

**ST. LUCIE WEST
SERVICES DISTRICT**



**BOARD OF SUPERVISORS'
REGULAR BOARD MEETING
NOVEMBER 5, 2019
9:00 A.M.**

AGENDA
ST. LUCIE WEST SERVICES DISTRICT
BOARD OF SUPERVISORS'
WORKSHOP & REGULAR BOARD MEETING
November 4, 2019 & November 5, 2019
9:00 a.m.
450 SW Utility Drive
Port St. Lucie, Florida 34986

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Approval of Minutes

1. September 30, 2019 Workshop Minutes
2. October 1, 2019 Regular Board Meeting Minutes

E. Public Comment

F. District Attorney

DA 1 – Status Report/Updates

G. District Engineer

DE 1 – Status Report/Updates

H. District Manager

Action Items

DM 1 – Consider Approval of Budget Amendment 2020-01 for the General Fund Carry Over Projects and Amendment 2020-02 for the Utility Fund Carry Over Projects

DM 2 – Consider Approval for the Purchase of a 2020 FX 5 Aquatic Harvester

DM 3 – Assistant Public Works Director Position

DM 4 – Exotic Plant Removal Spray Technician Job Description

DM 5 – Consider Approval of Resolution 2019-07 – Receiving, Accepting, and Approving a Report Relating to Assuming Maintenance of Certain Upland Tracts and Incorporation of Such Tracts into the District Preserve System; Authorizing Obtaining Required Documentation, Presenting such Documentation for Acceptance, and Commencing Maintenance of Qualifying Upland Tracts; Authorizing other Actions; Ratifying Prior and Subsequent Conforming Acts; Providing for Severability; and Providing an Effective Date

DM 6 – Consider Resolution No. 2019-08 – Adopting a Fiscal Year 2019 Amended Budget

DM 7 – Other Items/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 September, 2019

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

CA 7 – Surplus Items

J. Supervisors' Requests

K. Adjournment

St. Lucie West Services District
Workshop Meeting Minutes
September 30, 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
Josh Miller, Utilities Director/Assistant District Manager, SLWSD
Lisa Beans, Executive Assistant/Human Resources, 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. September 9, 2019, Workshop**
- 2. September 10, 2019, Public Hearing & Regular Board Meeting**

Vice Chairman Ney referred to Supervisor Requests in the September 10, 2019, Public Hearing & Regular Board Meeting minutes, indicating that he wanted to know who had installed the stakes, not what they were.

There were no further revisions to either set of minutes

E. Public Comment

Vio Mocuta of Sun Terrace noted that 57 oak trees had been cut down in his neighborhood. Secretary Smith responded that the Cascades had cut down 100+ oak trees, due to the issues with their roots.

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

Mr. Pickle noted that Mr. Harrell may give an update on the credit card issues at tomorrow's meeting.

There was no further discussion on this item.

**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 – Consider Proposals for the Re-Plumbing of High Service “A” Pump Station

Mr. Miller presented the item, indicating that this project was for the removal of the existing High Service “A” Pump Station piping and old pumps and the installation of new piping and 3 replacement pumps. Mr. Miller indicated that they sent engineered drawings to 5 companies and received 3 replies, to wit:

- 1.) Kerns Construction in the amount of \$215,380.80;
- 2.) Southern Underground in the amount of \$244,000.00; and
- 3.) FL Drilling in the amount of \$245,000.00

Mr. Miller indicated that the proposals included materials and labor and staff was recommending approval of the Kerns Construction proposal. The Available Project Budget is \$330,000.00; This Project costing \$215,380.80; leaving an Available Balance of \$114,619.20.

There was no discussion regarding this item.

DM 2 – Consider Proposals for WWTF Digester Tanks Coatings

Mr. Miller presented the item, indicating that it was for the application of new interior and exterior coatings to the WWTF digester tanks, which were constructed in 2001 and need new coatings. He noted that three proposals were received, to wit:

- 1.) Underground Services of America, Inc. in the amount of \$120,485.00;

- 2.) Southern Star Contractors, Inc. in the amount of \$163,000.00; and
- 3.) Southland Painting Corp. in the amount of \$171,850.00

A brief discussion ensued regarding logistics and Mr. Miller recommended awarding the project to Underground Services of America, Inc. The Available Project Budget is \$200,000; This Project cost is \$120,485; leaving an Available Balance of \$79,515.

DM 3A – Consider Purchase of a 2020 Kenworth T-270 Dump Truck

Mr. Hayden presented the item, indicating that the new dump truck would replace the 2002 F-650 dump truck. He noted that 3 proposals were received from local businesses and included the truck chassis, a 12-foot steel dump body with tailgate and roll out cover.

The following proposals were received:

- 1.) Kenworth of South Florida of Fort Pierce for a 2020 Kenworth T-270 for the not to exceed amount of \$89,095.00;
- 2.) Kenworth of South Florida of Fort Pierce for a 2020 Hino (Toyota) 268A for the not exceed amount of \$90,063.00; and
- 3.) Palm Peterbilt Truck Center of Fort Pierce for a 2020 337 for the not to exceed amount of \$91,159.00

Mr. Hayden noted that the cost would be split between the General Fund, Storm Water Division and the Underground Utilities Division.

A brief discussion ensued regarding where trucks are manufactured.

DM 3 – Other Items/Updates

Mr. Pickle advised that the next newsletter would announce the new billing software and new account numbers.

Mr. Pickle also advised that they had moved 5 oak trees from the median to Lake Harvey.

That concluded Mr. Pickle's updates.

I. Consent Agenda

CA 1 – Monthly Report on Public Works Department

A brief discussion ensued regarding the layout of the Public Works' Department Monthly Status Report.

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 August 2019

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

There was no further discussion regarding the Consent Agenda items.

