

# **St. Lucie West Services District**

## **Workshop Minutes**

**October 2, 2017, 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**

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  
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")

### **Guests Present (Sign-In Sheet Attached)**

#### **A. Call to Order**

Chairman D'Amico called the Workshop 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. September 18, 2017, Workshop**
- 2. September 19, 2017, Public Hearing & Regular Board Meeting**

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

Vice Chairman Ney asked if discussions regarding the Boulevard Property Contract were public domain. Mr. Pickle replied that nothing is confidential.

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

**E. Public Hearing**

**1. Consider Resolution No. 2017-07 – Amending Chapter A-I of the Rules of the District – General and Procedural Rules; Adopting a Fund Balance Policy and Providing an Effective Date**

Resolution No. 2017-07 was presented, entitled:

**RESOLUTION NO. 2017-07**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT AMENDING CHAPTER A-1, ST. LUCIE WEST SERVICES DISTRICT GENERAL AND PROCEDURAL RULES; ADOPTING A FUND BALANCE POLICY FOR THE GENERAL FUND OF THE DISTRICT; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.**

Mr. Pickle indicated that the policy was “borrowed” from the City of Palm Beach Gardens and that it was a good idea to have a fund policy in place.

There was no further discussion regarding this item.

**F. Public Comment**

There was no public comment at this time.

**G. District Attorney  
DA 1 – Status Report/Updates**

Mr. Pickle indicated that the Boulevard Property would be going before the City Council on October 23, 2017, and that, once approved, the lift station work would commence.

There was no discussion regarding this matter.

**H. District Engineer  
DE 1 – Status Report/Updates**

Mr. Pickle noted that the Lake Harvey Project was moving along quickly and was expected to be completed in 2 to 3 weeks. He noted that they were already laying sod along some of the lake banks. Mr. Hayden advised that the City had given the District the 30-inch pipe connection.

There was no further discussion on this item.

**I. District Manager  
Action Items**

**DM 1 – Consider Request to Advertise for a Public Hearing to Approve Amendments to (1) Chapter A-I SLWSD General and Procedural Rules; (2) Chapter A-III, Rules of the SLWSD Regarding Positions, Qualifications, Compensation, Employment, and Termination of District Employees; and (3) Amending Certain Existing Job Descriptions and Adopting Certain New Job Descriptions for District Employees**

Mr. Pickle presented the item indicating that this had been discussed at the previous Board Meeting and was about increasing the District Manager's spending limits, the addition of employees to protect class/high ranking positions, new positions, and cleaning up some old job descriptions, which require a valid Florida driver's license. He further indicated that they are aiming for a December 5, 2017, Public Hearing date.

Vice Chairman Ney asked if a suspended license could result in firing. Mr. Pickle indicated that it could, but that the District Manager may use his discretion.

There was no further discussion regarding this item.

**DM 2 – Other Items/Updates**

Mr. Pickle reminded the Board of previous discussions regarding the possibility of purchasing a street sweeper. Mr. Pickle indicated that Supervisor Doughney had approached him about possibly hiring a street sweeper rather than purchasing one, as the City of Palm Beach Gardens had gotten rid of their street sweepers and contracting it out. It removed the liability and high maintenance costs. He looked at the company Facilities Pro Sweep and was given a very reasonable price for quarterly cleaning of the HOAs. On an annual basis it would come to \$9,500 and to clean the main roads annually would be about \$2,500; which comes to approximately \$12,000 annually versus the purchase of a truck for about \$122,000, plus an employee to operate the truck. He noted that post-hurricane clean-up is billed at an hourly rate for FEMA purposes. Mr. Pickle noted that the City of Palm Beach Gardens went through the purchasing process for these services with Facilities Pro Sweep and therefore, the District could just piggy back on to their contract. He noted that they looked at a quarterly basis for maintenance purposes, but could increase the services, if necessary.

Discussion ensued regarding the roads the District is responsible for. It was noted that even though the District does not own the roads, it has an interest in keeping them clean for stormwater purposes.

Vice Chairman Ney asked about how quickly they could come to clean the streets after a hurricane. Supervisor Doughney indicated that the City of Palm Beach Gardens requires multiple vendors for street sweeping after storms, but that the company's day to day work has been phenomenal. He also noted that the City of Palm Beach Gardens has 2 street sweepers and he does not believe that both machines have ever been working at the same time due to the vulnerability of the machines.

Discussion ensued regarding the City of Port St. Lucie's response to debris clean-up after Hurricane Irma. Mr. Pickle noted that the City has responded well to the District, but that they are overwhelmed with the amount of work.

Mr. Pickle indicated that the District had recently purchased a trailer mounted high velocity vacuum cleaner which will suck up leaves that clog drains.

Secretary Smith asked about the C-108. Mr. Pickle responded that the City was working on it and we will be monitoring to see the effects.

Secretary Smith advised that there was an alligator in the Cascades. Mr. Hayden advised to call the District so that it can be logged and then the FWC will be called for action.

Mr. Pickle indicated that he had spoken with the prospective purchaser of the PGA property, who was still awaiting a contract. Mr. Pickle confirmed that he was not in negotiations with PGA and that if everything works out with a buyer for the PGA property, then he would be negotiating with that buyer.

There was discussion regarding another lot for potential sale, but Mr. Pickle explained that it would cost the District approximately \$400,000 to make the land developable, so it was not his recommendation to do anything at this time.

That concluded Mr. Pickle's updates.

#### **J. Consent Agenda**

Mr. Pickle presented Consent Agenda items CA 1 through CA 6.

**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 August, 2017**

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

There was no discussion regarding the Consent Agenda.

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

Vice Chairman Ney expressed his concern over the capacity of the grates when street flooding occurs.

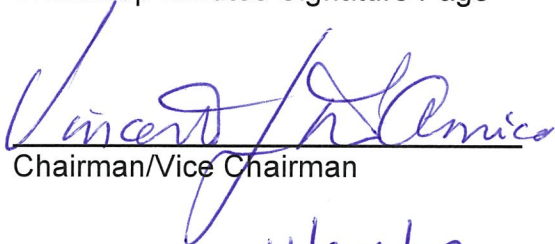
Secretary Smith thanked Josh for his help on the fountains and pump issues.

There were no further requests from the Supervisors.

**L. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 9:37 a.m. There were no objections.

Workshop Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 11/07/17