

**St. Lucie West Services District**  
**Regular Board Meeting Minutes**  
December 3, 2013, 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 Board Meeting is available on file.)

**Board Members Present**

Harvey Cutler, Chairman  
Everett Child, Vice Chairman  
Charles Altwein, Secretary  
Vincent D'Amico, Supervisor  
Sal Mancuso, Supervisor

**Staff Present**

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")  
Maddie Maldonado, Office Manager, SLWSD  
Bob Lawson, District Engineer, ARCADIS-US, Inc.  
Jason Pierman, Assistant 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, noting that all five Board Members were present.

**D. Approval of Minutes**

- 1. November 4, 2013, Workshop**
- 2. November 5, 2013, Regular Board Meeting**

<p>A <b>motion</b> was made by Supervisor D'Amico, seconded by Secretary Altwein approving the minutes of the November 4, 2013, Workshop, as presented, and the November 5, 2013, Regular Board Meeting, as amended during yesterday's Workshop Meeting. Upon being put to a vote, the <b>motion</b> carried 5 to 0.</p>
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**E. Public Comment**

Tony Roach, a resident of the District, spoke regarding the fertilization by HOA landscapers. He indicated that it was his belief that the first line of defense should be the District keeping a record of all the landscapers who do work within the District. He also noted that he thought it would be advantageous for language on fertilizer specifics be crafted into all HOA/landscaper contracts.

Molly Rottinghaus, District Counsel, arrived at approximately 9:05 a.m.

Mr. Roach continued by indicating that he believes that landscaper accountability be the responsibility of the District rather than the HOAs. He also indicated that the same should be applicable to the irrigation companies contracted with community HOAs. He concluded his comments by stating that the landscapers should be fined for any violations, not the HOAs.

Chairman Cutler thanked Mr. Roach for his comments, indicating that he brought up information which should be thought out thoroughly. He also noted that his particular HOA contract with a landscaper spells out specifics regarding fertilization of the grounds.

There was no further public comment.

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

Ms. Rottinghaus indicated she had no updates at this time.

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

Mr. Lawson indicated he was in the process of working on the preliminary plans for improvement for the additional new gate for triangle lake.

Secretary Altwein asked about an undeveloped lot he noticed while leaving the Lake Charles Shopping Center, indicating that it was very overgrown; he further indicated that if it was for stormwater storage, should it be maintained better. Mr. Lawson was not sure of what parcel Secretary Altwein was speaking and suggested that they get together after the meeting to discuss further.

Mr. Lawson had no further 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, 2013**

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

For the purpose of advising those in the audience, Chairman Cutler noted that the items presented in the Consent Agenda had been thoroughly discussed at the previous day's Workshop and that questions that arose relative to those items had been answered.

A **motion** was then made by Secretary Altwein, seconded by Supervisor D'Amico approving Consent 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 of District's Holiday Schedule for 2014 Calendar Year**

Mr. Pickle presented the scheduled, indicating that it reflects the same days as in years past. He recommended approval.

A **motion** was made by Secretary Altwein, seconded by Supervisor D'Amico approving the District's Holiday Schedule for the 2014 Calendar Year, as presented. Upon being put to a vote, the **motion** carried 5 to 0.

**DM 2 - Consider Authorization to Approve and Purchase a 12' x 18' Chemical Shed**

Mr. Pickle presented the item indicating that the shed was required for housing chemicals for exotics and aquatic containment. He recommended approval.

A **motion** was made by Vice Chairman Child, seconded by Supervisor D'Amico approving the purchase of the 12' x 18' chemical shed from U.S. Chemical Storage for an amount not to exceed \$35,983, as presented. The available project budget is \$40,000; this project cost is \$35,983; leaving an available balance of \$4,017. The **motion** carried 5 to 0.

**DM 3 - Other Items/Updates**

Mr. Pickle advised the Board that the fixed assets audit finding had been resolved; it will not appear on next year's audit.

It was also noted that Vice Chairman Child, Chairman Cutler and Supervisor D'Amico would not be paid for today's meeting due to the \$4,800 annual cap.

Gerard Rouse of the Exotics Department addressed the Board, advising them of a recent situation that had arisen regarding the preserve next to Lake Charles. He indicated that the Property Manager had requested that the vegetation which runs along the wall, behind the properties, be cut back in order for the wall to be painted. Mr. Rouse advised the Property Manager via e-mail that they needed to inform the homeowners, in writing, of what would be occurring. Subsequently, the District did as requested and now they were encountering complaints due to the loss of their noise buffer. He noted that some homeowners were asking for compensation. Mr. Rouse noted that the Property Manager agrees that the District did what the permit required. A question arose as to whether the District cleared out this portion of vegetation sooner than the normal 3 year cycle to which Mr. Pickle indicated that it had. A suggestion was made for the community to create their own barriers with native plantings.

Mr. Rouse also addressed the recent white fly infestation, noting that he has not come across them in the preserves.

There was nothing further.

#### **J. Supervisors' Requests**

Supervisor Mancuso asked about the discussion related to the new Assistant Utilities Director. Mr. Pickle indicated that it was an "Information Only" discussion and that no action was necessary until the January meeting. Supervisor Mancuso then asked if there was a value for the proposed position to which Mr. Pickle noted that \$79,000 had been budgeted for the position, dependent upon the person recommended for the position and their qualifications. Supervisor Mancuso asked if a salary range had been posted along with the job description. Mr. Pickle indicated a salary range was not typically posted with the job description. Supervisor Mancuso's opinion was that a salary range should have been posted with the job description.

Vice Chairman Child had no requests.

Supervisor D'Amico had no requests.

Secretary Altwein had no requests.

Chairman Cutler publicly apologized to Mr. Nickel. Mr. Nickel thanked Chairman Cutler for his apology and asked for a status on the main line irrigation. He indicated he was asking because his HOA is working on the budget for the coming year and he would like to know if the District will be taking it over. Mr. Pickle indicated it would be 2 to 3 months before a formal presentation is made on the matter and hoped that a decision would be made prior to the next budgeting process which occurs in March or April. Supervisor Mancuso noted that right now the irrigation system responsibilities rest with the individual HOAs.

There were no further comments.

**K. Adjournment**

There being no further business to come before the Board, the Regular Board Meeting was adjourned at 9:38 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page

  
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Chairman/Vice Chairman

  
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Secretary/Assistant Secretary

Date Approved 01/07/14