J. Supervisor Requests

Supervisor Doughney noted that the new bridge on Crosstown had opened over the weekend.

That concluded Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:26 a.m. There were no objections.

Workshop Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

St. Lucie West Services District
Regular Board Meeting Minutes
October 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 Regular Board 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
Josh Miller, Utilities Director/Assistant District Manager, SLWSD
Tom Stirtzinger, Assistant Utilities Director, SLWSD
Lisa Beans, Executive Assistant/Human Resources, SLWSD
Bob Lawson, District Engineer, ARCADIS-US, Inc.
Dan Harrell, District Counsel, Gonano & Harrell
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 all 5 Supervisors were in attendance.

D. Approval of Minutes

- 1. September 9, 2019, Workshop**
- 2. September 10, 2019, Public Hearing & Regular Board Meeting**

A MOTION was made by Secretary Smith, seconded by Supervisor Child approving the Workshop Minutes of September 9, 2019, as presented, and the September 10,
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2019, Public Hearings and Regular Board Meeting Minutes, as amended. Upon being put to a vote, the **MOTION** carried 5 to 0.

E. Public Comment

There was no public comment at this time.

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

Mr. Harrell had no updates at this time.

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

Mr. Lawson had no updates at this time.

**H. District Manager
Action Items**

**DM 1 – Consider Proposals for the Re-Plumbing of High Service “A”
Pump Station**

Mr. Pickle presented the item, recommending approval of the Kerns Construction proposal.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney approving the proposal from Kerns Construction in the amount of \$215,380.80.

Discussion ensued regarding the different itemization information on the proposals and the age of the system.

Vice Chairman Ney’s **MOTION** was reiterated, seconded by Supervisor Doughney and passed unanimously approving the Kerns Construction proposal in the not to exceed amount of \$215,380.80 to remove and replace High Service Pump Station “A”, as presented. The Available Budget is \$330,000; This Project cost is \$215,380.80; leaving an Available Balance of \$114,619.20.

DM 2 – Consider Proposals for WWTF Digester Tanks Coatings

Mr. Pickle presented the item and recommended approval of the Underground Services of America, Inc. proposal.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Doughney and passed unanimously approving the Underground Services of America, Inc. proposal in the not to exceed amount of \$120,485 for the WWTF digester tanks coatings, as

per the scope of work provided by the District. The Available Project Budget is \$200,000; This Project cost is \$120,485; leaving an Available Balance of \$79,515.

DM 3 – Other Items/Updates

Mr. Pickle presented a draft of the next newsletter. He requested that any changes be submitted by the end of the week, as he'd like it to go out with the October billing.

DM 3A – Consider Purchase of a 2020 Kenworth T-270 Dump Truck

Mr. Pickle presented the item, indicating that it was a walk-on item and he recommended approval.

A **MOTION** was made by Supervisor Doughney, seconded by Vice Chairman Ney and passed unanimously approving the purchase of a 2020 Kenworth Model #T-270 with a 12-foot steel dump body from Kenworth of South Florida for the not to exceed amount of \$89,095. The Available Project Budget is \$91,000; this project cost is \$89,095; leaving an Available Balance of \$1,905.

The engagement letter from Grau & Associates was presented for the Fiscal Year 2019 audit. A motion of approval was requested.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously approving the Grau & Associates' engagement letter for the Fiscal Year 2019 audit, as presented.

Mr. Pickle then advised that the District wanted to hire a Spray Tech for the Exotic Plant Removal Division. He indicated that a Public Hearing was necessary in order to approve this additional employee. Mr. Pickle noted that December 3, 2019, would be the preferred date for the Public Hearing and requested the Board's approval.

A **MOTION** was made by Supervisor Child, seconded by Vice Chairman Ney and passed unanimously setting a Public Hearing for December 3, 2019, to consider hiring a Spray Tech for the Exotic Plant Removal Division; and further authorizing the advertisement of said Public Hearing.

A brief discussion ensued regarding the procedure of setting a Public Hearing.

I. Consent Agenda

Mr. Pickle presented Consent Agenda items CA 1 through CA 6.

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 August 2019

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

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

J. Supervisor Requests

Supervisor Child noted that he was looking forward to another good year under superior leadership and staff.

Secretary Smith noted that Lake Harvey was coming around and looking nice. He indicated he was looking forward to the installation of the fountain.

Supervisor Doughney reiterated what Secretary Smith said and noted that he was at a social function near Lake Harvey when he heard positive comments about the lake.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:31 a.m. There were no objections.

Public Hearings & Regular Board Meeting Minutes Signature Page

Chairman/Vice Chairman

Secretary/Assistant Secretary

Date Approved _____

St. Lucie West Services District

Board Agenda Item
Tuesday, November 5, 2019

Item

DA 1 Status Report/Updates

Summary

St. Lucie West Services District

Board Agenda Item
Tuesday, November 5, 2019

Item

DE 1 **Status Report/Updates**

Summary

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

DM 1 Consider Approval of Budget Amendment 2020-01 for the General Fund Carry Over Projects and Amendment 2020-02 for the Utility Fund Carry Over Projects

Summary

Provided for your review and approval is Budget Amendment 2020-01 for the General Fund carry over projects from the previous fiscal year and Budget Amendment 2020-02 for the Utility fund carry over projects from the previous FY. This is the first year we have this many construction projects that were not completed in the previous FY and these projects will not be completed in the first quarter of this FY, so staff is recommending Amending this FY budget to recognize the encumbered funds from the previous FY. The budget amendments will not affect the FY fund balance as these funds were shown as being encumbered or committed for in the previous FY.

The budget amendments are shown to come out of 2019FY Unrestricted Fund balance of the Division in which it was encumbered and will be adjusted to this FY in the individual line items of each department.

