

St. Lucie West Services District
Regular Board Meeting Minutes
July 9, 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 Regular Board 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")
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD
Josh Miller, Assistant Utilities Director, SLWSD
Tom Stirtzinger, Chief Wastewater Operator, SLWSD
Maddie Maldonado, Office Manager, SLWSD
Lisa Beans, Administrative Assistant, SLWSD
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Jason Pierman, District Treasurer, Special District Services, Inc. ("SDS")
Laura Archer, Recording Secretary, SDS

Guests Present (Sign-In Sheet Attached)

A. Call to Order

Chairman D'Amico called the Regular Board Meeting to order at 9:00 a.m.

B. Pledge of Allegiance

C. Roll Call

It was noted that Secretary Wayne Smith was not in attendance.

D. Approval of Minutes

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

A MOTION was made by Supervisor Child, seconded by Supervisor Doughney approving the Workshop Minutes of June 3, 2019, as amended, and the June 4,

2019, Regular Board Meeting Minutes, as presented. Upon being put to a vote, the **MOTION** carried 4 to 0.

E. Public Comment

There was no public comment at this time.

F. District Attorney

DM 4A – Letter of Intent to Purchase Two Parcels from Tradition Land Company, LLC

Mr. Pickle presented the Letter of Intent. There was discussion regarding the parcel locations and other properties for sale.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously approving the letter of intent to purchase two parcels from Tradition Land Company, LLC; an authorize (a) the Chairman to execute a contract to purchase the parcels of real property identified in the Letter of Intent dated May 23, 2019, which contract shall be in such form and context as the Chairman, in consultation with the District Manager, District Engineer, and District Counsel, determine appropriate and consistent with the terms and conditions set forth in the Letter of Intent, and (b) all District officers and agents, upon satisfaction of the conditions of the contract, to close the purchase of such parcels.

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. Lawson presented the item and read the special condition into the record, to wit:

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

He recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously approving 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 with the one special condition noted above, as presented.

DE 2 – Consider Approval of Work Authorization 7B2-17-1906-R between the St. Lucie West Services District and Crown Castle Fiber

It was noted that the abstract was labeled incorrectly as Item “DE-1” when it should be designated as DE-2.

Mr. Lawson presented the item, indicating that this was for the installation of a fiber optic communications cable along NW Enterprise Drive, Mercantile Drive and NW Peacock Boulevard to serve the Outdoor Resorts property.

Mr. Lawson explained that the cable will be installed by various means, including pulling cable in existing conduit on Enterprise Drive, direct burial of new conduit within the utility easement of Mercantile Drive and Peacock Boulevard, directional bore of new conduit under Mercantile Drive, the District's drainage outfall crossing Peacock Boulevard and the entrance to the Outdoor Resorts property, as well as hanging cable on existing overhead poles along Mercantile Drive and Peacock Boulevard.

Mr. Lawson indicated that all policies and procedures of the District applicable to this type of installation had been adhered to and he recommended approval.

A **MOTION** was made by Supervisor Child, Seconded by Vice Chairman Ney approving Work Authorization 7B2-17-1906-R between the St. Lucie West Services District and Crown Castle Fiber, as presented.

A brief discussion ensued regarding the communications cable.

Supervisor Child's **MOTION** was reiterated, seconded by Vice Chairman Ney and passed unanimously approving Work Authorization 7B2-17-1906-R between the St. Lucie West Services District and Crown Castle Fiber, as presented.

DE 3 – Status Report/Updates

Mr. Lawson advised that he had met with Planning & Zoning Department on how to deal with the upland mitigation and Art in Public Places with regard to the new administrative building. He indicated that the District would pay a mitigation fee, which would go into a pool, which will be used for plantings at Lake Harvey. Mr. Lawson then advised the next steps were to go back to the planner and re-submittal.

Mr. Lawson noted that he was still working on the Art in Public Places matter.

That concluded Mr. Lawson's updates.

H. District Manager Action Items

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

Mr. Pickle presented the District Manager and Staff goals and objectives for Fiscal Year 2020, indicating that they had been discussed at yesterday's Workshop. He recommended approval.

A **MOTION** was made by Supervisor Doughney, seconded by Vice Chairman Ney and passed unanimously approving the District Manager and Staff Goals and Objectives for Fiscal Year 2020, as presented.

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 Raftelis had bought out PRMG. He recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously approving the Assignment of Contract from Public Resource Management Group, Inc. (PRMG) to Raftelis Financial Consultants, Inc. (Raftelis), as presented.

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 it had been discussed the previous day. He recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously approving the proposal from Shenandoah Construction for an Emergency Pipe Lining Repair at the Front Entrance to the Heatherwood Subdivision for the not to exceed amount of \$32,022 and a Budget Amendment to the Stormwater Emergency Renewal and Replacement in the amount of \$45,000 from the General Fund Unrestricted Fund Balance, broken down as follows:

Available Project Budget:	\$15,599.00
General Fund Unrestricted Fund Balance:	\$2,541,088.00
Budget Amend 2019-03 from GF Balance to GF R&R:	\$45,000.00
General Fund Unrestricted Fund Balance after Budget Amend:	\$2,496,088.00
ORG Number: 1-46001 New Project Budget:	\$60,599.00
ORG Number: 1-46001 This Project:	\$32,022.00
Available Balance:	\$28,577.00

DM 4 – Other Items/Updates

Mr. Pickle distributed a draft of the latest newsletter, indicating that the proposed budget for Fiscal Year 2020 did not reflect a rate increase or an ad-valorem increase.

DM 4 B – Consider Authorization to Approve Blue Cross Blue Shield Health Insurance Provider Renewal

Mr. Pickle distributed information regarding the renewal of the Blue Cross Blue Shield Health Insurance. He noted that Staff had received proposals for a negotiated renewal of 5.42% overall for the current plans, 5467 and 5462. After evaluation, Staff feels that the 5467 plan is still the better plan and the upgrade 5462 plan will be at the employee's expense, if they choose to upgrade. Mr. Pickle indicated that the budget reflects a 10% increase due to historical trends and the 5.42% increase will be reflected in the final adopted budget. He recommended approval of the renewals.

A **MOTION** was made by Supervisor Child, seconded by Supervisor Doughney and passed unanimously approving the negotiated renewal Health Insurance Plan 5467 and 5462 step-up plan from Blue Cross Blue Shield of Florida, as presented.

Mr. Pickle advised that the golf course property had closed last Monday, July 1, 2019, and that it would probably be a year before the District starts digging the lakes.

I. Consent Agenda

Mr. Pickle presented Consent Agenda items CA 1 through CA 7.

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

A **MOTION** was made by Supervisor Doughney, seconded by Supervisor Child and passed unanimously approving Consent Agenda items CA 1 through CA 6, as presented.

J. Supervisor Requests


Supervisor Doughney commended Mr. Pickle on the negotiations on mitigation property with the City.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:29 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page


Chairman/Vice Chairman


Secretary/Assistant Secretary

Date Approved 08/06/19