

St. Lucie West Services District
Workshop Meeting Minutes
September 10, 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")
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD
Maddie Maldonado, Office Manager, SLWSD
Josh Miller, Assistant Utilities Director, 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 9:01 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that all 5 Supervisors were in attendance.

D. Approval of Minutes

- 1. August 6, 2018, Workshop**
- 2. August 7, 2018, Regular Board Meeting**

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

E. Public Hearing 1

PH 1 – Consider Resolution No. 2018 -04 – Adopting the Budgets for the Fiscal Year Ending September 30, 2019, for the District; Providing Authority for the District Manager to Expend Funds on Behalf of the District

Resolution No. 2018-04 was presented, entitled:

RESOLUTION NO. 2018-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT ADOPTING THE BUDGETS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019 FOR THE DISTRICT; PROVIDING AUTHORITY FOR THE DISTRICT MANAGER TO EXPEND FUNDS ON BEHALF OF THE DISTRICT; PROVIDING AN EFFECTIVE DATE.

Mr. Pickle presented the item, indicating that some expense codes had gone up while others had gone down, based on the previous Budget Workshop discussions. Mr. Pickle summarized the changes. He also pointed out that there were revised estimates for the new Administration Building due to additional square footage being added, which, in turn, required additional parking and more landscaping. Mr. Pickle advised that nothing came of the pursuit for the property next door; no response had been received from the owner whatsoever.

Mr. Pickle advised that the closing for the purchase of the additional stormwater property would likely occur in December or January.

There was no further discussion regarding Resolution No. 2018-04.

F. Public Hearing 2

PH 2 – Consider Resolution No. 2018-05 – Levying a Non-Ad Valorem Assessment for Water Management Bonds, Operations and Maintenance Costs within the St. Lucie West Services District for the Period October 1, 2018, through September 20, 2019

Resolution No. 2018-05 was presented, entitled:

RESOLUTION 2018-05

LEVYING A NON AD VALOREM ASSESSMENT FOR WATER MANAGEMENT BONDS, AND OPERATIONS AND MAINTENANCE COSTS, WITHIN THE ST. LUCIE WEST SERVICES DISTRICT FOR THE PERIOD OCTOBER 1, 2018, THROUGH SEPTEMBER 30, 2019

Mr. Pickle noted that there was a correction that needed to be made to the abstract regarding the assessment amounts. He indicated that correction would be made and brought back to tomorrow's meeting.

There was no discussion regarding the resolution.

G. Public Hearing 3

PH 3 – Consider Resolution No. 2018-03 – Approving the Proposed Acquisition of Real Property under an Agreement for Sale and Purchase

Resolution No. 2018-03 was presented, entitled:

RESOLUTION NO. 2018-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT APPROVING AND RATIFYING EXECUTION OF AN AGREEMENT FOR THE SALE AND PURCHASE OF REAL PROPERTY WITH CGI ST. LUCIE, LLC; PROVIDING FOR THE ACQUISITION AND OWNERSHIP OF CERTAIN REAL PROPERTY FOR STORMWATER STORAGE AND RETENTION/DETENTION PURPOSES; AUTHORIZING AND DIRECTING THE BOARD CHAIRMAN, DISTRICT MANAGER, AND OTHER OFFICERS AND AGENTS OF THE DISTRICT TO TAKE ALL ACTIONS NECESSARY TO CARRY OUT TRANSACTIONS; AND PROVIDING AN EFFECTIVE DATE

Mr. Pickle indicated that this item was being presented for ratification for the purchase of the additional stormwater property.

There was no discussion regarding this item.

H. Public Comment

There was no public comment.

**I. District Attorney
Action Items**

DM 1 – Status Report/Updates

Mr. Pickle noted that he was not aware of any items from Mr. Harrell.