Recommendation

Staff recommends the budget amendment #2020-01 for the General Fund and budget amendment #2020-02 for the Utility Funds as depicted in the attached worksheet

District Manager: Dennis Pickle

Budget Impact

Project Number:

Available:

ORG Number:

This Project:

Fund Balance after Amendment:

Board Action

Moved by:

Seconded by:

Action Taken:

ST LUCIE WEST SERVICE DISTRICT

Internal Budget Adjustment



BUDGET ADJUSTMENT #: FY2020-01

FROM: Dennis Pickle

DATE: 11/5/19

Information and Description for Action:

General Fund adjustments for FY2020 that are projects that were funded in FY2019 and carried forward in FY2020 some of these projects were encumbered in FY2019 and some were budgeted but not encumbered by the end of FY2019 and will need to carry the funding forward to FY2020.

FROM:

G/L #: General Fund Unrestricted Fund Balance AMOUNT: \$30,033.00
Proj: Construction of Solids Divider Station split between GF and UGU carried forward to FY2020

G/L #: General Fund Unrestricted Fund Balance AMOUNT: \$40,000.00
Proj: Construction of Breakroom split between GF and UGU carried forward to FY2020

G/L #: General Fund R&R Unrestricted Fund Balance AMOUNT: \$35,000.00
Proj: Encumbered in FY2019 for Engineering of the CGI Aqua Range carried forward balance of project to FY2020

G/L #: General Fund R&R Unrestricted Fund Balance AMOUNT: \$65,100.00
Proj: Encumbered in FY2019 for ISI SCADA PLC Upgrade carried forward balance of project to FY2020 split with UT Fund

TOTAL: \$170,133.00

TO:

G/L #: 1-35102 Exotic Plant Removal Capital Outlay Building AMOUNT: \$15,017.00
G/L #: 1-31102 Aquatics Capital Outlay Building AMOUNT: \$15,016.00
Proj: Construction of Solids Divider Station split between GF and UGU carried forward to FY2020

G/L #: 1-34102 Stormwater Capital Outlay Building AMOUNT: \$40,000.00
Proj: Construction of Breakroom split between GF and UGU carried forward to FY2020

G/L #: 1-46014 CCE Stormwater Improvement Project AMOUNT: \$35,000.00
Proj: Encumbered in FY2019 for Engineering for the CCE Stormwater Improvement Project carried forward balance of project to FY2020

G/L #: 1-46001 Stormwater Emergency R&R AMOUNT: \$65,100.00
Proj: Encumbered in FY2019 for ISI SCADA PLC Upgrade carried forward balance of project to FY2020 split with UT Fund

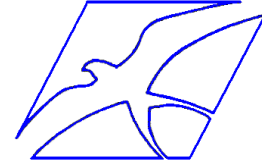
TOTAL: \$170,133.00

Board Approval Date: _____

Date

District Treasurer / Assistant District Treasurer

ST LUCIE WEST SERVICE DISTRICT
Internal Budget Adjustment



BUDGET ADJUSTMENT #: FY2020-02

FROM: Dennis Pickle

DATE: 11/5/19

Information and Description for Action:

Utility Fund adjustments for FY2020 that are projects that were funded in FY2019 and carried forward in FY2020 some of these projects were encumbered in FY2019 and some were budgeted but not encumbered by the end of FY2019 and will need to carry the funding forward to FY2020.

FROM:

G/L #: Utility Fund Unrestricted Fund Balance AMOUNT: \$14,967.00
Proj: Construction of Solids Divider Station split between GF and UGU carried forward to FY2020

G/L #: Utility Fund Unrestricted Fund Balance AMOUNT: \$15,000.00
Proj: Engineering and Architect contract for the new Administration Building encumbered FY2019 carried forward to FY2020

G/L #: Utility Fund Unrestricted Fund Balance AMOUNT: \$40,000.00
Proj: Construction of Breakroom split between GF and UGU carried forward to FY2020

G/L #: Utility Fund Unrestricted Fund Balance AMOUNT: \$26,962.00
Proj: Ordered truck in FY2019 but received in FY2020 for the WTP

G/L #: Utility R&R Fund Unrestricted Fund Balance AMOUNT: \$50,000.00
Proj: Meter Replacement Project Encumbered in FY2019 carried forward to FY2020

G/L #: Utility R&R Fund Unrestricted Fund Balance AMOUNT: \$120,000.00
Proj: Encumbered in FY2019 for ISI SCADA PLC Upgrade carried forward balance of project to FY2020

G/L #: Utility R&R Fund Unrestricted Fund Balance AMOUNT: \$122,000.00
Proj: Encumbered in FY2019 for ISI SCADA Radio Telemetry System Upgrade carried forward balance of project to FY2020

G/L #: Utility R&R Fund Unrestricted Fund Balance AMOUNT: \$30,000.00
Proj: Irrigation SCADA Conversion Moved to FY2020 for Lake Charles Pump Station Project

G/L #: Utility R&R Fund Unrestricted Fund Balance AMOUNT: \$39,000.00
Proj: Encumbered in FY2019 for the Main Irrigation Pump Station Project carried forward balance of project to FY2020

TOTAL: \$457,929.00

TO:

G/L #: 5-32102 UGU Capital Outlay Building AMOUNT: \$14,967.00
Proj: Construction of Solids Divider Station split between GF and UGU carried forward to FY2020

G/L #: 5-31102 Admin Capital Outlay Building AMOUNT: \$15,000.00
Proj: Engineering and Architect contract for the new Administration Building encumbered FY2019 carried forward to FY2020

G/L #: 5-32102 UGU Capital Outlay Building AMOUNT: \$40,000.00
Proj: Construction of Breakroom split between GF and UGU carried forward to FY2020

