

**St. Lucie West Services District  
Workshop Minutes  
December 1, 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  
Vincent D'Amico, Supervisor  
Sal Mancuso, Supervisor  
Gregg Ney, Supervisor

**Staff Present**

Dennis Pickle, District Manager, St. Lucie West Services District ("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. and welcomed Supervisor Ney back to the Board.

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all Supervisors were present with the exception of Secretary Altwein.

**D. Approval of Minutes**

- 1. November 3, 2014, Workshop**
- 2. November 4, 2014, Regular Board Meeting**

The minutes were presented. Supervisor D'Amico referred to Page 2 of the Workshop Minutes indicating that Josh Miller's title should read Assistant Utilities Director.

Ms. Archer indicated she would make the requested correction.

There were no further comments or corrections on the minutes.

**E. District Attorney**

**DA 1 – Consider Approval of Resolution No. 2014-13 – Approving the Sale and Terms of Sale for the SLWSD Stormwater Utility Revenue Bonds Series**

Mr. Pickle presented the item indicating that the amount of the bond was \$4,810,000. Discussion ensued regarding the differences between Fifth Third and SunTrust. Chairman Cutler asked if a “Sold” sign could replace the “For Sale” sign on the property to which Mr. Pickle indicated that, technically, the property has not yet been sold, until the closing takes place.

It was noted that a Special Meeting may have to be called regarding this closing.

There was no further discussion on this item.

**F. District Engineer**

**DE 1 – Consider Acceptance of Bid from Melvin Bush Construction, Inc. for the Lake Ernie Pump Station Project**

Mr. Pickle presented the item indicating that the bid received from Melvin Bush Construction, Inc. was the lower of the two. Mr. Pickle noted that because of the limited number of bids received and the difference in the bid pricing, Mr. Lawson had requested and received written confirmation from the lowest bidder that the prices included in the bid represented the full price for all scope items required in the plans.

There was no discussion regarding this matter.

**DE 2 – Consider Bid Results for Wetland No. 1 Vertical Relocation Project**

Mr. Pickle presented the item indicating that five bids had been received with the lowest bidder being Guettler Brothers Construction, LLC in the amount of \$269,816. Mr. Pickle indicated that the District had received notice from the Florida Department of Environmental Protection (FDEP) that grant funding will be made available for use in partial funding of this project and that he and Staff were working with the FDEP to prepare the required grant funding contract that will need to be reviewed and accepted by the Board of Supervisors prior to any construction commencing. It is anticipated that the funding contract will be available for execution later in the month and that if a Special Meeting is scheduled, it could be brought to the Board at that time. If no Special Meeting is called for later in the month, the grant funding contract will be brought to the January meeting.

**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 October, 2014**

**CA 6 - Consider Approval to Transfer Funds for the WCF Account and the UCF Account Requisitions**

Mr. Pickle presented the Consent Agenda items for discussion.

Supervisor Ney noted in his review of past minutes that due to the confusion of equipment use in different capacities, he requested that a report be created showing each piece of equipment and different columns of where to look for its use. He indicated that this new report would be used for clarification purposes. Mr. Pickle indicated that he would work on creating such a report.

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

**J. District Manager  
Action Items**

**DM 1 - Review and Approval of Contractor Services Agreements for Project to Maintain, Construct or Reconstruct the Facilities of the St. Lucie West Services District**

Mr. Pickle presented the item indicating that Staff had solicited proposals from contractors for the purpose to provide information to the District Board for its evaluation in entering into Master Agreements with contractors for services needed. He stated that three proposals were received from the following contractors:

- 1.) Armadillo Dirt Works of Fort Pierce, Florida;
- 2.) Environmental Land Development of Fort Pierce, Florida; and
- 3.) East Coast Earthworks & Excavating, LLC of Vero Beach, Florida

Mr. Pickle noted that specific projects or services will subsequently be incorporated into "Work Orders" that may be awarded to a qualified contractor with whom the Board has entered into a Master Agreement at the Board's discretion. Mr. Pickle indicated that entering into such agreements will secure rates up front for the duration of the agreement and that the District will be able to shop between all three contractors.

There was no discussion regarding this item.

**DM 2 - Consider Approval of SW072 Change Order #2 for the Water Treatment High Service Pump Expansion Project**

Mr. Pickle presented the item indicating that the current contract price of \$679,000 includes the purchase of project equipment and materials totaling \$227,793.44 from vendors as identified by the contractor in their letter of October 13, 2014, from Wharton Smith. He noted that it was the intent of the District to directly purchase certain project components in order to realize tax savings. Approval of this Change Order #2 would authorize the District Manager to make owner direct purchases of project equipment and materials totaling \$227,793.44 directly from vendors. The District Manager would also be authorized to make further deductive change orders to the Wharton Smith contract as equipment and materials are removed for direct purchase so that the total of the amounts paid to Wharton Smith under the project contract and for direct purchases of project equipment and materials does not exceed \$679,000. Staff's recommendation in approving Change Order #2 include 2 parts:

- a) Authorize the District Manager to make owner direct purchases of project equipment and materials totaling \$227,793.44 from vendors identified by Wharton Smith; and
- b) Authorize the District Manager to make further deductive change orders to the Wharton Smith contract, as project equipment and materials are removed for direct purchase by the District as owners, so that the total of amounts paid to Wharton Smith under the project contract and for direct purchases of project equipment and materials does not exceed \$679,000.

There was no discussion regarding this item.

### **DM 3 –Other Items/Updates**

Mr. Pickle indicated that he had several updates.

Mr. Pickle advised that the Holiday Lighting ceremony was scheduled for Tuesday night from 6 to 7 pm.

Mr. Pickle advised the Board that the All Hands Luncheon was scheduled for December 11, 2014, at 11:30 a.m. Chairman Cutler encouraged the Board Members to attend the Staff Luncheon.

There were no further updates from Mr. Pickle.

#### **I. Supervisors' Requests**

Supervisor Mancuso had no requests.

Supervisor Ney had no requests.

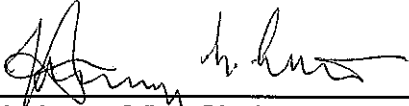
Supervisor D'Amico had no requests

Chairman Cutler had no requests.

**J. Adjournment**

There being no further items to be addressed, the Workshop was adjourned at 9:31 a.m. There were no objections.

Workshop Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 01-06-15