

St. Lucie West Services District
Regular Board Meeting Minutes
November 3, 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
Gregg Ney, Secretary
Charles 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
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, Special District Services, Inc. ("SDS")

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Vice Chairman D'Amico, acting as Chairman until Supervisor Cutler arrived, called the Regular Board Meeting to order at 9:11 a.m.

B. Pledge of Allegiance

C. Roll Call

Ms. Archer noted that all 5 Supervisors were present, as Chairman Cutler had arrived at that time.

D. Approval of Minutes

- 1. October 5, 2015, Workshop**
- 2. October 6, 2015, Regular Board Meeting**

A motion was made by Supervisor Child, seconded by Supervisor Altwein and passed unanimously to approve the October 5, 2015, Workshop Minutes, as presented, and the October 6, 2015, Regular Board Meeting Minutes, as presented.

E. Public Comment

There was no public comment.

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

Mr. Harrell had no updates at this time.

**G. District Engineer
DE 1 – Status Reports/Updates**

Mr. Lawson indicated that the Wetland 1 Project had been completed and that he had received comments on the maintenance and monitoring plan from the Florida Department of Environmental Protection (FDEP). Mr. Lawson noted that he had sent those comments to the District's consultants. He further noted that it was a 15 month plan and believes that the project has been a great success. Vice Chairman D'Amico asked when monitoring will begin to which Mr. Lawson replied that they need FDEP's approval, but he expects by the end of the year.

Mr. Lawson then advised the Board that he had received the South Florida Water Management District permits for the 4E/5 Canal and that he would be going to Planning & Zoning after today's meeting to change the plat designation from uplands to a water management tract. He indicated that it would go to the City Council at the end of the month for approval, after which construction would commence. Mr. Lawson noted that the job is currently out for bid and that he planned on bringing to the next Board Meeting construction bids. Mr. Lawson indicated that the District may have to spend up to \$250,000 for upland mitigation, which will still bring the project under budget. He requested authorization from the Board to expend up to \$250,000 on upland mitigation for the 4E/5 Canal Project.

A motion was made by Secretary Ney, seconded by Supervisor Child authorizing to expend up to \$250,000 on upland mitigation for the 4E/5 Canal Project, as presented.

Discussion ensued regarding other options for upland mitigation. Mr. Lawson assured the Board Members that he and staff had thoroughly researched all potential properties, noting that the District has some exchange parcels, but not nearly enough. Mr. Pickle noted that if we were to stop the process now to look for a ½ acre here and a ½ acre there, that it would slow the process down. Mr. Pickle advised the Board that the District is getting a very good, discounted, price from the City and that we will be able to use the McCarty Ranch to offset this. He requested that the Board move forward and try to get the project completed by the next rainy season. A brief

discussion ensued about whether the school district has to pay for upland mitigation to which Mr. Harrell indicated that they are exempt from such requirements, subject to matters that are not typically the property required for development. Mr. Pickle surmised that he believed that every stone had been turned over.

Secretary Ney's motion was reiterated, seconded by Supervisor Child authorizing to expend up to \$250,000 on upland mitigation for the 4E/5 Canal Project, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson then updated the Board on the Lake Harvey Project. He indicated that the construction plans, the planting plans and the plat had been completed. He reminded the Board that Martin Memorial would own a small portion of the plat and had sent that information to their attorney. Mr. Lawson indicated that they were very close to the first submittal to the City.

That concluded Mr. Lawson's updates.

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 September, 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 presented for approval.

Mr. Pickle wanted to address an item that had come up during yesterday's Workshop and referred to Page 35 of the meeting booklet. He noted that a question had arisen regarding the commercial water consumption. He noted that there were 488 commercial accounts and 6,400 residential accounts, but that the commercial usage was between 35 and 38% of the total consumption.

A motion was made by Vice Chairman D'Amico, seconded by Supervisor Altwein approving Consider Agenda items CA 1 through CA 6, as presented.

Under discussion, Vice Chairman D'Amico referred to Page 45 of the meeting booklet, referring to the drop in expenses. Mr. Pickle explained the billing lag, noting that it would look better in December/January because the District is always in arrears.

