

**St. Lucie West Services District**  
**Workshop Meeting Minutes**  
July 9, 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  
Maddie Maldonado, Office Manager, SLWSD  
Josh Miller, Assistant Utilities Director, SLWSD  
Dan Harrell, District Counsel, Gonano & Harrell  
Laura Archer, Recording Secretary, Special District Services, Inc. ("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. June 4, 2018, Workshop**
- 2. June 5, 2018, Regular Board Meeting**

There were no corrections/revisions to either set of minutes.

**E. Public Comment**

There was no public comment at this time.

**F. District Attorney  
Action Items**

**DM 1 – Status Report/Updates**

Mr. Harrell had no updates.

**G. District Engineer**

**DE 1 – Consider Approval of Work Authorization No. 4A-84-1805-SU between the St. Lucie West Services District and Amin Gulamali related the Home 2 Suites Hotel Site**

Mr. Pickle presented the item, indicating that this was an application for construction of improvements, additional water and sewer lines, which will be privately owned. Approval of the work authorization is recommended with the following four special conditions:

- 1.) All water and sewer facilities servicing this project will be privately owned and maintained by the applicant or Condominium Association.
- 2.) A 10-foot ingress/egress/utility easement shall be prepared to cover the domestic and fire flow lines being extended to service this property. The easement shall be prepared, submitted for review and acceptance by SLWSD, and be recorded in the public records prior to the site receiving its water meter.
- 3.) All drainage system components serving this project will be privately owned and maintained by the applicant or subsequent property owners.
- 4.) Application Fee of \$1,000; Inspection Fee of \$500; and WMS Deposit in the amount of \$1,000 shall be collected in accordance with the Policies and Procedures Manual prior to issuance of the Work Authorization.

There were no questions related to this matter.

**DE 2 – Status Report/Updates**

Mr. Pickle advised that Mr. Lawson may give an update on the 6B Relocation Project, as the Invitation to Bid was in yesterday's paper.

**H. District Manager  
Action Items**

**DM 1 – District Manager and Staff Goals and Objectives for Fiscal Year 2019**

Mr. Pickle presented the item, indicating that Condition 13 of the District Manager's employment agreement stipulates that the District Manager recommend goals and

objectives for the District Manager and Staff to achieve or work toward each year. Mr. Pickle noted that he had met with each individual Board Member and had reviewed the previous year's accomplishments and the future goals.

There was no discussion regarding this item.

**DM 2 – Consider Approval of Second Amendment to the District Manager's Employment Agreement**

Mr. Pickle presented the item, indicating that he had met with each individual Board Member to discuss the Second Amendment.

There was no discussion regarding this matter.

**DM 3 – Consider Approval of Construction Services for the SW069 Main Irrigation Pump Station Project**

Mr. Pickle presented the item and indicated that this was for replacement, including the installation of four new vertical turbine can pumps, automatic backwash filters, piping, valves, fittings, flowmeter, pressure transmitter, concrete pads for Pump Station and for Storage Shed, VFDs, electrical switchgear, and instrumentation and controls for the pump station. All mechanical components will be procured and supplied by the District. Proposals were received from the following 6 contractors:

1.) Hinterland Group, Inc. in the amount of	\$ 904,500.00
2.) Lawrence Lee Construction Services, Inc. in the amount of	\$ 977,000.00
3.) PRP Construction Group, LLC in the amount of	\$ 996,300.00
4.) Florida Design Contractors, Inc. in the amount of	\$ 1,007,500.00
5.) Kerns Construction in the amount of	\$ 1,026,805.00
6.) TLC Diversified, Inc. in the amount of	\$ 1,488,500.00

Mr. Pickle indicated that this project had been budgeted since 2016 and that construction services and equipment costs had risen higher than staff projections, especially in the electrical component portion of the project. With that being said, Mr. Pickle advised that the project was funded out of the Utility Fund R&R Fund for this fiscal year and the District had encumbered owner direct purchases in the amount of \$503,508.83, leaving \$498,419.17 available to complete this project, which, if approved, will require a budget amendment of \$650,000. Mr. Pickle indicated that the Utility Unrestricted Fund Balance is \$5,966,082.00 and can be utilized to fund the increased project expenses and not negatively impact the utility budget. He recommended awarding the contractor to Hinterland Group, Inc. and approval of Budget Amendment #2018-05 in the amount of \$650,000.00.

A lengthy discussion ensued regarding the budget numbers and construction costs.

