

St. Lucie West Services District
Public Hearing & Regular Board Meeting Minutes
September 19, 2017, at 9:00 a.m.
(Originally scheduled for September 12, 2017)
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

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
Lisa Beans, Administrative Assistant, 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, SDS

Guests Present (Sign-In Sheet Attached)

A. Call to Order

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

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were present.

D. Approval of Minutes

- 1. July 31, 2017, Workshop**
- 2. August 1, 2017, Regular Board Meeting**

The minutes were presented for Board approval.

A **motion** was made by Secretary Smith, seconded by Supervisor Child approving the Workshop Minutes of July 31, 2017, as presented, and the August 1, 2017, Regular Board Meeting Minutes, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

Chairman D'Amico then recessed the Regular Board Meeting and opened the Public Hearings.

E. Public Hearing 1

1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present.

3. Receive Public Comment on Adopting the Budgets for the Fiscal Year Ending September 20, 2018, for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District

There was no public comment on the Fiscal Year Ending September 30, 2018, Budgets for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District.

4. Consider Resolution No. 2017-04 – Adopting the Budgets for the Fiscal Year Ending September 30, 2018, for the District; Providing Authority for the District Manager to Expend Funds on Behalf on the District

Resolution No. 2017-04 was presented, entitled:

RESOLUTION NO. 2017-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING THE BUDGETS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2018 FOR THE DISTRICT; PROVIDING AUTHORITY FOR THE DISTRICT MANAGER TO EXPEND FUNDS ON BEHALF OF THE DISTRICT; PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Secretary Smith, seconded by Vice Chairman Ney and passed unanimously to adopt Resolution No. 2017-04, Adopting the Budgets for the Fiscal Year Ending September 30, 2018, for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District, as presented.

F. Public Hearing 2

1. Call to Order

2. Roll Call

It was noted that all 5 Supervisors were present.

3. Receive Public Comment on 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, 2017, through September 1, 2018

There was no public comment on 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, 2017, through September 1, 2018.

4. Consider Resolution No. 2017-05 – 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, 2017, through September 30, 2018

Resolution No. 2017-05 was presented, entitled:

RESOLUTION 2017-05

**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, 2017, THROUGH
SEPTEMBER 30, 2018**

It was noted that the Resolution had the incorrect maintenance special assessment of \$111 when it should be \$106.

A **motion** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously to adopt Resolution No. 2017-05 – 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, 2017, through September 30, 2018, as amended.

Chairman D'Amico then closed the Public Hearings and reconvened the Regular Board Meeting.

G. Public Comment

There was no public comment.

H. District Attorney DA 1 – Status Report/Updates

Mr. Harrell indicated he had done some research on increasing the District Manager's spending limits. Mr. Harrell also suggested changing other District policies that reference amounts. Discussion ensued regarding the different ways to approach this matter. Mr. Harrell recommended a motion authorizing and directing staff to make the amendments and authorizing the publication of the legal advertisement for the Public Hearing to consider such amendments.

A **motion** was made by Supervisor Child, seconded by Vice Chairman Ney and passed unanimously authorizing/directing staff to make the necessary amendments to increase the District Manager's spending limits and further authorizes publication of a legal advertisement for the Public Hearing for same for December 5, 2017.

Mr. Pickle advised that the site plan for the property along the Boulevard was on the City's agenda for approval at their next meeting.

I. District Engineer DE 1 – Status Report/Updates

Mr. Lawson noted that the system "overall" worked during Hurricane Irma. Mr. Hayden added that there was no water in the streets the next day. Mr. Lawson reminded the Board of Hurricane Isaac being a significant rain event and of several areas where water was an issue. Vice Chairman Ney congratulated Mr. Lawson for his work on the District's stormwater management system.

The issue of debris in the storm grates was brought up. It was noted that the majority of the debris was small leaves and Mr. Lawson was asked if anything could be done about it. Mr. Lawson advised that they would take a look at the different grates available, but that the majority of the debris was leaves and pine needles due to Hurricane Irma being more of a wind event.

That concluded Mr. Lawson's updates.

J. District Manager Action Items

DM 1 – Consider Approval of Supplement to the SunGard Public Sector LLC (Superior LLC) Application Service Provider Agreement # 141392-4

Mr. Pickle presented the item and recommended approval.

