

St. Lucie West Services District
Workshop Meeting Minutes
April 1, 2019, 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")

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. March 4, 2019, Workshop
2. March 5, 2019, Regular Board Meeting

There was a minor revision to the Workshop minutes.

E. Public Comment

There was no public comment.

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

Mr. Pickle advised that there were no updates on the golf course sale.

Mr. Pickle indicated regarding the new administrative building that the site plan had been approved and was going to the City in April. He noted that it was his hope to move into the new facility the early part of next year.

That concluded Mr. Pickle's updates.

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

Mr. Pickle was not aware of any updates from Mr. Lawson.

**H. District Manager
Action Items**

DM 1 – Utility Director/Assistant District Manager Position

Mr. Pickle advised that the Utilities Director contract expires July 1, 2019. He noted that the District needed to fill the position soon because it may affect other District positions. There was one qualified internal applicant, Josh Miller, who would be Interim Utility Director until July 1, 2019. This change could end up causing 3 positions that require filling. Discussion ensued regarding the position's description.

DM 2 – Consider Approval of Change Order #1 to Southern Underground for the 6B Relocation Project

Mr. Pickle presented the item, indicating that it was for additional sod and sidewalk, a new antenna and a concrete cap. He noted that approval of this change order would increase the contract from \$540,492 to \$556,257.

There was no discussion regarding this item.

DM 3 - Other Items/Updates

Mr. Pickle advised that Councilwoman Morgan had requested the District's participation in the Watercrest fundraiser, a fishing event to be held in July. Mr. Pickle noted that the District's participation would require being added as an additional insured for the event and would allow trespassing, not legislating fishing. He indicated that he would need to do additional research to determine if the District should participate.

Mr. Pickle advised the Board that the police were not sending any units out for trespassing complaints on District property in King's Isle. Mr. Pickle indicated that he

sent a request to the Assistant City manager to meet to further discuss this matter, because the District cannot send their people out because they cannot enforce it.

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

Secretary Smith asked what the credit balances were. Mr. Pickle noted that they are either deposits being held or overpayments.

CA 5 – Financial Statements for February 2019

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

CA 7 – Surplus Items

There was no further discussion regarding the Consent Agenda items.

J. Supervisor Requests

Supervisor Doughney requested a site plan for the new administrative building to which Mr. Pickle responded he would forward him a copy.

There were no further Supervisor requests.

Supervisor Child left the meeting at this point.

DM 4 – Fiscal Year 2019/2020 Budget Workshop

Mr. Pickle went over specific line items and noted that assessments would not increase in 2020. He also advised that the District Manager salary was split 50/50 and that the figures shown include the salary for the assistant position.

Mr. Pickle also noted that the budget reflects reduced interest payments on the bonds due to the refunding.

Mr. Pickle referenced Fiscal Year 2021, noting that they anticipate a 2% increase for utility, but that that is a worst case scenario, which may be able to be pushed back another year.


Mr. Pickle advised that the proposed budget should be approved in June, with the final budget approval scheduled for September.

That concluded the Budget Workshop.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 11:00 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 05/07/19