G/L #: 5-30101 WTP Capital Outlay Equipment AMOUNT: \$26,962.00
Proj: Ordered truck in FY2019 but received in FY2020 for the WTP

G/L #: 5-37006 Meter Replacement Project AMOUNT: \$50,000.00
Proj: Carried forward balance from FY2019 to FY2020

G/L #: 5-37043 ISI SCADA PLC Upgrade AMOUNT: \$120,000.00
Proj: Encumbered in FY2019 for PLC upgrade carried forward balance of project to FY2020

G/L #: 5-37041 ISI SCADA Radio Telemetry System Upgrade AMOUNT: \$122,000.00
Proj: Encumbered in FY2019 for ISI SCADA Radio Telemetry System Upgrade carried forward balance of project to FY2020

G/L #: 5-37034 Irrigation SCADA Conversion for Lake Charles PS AMOUNT: \$30,000.00
Proj: Moved forward to FY2020

G/L #: 5-37018 SW069 Main Irrigation Pump Station Project AMOUNT: \$39,000.00
Proj: Encumbered in FY2019 for the Main Irrigation Pump Station Project carried forward balance of project to FY2020

TOTAL: \$457,929.00

Board Approval Date: _____

Date

District Treasurer / Assistant District Treasurer

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

DM 2 Consider Approval for the Purchase of a 2020 FX 5 Aquatic Harvester

Summary

Provided for your review and consideration is a proposal for the purchase of a 2020 Alpha Boats FX5 Aquatic Harvester to replace the previous 2012 FX 5 Aquatic Harvester.

Over the years the District has been utilizing the Alpha Boat harvesters because they were and still are the safest boat on the Market. This is due to the low center of gravity that keeps the boat from tipping and the amount of material that is stored low on the vessel.

Previously the District purchased steel pontoons with the harvesters, and they have lasted for 6 years before they needed to be replaced. This year staff is going to recommend a stainless-steel barge hull which gives the unit a greater storage capacity and will last for approximately 12-15 years before it needs to be replaced. The cost is slightly higher but the duration the unit operates before any major repairs are needed are twice what the previous units have been.

It is staff's recommendation to sole source this unit out to Alpha Boats of Weedsport New York.

Recommendation

Staff recommends approval to purchase of the FX 5 stainless steel Aquatic Harvester from Alpha Boats for the not to exceed amount of \$124,700.00

District Manager: Dennis Pickle

Public Works Director: Bill Hayden

Budget Impact

Project Number:

ORG Number:1-31101

Available Project Budget: \$134,200.00

This Project: \$124,700.00

Available Balance: \$9,490.00

Board Action

Moved by:

Seconded by:

Action Taken:



Alpha Boats Unlimited

DBA of Barber Welding Inc.

- Trash & Debris Skimmers ● Aquatic Harvesters ● Crane Boats ● Dredges ● Oil Skimmers ●

October 7, 2019

St. Lucie West Service District
 ATT: Bill Hayden, District Manager
 450 South West Utility Drive
 Port St. Lucie, FL 34986

QUOTATION: Q100719

Item	Qty	Description	Unit List Price	Total Price
1	1	TLT-150S Gas engine, electric start, hydraulic winch	\$18,900.00	\$18,900.00
2	1	FX-5S Customer furnished engine, Bridge on top centered, engine behind operator. Stainless sheet metal – hull, front conveyor, storage conveyor, rear conveyor, paddle wheels, paddle wheel arms, some bolts. Steel items – lift crane, bridge, bearings, some bolts. Customer Furnished paddle wheel winches.	\$96,800.00	\$96,800.00
3	1	Wash down system	\$3,000.00	\$3,000.00
4		Delivery guess	<u>\$6,000.00</u>	<u>\$6,000.00</u>
		Total	\$124,700.00	\$124,700.00

PRODUCTION SCHEDULE: In stock available for shipping within 3-5 days from receipt of purchase order.

TERMS OF PAYMENT: 50% with order placement balance net 30 from receipt of invoice. Any taxes extra if applicable.

All prices quoted are valid for a period of 10 days from the above noted date.

Stephen L Walczyk

President

ALL PRICES QUOTED EX-WORKS/FOB WEEDSPORT, NY, USA—US FUNDS UNLESS OTHERWISE SPECIFIED

2517 State Route 31 • P.O. Box 690 • Weedsport, NY 13166

• Phone (315) 834-6645 ext 140 • Fax (315) 834-6045

E-Mail: info@alphaboats.com • Website: www.alphaboats.com

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

DM 3 Assistant Public Works Director Position

Summary

The Assistant Public Works Director position was created this fiscal year as part of the District's succession plan and this position must be approved by the Board of Supervisors at a public meeting. If approved the appointment will be effective November 5, 2019 and training will begin upon Board approval. The District advertised the position internally for five days as required in the personnel manual and there were two qualified internal candidates that applied for the position Mr. Gerard Rouse (Assistant Public Works Superintendent) and Searg Davidian (Aquatic Maintenance Lead Technician). This is a salaried position and was approved as a pay Grade 30 minimum salary \$66,302.80 maximum salary \$102,664.20.

Both candidates have a strong public works background and know our stormwater system well. Both candidates were interviewed and ranked by Mr. Hayden. Mr. Hayden's recommendation was based on the most qualified candidate's over all public works experience with the District. Mr. Hayden recommended Mr. Rouse due to his strong Public Works background and he knows our system well. Mr. Rouse has worked for the District as the Assistant Public Works Superintendent since 2014 and has over 11 years of Public Works experience.

Based on experience with the District, I nominate Gerard Rouse for the Assistant Public Works Director position at an annual salary of \$69,938.00.

Mr. Rouse and Mr. Davidian's resumes are attached for your review.

Recommendation

Approve the District Managers nomination of Gerard Rouse for the Assistant Public Works Director position at an annual salary of \$69,938.00 effective November 5, 2019.

