

St. Lucie West Services District
Regular Board Meeting Minutes
July 7, 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 Regular Board Meeting is available on file.)

Board Members Present

Harvey Cutler, Chairman
Vincent D'Amico, Vice Chairman (via video conference call)
Gregg Ney, Secretary
Charles B. 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
Dan Harrell, District Counsel, Gonano & Harrell
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, Special District Services, Inc. ("SDS")

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman Cutler called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

Chairman Cutler noted that all five (5) Supervisors were present.

D. Approval of Minutes

- 1. June 1, 2015, Workshop**
- 2. June 2, 2015, Regular Board Meeting**

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein approving the minutes of the June 1, 2015, Workshop, as amended, and the June 2, 2015, Regular Board Meeting, as amended. Upon being put to a vote, the **motion** carried 5 to 0.

E. Public Comment

There was no public comment.

F. District Attorney DA 1 – Status Report/Updates

Mr. Harrell indicated he had no *status* reports or updates at this time.

G. District Engineer

DE 1 – Consider Approval of the Purchase of Mitigation Credits from Bluefield Ranch Mitigation Bank to Offset Impacts to Wetland #115 Associated with the Basin 4E-5 Canal Interconnect Project

Mr. Lawson presented the item noting that the District needs 0.3 mitigation credits for Wetland #115 that must be purchased because we will be impacting the wetland to its fullest extent. He indicated that both the State and the Army Corps of Engineers both require the mitigation. He recommended approval

A **motion** was made by Secretary Ney, seconded by Supervisor Altwein authorizing the expenditure of up to \$36,000 for the purchase of 0.3 credits from Bluefield Ranch Mitigation Bank in connect with its Basin 4E-5 Canal Interconnect Project, meeting the requirements of the South Florida Water Management District and the Army Corps of Engineers' permit for the project.

Under discussion, Supervisor Altwein asked if the Lake Harvey will impact this project, to which Mr. Lawson indicated it would not.

Chairman Cutler asked who owns Bluefield Ranch. Mr. Lawson indicated that it was privately owned. Chairman Cutler noted that the City had purchased the McCarty ranch for wetland mitigation. Mr. Lawson clarified that the City purchased the McCarty Ranch for Upland Pine Preserve mitigation. Noting that a government agency had purchased property, Chairman Cutler pondered if the District could do the same. Mr. Harrell clarified that property can be purchase for stormwater purposes, but that the District could not purchase property to sell at a later time for mitigation credits; that it must be purchased only in relation with a specific project, for example, a capital improvement such as water management.

Secretary Ney asked where the Bluefield Ranch is located to which Mr. Harrell indicated that it was along Okeechobee Road.

Vice Chairman D'Amico asked in relation to the Lake Harvey property, can that land be used. Mr. Lawson advised that it would have to be reviewed by the City of Port St. Lucie, but that it could be considered in the future.

Secretary Ney's **motion** was reiterated, seconded by Supervisor Altwein authorizing the expenditure of up to \$36,000 for the purchase of 0.3 credits from Bluefield Ranch

Mitigation Bank in connect with its Basin 4E-5 Canal Interconnect Project, meeting the requirements of the South Florida Water Management District and the Army Corps of Engineers' permit for the project. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson then gave several updates. He noted that subcontractors for the Lake Harvey project have been hired for the survey and plat work and that he is hoping for an approval from the City at the end of October. He also noted that he is hoping to receive a color graphic and would like plans from the wetland consultant some time during the month of July.

Mr. Lawson then passed around photographs of the Wetland #1 Vertical Relocation Project. He indicated that the clearing has been completed, as is the pipe work. He noted that they are currently working on the excavating and hauling it to a location to dry out.

Mr. Lawson then advised that Teri Pinney was currently working on a brochure and a Power Point presentation in preparation of the July 16, 2015, Public Workshop on the 2014 Stormwater Management Improvement Project, as required by DEP, in order to identify the project and inform the public of its benefits and the sources of funding. A question arose as to if any Board Members could attend the Workshop. Mr. Harrell indicated that they could attend, but could not participate in any discussions. They would only be able to listen to the presentation. If any Board Member intends on speaking at the Workshop, a set of minutes would need to be recorded.

H. Consent Agenda

CA 1 - Monthly Report on Public Works Operations

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 May, 2015

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

Consent Agenda items CA 1 through CA 6 were then presented for consideration.