A **motion** was made by Vice Chairman Ney, seconded by Secretary Smith approving the Supplement to the SunGard Public Sector LLC (Superion LLC) Application Services Provider Agreement # 141392-4, as presented.

Under discussion, Secretary Smith asked if the \$8,520 for project management, analytics advanced services and training was a one-time fee was included in the budget. Mr. Pickle confirmed that it was.

Vice Chairman Ney's **motion** was reiterated, seconded by Secretary Smith approving the Supplement to the SunGard Public Sector LLC (Superion LLC) Application Services Provider Agreement # 141392-4, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

DM 2 – Consider Approval of the District's Holiday Schedule for the 2018 Calendar Year

Mr. Pickle presented the revised District's Holiday Schedule for the 2018 Calendar Year, noting the correction to the Memorial Day date.

A **motion** was made by Supervisor Child, seconded by Supervisor Doughney approving the District's Holiday Schedule for the 2018 Calendar Year, as amended.

Discussion ensued regarding the work schedule for weeks when there is a holiday. Mr. Pickle indicated that instead of 10 hour shifts, employees work 8 hour shifts.

Supervisor Child's **motion** was reiterated, seconded by Supervisor Doughney approving the District's Holiday Schedule for the 2018 Calendar Year, as amended. The **motion** carried unanimously.

DM 3 – Consider Approval for the Replacement of Two Sodium Hypochlorite Tanks for the Wastewater Treatment Plant

Mr. Pickle presented the item and recommended approval.

A **motion** was made by Secretary Smith, seconded by Vice Chairman Ney approving the proposal from Odyssey Manufacturing Company for the purchase and installation of two Poly Processing 3,150-gallon XLPE with OR-1000 LPE liner double-walled tanks for the not to exceed amount of \$35,500.

Discussion ensued regarding life expectancy and putting funds into R&R down the road to handle this item. Mr. Pickle advised that he would look into it in the future, but that the District only does a 5 year projection.

Discussion then ensued regarding corrosive liquid. Mr. Pickle clarified that the tank failure leaked chlorine bleach and was not that bad. He indicated that it was reported

to the State, as required. Mr. Miller noted that the amount of chlorine bleach leaked was less than the reportable quantity.

Secretary Smith's **motion** was reiterated, seconded by Vice Chairman Ney approving the proposal from Odyssey Manufacturing Company for the purchase and installation of two Poly Processing 3,150-gallon XLPE with OR-1000 LPE liner double-walled tanks for the not to exceed amount of \$35,500; Renewal & Replacement Available Fund Balance of \$117,903; This Project \$35,500; leaving an Available Balance of \$82,403, as presented. Upon being put to a vote, the **motion** carried unanimously.

DM 4 – Public Resource Management Group 2018 Water, Wastewater and Irrigation System Revenue Sufficiency Update (Workshop Only)

This item was reviewed during the Workshop only.

Mr. Pickle reminded the Board that there had been a question about the large jump in expenses over the years shown in the report. He noted that it was due mainly in part to administrative expenses such as insurance, contractual obligations, contingencies, PTO leave, the cell phone stipend, FPL rate increases, chemical costs and fuel increases.

DM 5 – Consider Approval and Ratification of Contract with the Florida Department of Corrections Contract # W1109

Mr. Pickle requested ratification of this item, which he noted was part of the budget and which he had already signed.

A **motion** was made by Secretary Smith, seconded by Supervisor Doughney and passed unanimously approving and ratifying the Contract with the Florida Department of Corrections Contract #W1109, as presented.

DM 6 – Consider Resolution No. 2017-06 – Establishing the Fiscal Year 2018 Workshop and Regular Meeting Schedule and Location

Mr. Pickle presented Resolution No. 2017-06, entitled:

RESOLUTION NO. 2017-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2017/2018 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

A **motion** was made by Supervisor Doughney, seconded by Supervisor Child and passed unanimously to adopt Resolution No. 2017-06, as presented, Establishing the

Fiscal Year 2018 Workshop and Regular Meeting Schedule and Location, as presented.

DM 7A – Consider Approval for the Purchase of a New Jet/Vac Truck for the Underground Utilities Division/Stormwater Division

Mr. Pickle presented the item and recommended approval.

