

**St. Lucie West Services District**  
**Regular Board Meeting Minutes**  
June 3, 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 Regular Board Meeting is available on file.)

**Board Members Present**

Harvey Cutler, Chairman  
Everett Child, Vice 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  
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 Cutler called the Regular Board Meeting to order at 9:00 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

Ms. Archer took roll and noted that all 5 Supervisors were present.

**D. Approval of Minutes**

1. May 5, 2014, Workshop
2. May 6, 2014, Regular Board Meeting

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico approving the minutes of the May 5, 2014, Workshop, as presented, and the May 6, 2014, Regular Board Meeting, as amended. Upon being put to a vote, the **motion** carried 5 to 0.

Chairman Cutler recessed the Regular Board Meeting at approximately 9:02 a.m.

**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 Resolution No. 2014-02 – Amending Job Descriptions of the Board of Supervisors of the St. Lucie West Services District**

There was no public comment on Resolution No. 2014-02.

**4. PH 1 – Consider Resolution No. 2014-02 – Amending Job Descriptions of the Board of Supervisors of the St. Lucie West Services District**

Resolution No. 2014-02 was presented, entitled:

**RESOLUTION NO. 2014-02**

**A RESOLUTION AMENDING JOB DESCRIPTIONS OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT; PROVIDING AN EFFECTIVE DATE.**

Chairman Cutler indicated he believed the description of the Resolution was misleading and asked if it could be reworded for clarification. Mr. Harrell indicated that it was a scrivener's error and could be changed for clarification purposes.

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico to adopt Resolution No. 2014-02, changing the description for clarification purposes. Upon being put to a vote, the **motion** carried 5 to 0.

**5. Close Public Hearing 1**

Chairman Cutler closed Public Hearing 1 at approximately 9:05 a.m. and reconvened the Regular Board Meeting.

**F. Public Comment**

There was no public comment.

**G. District Attorney**

**DA 1 – Consider Execution of a Quit Claim Deed from the Lake Forest Homeowners' Association to the St. Lucie West Services District for Rights of All Upland Preserve Trace No. 6, Wetland No. 1 and Conservation Tract No. 1, St. Lucie West Plat No. 139**

Mr. Harrell stated that the item was being presented for clarification purposes only and formally procures the District's entitlement to be on the property and undertake the activities necessary.

Secretary Altwein asked if the District was already active on these tracts to which Mr. Harrell replied affirmatively.

A **motion** was made by Vice Chairman Child, seconded by Secretary Altwein approving the Execution of a Quit Claim Deed from the lake Forward Homeowners' Association to the St. Lucie West Services District for Rights of All Upland Preserve Tract No. 6, Wetland No. 1 and Conservation Tract No. 1, St. Lucie West Plant No. 139, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

#### H. District Engineer

##### **DE 1 – Approval of Work Authorization No. 3B-31-1405-R between SLWSD and Lake Forest Pointe at St. Lucie West Homeowners' Association, Inc.**

Mr. Lawson presented the item, noting that the matter had been discussed at yesterday's Workshop and highlighted the standard condition, to wit: Plantings within District lands may be subject to removal by the District for installation of improvements or maintenance of District controlled lands at the District's sole discretion.

A **motion** was made by Vice Chairman Child, seconded by Supervisor D'Amico Approving Work Authorization No. 3B-31-1405-R between SLWSD and Lake Forest Pointe at St. Lucie West Homeowners' Association, Inc.

Under discussion Secretary Altwein asked Mr. Lawson if the District could remove vegetation, if necessary. Mr. Lawson agreed that the District could and that doing so would be at the HOA's expense. Secretary Altwein asked if language could be added that expressly stated that maintenance is the sole responsibility of the HOA. Mr. Lawson indicated that such language is generally, not included because it is understood that landscaping is maintained by the HOA; however, if the Board desires, a second condition could be added. It was the consensus of the Board that a second condition be added: Maintenance of the hedge is the sole responsibility of the Lake Forest Pointe Homeowners' Association.

Discussion ensued about the type of hedge being installed to which Mr. Lawson noted that it was merely be installed to lessen headlights into homes.

Vice Chairman Child's **motion** was reiterated, seconded by Supervisor D'Amico Approving Work Authorization No. 3B-31-1405-R between SLWSD and Lake Forest Pointe at St. Lucie West Homeowners' Association, Inc., adding a second condition, to wit: Maintenance of the hedge is the sole responsibility of the Lake Forest Pointe Homeowners' Association. Upon being put to a vote, the **motion** carried 5 to 0.

**DE 2 – Approval of Work Authorization No. 3B-32-1405-R between SLWSD and Lake Forest Pointe at St. Lucie West Homeowners' Association, Inc.**

Mr. Lawson presented the item, noting that this was the same as the previous Work Authorization, just a different location of the installation of the Areca Palm hedge. He recommended adding the same second condition as that previously approved.

A **motion** was made by Vice Chairman Child, seconded by Supervisor D'Amico Approving Work Authorization No. 3B-32-1405-R between SLWSD and Lake Forest Pointe at St. Lucie West Homeowners' Association, Inc., adding a second condition, to wit: Maintenance of the hedge is the sole responsibility of the Lake Forest Pointe Homeowners' Association. Upon being put to a vote, the **motion** carried 5 to 0.

Mr. Lawson then updated the Board on several items including the fact that the plat approval was getting closer; the bid for the stormwater gate was out and he has contacted contractors directly regarding this item; he noted that there might be grant money for the preserve areas for nutrient uptake, but that he would know more at the next meeting; and that the Irrigation Study field work has been completed and he expects a draft at the next Board Meeting.