J. District Engineer

DE 1 – Consider Approval of Work Authorization No. 4E-32-1808-R between the St. Lucie West Services District and the City of Port St. Lucie relating to the Landscape and Hardscape Improvements at the Lake Harvey Water and Passive Park Project

Mr. Pickle presented the item, indicating that this was an application for construction of landscape and hardscape improvements associated with the overall development of the Lake Harvey Project and covers improvements that will take place now and over the next several years. These improvements included landscaping, irrigation, a fountain, a pergola, a gazebo, an 8-foot concrete sidewalk, an exercise station and other hardscape improvements. He noted that District staff and the City of Port St.

Lucie would work together with respect to the placement of the royal palms along the southern and eastern perimeter of the project. Staff was recommending approval of the work authorization with the following two special conditions:

- 1.) Improvements to be constructed by the City will be maintenance responsibility of the City of Port St. Lucie; and
- 2.) Mowing and landscape maintenance of the improvements to be installed will be the responsibility of the District.

There were no questions related to this matter.

Mr. Pickle then advised that they had met with the contractor for the 6B Relocation Project and that construction would begin in less than a week. He noted that they were trying to cut the road the week of Thanksgiving, when school is out, trying to avoid the additional traffic. Mr. Pickle indicated that they anticipate completion of the project by mid-December.

K. District Manager Action Items

DM 1 – Public Resource Management Group (PRMG) 2019 Water, Wastewater and Irrigation System Review Sufficiency Update and Review (Workshop Only)

Mr. Pickle then introduced Ryan Smith from PRMG.

Mr. Smith noted that the purpose of the update was to evaluate the current rate adequacy and financial compliance, monitor system trends, support the budget process, promote full cost recovery, rate covenant compliance, financial position consideration and identify potential future rate adjustments. Mr. Smith went on to explain his findings, indicating that there was no rate increase proposed for the fiscal year 2019.

There were no questions from the Board.

The Board thanked Mr. Smith for his presentation.

DM 2 – Annual Engineering Certification of the Utility Systems

Mr. Pickle presented the item, indicating that Bond Counsel required a new certification because the old one was over 6 months old.

Mr. Pickle advised that the District had taken action to hire Infrastructure Solution Services to modify the current Water Use Permit (WUP) allocation because consumption is at 90% capacity.

There was no discussion regarding this matter.

DM 3 – Consider St. Lucie West Services District Administration Building Project Proposal No. 18-006, under Purchase Order 74136

Mr. Pickle indicated that this was a last minute walk-on item, noting that it reflects additional costs associated with enlarging the building and adjusting the site plan, landscape, irrigation, and engineering drawings to accommodate the larger assembly space, modifying the total compensation from \$119,905 to \$130,655 broken down as follows:

Modification to Design Plans – David Miller & Associates	
Preparation of Construction Documents	\$ 7,500.00
Modification to Design Plans – Landscape Design Associates	
Landscape and Irrigation Construction Plans	500.00
Modification to Site Design – ARCADIS	
Site Civil Design	<u>2,750.00</u>
	Total \$ 10,750.00

A brief discussion ensued.

DM 4 – Other Items/Updates

Under updates, Mr. Pickle advised that the District had been awarded a safety award from Preferred Governmental Insurance Trust for 2018. He indicated that out of 400, they were one of three recipients. Congratulations were extended.

Mr. Pickle advised that they had receive a complaint about midge flies. Discussion ensued about the cost of the problem to the District and whether it was a mosquito control issue.

Mr. Pickle indicated he would contact mosquito control to see what can be done about it.

That concluded Mr. Pickle's updates.

L. 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 July, 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.

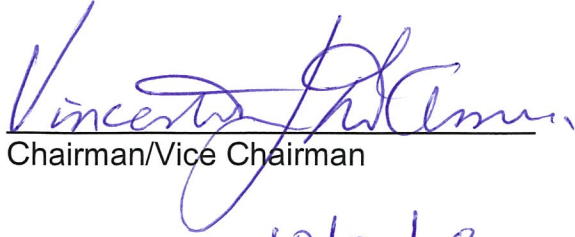
M. Supervisor Requests

Mr. Smith indicated he would like to get word out to the residents about the different issues the District is faced with. It was noted that Patrick McCallister would be contacted to try to get some press coverage.

N. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 10:27 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 10/02/18