

**St. Lucie West Services District
Workshop Meeting Minutes
August 6, 2018, 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 Meeting is available on file.)

Board Members Present

Vincent D'Amico, Chairman
Gregg Ney, Vice Chairman
Wayne Smith, Secretary
John Doughney, Supervisor
Everett Child, Supervisor

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD")
Maddie Maldonado, Office Manager, SLWSD
Josh Miller, Assistant Utilities Director, SLWSD
Gerard Rouse, Assistant Public Works Superintendent, SLWSD
Laura Archer, Recording Secretary, Special District Services, Inc. ("SDS")

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Workshop Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were in attendance.

D. Approval of Minutes

- 1. July 9, 2018, Workshop**
- 2. July 10, 2018, Regular Board Meeting**

There were no corrections/revisions to either set of minutes.

E. Public Comment

There was no public comment at this time.

**F. District Attorney
Action Items**

DM 1 – Status Report/Updates

Mr. Pickle indicated that Mr. Harrell might give an update on the sales contract with CDI for stormwater property. He noted that it was back on course and they were hoping for its ratification at the September meeting. The closing is anticipated for the first of the year.

G. District Engineer

DE 1 – Consider Work Authorization No. 4C-20-1807-SU between the St. Lucie West Services District and PS Florida One, Inc., Owners of the Public Storage Facility on NW University Boulevard

Mr. Pickle presented the item, indicating that this was related to the construction of a new three-story storage building. The overall site was previously issued a Work Authorization and the area where the new building is proposed is currently being used for RV storage. Additional water and sewer line to service this building will be privately owned and maintained by the owner. Approval of the work authorization is recommended with the following three special conditions:

- 1.) Water and sewer facilities proposed to serve this project will be privately owned and maintained by the applicant.
- 2.) An ingress/egress/utility easement shall be prepared for access to the domestic and fire flow lines being extended to service this property. The easement shall be prepared, submitted for review and acceptance by SLWSD, and be recorded in the public records prior to the site receiving its meter.
- 3.) All drainage system components serving this project will be privately owned and maintained by the applicant.

There were no questions related to this matter.

**H. District Manager
Action Items**

DM 1 – Consider Approval of the District’s Holiday Schedule for the 2019 Calendar Year

Mr. Pickle presented the item, indicating that the standard holidays were being taken, as had been in the past.

There was no discussion regarding this item.

DM 2 – Consider Authorization to Approve Blue Cross Blue Shield Health Insurance Provider

Mr. Pickle presented the item, indicating that the budget had reflected a 10% increase in premiums. He noted that they were able to negotiate a 6.69% increase and that the budget would be changed to reflect a 6.7% increase.

There was no discussion regarding this matter.

DM 3 – District Manager Annual Performance for 2018

Mr. Pickle presented the item and indicated that he had met with each individual Board Member to go over the details of his performance.

There were only votes of confidence for Mr. Pickle's performance.

DM 4 – Consider Resolution No. 2018-02 – Establishing a Fiscal Year 2019 Workshop and Regular Meeting Schedule and Location

Mr. Pickle presented Resolution No. 2018-02, entitled:

RESOLUTION NO. 2018-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2019 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

He indicated that the dates took into consideration if there were any holiday conflicts.

There was no discussion regarding this item.

DM 5A – Consider Approval of 6B Relocation Project WM020

Mr. Pickle presented the item, indicating that Councilwoman Morgan had done a lot to get this expedited and that the City is on board with the project. The project will be constructed while the replatting is going on instead of waiting 2 to 3 months for it to be completed.

Discussion ensued regarding the scheduling of events and possible requests of the City in order to accommodate traffic.

Mr. Pickle noted that although there were approximately 13 people who picked up the project package information, only the following 3 proposals were received:

- | | |
|---|---------------|
| 1.) Southern Underground in the amount of | \$ 540,492.00 |
| 2.) PRP Construction in the amount of | \$ 585,542.85 |
| 3.) Centerline Utilities in the amount of | \$ 822,618.55 |

There was no further discussion on this item.

DM 6 – Interlocal Agreement to Fund, Install, and Maintain Landscaping Improvements and Passive Recreational Amenities Upon the Lake Harvey Site – St. Lucie West

Mr. Pickle presented the item, indicating that it was on the City's Consent Agenda for August 13, 2018, which, typically, has no discussion. Mr. Pickle noted that it spells out the District's responsibilities versus the City's responsibilities and that he will be asking the Board to approve the agreement, in substantially final form, at tomorrow's meeting.

A brief discussion related to specific responsibilities ensued.

DM 7 – Other Items/Updates

Mr. Pickle advised that Magnolia Lakes wants the District to take over maintenance responsibilities for their 16.9 acres of wetlands/uplands.

Discussion ensued regarding taking on the responsibility of wetlands/uplands in all communities and the kind of impact the budget would see.

A lengthy discussion ensued regarding different scenarios of maintaining these areas and possible the cleaning rotation cycles.

Further research on the matter is required before any decision can be made on this item.

Mr. Pickle indicated that he had not received any return phone call regarding the property next door. Mr. Pickle indicated that Mr. Lawson would draft a letter regarding how much acreage the District would need for an Administrative building and extra stormwater storage and will send that to the owner via Certified Mail.

Mr. Pickle then advised that the District may have the opportunity to create a new SCADA position due to a vendor's future plan. Discussion ensued regarding the possible position and the fact that it may be included in the final budget.

There was a brief recess from 10:08 a.m. to 10:16 a.m.

DM 8 – Fiscal Year 2019 Budget Workshop

Mr. Pickle briefly went over some figures associated with the General Fund and the Utility Fund. He indicated that a rate increase is anticipated for 2021, which he believes will be about 2.5%. He noted that the health insurance increase was lowered to 6.7% from 10%, due to negotiations, and stated that the building expenses and land purchase will move to next year.

Mr. Pickle then went over the projects for the coming year.

There was no further discussion on the Fiscal Year 2019 Budget.

I. Consent Agenda

CA 1 – Monthly Report on Public Works Department

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, 2018

CA 6 – Consider Approval to Transfer Funds for the R&R Requisition

CA 7 – Surplus Items

Consent Agenda items CA 1 through CA 7 were presented.

There was no discussion regarding these items.

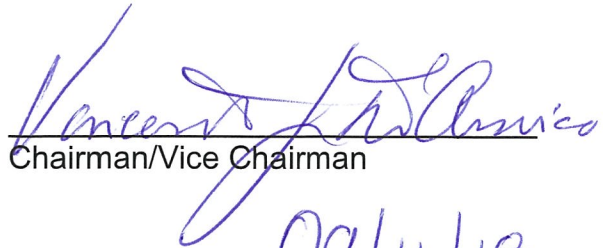
J. Supervisors' Requests

There were no requests from the Supervisors.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 11:04 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 09/11/18