before the Board. There was a debate about the legitimacy of the Presidents' Council's request. Secretary Ney indicated that the Presidents' Council is a forum for which different communities seek solutions to problems. He noted that the letter requesting that the District look into taking over the irrigation system had been signed by individuals who are/were Presidents of specific HOAs; the letter was not from "the Presidents' Council." Secretary Ney also indicated that he believed that the estimated \$50,000 annual cost to maintain the entire irrigation system was a bargain and noted that Country Club Estates' costs for irrigation repairs are budgeted at \$20,000 annually.

Mr. Pickle indicated that the HOAs are not required to be included in this takeover, noting that The Enclave had opted out of the street to lake agreement. Chairman Cutler noted that if an HOA opts out they will still pay for it.

A lengthy discussion ensued regarding the policy for bringing matters before the Board for consideration.

There was no further discussion regarding this item.

G. 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 April, 2015

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

There was no discussion and/or questions regarding Consent Agenda Items CA 1 through CA 6.

H. District Manager Action Items

DM 1 - Consider Approval of Change Order No. 3 to Dunkelberger Engineering & Testing

Mr. Pickle presented the item indicating that Staff had received a request for Change Order No. 3 for the material testing services for the Wastewater Treatment Plant Expansion Project due to additional concrete testing that was not anticipated in the previous change orders. He noted that the estimate was not enough to finish the project, thus requiring a third change order. Mr. Pickle indicated that the amount being requested is \$3,480 and would be funded from the Unrestricted Utility Fund Balance. He recommended approval.

Supervisor Altwein expressed his displeasure with change orders and asked, in the future, could the District apply a penalty. Mr. Pickle indicated that he could include penalty language in contracts in the future.

There was no further discussion regarding this matter.

DM 2 – Consider Approval of Proposal from Shenandoah Construction to Repair the Village Drive Storm Water Pipes

Mr. Hayden presented the item indicating that a proposal had been received from Shenandoah Construction of Pompano Beach to do a CIP (Cured in Place) lining for approximately 422 linear feet of storm water pipe off of Village Drive at the rear entrance into the Heatherwood subdivision. Mr. Hayden indicated that the current pipe is the old ADS green pipe and two joints have come apart just outside the catch basins along the road, including the 371 foot section running to the north. Mr. Hayden advised that the District had obtained only one price for this repair because the pricing is based on a piggyback contract between Shenandoah Construction and a contract with Lee County. He noted that the funding for this repair would come from the General Fund Street to Lake Repairs in the amount of \$38,242.50 and he recommended approval.

There was no discussion regarding this item.

Chairman Cutler called for a brief break at 10:11 a.m.

Chairman Cutler called the Workshop back to order at 10:23 a.m.

DM 3 – Consider Resolution No. 2015-01 – Adopting a Fiscal Year 2015/2016 Proposed Annual Budget and Setting a Public Hearing Date

Mr. Pickle the presented Resolution No. 2015-01, entitled:

RESOLUTION NO. 2015-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2015/2016.

Mr. Pickle highlighted specific areas of the budget and noted that there was a typo on Page 2 of the budget, wherein the regular salaries line item inflation rate increased to 1.0% for FY 2016. That 1.0% would be changed to the \$1,000 Equalization Funding Program.

Mr. Pickle continued going through the budget emphasizing certain areas. Discussion arose regarding the eventual replacement of the current Administrative Building. Chairman Cutler asked Mr. Pierman to prepare a sheet for the next week which will show the outstanding bonds with maturity dates, etc., so that the Board can determine future reserves.

There was no further discussion regarding Resolution No. 2015-01.

DM 4 – Acceptance of 2014 Financial Report

Mr. Pickle advised that Grau & Associates had completed their audit and that the 2014 Financial Report would be presented tomorrow for acceptance by the Board. He noted that there were no findings and that all was found to be in compliance. He indicated that this would be the second year in a row in which there were no findings.

There was no discussion regarding this item.

Mr. Pickle indicated that he had had his annual physical exam, as per his contract with the District, and that although the report was not for public record, he distributed copies to the Members of the Board and indicated that the physician had found him physically able to do his job.

There were no questions or comments regarding Mr. Pickle's annual physical.

Mr. Pickle then advised that the irrigation schedule would have to be cut back if the drought we're experiencing continues.

Supervisor Child asked Mr. Pickle and Mr. Hayden about brown spots his community is experiencing, asking if it was a weed or a plague. Mr. Pickle indicated that every neighborhood was experiencing the same brown spots because of how dry the month of May had been.

Mr. Pickle then advised that the new filtration system at the Wastewater Treatment Plant would be online this Thursday. He indicated that things were wrapping up and it would be about another month before it would be fully operational.

Mr. Pickle had no further updates.

I. Supervisors' Requests

Chairman Cutler indicated that he had spoken with Mr. Pickle about the property the District owns along St. Lucie West Boulevard and the fact that it was not zoned commercially. Discussion ensued about filing an application and/or discussing with the City a change of zoning so that it could be sold.

There were no further Supervisors' Requests.

J. Adjournment

There being no further items to be addressed, the Workshop was adjourned at 11:23 a.m. There were no objections.

Workshop Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 07/07/15