

**St. Lucie West Services District  
Workshop Minutes  
August 4, 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  
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")  
Lisa-Marie Beans, Administrative Assistant, 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**

Chairman Cutler noted that all 5 Supervisors were present.

**D. Approval of Minutes**

- 1. June 30, 2014, Workshop**
- 2. July 1, 2014, Regular Board Meeting**

Supervisor D'Amico noted a typo on Page 2 of the Workshop minutes, under Paragraph F, second paragraph down wherein it states, "...any local CDD that pays the 4200 per meeting..." should read ..."200 per meeting.." Ms. Archer indicated she would make the correction.

There was no further discussion regarding the minutes.

**E. Public Hearing**

**PH 1 – Consider Resolution No. 2014-04 – Amending Chapter A-II of the Rules of the Board of Supervisors of the St. Lucie West Services District Regarding Amounts Paid for Supervisor Services**

Mr. Pickle presented the item indicating that tomorrow's Public Hearing was the final step in amending Chapter A-II of the Rules.

There was no discussion regarding the matter.

**F. Public Comment**

There was no public comment.

**G. District Attorney**

**DA 1 – Memorandum No. 14-07 Takeover of Street to Lake Drainage**

Mr. Pickle presented the item indicating that this merely a formality in the District's takeover of the street to lake drainage. He noted that after many months of working out the legalities, the District has finally received all the proper documentation to work within the easements.

There was no further discussion regarding this matter.

**H. District Engineer**

**DE 1 – Approval of Work Authorization No. 4D-18-1407-SU between SLWSD and Menin Development, Inc.**

Mr. Pickle presented the item noting that this application was for approval of the construction of a 10,000 square foot building on a site currently being used as a parking lot within the Shoppes of St. Lucie West project. He further noted that the development of the site will require that a 245 foot section of 24-inch drainage pipe be removed and replaced in an alternate location. As a result of this, there will be a loss of surface water storage, but will be offset by the construction of 314 linear feet of exfiltration trench.

There was no discussion regarding this item.

**DE 2 – Acceptance of Bid from John-Davis, Inc. for the 2C/3B Gate Construction Project**

Mr. Pickle presented the item indicating that bids had been received for the construction of a stormwater gate to be installed between the Triangle Lake, just downstream of County Club Estates (Basin 2C0 and Lake Forest Pointe (Basin 3B) back in July. The apparent lowest bidder for the project was Melvin Bush Construction, Inc. of Port St. Lucie. After further review of the bid, it was noted there was an inconsistency between the bid submitted by Melvin Bush and the other bidders on the control panel line item. The inconsistency was brought to their attention and after further review, Melvin Bush Construction has submitted a

withdrawal request due to a mathematical error which resulted in the bid being understated by \$45,000.

Since the Melvin Bush Construction bid has since been withdrawn the next lowest bidder is Johnson-Davis, Inc. with a bid of \$186,000. The District Engineer has found Johnson-Davis to be a responsible contractor and recommends that their bid be accepted and that staff be directed to issue a Notice of Award.

Discussion ensued regarding sealed bids and the criteria for same.

There was no further discussion regarding this matter.

Chairman Cutler requested moving on to Item DM – 6.

### **DM 6 – Authorization to Approve Change Order #1 to Dunkelberger Engineering & Testing**

Mr. Pickle presented the item indicating that staff had received proposals for the material testing services for the Wastewater Treatment Plant Expansion Project back in May and a purchase order had been issued to Dunkelberger Engineering in the amount of \$24,870, which was based on an estimated number of samples and concrete pours. Mr. Pickle indicated that the original estimate is not enough to complete the project and requires a change order. He noted that the additional fees necessary for this phase of the project is \$9,830.

Discussion ensued regarding the rebar grade which would be warranted by the manufacturer versus what grade the City permits to be used. Discussion also ensued regarding Baskerville-Donovan's (BDI) responsibility in this matter to which Mr. Pickle assured the Board that BDI was taking ownership of their responsibility. Mr. Pickle noted that they are working with attorneys to have a new design and continue working.

There was no further discussion regarding this item.

#### **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 June, 2014**

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

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

**J. District Manager  
Action Items**

**DM 1 - Underground Easement for FP&L**

Mr. Pickle presented the item indicating that it was being provided for the Board's consideration and approval in order to provide power to the Wastewater Treatment Plant. He noted that the easement was for the east side of the property, near the church and runs along the fence line.

There was no discussion on the matter.

**DM 2 - District Manager Annual Performance for 2014**

Mr. Pickle presented the item indicating that the District Manager employment agreement stipulates that the Board discuss whether the District Manager's performance is overall satisfactory. One of the three actions must be taken:

- (a) Taking no action, in which event the term of this Agreement shall be automatically extended for one additional year beyond its then-current term;
- (b) Taking action to extend this Agreement for one additional year beyond its then-current term; or
- (c) Taking action declining to extend this Agreement beyond its then-current term.

