

**St. Lucie West Services District  
Workshop Minutes  
August 31, 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

**Staff Present**

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")  
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD  
Lisa Beans, Administrative Assistant, 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 Supervisor Everett Child was the only Supervisor not present at today's Workshop.

**D. Approval of Minutes**

- 1. August 3, 2015, Workshop**
- 2. August 4, 2015, Regular Board Meeting**

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

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

Mr. Pickle indicated that Rob Ori of Public Resources Management Group, Inc. (PMRG) would be attending tomorrow's meeting to go over the District's 2016 Revenue Sufficiency Update & Review.

**E. Public Hearing 1**

- **PH 1 – Consider Resolution No. 2015-05 – Adopting Budgets for the Fiscal Year Ending September 30, 2016, for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District**

Chairman Cutler indicated that tomorrow's meeting would include a Public Hearing on the adoption of the Fiscal Year 2015/2016 Final Budgets and asked if anyone had any questions and/or comments regarding this matter. There was no discussion on this item.

**F. Public Hearing 2**

- **PH 2 – Consider Resolution No. 2015-06 – Levying a Non-Ad Valorem Assessment for Water Management Bonds, Operations and Maintenance Costs, and the Series 2010 Capital Improvement Revenue Bonds (Cascades Project) within the St. Lucie West Services District for the Period October 1, 2015, through September 30, 2016**

Chairman Cutler indicated that tomorrow's meeting would include a Public Hearing on the Levying of a Non-Ad Valorem Assessment for the Water Management Bonds, Operations and Maintenance Costs, and the Series 2010 Capital Improvement Revenue Bonds (Cascades Project) and asked if anyone had any questions and/or comments regarding this matter. There was no discussion on this item.

**G. District Attorney**

**DA 1 – Status Report/Updates**

Mr. Pickle indicated that he was not aware of Mr. Harrell bringing any items to the Board in his status report/update.

**H. District Engineer**

**DE 1 – Status Report/Updates**

Mr. Pickle indicated that he was not aware of Mr. Lawson bringing any items to the Board in his status report/update.

Chairman Cutler opined that we had been very fortunate regarding the latest storm (Erika). He noted that the District was well prepared and that staff should be commended for the work everyone put forth in preparation. Mr. Pickle indicated he would relay Chairman Cutler's comments to staff.

Vice Chairman D'Amico asked for a quick summary of what events had taken place in preparation for the storm. Mr. Pickle indicated that Mr. Hayden's staff, about 72 hours prior to the storm's anticipated arrival, topped off the diesel tanks and that

South Florida Water Management District had started conference calls on the storm's status and its projected path that Friday. Mr. Pickle noted that the District had already lowered the internal gates to 6-inches below control that they had secured two 12" pumps from Thompson Pumps in Jupiter and worked with the City of Port St. Lucie in coordinating efforts.

The Board praised staff for their efforts in preparing for the storm.

**I. 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 July, 2015**

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

**CA 7 - Surplus Items**

Mr. Pickle noted that Item CA 7 was a new Consent Agenda item (Surplus Items) and stated that it would be placed on the Consent Agenda rather than the regular agenda in the future. A brief discussion ensued regarding several items on the list.

There was no further discussion and/or questions regarding Consent Agenda Items CA 1 through CA 7.

**J. District Manager  
Action Items**

**DM 1 - District Manager Annual Performance for 2015**

Mr. Pickle noted that Condition 13(e) of the District Manager's employment agreement stipulates that the Board discuss whether the District Manager's performance is overall satisfactory.

Condition 14 regarding the Employment Agreement Renewal states that at a public meeting on or about September 1 of each year during the term of this Agreement, the Board will decide whether to extend the term of this Agreement by:

- (a) Taking no action, in which event the term of this Agreement shall be automatically extended for one additional year beyond its then-current term;

- (b) Taking action to extend this Agreement for one additional year beyond its then-current term; or
- (c) Taking action declining to extend this Agreement beyond its then-current term.

Mr. Pickle indicated that the Board has selected item (b) in the past.

There was no further discussion regarding this matter.

**DM 2 – Consider Approval of First Amendment to Contract #W100 between the Florida Department of Corrections (FDOC) and the District**

Mr. Pickle indicated that the first amendment from the FDOC was a revision to include the following language, which is required on all of its new contracts and agreements:

“In accordance with Section 20.055(5), Florida Statutes, the Agency understands and will comply with its duty to cooperate with the Inspector General in any investigation, audit, inspection, review, or hearing.”

Mr. Pickle indicated that Mr. Harrell had noted that the clause was geared more towards private industries rather than governmental agencies.

There was no discussion regarding this item.

**DM 3 – Consider Authorization to Approval General Liability Insurance and Workers’ Compensation Insurance, as Provided by Preferred Governmental Insurance Trust (PGIT)**

Mr. Pickle indicated that he had a Revised DM 3 handout and distributed to those in attendance. Mr. Pickle noted that staff had initially received a renewal proposal for the General Liability Insurance and Workers’ Compensation Insurance Coverage provided by Preferred Governmental Insurance Trust in which the annual premium for the General Liability Insurance had gone up from \$264,904 to \$266,513. He then indicated that the REVISED Renewal had gone down to \$193,563. Mr. Pickle further noted that the proposal from EGIS (FIA Florida Insurance Alliance) came in at \$219,463 for the same two fiscal years. Mr. Pickle stated that the PGIT Workers’ Compensation Insurance had gone down from \$52,645 to \$50,812, which is partially based on annual salaries and past experience. Mr. Pickle stated that the proposal from EGIS (Bridgefield Employers’ Insurance Company) came in at \$52,022.90. He noted that the General Liability Insurance proposal reflects a decrease of 27% and the Workers’ Compensation reflects a decrease of 3.48%.

A brief discussion ensued about the PGIT Incentive Program for safety equipment purchased and safety training and it was noted that PGIT is self-insured.

There were no further questions regarding this matter.

#### **DM 4 – Other Items/Updates**

Mr. Pickle then distributed a hand-out on a proposed Cellular Phone Services Stipend Policy for the Board's review. He noted that this matter had been discussed at a previous Workshop and that he had drafted a proposed policy for the Board's review. He requested feedback from the Board Members upon their review.

#### **K. Supervisor Requests**

Chairman Cutler indicated that he would be making a motion at tomorrow's meeting to grant Mr. Pickle a \$5,000 bonus for himself and another \$5,000 for him to distribute to staff, as he see fits. Chairman Cutler indicated that no one realizes how much Mr. Pickle does behind the scenes, noting that he got the District an additional \$300,000 for the automation of the gates. Chairman Cutler wanted to show a token of appreciation for all the Mr. Pickle does and asked the Board to think about his proposal overnight. Supervisor Altwein took issue with calling it a "bonus" and Mr. Pickle stated that in the past, it had been called an Equalization Funding Program. Secretary Ney indicated that anyone who saved the District \$70,000 in one week deserves a \$5,000 bonus.

There were no further requests.

#### **L. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 9:43 a.m. There were no objections.

Workshop Minutes Signature Page

  
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Chairman/Vice Chairman

  
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Secretary/Assistant Secretary

Date Approved 10/06/15