District Manager: Dennis Pickle

Public Works Director/Assistant District Manager: William Hayden

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

GERARD PAUL ROUSE

5865 NW Wesley Road, Port Saint Lucie, FL 34986
(772)-201-1591
grouse@slwsd.org

Dear Mr. Pickle and Mr. Hayden,

Upon learning of the available position for a public work assistant director JOB # 2023, I felt compelled to submit my resume for your review.

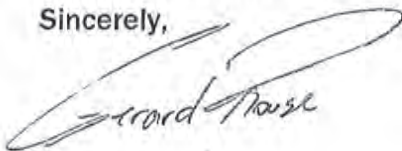
As an organized and motivated professional with experience in comprehensive administrative and operational support to optimize organizational performance and efficacy, I am confident that I would be a valuable asset to your management team at St. Lucie West Services District.

My history includes excellent experience supporting management staff in running numerous facets of operations. From developing and implementing programs (emergency chemical spill S.O.P. and SLWSD hazmat team) and coordinating meetings to overseeing activities and insuring goal achievement, my experience has prepared me to excel in this role.

Backed by my superior communication and multitasking capabilities, I excel at providing exceptional organizational and time management expertise and assuring seamless business operations. With my proven commitment to delivering the highest level of administrative and program support, I am well prepared to extend my record of exceptional service to St. Lucie West Services District and the people of St. Lucie West. I welcome the opportunity to discuss this position and my qualifications with you further.

Thank you for your consideration.

Sincerely,



Gerard Rouse
Assistant Public Works Superintendent



GERARD P. ROUSE

St. Lucie West service District
Assistant Public Works Superintendent



PROFESSIONAL QUALIFICATIONS

- STORMWATER A, B & C CERTIFIED
- FEDERAL EMERGENCY MANAGEMENT AGENCY CERTIFICATIONS:
 - IS-700A
 - IS-100B
 - IS-200B
 - IS-800C
- OSHA LEVEL 5 CHEMICAL SPILLS / INCIDENT COMMANDER
- PESTICIDE APPLICATOR LICENSES
 - AQUATICS
 - RIGHT OF WAY
 - NATURAL AREAS
 - D.E.P. FERTILIZER BEST MANAGEMENT PRACTICES
- CERTIFIED STORM WATER INSPECTOR
- SAFETY COMMITTEE CHAIRMAN
- FIRST AID / CPR CERTIFIED
- INITIATED SLWSD HAZMAT TEAM
- CREATED AND IMPLEMENTED SLWSD EMERGENCY CHEMICAL SPILL S.O.P.
- PRODUCED EXOTIC PLAN REMOVAL FIELD GUIDEBOOK
- CERTIFIED IN UNDERSTANDING EPA'S NPDES MS4 PERMIT PROGRAM
- CERTIFIED IN GREEN STORM WATER INFRASTRUCTURE
- ST. LUCIE COUNTY E.O.C. ASSIGNEE
- MICROSOFT EXCEL CERTIFIED
- RECORDS MANAGEMENT CERTIFIED
- FLORIDA BOATING SAFETY CERTIFIED
- INITIATED PARTICIPATION AT THE CITY OF PSL HURRICANE EXPO

SLWSD EXPERIENCE

- EQUIPMENT OPERATOR • SLWSD
08/01/2008 - 04/13/2009
- AQUATIC MAINTENANCE TECHNICIAN TRAINEE • SLWSD
04/13/2009 - 06/01/2010
- AQUATIC MAINTENANCE TECHNICIAN II • SLWSD
06/01/2010 - 06/26/2010
- EPR FOREMAN • SLWSD
06/26/2010 - 10/11/2014
- ASSISTANCE PUBLIC WORKS SUPERINTENDANT • SLWSD
10/11/2014 - PRESENT

EDUCATION

- SAINT ANTHONY'S COLLEGE
GRADUATED 1989
- DANIEL EDUCATIONAL COMMUNITY
1989-1991

COMMUNITY INVOLVEMENT

- BOY SCOUTS OF AMERICA SCOUTMASTER - 12 YEARS
- CO-OWNER OF THE TREASURE COAST REUSE CENTER
- CITY OF PORT SAINT LUCIE CITIZENS ACADEMY
- KEEP PORT SAINT LUCIE BEAUTIFUL VOLUNTEER
- ST LUCIE COUNTY SHERIFF'S DEPARTMENT CITIZENS ACADEMY
- UNITED FOR FAMILIES VOLUNTEER
- SUNRISE THEATER VOLUNTEER
- ST LUCIE COUNTY WATERWAY CLEANUP VOLUNTEER



"A City for All Ages"

**CITY OF PORT ST. LUCIE
PUBLIC WORKS DEPARTMENT**

"SERVING WITH EXCELLENCE"



October 2, 2019

RE: Letter of Reference Gerard Rouse

To whom it may concern:

Mr. Rouse and I have shared a professional working relationship over the previous twelve (12) years. I have found his professionalism, responsiveness and attention to detail nothing short of impressive. Additionally, it should be noted that Gerard's specialized training as an "Incident Commander" must be considered as value added to any organization that responds to acute emergency's and potentially catastrophic events such as hurricanes.

Lastly, I would like to state that Mr. Rouse's dedication not only to his assigned duties but his personal life as a great family man shows a sign of loyalty and integrity.

If you need any additional information, I can be reached at 772 344-4035.

Sincerely,

A handwritten signature in black ink, appearing to read "John Dunton".

John Dunton
Deputy Director, Public Works

JD\S\letter of reference Rouse 19-10-02 Dunton

Mailing Address:
450 SW Thornhill Dr.
Port St. Lucie, FL
34984-4370

Tiffany Jackson
E-mail: pixie20@bellsouth.net
Mobile: (772) 528-4395

Personal Letter of Recommendation

October 5, 2019

To Whom This May Concern,

My name is Tiffany Jackson and I am writing to offer my recommendation of Gerard Rouse. I met him about 12 years ago when his family started volunteering for the local Surfrider and have worked with him over the years through my property management career.

