

**St. Lucie West Services District
Workshop Minutes
May 5, 2014, 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
Charles B. Altwein, Secretary
Vincent D'Amico, Supervisor
Sal Mancuso, 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
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

Ms. Archer took roll and noted that Vice Chairman Child was absent.

D. Approval of Minutes

- 1. April 7, 2014, Workshop**
- 2. April 8, 2014, Regular Board Meeting**

Chairman Cutler asked if there were any changes or corrections. There being no corrections or revisions, Chairman Cutler went on to the next agenda item.

E. District Attorney

DA 1 – Status Report

Mr. Pickle indicated he was not aware of any matters which Mr. Harrell would be reporting on.

**F. District Engineer
DE 1 – Status Report**

Mr. Pickle noted in an update on the stormwater project that the City of Port St. Lucie had a first reading of the Lake Forest replatting last week and that there had been no comments.

G. 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 February, 2014

CA 6 - Consider Approval to Transfer Funds for the WCF Account and the WWCF Account Requisitions for Fiscal Year 2013/2014

There was no discussion regarding Consent Agenda items CA 1 through CA 6.

**H. District Manager
Action Items**

DM 1 - Consider Arcadis Engineering Rate Adjustment Proposal

Mr. Pickle presented the item indicating that Arcadis had not increased their rates since 2006 even though a clause in the contract states, "These hourly rates are subject to adjustment every six (6) months." Mr. Pickle indicated that the rates proposed by Arcadis were comparable to those rates of BDI and that the language was consistent as well.

A lengthy discussion ensued regarding how much more the work in progress will cost, the percentage increase of each hourly rate and why this contract is not on an annual basis. The Board requested that Mr. Pickle discuss with Mr. Lawson, prior to tomorrow's meeting, changing the clause from every six months to annually.

There was no further discussion regarding this item.

DM 2 - Consider Approval of Work Authorization No. SLWSD/ISI/2014-003 Integration Services, Inc. PLC Equipment and Instrumentation Related to the SW072 High Service Pump Expansion Project for the Water Treatment Plant

Mr. Pickle presented the item noting that this project relates to the engineering, design, control panel construction, field instrumentation, software development,

software integration, installation, field deployment, checkout and system commissioning services for the conversion of the existing concentrate to the new high service pump station. He indicated that funding for the project had been included in the Water Connection Fee Fund for the total price of \$66,136.

There was no discussion regarding this item.

DM 3 – Other Items/Updates

Mr. Pickle had a couple of other updates, namely:

He noted that it was that time of year when he has his annual physical. He indicated that although it was not public record, he provided a copy of his health report to the Board Members for their information.

Mr. Pickle then distributed to the Board a draft copy of the proposed newsletter that would be sent to customers in either the June or July billing cycle. A brief discussion ensued regarding the District's water quality and the non-ad valorem special assessment.

Mr. Pickle concluded his updates by indicating that it was time to transition from the Board's laptops to tablets. He indicated that the District had gotten one year longer than their life expectancy and had an actual tablet at the meeting for the Board to take a look at. Discussion ensued regarding the cost of the tablets and the features it offered. Mr. Pickle indicated that the cost of the tablets would be shared by both the Utility and the General Funds.

Mr. Pickle had no further updates.

I. Supervisor Requests

Supervisor Mancuso revisited the subject Amounts Paid to Supervisors and the possibility of amending the District's policy of paying Supervisors for meetings missed, with the proper excuse. Mr. Pickle indicated that although the matter could not be voted on by the Board Members, a motion could be made at tomorrow's meeting to set a Public Hearing to consider amendments to Chapter All. Discussion then ensued regarding what would be considered an "approved absence." Supervisor Mancuso indicated that he intended on making a motion to revisit this subject at tomorrow's meeting.

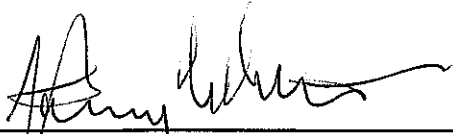
Supervisor D'Amico indicated he would not be physically in attendance at tomorrow's meeting, but would try to conference call into the meeting.

There were no further requests.

J. Adjournment

There being no further items to be addressed, the Workshop was adjourned at 10:17 a.m. There were no objections.

Workshop Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 06/03/14