

**St. Lucie West Services District**  
**Workshop Meeting Minutes**  
December 3, 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  
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")  
Laura Archer, Recording Secretary, SDS

Prior to opening the Workshop, Ms. Archer administered the Oath of Office to Messrs. Smith, Ney and D'Amico.

**Guests Present (Sign-In Sheet Attached)**

**A. Call to Order**

Chairman D'Amico called the Workshop Meeting to order at 9:10 a.m.

**B. Pledge of Allegiance**

**C. Roll Call**

It was noted that all 5 Supervisors were in attendance.

**D. Approval of Minutes**

- 1. November 5, 2018, Workshop**
- 2. November 6, 2018, Regular Board Meeting**

There were no corrections to either set of minutes.

**E. Public Comment**

There was no public comment.

**F. District Attorney**

**DA 1 – Status Report/Updates**

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

**G. District Engineer**

**DE 1 – Status Report/Updates**

Mr. Pickle advised that the road closing for the 6B Project had successfully taken place over the Thanksgiving holiday and that part of the project was almost complete. Discussion ensued about the benefits of the project.

**H. District Manager  
Action Items**

**DM 1 – Other Items/Updates**

Mr. Pickle distributed the District's newsletter, indicating that it would be included in the next mailing of monthly bills.

Discussion ensued regarding the budgeting process when projects from the previous year are carried over to the current year.

Discussion then ensued regarding the District taking over preserve areas in the communities and how it will impact the budget.

Mr. Pickle advised of the December 13, 2018, All Hands Meeting, which has a start time of 11:30 a.m.

Mr. Pickle then noted that there was a need for a dump station for the Vac truck since the District is not able to dump wet bio solids at the current site. He indicated that there could be a possible budget amendment in 2019 for \$60,000 to \$70,000 for this project. Discussion ensued.

Mr. Pickle advised that Arcadis was working on the final design stage for the new building.

Secretary Smith asked about Lake Harvey. Mr. Pickle noted that the trees were coming back around and that the City was gathering donations for the project.

That concluded Mr. Pickle's updates.

**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 October, 2018**

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

Vice Chairman Ney referred to Page 36 of the Meeting Booklet, Aged Receivables, requesting that the last 6 months of the prior year be included in the chart. Mr. Pickle suggested including 12 months and indicated the report would be updated.

#### **J. Supervisor Requests**

Vice Chairman Ney noted that the District should take action to prepare for climate change. Mr. Pickle indicated that they were looking into more automation of gates/enhancing the system.

Supervisor Child asked if there were any solar opportunities. Mr. Pickle indicated that solar panels could be installed on the top of the water plant or the new building and that they could revisit this matter.

Chairman D'Amico referred to Page 23 of the Meeting Booklet, specifically Lock Off Non-Payment. Mr. Pickle indicated that water gets locked off typically, after 2 months of non-payment. Mrs. Maldonado noted that there was a \$25 reconnection fee and the delinquent amount due, unless it is a case of bankruptcy.

Mr. Pickle noted that the country club replat would be going before the City soon.

There were no further requests from the Supervisors.

#### **K. Adjournment**

There being no further items to be addressed, the Workshop Meeting was adjourned at 10:13 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

  
Chairman/Vice Chairman

  
Secretary/Assistant Secretary

Date Approved 01/08/19