During my personnel and professional relationship with Gerard Rouse I have experienced an individual who shows up, works hard, and carries himself in a polite, respectable manner.

In addition, Gerard has displayed a strong devotion and responsibility when it comes time to family. With his wife, Nichole, by his side they have created a strong, honest, and respected family presence.

Please do not hesitate to contact me if you should require any further information.

Best,

Tiffany Jackson

Tiffany Jackson, BA
(772) 528-4395



Gerard Rouse

From: Chris Kittleson <ckittleson@publicrisk.com>
Sent: Thursday, May 01, 2014 8:25 AM
To: dpickle@slwsd.org
Cc: Sharleen.OToole@wellsfargo.com; Kevin Meehan; Mike Stephens; Carolyn Clews
Subject: St. Lucie W. Service District - Safety Committee Chairman - Gerard Rouse

Dennis,

I wanted to let you know how pleased I am with the progress Gerard Rouse has been making since he has taken over as your Safety Committee Chairman. Based on the recent set of meetings I have attended I can see that due to his knowledge, tenacity and desire to produce results, your Safety Committee will continue to be instrumental in maintaining the integrity of your safety/risk management initiatives for the District.

Yours in safety,

Christopher H. Kittleson, ARM
Sr. Risk Control Consultant
Public Risk Underwriters of Florida, Inc.
321-525-0353 (Cell)
ckittleson@publicrisk.com

PLEASE NOTE: You cannot bind, alter or cancel coverage without speaking to an authorized representative of Public Risk Underwriters of Florida. Coverage cannot assumed to be bound without confirmation from an authorized representative of Public Risk Underwriters of Florida.

CONFIDENTIALITY NOTICE

The information contained in this communication, including attachments is privileged and confidential. It is intended only for the exclusive use of the addressee. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us by telephone immediately. Thank you.

Gerard Rouse

From: Dennis Pickle <dpickle@slwsd.org>
Sent: Friday, August 23, 2013 1:40 PM
To: Bill Hayden Public Works Director; Gerard Rouse; Jimmy Mobley; Jon Cade; Josh Miller Chief Operator WWTF; Lorrie Bush; mmaldonado@slwsd.org; rriniolo@slwsd.org; Roger Lane; UGU Supt.

Thanks to everyone who participated in the emergency spill cleanup and containment this morning. FDEP, County EMS and the Hazmat Company were very impressed with the quick and effective response our employees provided. This is a true testament to proper training and planning. Special thanks to the Incident Commander Gerard Rouse for his professionalism during a critical time. Also special thanks to all the employees that assisted in containing what could have been a very hazardous event if this chemical had reached a body of water.

Dennis Pickle

District Manager
450 SW Utility Drive
Port St. Lucie, Florida 34986
Phone:(772) 340-0220
Fax:(772) 871-5726
Cell:(772) 985-8265

BOARD MEMBERS: Please do not use the reply all feature of your e-mail as it may be deemed a violation of the Sunshine law. Please reply only to the management office. Thank You.

NOTE: Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Searg Davidian

St. Lucie West Services District

Start Date: November 05, 2005 to current

Current Position: Aquatics Lead Technician / Supervisor

Education

High School Diploma

2 years of Business Management Tallahassee Community College

Qualifications / Training / Certifications

*Aquatics License

*Natural Areas License

*Right of Way License

*Stormwater Management License A,B and C

*Florida Master Naturalist (Uplands & Wetlands Module)

*Florida Boating Safety Completion

*Hazardous Material Operations / OSHA Level 2

*Safety Officer Hazmat Team

*Chainsaw Certified

*Equipment Operator

*Fema Training

IS-00200.b, IS00700.a, IS00100.b

*Trainer for all current and new hire Aquatic employees

*Trainer for all current Video Ray operators

Fred Pryor Seminars

*Microsoft Excel Basics, Beyond Basics and How to Supervise People

*Hiring and Interviewing Skills for Hiring Managers and Employee Discipline and Termination Best Practices

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

DM 4 Exotic Plant Removal Spray Technician Job Description

Summary

Provided for your review and input is the Exotic Plant Removal Spray Technician job description which will be brought to the Board for action at the December 3rd, 2019 Public Hearing.

Recommendation

N/A

Budget Impact

Project Number:
ORG Number:

Available Project Budget: \$0.00
This Project: \$0.00
Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

Exotic Plant Removal Spray Technician ~~---~~2024

Grade: ~~---~~10

Reports to (Primary): Assistant Public Works Superintendent ~~Public Works EPR Foreman~~

Classification: Non-Exempt
Essential Employee

Division: Public Works

Date: ~~---/---/---~~12/3/2019

Approved: 12/3/2019 ~~---/---/---~~

Revision Date: 12/3/2019 ~~---/---/---~~
12/3/2019 ~~---/---/---~~

Revision Approved:

Job Summary:

Under general supervision performs a wide variety of landscape maintenance functions including the removal of exotic plant material from wetlands, wetland buffers, and preserves within the District. Work also involves spraying landscape areas, wetlands and natural areas daily.