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein approving Consent Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson then indicated that he had an administrative item which transfers the responsibility of the street to lake interconnects to the District. He noted that SFVWMD was requiring signatures on the permits in order to switch control over the District. He noted that he would bring the forms to the Board for signature after the meeting.

I. District Manager

DM 1 - District Manager and Staff Goals and Objectives for Fiscal Year 2015/2016

Mr. Pickle presented the item and noted that he will add to the list security enhancement and the number of safety training sessions.

A **motion** was made by Supervisor Altwein, seconded by Supervisor Child approving the District Manager and Staff Goals and Objectives for the Fiscal Year 2015/2016, as amended to include the above noted additions. Upon being put to a vote, the **motion** carried 5 to 0.

A brief discussion ensued regarding making this information available to the public to which Mr. Pickle indicated that all the meeting books are available on the District's website and this information is included in today's meeting book.

DM 2 – Consider Approval of Change Order No. 1 to Shenandoah Construction for the Heatherwood CIPP Lining Project

Mr. Pickle presented the item noting that it was discussed thoroughly at yesterday's Workshop and that the reason for the change order was due to the as-built drawings not being accurate. Discussion ensued regarding using some type of measuring device when flying the pipe with the submarine. Mr. Hayden reiterated that the costs were based on the plans, but that the District owns a device that can be used to measure or in other instances, divers can be sent down.

The video conference call was dropped and therefore, Vice Chairman D'Amico was no longer on the telephone.

A **motion** was made by Supervisor Altwein, seconded by Secretary Ney approving Change Order #1 to Shenandoah Construction in the amount of \$4,772.25 for the Heatherwood CIPP Lining Project. The Available Project Budget: \$49,161.50; this Project: \$4,772.25; leaving an Available Balance of \$44,389.25. Upon being put to a vote, the **motion** carried 4 to 0.

DM 3 – Consider Designation of an Auditor Selection Committee and Accept Audit Criteria

Mr. Pierman explained the process and noted that he had previously distributed copies of the St. Lucie West Services District Auditor Selection Evaluation Criteria.

The Regular Board Meeting was then recessed.

A **motion** was made by Secretary Ney, seconded by Supervisor Child appointing the current Board as the Auditor Selection Committee. Upon being put to a vote, the **motion** carried 4 to 0.

Sitting as the Auditor Selection Committee, a **motion** was made by Secretary Ney, seconded by Supervisor Altwein approving the SLWSD Auditor Selection Evaluation Criteria, as presented, and directing staff to advertise the RFP for financial auditing services. Upon being put to a vote, the **motion** carried 4 to 0.

The Auditor Selection Committee was then adjourned and the Regular Board Meeting was reconvened.

DM 4 – Other Items/Updates

Mr. Hayden advised of the status of the Lake Ernie Pump Station noting that it had been installed and that they are in the process of installing the second filter. He noted that they are debugging it and hope to have it up and running in the next day or two.

Chairman Cutler then referred to the inconsistent irrigation times in his neighborhood, asking how often the District observes the systems and times. Mr. Hayden advised that staff has been out writing fines, but that they do not touch the irrigation clocks as they are on private property. A discussion ensued regarding irrigation clocks and over-watering issues.

Vice Chairman D'Amico rejoined the meeting via video conference call.

Discussion further ensued regarding watering times and irrigation clocks being off an hour or two. Mr. Hayden noted that if new plantings are installed, the community can submit for a 30-day watering cycle, which allows irrigation every day for 15 minutes each day. He noted the same process for irrigation testing.

J. Supervisor Requests

Secretary Ney thanked Mr. Lawson and Mr. Hayden for their efforts at the entrance of Country Club Estates.

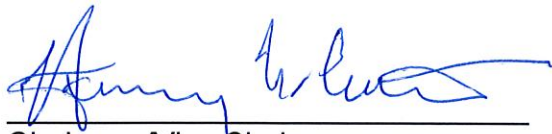
Vice Chairman referred to Page 59 of the meeting booklet, asking if any construction was anticipated on Lake Harvey during 2016. Mr. Pickle indicated it was dependent upon funding and permitting.

There were no further Supervisor Requests.

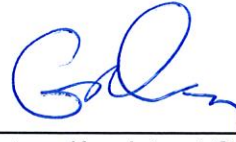
K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:06 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved

08/04/15