A **motion** was made by Supervisor Child, seconded by Supervisor Doughney approving the Purchase the Aquatech B-10-1450 Jet/Vac Truck with the 2017 Freightliner 114SD Tandem Axle 66000 GVWR 410 HP ISL Diesel Allison 4500 RDS Transmission from Pat's Pump + Blower of Orlando, Florida for the not to exceed amount of \$357,240 and to amend the Fiscal Year 2017 Budget to reflect this expenditure.

Discussion ensued regarding the fact that the truck would be encumbered in Fiscal Year 2017, but would be delivered in Fiscal Year 2018. It was noted that this purchase was budgeted for a 50/50 split in Fiscal Year 2018 from the Underground Utilities Division and the General Fund Stormwater Division Capital Outlay Equipment Code.

Supervisor Child's **motion** was reiterated, seconded by Supervisor Doughney approving the Purchase the Aquatech B-10-1450 Jet/Vac Truck with the 2017 Freightliner 114SD Tandem Axle 66000 GVWR 410 HP ISL Diesel Allison 4500 RDS Transmission from Pat's Pump + Blower of Orlando, Florida for the not to exceed amount of \$357,240 and to amend the Fiscal Year 2017 Budget to reflect this expenditure. Available Project Budget is \$400,000; This Project \$357,240; leaving an Available Balance of \$42,760. Upon being put to a vote, the **motion** carried 5 to 0.

DM 7B – Consider Approval of Change Order #2 to J.W. Cheatham for the 2016 Stormwater Enhancement Project – Lake Harvey

Mr. Pickle presented the item and recommended approval.

A **motion** was made by Vice Chairman Ney, seconded by Supervisor Doughney approving Change Order #2 to J.W. Cheatham for the 2016 Stormwater Enhancement Project – Lake Harvey to leave a land bridge across the wetland to be used to develop a walking trail in the amount of \$6,231.70.

Discussion ensued regarding the pipe size to be used in order to keep the balance between the two lakes and the City's commitment to putting in some type of walking trails and maybe a gazebo. Discussion also included parking, permitting dogs and installing waste baskets and a bag dispenser. It was noted that the lake was pretty full and that it has provided some additional storage.

Vice Chairman Ney's **motion** was reiterated, seconded by Supervisor Doughney approving Change Order #2 to J.W. Cheatham for the 2016 Stormwater Enhancement Project – Lake Harvey to leave a land bridge across the wetland to be used to develop a walking trail in the amount of \$6,231.70. The Available Project Budget is \$85,853.60; This Project \$6,231.70; leaving an Available Balance of \$79,621.90. Upon being put to a vote, the **motion** carried unanimously.

DM 8 – Other Items/Updates

Mr. Pickle had nothing further.

K. Consent Agenda

Consent Agenda Items CA 1 through CA 6 were presented for Board consideration.

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 July, 2017

CA 6 - Consider Approval to Transfer Funds for the R&R Requisition

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

L. Supervisor Requests

Supervisor Doughney congratulated staff on their fine work regarding Hurricane Irma. All the other Board Members agreed.

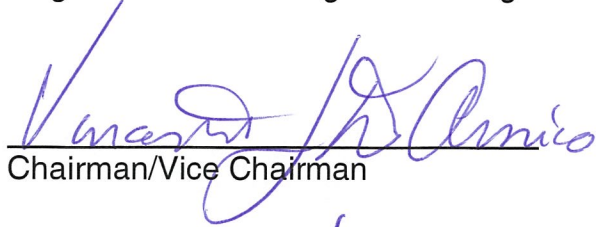
Secretary Smith asked about an update on the PGA property. Mr. Pickle indicated that he had spoken with each individual Board Member regarding the fact that PGA was working with an individual on their letter of intent and that the individual would like to sell the clubhouse to the District and construct their own clubhouse and cart storage. The new owner may need to lease a portion of the existing clubhouse while they build their new one. He noted that the individual spoke of getting rid of the tennis courts and the pool. As this information has not been formally presented, Mr. Pickle indicated he would officially bring it to the Board once he receives something in writing.

There were no further requests from Supervisors.

M. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 10:20 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 10/03/17