

St. Lucie West Services District
Workshop Meeting Minutes
July 8, 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
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
Tom Stirtzinger, Chief Wastewater Operator, SLWSD
Dan Harrell, District Counsel, Gonano & Harrell
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 Secretary Wayne Smith was not present.

D. Approval of Minutes

1. June 3, 2019, Workshop
2. June 4, 2019, Regular Board Meeting

Vice Chairman Ney requested that the golf course property not be referred to as the "PGA property" in the Workshop minutes.

There were no further revisions.

E. Public Comment

There were no comments from the public.

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

Mr. Harrell advised that the golf course property had closed on July 1, 2019.

Mr. Harrell then indicated that Tradition Land Company, LLC owns some property in the District and has offered to sell the 2 parcels for upland preserve mitigation with regard to the golf course property. Mr. Harrell noted that one parcel was ½ acre and the other was a 1/3 acre.

Mr. Pickle pointed out the 2 parcels on the map.

Mr. Harrell presented a letter of intent to purchase the property for the amount of \$15,000, contingent upon a 30 day inspection period. Mr. Harrell noted that the seller would have to pay off a benefit assessment of \$3,500 and all closing costs. Mr. Harrell requested that the Board consider authorizing Mr. Pickle and himself to execute the agreement at tomorrow's meeting after which they would bring it back to the Board for ratification. If all goes as planned, Mr. Harrell expects the closing on the property to be completed in 60 to 75 days.

**G. District Engineer
DE 1 – Consider Approval of Work Authorization No. 4C-21-1905-S
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 an application for a new RV storage lot on a commercial site located on the south side of NW University Boulevard between NW Peacock and NW California Boulevards. The overall site was previously issued under Work Authorizations 4C-15-0511-SU and 4C-20-1807-SU, which covered the first and second phases of the project.

Mr. Pickle indicated that utility and storm drainage facilities to serve the entire site exist and will not be modified as a result of this application. He noted that Staff had reviewed the application and recommends approval with the following special condition:

- 1.) All drainage system components serving this project will continue to be privately owned and maintained by the applicant.

There was no discussion regarding this item.

**H. District Manager
Action Items**

DM 1 – District Manager and Staff Goals and Objectives for Fiscal Year 2020

Mr. Pickle presented the item, indicating that it was Condition 13 of the District Manager's employment agreement that stipulates that he recommend goals and objectives for himself and Staff to achieve or work towards each year. Mr. Pickle noted that Page 21 of the meeting booklet reflects the new goals for 2020 and Page 22 reflects those accomplished during 2019.

The Board had no questions regarding this item.

DM 2 – Consider Approval of Assignment of Contract from Public Resource Management Group, Inc. (PRMG) to Raftelis Financial Consultants, Inc.

Mr. Pickle presented the item, indicating that PRMG had signed an agreement with Raftelis under which Raftelis will acquire most of PRMG's assets. As part of this transaction it is proposed that Raftelis will take over all of PRMG's executory, client contracts. It is Mr. Pickle's feeling that Raftelis will be able to provide the same proficiency moving forward, as Rob Ori would continue to be the District's contact. Mr. Pickle noted that the assignment had already been executed and that he was seeking ratification from the Board.

There was no discussion regarding this matter.

DM 3 – Consider Proposal from Shenandoah Construction for an Emergency Pipe Lining Repair at Front Entrance to the Heatherwood Subdivision and Budget Amendment 2019-03

Mr. Pickle presented the item, indicating that this was to repair 396 feet of 18-inch pipe off Heatherwood Boulevard at the front entrance to the community. Mr. Pickle noted this was classified as an emergency repair because it has affected the street, which will be repaired after the pipe has been lined.

Mr. Pickle advised that the proposal comes off the Collier County Contract, so only one proposal was required.

The cost to repair the line is \$32,022, which will come out of the Stormwater Emergency Renewal and Replacement Fund and since there had been several unexpected pipeline failures this fiscal year, a Budget Amendment to the Stormwater Emergency Renewal and Replacement Fund is required in the amount of \$45,000.

DM 4 – Other Items/Updates

Mr. Pickle distributed to the Board his annual physical report.

Mr. Pickle then presented the proposed Fiscal year 2020 Meeting Schedule, along with a calendar with his remote days shown. Mr. Pickle indicated that the meeting schedule would be included on the agenda for the August meeting.

Mr. Pickle announced that the fishing tournament at Watercrest was scheduled for September 7, 2019.

Mr. Pickle indicated that the cost estimates for the new administrative building were going up. From \$1.7 Million to over \$2 Million. Mr. Pickle noted that he was hoping that the new building would get on the next City agenda to discuss mitigation issues. He noted that it would be another couple of months before going out for bids.

Mr. Pickle indicated that he would begin one on one evaluations this month.

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 May 2019

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

There was no discussion regarding the Consent Agenda items.

J. Supervisor Requests

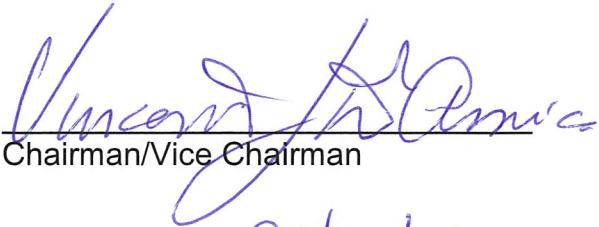
Vice Chairman Ney noted that he had a discussion with John about the District's website, noting that the meeting schedule was not on there. He noted that the website had over 8,000 hits during the month of June. He suggested adding blogs.

That concluded the Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:34 a.m. There were no objections.

Workshop Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 08/06/19