There was no discussion regarding this item.

**DM 3 – Authorization to Approve Blue Cross and Blue Shield Health Insurance Provider**

Mr. Pickle presented indicating that the abstract provided in the meeting booklet was obsolete due to the re-negotiating of the premium. He distributed a copy of the new abstract with the up-to-date figures. Mr. Pickle indicated that Mary Leighton had negotiated a renewal of the District's health insurance plans through Florida Blue with a 5.5% overall decrease in the premiums for the same plans. He recommended approval.

There was no discussion on this matter.

**DM 4 – Consider Approval of District's Holiday Schedule for 2015 Calendar Year**

Mr. Pickle presented the item indicating that the holiday schedule presented follows what the District has done in the past.

Supervisor D'Amico asked if instituting the 4 ten-hour days would change if it were to be implemented. Mr. Pickle indicated that if the 4 ten-hour day schedule were to be

continued, it would take one of the Floating/Personal Holidays from employees along with the day after Thanksgiving.

There was no further discussion regarding this item.

**DM 5 – Consider Resolution No. 2014-05 – Establishing the Fiscal Year 2014/2015 Workshop and Regular Meeting Schedule and Location**

Mr. Pickle presented Resolution No. 2014-05, entitled:

**RESOLUTION NO. 2014-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2014/2015 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.**

There was no discussion on this matter.

**DM 6 – Supplement to Investment Banking Agreement**

Mr. Pickle presented the item indicating that it was a federal requirement to approve this supplement to the Investment Banking Agreement because it establishes a connection with the financial consultant.

There was no discussion regarding this item.

Mr. Pickle then updated the Board on several matters:

Mr. Pickle indicated that he had received 2 phone calls between the last meeting and today's meeting from part-time ("snowbird") residents of the District who complained that the base rates are unfair. The callers suggested that the District institute a "snowbird rate" so that they do not have to pay the base rate when they are not in residence. Mr. Pickle indicated that the callers requested that he bring this matter to the Board for their discussion.

Discussion ensued regarding the District's infrastructure being available to the "snowbirds" at all times and if a "snowbird" rate was instituted, it would more than likely cause rates to be increased.

There was no further discussion on this item.

Mr. Pickle then advised of his scheduled meeting on Wednesday at 3:30 p.m. with the City Manager and a real estate agent regarding the Martin Memorial site and possible financing. He noted that discussions have taken place to purchase property next to Martin Memorial for stormwater improvements.

Discussion ensued about possible financing options and the necessity to amend the Interlocal Agreement. Mr. Pickle indicated that the City has been very positive about the project and recognizes the traffic problems at Cashmere and St. Lucie West Boulevard. Mr. Pickle noted that he would keep the Board apprised of the discussions taking place regarding this matter.

Mr. Pickle advised the Board that they were working in the last pond and that it is approximately 90% complete. He noted that the seasonal rains have not helped in the completion of this project, but hoped it would be completed by the end of this week. He further advised that lining of the west pond would not begin until the rainy season is over.

Mr. Pickle indicated they had purchased the tablets for the Board Members and that if anyone needed direction on how to use them, he could hold a short class for an overview of the Windows 8 environment.

#### **K. Supervisors' Requests**

It was asked of Mr. Pickle when completion of the Wastewater Treatment Plant is expected to which Mr. Pickle indicated late May, possibly June. He noted that as long as it is completed by November, 2015, everything will be good. It was suggested that the District hold an Open House once the plant has been completed.

Supervisor Mancuso wished to advise the association presidents regarding rental properties. Speaking from experience, he wants to alert them to make sure that all District bills are current before allowing a renter to move in.

Chairman Cutler asked Mr. Pickle when he expects to make a decision on whether to continue the 4 10-hour days. Mr. Pickle indicated he should be able to make a decision in late September/early October to determine whether there is a substantial fuel savings. He noted that he was waiting to calculate a 3 month cycle in order to make his decision.

Discussion ensued about the exotic work being performed by the corrections' department. Mr. Pickle also approached possibly bringing them into the residential areas because the program has been so successful.

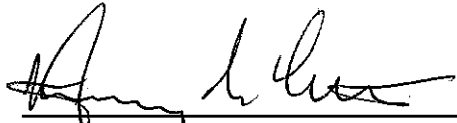
Mr. Gregg Ney, a District resident, congratulated Mr. Pickle on the discussions regarding the purchase of property near Martin Memorial. He also noted that the City had approved a \$100,000 budget for holiday decorating, indicating that the City of Port St. Lucie is looking to make St. Lucie West a holiday destination for decorations and shopping. He encouraged Board support on this matter.

There were no further requests.

#### **L. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 10:38 a.m. There were no objections.

Workshop Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 09-09-14