**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 April, 2014**

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

Secretary Altwein referred to Page 44 of the meeting booklet asking about the line item, Lock Off/Legal Reasons. Mr. Pickle indicated that he would have to check to be certain, but that he believed it would have something to do with determining that it had been tampered with or damaged during the course of a bankruptcy.

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving Consent Agenda items CA 1 through CA 6, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**J. District Manager  
Action Items**

**DM 1 - Builders Risk Policy for the Wastewater Treatment Plant Project**

Mr. Pickle presented the item for consideration.

Secretary Altwein asked if the approval could stipulate a not to exceed amount to which Mr. Pickle said it could.

Mr. Pickle reiterated that the policy was a requirement of the contract and that it was a good idea to obtain the coverage, nonetheless, with the commencement of hurricane season.

A **motion** was made by Secretary Altwein, seconded by Vice Chairman Child approving the Builders Risk Policy for the Wastewater Treatment Plant Project with Praetorian Insurance Company for a not to exceed amount of \$37,504.30, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

After the vote, Vice Chairman Child added a comment about how the District has been exceptionally well served by the engineering staff and although we have spent a lot of money, they have saved the District a lot of money.

Chairman Cutler asked about The Crossing project potential to which Mr. Lawson indicated he is looking at it versus the turnpike project impact. Mr. Lawson noted that he had asked his staff to create a park setting of approximately 15.6 acres and place additional storage in the basin to see what it does in a 100 years storm. Chairman Cutler raised the issue of there possibly being federal funds available for this type of project to which Mr. Lawson indicated he would do more research on the matter, but that, essentially, the District would be creating a marsh environment and could go for a grant for the project.

## **DM 2 - Authorization to Change Dental Insurance Provider**

Mr. Pickle presented the item noting that the matter had been discussed at the prior day's Workshop and he recommended approval.

A **motion** was made by Supervisor D'Amico, seconded by Secretary Altwein approving the Alternate II Dental Plan Proposal from Principal in the amount of \$30,072 for the period July 1, 2014, through June 30, 2016, as presented.

Under discussion Secretary Altwein asked if all other conditions were comparable to which Mr. Pickle indicated the policies were the same.

Supervisor D'Amico's **motion** was reiterated, seconded by Secretary Altwein approving the Alternate II Dental Plan Proposal from Principal in the amount of \$30,072 for the period July 1, 2014, through June 30, 2016, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

The **Financial Report for the Fiscal Year Ended September 30, 2013**, was presented for acceptance.

A **motion** was made by Vice Chairman Child, seconded by Secretary Altwein accepting the St. Lucie West Services District Financial Report for the Fiscal Year Ended September 30, 2013, prepared by Grau & Associates, as presented.

Chairman Cutler asked about the previous issues regarding findings and recommendations. Mr. Pickle referred to Page 37 of the audit wherein the Report to Management indicates no Current Year Findings and Recommendations and the Prior Year Finding and Recommendations as the matter being resolved, noting that the District was in good standing. He also noted that Special District Services had sent correspondence to the Legislative Committee indicating no current findings and stating that the previous findings had been resolved.

Vice Chairman Child's **motion** was reiterated, seconded by Secretary Altwein accepting the St. Lucie West Services District Financial Report for the Fiscal Year Ended September 30, 2013, prepared by Grau & Associates, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

### **DM 3 – Other Items/Updates**

Mr. Pickle provided the Board Members with copies of a draft newsletter and asked for their comments after the meeting.

Mr. Pickle reminded the Board that they were required to complete the 2013 Form 1 – Statement of Financial Interests to the Supervisor of Elections' Office no later than July 1, 2014. He reminded the Board that if not received by September they will be imposed a \$25 per day fine for each day overdue.

Mr. Pickle then referenced the drought conditions, noting that recently forecast rains had not come to fruition and that, accordingly, if the area does not receive a substantial amount of rain shortly, he will have no alternative but to impose irrigation restrictions.

There were no other updates.

### **J. Supervisor Requests**

Supervisor D'Amico had no requests.

Secretary Altwein had no requests.

Supervisor Mancuso wished to re-introduce a motion from a previous meeting.

A **motion** was made by Supervisor Mancuso, seconded by Secretary Altwein to set a Public Hearing for July 1, 2014, to consider an amendment to the District's Rules of

the Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services.

Mr. Pickle reminded the Board that setting the Public Hearing for July 1, 2014, did not allow for sufficient time in which to advertise and suggested Supervisor Mancuso amend his motion to reflect an August 5, 2014, Public Hearing for same.

Supervisor Mancuso amended his **motion** to set a Public Hearing for August 5, 2014, to consider an amendment to the District's Rules of the Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services.

Discussion ensued regarding the last time this issue had come before the Board and the previous draft of the proposed new Section 13. Mr. Harrell indicated he would re-circulate a draft of the proposed new Section 13.

Supervisor Mancuso's **motion** was reiterated, seconded by Secretary Altwein to set a Public Hearing for August 5, 2014, to consider an amendment to the District's Rules of the Board of Supervisors by adding a new Section 13, Amounts Paid for Supervisor Services. Upon being put to a vote, the **motion** carried 5 to 0.

It was affirmed that the July meeting would allow a forum for discussion on the matter and minor modifications.

There was no further discussion on this item.

Vice Chairman Child had no requests.

Chairman Cutler had no requests.

Chairman Cutler asked Mr. Harrell if, as Chairman, he had to recognize an audience member to speak at this time. Mr. Harrell indicated he did not because he controlled the agenda.

## **J. Adjournment**

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:56 a.m. on a motion made by Vice Chairman Child, seconded by Supervisor D'Amico. There were no objections.

Regular Board Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 07/01/14