Vice Chairman D'Amico's **motion** was reiterated, seconded by Supervisor Altwein approving Consider Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**I. District Manager
Action Items**

DM 1 - Consider Approval to Purchase a 2016 Ford F-350 Dump Body Truck

Mr. Hayden presented the item and noted that the purchase had been explained at the previous day's Workshop. He recommended approval.

A **motion** was made by Supervisor Child, seconded by Supervisor Altwein authorizing the purchase of a 2016 Ford F-350 4x4 Dump Body Style Truck from Gilbert Ford of Okeechobee, Florida, for the not to exceed amount of \$41,900, as presented.

Supervisor Child asked about trade-in allowances to which Mr. Pickle noted that they get more money when they go through gov.deals.

Supervisor Child's **motion** was reiterated, seconded by Supervisor Altwein authorizing the purchase of a 2016 Ford F-350 4x4 Dump Body Style Truck from Gilbert Ford of Okeechobee, Florida, for the not to exceed amount of \$41,900, as presented. The Available Budget for this item is \$50,500; Cost of this Purchase is \$41,900; leaving an Available Balance of \$8,600.

DM 2 – Consider Approval to Purchase a 2016 Ford F-250 Utility Body Style Truck

Mr. Hayden presented the item and noted that this purchase had been discussed at the previous day's Workshop. He recommended approval.

A **motion** was made by Supervisor Altwein, seconded by Vice Chairman D'Amico authorizing the purchase of a 2016 Ford F-250 Utility Body Style Truck from Gilbert Ford of Okeechobee, Florida, for the not to exceed amount of \$27,800, as presented. The Available Budget for this item is \$32,000; Cost of this Purchase if \$27,800; leaving an Available Balance of \$4,200. Upon being put to a vote, the **motion** carried 5 to 0.

DM 3 – Consider Resolution No. 2015-09 – Adopting an Amended Budget for Fiscal Year 2014/2015

Mr. Pickle presented Resolution No. 2015-09, entitled:

RESOLUTION NO. 2015-09

**A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT
ADOPTING AN AMENDED FISCAL YEAR 2014/2015 BUDGET; AND
PROVIDING AN EFFECTIVE DATE.**

Mr. Pickle reminded the Board that no later than 60 days from the end of the previous fiscal year, per Florida Statutes and state auditing requirements, the District must adopt a Final Amended Budget each year for the previous fiscal year. He noted that the Final Amended Budget for Fiscal Year 2014/2015 is an accounting of the District's actual income and expenditures as of September 29, 2015. It represents a "true-up" for the prior fiscal year. He noted that the reason for the September 29, 2015, date is because some September invoices are still being received and we must leave a day open to account for those expenses. The numbers are estimates based on anticipated outstanding invoices, and will be slightly inflated from the true "actuals" through September 29, 2015. It was noted that this was particularly notable in the Water and Sewer Fund where bond payments are due on October 1, but are booked in September. He recommended approval.

A motion was made by Secretary Ney, seconded by Supervisor Altwein and passed unanimously to adopt Resolution No. 2015-09, as presented.

DM 4 – Other Items/Updates

Mr. Pickle brought up the subject of the driver's license requirement in employee manual, wherein the District's policy limits the total number of points against someone to six. Mr. Pickle indicated that the school board allows one DUI and has a time limit on it. He indicated he would be looking at other government agencies to find out about their policy regarding points and DUIs.

Discussion ensued regarding point levels for specific infractions and DUI offenses. Mr. Pickle reminded the Board that any changes to the employee manual do not require Board approval, but that he would research the matter further and report back to the Board the changes that were made.

Chairman Cutler asked for confirmation that Mr. Pickle would follow up on the properties to which Mr. Pickle replied he would.

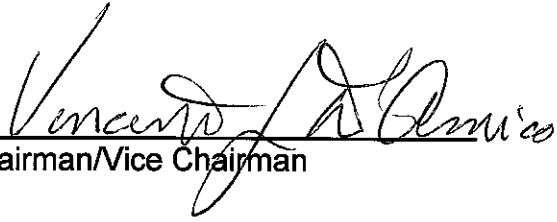
J. Supervisor Requests

There were no 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 12-01-15