

**St. Lucie West Services District
Workshop Meeting Minutes
May 6, 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
Tom Stirtzinger, Chief Wastewater Operator, 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. April 1, 2019, Workshop
2. April 2, 2019, Regular Board Meeting

There were no revisions to either set of minutes.

E. Public Hearing

- PH – Consider Resolution No. 2019-01 – Amending the Drug-Free Workplace Policy of the St. Lucie West Services District

This item will be taken up at tomorrow's Public Hearing.

F. Public Comment

Gary Smith, a resident in King's Isle, introduced himself and indicated that he belongs to a group, "PSL" – People Serious about Litter. He indicated that they pick up litter throughout the community and would like to have Mr. Hayden's continued assistance. Mr. Smith noted that they work with the local police department by getting referrals for juvenile reform, picking up cigarette butts every week from in front of Lake Harvey. He would like to form a partnership with the District, encourages Mr. Hayden to work with him. Mr. Smith also noted that Port St. Lucie was beginning to fine for littering and that cigarette butts are the biggest issue for water pollution. Chairman D'Amico assured Mr. Smith that he had the full Board's support in their efforts.

District resident Vio Mocuta asked why the oak trees were marked for removal. Mr. Miller responded that the HOA President asked him to justify the removal of the trees. He went on to state that they have not been given an order to remove them, that they are still reviewing the infrastructure. Mr. Miller noted that one had been removed due to fire hydrant interference, following a City ordinance. Each tree will be reviewed on a case by case basis.

Vincent Lively, another resident of the District, introduced himself as an HOA President. He indicated that the previous plan was to remove several trees; but that they are now reviewing the plan to keep most of the trees. He furthered that they have marked trees and will go through with the plan to identify what trees are affecting water lines. It is his estimate that approximately 70 trees will need to come down.

That concluded the public comment portion of the Workshop.

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

Mr. Pickle noted that he would get an update on the land purchase. He indicated that once the replat is recorded, the next step will be to schedule the closing.

That concluded Mr. Pickle's updates.

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

Mr. Hayden noted that the Lake Harvey landscape in the back had been completed. He also noted that the 6B Project had been completed.

**I. District Manager
Action Items**

DM 1 – Consider Approval of Appointment to Assistant Utility Director Position

Mr. Pickle indicated that Tom Stirtzinger had been the only applicant for the position and he was highly recommending him for it.

Vice Chairman Ney asked Mr. Stirtzinger what he would do now in order to prepare for future water shortages. Mr. Stirtzinger responded that he would start a conservation campaign to prepare the District's residents.

DM 2 – 2018 Annual Drinking Water Quality Report

Mr. Pickle presented the report and noted that they were awaiting DEP approval to distribute.

Secretary Smith asked about the sampling criteria to which Mr. Pickle explained the sampling frequency, noting that not all samples need to be taken every year.

DM 3 - Other Items/Updates

Mr. Pickle advised of the Watercrest Fishing Tournament, scheduled for either July 20 or July 27. They were hoping for approximately 100 people to attend. The District will require insurance coverage to allow "trespassing" for the day.

That concluded Mr. Pickle's updates.

DM 4 – Consider Approval of Cloud Based Solution for Utility Billing and Customer Information System (RFP 2019-01)

Mr. Pickle presented the item, indicating that 3 proposals had been submitted for consideration, to wit:

Vendor	Proposal Amount to Implement New System (includes one year of annual fees)	Annual Recurring Fee	Total Amount with Three Years of Annual Fees
CUSI/UMS of Jonesboro, AR	\$153,020.00	\$43,360.00	\$239,740.00
Starnik of Lubbock, TX	\$122,200.00	\$33,400.00	\$189,000.00
Tyler Technologies of Lubbock, TX	\$61,230.00	\$18,510.00	\$98,250.00

Mr. Pickle noted that Tyler Technologies, the lowest bidder, met all the requirements of the RFP for a secure Cloud Based Solution, but that it would cost a little more than proposed due to the fees for using credit cards, which could be passed down to the

customers. Mr. Pickle advised that the customer service was great and that the City of Palm Beach Gardens uses them.

Discussion ensued regarding data locations, transferring of information from the old system to the Tyler Technologies' system, upgrades, reporting and training.

There was no further discussion on the matter.

J. 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 March 2019

Vice Chairman Ney referred to the financial statements, indicating that the term "Profit" should not be noted. Mr. Pierman indicated that the correction had been made in other instances and these pages were just missed. It will be corrected accordingly.

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.

K. Supervisor Requests

Secretary Smith thanked Bill, Josh and Gerard for attending the Presidents' Council Meeting.

Mr. Pickle noted that a District employee, Paul Janvier, had passed away this past Sunday.

Vice Chairman Ney extended his condolences to Mr. Child for the recent passing of his wife.

Supervisor Child thanked those in attendance for their thoughts and prayers.

L. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:55 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

Vincenzo M. Amico
Chairman/Vice Chairman

Yvonne M. Dine
Secretary/Assistant Secretary

Date Approved 06/04/19