Essential Job Functions

1. Maintains turf grass, shrubbery, and trees including planting, watering, trimming, mowing, edging, fertilizing, and weed and pest control.
2. Uses sprayer daily on improved landscape, wetlands and natural areas.
3. Removes dead trees and exotic trees and plants using hand saws, chainsaws, and clippers.
4. Operates blower for cleaning sidewalks and asphalt areas of gravel and small debris.
5. Performs general maintenance on equipment and tools.
6. Works with large and small tree chippers safely
7. Reports any situation that might be potentially hazardous for pedestrians to supervisor.
8. Receives and/or reviews verbal instructions and on the job training.
9. Operates vehicles such as trucks, UTV's, and support equipment, etc.
10. Assists the equipment operators.
11. Interacts and/or communicates with groups and individuals including the immediate supervisor, coworkers, and the general public.
12. Prepares and/or generates reports to Supervisor.
13. Use of Fungicides, herbicides and pesticides.

Additional Job Functions

Prepares for storms.
Performs disaster relief.
Identify exotic trees, shrubs, grasses and other vegetation.
Aid with various crews.
Performs cleaning of storm water grates.

Performs other tasks as assigned by the supervisor.

Qualifications

~~Ability to acquire~~ a Florida pesticide applicators license in each of the following categories within a twelve (12) month period. Core, Right-of-way, Aquatics and natural areas. Skilled in safe use of hand tools such as shears, hoes, pruners, weed eaters, power edgers. Small lawnmowers, chainsaws and tree chippers. General knowledge of planting techniques. Proper method of operating motorized equipment. Possession of a valid Florida driver's license is required.

MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS

Physical Requirements: Must be physically able to operate a variety of machinery and equipment including tractors, lawn mowers, rakes, and power/hand tools, etc. Must be able to exert up to 80 pounds of force occasionally, and/or up to 25 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Physical demand requirements are for medium work.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using power and hand tools.

Manual Dexterity: Requires the ability to handle a variety of items such as hand tools and janitorial equipment. Must have minimal levels of eye, hand, and foot coordination.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width, and shape.

Color Discrimination and Visual Acuity: Requires the ability to differentiate colors and shades of color, visual acuity to determine depth perception and peripheral vision.

Data Analysis/Use: Requires the ability to compare and/or judge the readily observable, functional, structural or compositional characteristics (whether similar or divergent from obvious standards) of data, people, or things.

Interpersonal Communication: Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving receiving instructions, assignments, or directions from superiors.

Language Ability: Requires the ability to read simple forms and prepare time sheets and leave slips using prescribed format.

Physical Communication: Requires the ability to talk and/or hear (talking – expressing or exchanging ideas by means of spoken words; hearing – perceiving nature of sounds by ear.). Must be able to communicate via a telephone.

Intelligence: Requires the ability to apply commonsense understanding to carry out detailed but uninvolved written or oral instructions with problems involving a few concrete variables in or from standardized situations.

Verbal Aptitude: Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in standard English.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract, multiply and divide.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under minimal levels of stress.

PERFORMANCE INDICATORS

Knowledge of Job: Has thorough knowledge of the methods, policies, and procedures of the Public Works Department as they pertain to the performance of the duties of the Exotic Plant Removal Spray Technician. Has considerable knowledge of the operating principles, practices and the maintenance requirements of spraying pesticides. Has working knowledge of basic grounds keeping practices and procedures of the department as they pertain to the performance of duties. Has working knowledge of pruning, spraying, and trimming requirements of shrubs and trees. Has working knowledge of hazards and applicable safety requirements of area assignment and equipment and machines used. Knowledge of and can use equipment, materials, and tools used in the maintenance trades. Is skilled in the use of mowers, pruners, and other grounds maintenance equipment and tools. Can perform strenuous work under varying weather conditions. Can understand and follow oral instructions. Can establish and maintain effective working relationships as necessary by work assignments.

Quality of Work: Maintains high standards of accuracy in exercising duties and responsibilities. Exercises immediate remedial action to correct any quality deficiencies that occur in areas of responsibility. Maintains high quality communication and interacts within department and division, co-workers, and the general public.

Quantity of Work: Maintains effective and efficient output of all duties and responsibilities as described under "Essential Job Functions."

Dependability: Assumes responsibility for doing assigned work and meeting deadlines. Completes assigned work on or before deadlines in accordance with directives, policy, standards, and prescribed procedures. Accepts accountability for meeting assigned responsibilities in the technical, human, and conceptual areas.

Attendance: Attends work regularly and adheres to policies and procedures regarding absences and tardiness. Provides adequate notice to higher management with respect to vacation time and time-off requests.

Initiative and Enthusiasm: Maintains an enthusiastic, self-reliant, and self-starting approach to meet job responsibilities and accountabilities. Strives to anticipate work to be done and initiates proper and acceptable direction for the completion of work with minimal supervision and instruction.

Judgment: Exercises analytical judgment in areas of responsibility. Identifies problems or situations as they occur and specifies decision objectives. Identifies or assists in identifying alternative solutions to problems or situations. Implements decisions in accordance with prescribed and effective policies and procedures. Seeks expert or experienced advice and researches problems, situations, and alternatives before exercising judgment.

Cooperation: Accepts supervisory instruction and direction; strives to meet the goals and objectives of same. Questions such instruction and direction when clarification of results or consequences are justified; i.e. poor communications, variance with policy or procedures, etc. Offers suggestions and recommendations to encourage and improve cooperation between all staff persons within the department.

Relationships with Others: Shares knowledge with supervisors and staff for mutual benefit. Contributes to maintaining high morale among employees. Develops and maintains cooperative and courteous relationships inter- and intra-departmentally, and with external entities with whom the position interacts. Tactfully and effectively handles requests, suggestions and complaints in order to establish and maintain good will. Emphasizes the importance of maintaining a positive image.

Coordination of Work: Plans and organizes daily work routine. Establishes priorities for the completion of work in accordance with sound time-management methodology; avoids duplication of effort. Estimates expected time of completion of elements of work and establishes a personal schedule accordingly. Attends meetings, planning sessions, and discussions on time. Implements work activity in accordance with priorities and estimated schedules. Maintains a calendar for meetings, deadlines, and events.