**DM 4 – Consider Approval of Work Authorization No. SLWSD/ISI/2018-01 Integration Services, Inc. (ISI), SCADA Conversion and New Programming for**

## **the Main Irrigation Pump Station and High Service Pump System Pump Station A**

Mr. Pickle presented the item, indicating that ISI would be providing the upgrade of all existing Main Irrigation Pump Station related SCADA system graphic, add all additional graphics screens required and revise PLC equipment control logic to support integration into a revised control strategy for the Irrigation (Reuse) Distribution System. They will also provide revisions to the existing High Services Pump Station "A" motor integration with the SCADA system to support all pumps as VFD based motors

Mr. Pickle also indicated that ISI would also provide all control system design, submittals, scheduling, software development, operation and maintenance manuals, with system implementation and commissioning services required for a complete and operational Irrigation (Reuse) Distribution control system and upgrade to the High Service System, as per ISI proposal #2018-28 and the submitted engineering specifications and drawings for a total cost of \$110,140.00, which has been budgeted in the Utility R&R Fund.

There was no discussion regarding this item.

### **DM 5 – Consider Approval for the Purchase of a New 2018 Ford F-250 4WD for the UGU Division**

Mr. Pickle presented the item, indicating that three proposals had been received to purchase a 2018 Ford F-250 4WD truck. He noted that this vehicle would replace a 2008 F-150 (#213), which will be traded in. Mr. Pickle advised that the Board had approved the purchase of a 2018 Ford F-250 from the lowest bidder, Gilbert Ford, back in December, but that somehow the order was cancelled in February and unfortunately, they can no longer provide a 2018 vehicle and the 2019 model will not be available until January 2019. Sunrise Ford can provide a 2018 model and will honor their quote with the same trade in value and can deliver the vehicle in 4 weeks.

The following 3 proposals were received:

- |  |              |
|--|--------------|
| 1.) Velde Ford of Vero Beach in the amount of    | \$ 26,370.45 |
| 2.) Gilbert Ford of Okeechobee in the amount of  | \$ 26,213.50 |
| 3.) Sunrise Ford of Fort Pierce in the amount of | \$ 27,026.00 |

Mr. Pickle noted that this purchase will be budgeted out of the Utility Fund, UGU Division, Capital Outlay Equipment.

He recommended approval of purchasing the vehicle from Sunrise Ford of Fort Pierce.

There was a brief discussion regarding the cancellation of the Gilbert Ford order.

## **DM 6 – Consider Approval for the Purchase of a New 2018 Ford F-250 2WD for the UGU Division**

Mr. Pickle presented the item, indicating that this was the same situation as discussed previously. The order was cancelled and staff obtained 3 other proposals for its replacement. Again, Sunrise Ford can provide a 2018 model and will honor their quote with the same trade in value and can deliver the vehicle in 4 weeks

The following 3 proposals were received:

- |  |              |
|--|--------------|
| 1.) Velde Ford of Vero Beach in the amount of    | \$ 29,320.45 |
| 2.) Gilbert Ford of Okeechobee in the amount of  | \$ 27,401.50 |
| 3.) Sunrise Ford of Fort Pierce in the amount of | \$ 27,891.00 |

Mr. Pickle noted that this purchase will be budgeted out of the Utility Fund, UGU Division, Capital Outlay Equipment.

He recommended approval of purchasing the vehicle from Sunrise Ford of Fort Pierce.

There was no discussion regarding this item.

## **DM 7 – Other Items/Updates**

Mr. Pickle advised that research was being done about the installation of a fountain at Lake Harvey. Discussion ensued regarding the type of pump needed, the cost for a pump and the electrical work, as well as a program for maintenance. Mr. Pickle noted that he was going to wait on this project until an interlocal agreement with the City for Lake Harvey has been agreed upon.

Discussion then ensued regarding stormwater projects and landscaping.

Mr. Pickle advised that he had reached out to the owner of the property next door, but was advised that she was out of town. Mr. Pickle will advise the Board of any updates regarding this matter.

### **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 May, 2018**

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

### **CA 7 – Surplus Items**

Consent Agenda items CA 1 through CA 7 were presented.

Secretary Smith asked why the 6B Project was not on the tracker. Mr. Pickle indicated that it would show up next month.

Vice Chairman Ney asked about the 9 ERCs sold in May. Mr. Pickle indicated that 8 of them were for Chick-Fil-A and one was for a dental office.

There was no further discussion regarding these items.

### **J. Supervisors' Requests**

Vice Chairman Ney offered his congratulations to Chairman D'Amico on his unopposed reelection.

Chairman D'Amico offered his congratulations to Vice Chairman Ney on his unopposed reelection.

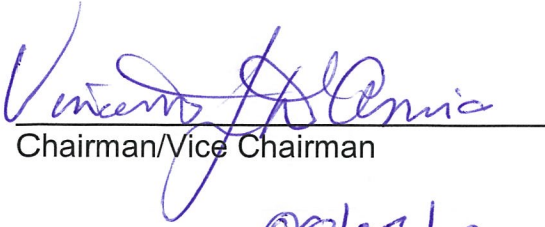
It was noted that Secretary Smith had an opponent in the election.

There were no further request from the Supervisors.

### **K. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 10:11 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 08/07/18