Safety and Housekeeping: Adheres to all safety and housekeeping standards established by the organization and various regulatory agencies. Strives to see that the standards are not violated. Maintains a clean and orderly workplace.

District Policy and Procedures: Adheres to all rules and regulation pertaining to the District policy manual. Also responsible for knowledge of any update to the District policy manual.

DISCLAIMER: This job description is not an employment agreement or contract. The Board of Supervisors reserves the exclusive right to alter the job description at any time without notice except as may be required for Board approval of a policy revision.

St. Lucie West Services District

Board Agenda Item
Tuesday, November 5th, 2019

Item

DM 5 Consider Approval of Resolution 2019-07 – Receiving, Accepting, and Approving a Report Relating to Assuming Maintenance of Certain Upland Tracts and Incorporation of Such Tracts into the District Preserve System; Authorizing Obtaining Required Documentation, Presenting such Documentation for Acceptance, and Commencing Maintenance of Qualifying Upland Tracts; Authorizing other Actions; Ratifying Prior and Subsequent Conforming Acts; Providing for Severability; and Providing an Effective Date

Summary

Provided for your review and consideration is Resolution 2019-07

Recommendation

Staff recommends approval Resolution 2019-07 as presented.

District Manager: Dennis Pickle

Public Works Director: Bill Hayden

Budget Impact

Project Number:

Available Project Budget: \$0.00

ORG Number:

This Project: \$0.00

Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Action Taken:

RESOLUTION NO. 2019-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT RECEIVING, ACCEPTING, AND APPROVING A REPORT RELATING TO ASSUMING MAINTENANCE OF CERTAIN UPLAND TRACTS AND INCORPORATION OF SUCH TRACTS INTO THE DISTRICT PRESERVE SYSTEM; AUTHORIZING OBTAINING REQUIRED DOCUMENTATION, PRESENTING SUCH DOCUMENTATION FOR ACCEPTANCE, AND COMMENCING MAINTENANCE OF QUALIFYING UPLAND TRACTS; AUTHORIZING OTHER ACTIONS; RATIFYING PRIOR AND SUBSEQUENT CONFORMING ACTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Board of Supervisors (“Board”) of the St. Lucie West Services District (“District”), a community development district organized and existing in accordance with Chapter 190, Florida Statutes (“Act”), and a unit of special purpose government, has made the following determinations:

A. Authority.

1. District Facilities. As provided in Section 190.012(1)(f) of the Act, the District is authorized to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain various systems, facilities, and basic infrastructure serving lands within the boundaries of the District, including conservation areas, mitigation areas, and wildlife habitat, including the maintenance of any plant or animal species, and any related interest in real or personal property.

2. District Powers. As provided in Section 190.011(7)(a) of the Act, the District has and may exercise the power to hold, control, and acquire by donation, purchase, or condemnation, or dispose of, any public easements, dedications to public use, platted reservations for public purposes, or any reservations for those purposes authorized by the Act and to make use of such easements, dedications, or reservations for any of the purposes authorized by the Act.

3. Board. Section 190.006 of the Act provides that the Board shall exercise the powers granted to the District pursuant to the Act.

4. Budget. Section 190.008(2) of the Act requires the Board to approve annually a budget for the next ensuing year that includes an estimate of all necessary expenditures of the District and an estimate of income to the District from the taxes, assessments, and other revenues available under the Act.

5. Maintenance Special Assessment. As provided in Section 190.021(3) of the Act, the Board may levy a maintenance special assessment to maintain and preserve the facilities and projects of the District.

6. Resolutions. Section 190.011(5) of the Act authorizes the Board to adopt resolutions that may be necessary for the conduct of District business.

B. District Preserve System.

1. Acceptance of Conservation Areas. Shortly after formation of the District, the Board began accepting for maintenance certain conservation and preserve areas, including certain upland tracts (collectively, the “District Preserve System”) that benefit the lands within the District.

2. Funding. Maintenance of the District Preserve System is funded in part by the maintenance special assessment levied annually by the Board upon benefited lands within the District based upon the costs and other available revenue as determined each year in the budget process required by Section 190.008(2) of the Act.

C. Other Upland Tracts and Preserves.

1. Magnolia Lakes Tracts. Two upland tracts and preserves lying within the boundaries of the District (together, the “Magnolia Lakes Tracts,” as more particularly described in the attached Exhibit A) by plat dedication were dedicated to the District but were made the maintenance obligation of the Magnolia Lakes Residents’ Association, Inc., a “homeowners’ association” as defined in Section 720.301(9), Florida Statutes (“Magnolia Lakes Association”). The Magnolia Lakes Tracts are not currently included within the District Preserve System, and therefore are not currently maintained by the District.

2. Lakeforest Tracts. Two additional upland tracts and preserves lying within the boundaries of the District (together, the “Lakeforest Tracts,” as more particularly described in the attached Exhibit B) by plat dedication were reserved to the Lakeforest at St. Lucie West Homeowners Association, Inc., a “homeowners’ association” as defined in Section 720.301(9), Florida Statutes (“Lakeforest Association”). The Lakeforest Tracts are not currently included within the District Preserve System, and therefore are not currently maintained by the District.

3. Association Requests. The Magnolia Lakes Association has requested that the District assume maintenance responsibility for the Magnolia Lakes Tracts as additions to the District Preserve System, and the Lakeforest Association has requested that the District assume maintenance responsibility for the Lakeforest Tracts as additions to the District Preserve System.

D. Staff Report; Budget Inclusion; Condition; Required Documentation.

1. Staff Report. At its meeting held on March 4, 2019, the Board received the report of District staff on the potential assumption of maintenance of the Magnolia Lakes and Lakeforest Tracts (“Staff Report”), which report included (a) an evaluation and explanation of both (i) current District Preserve System maintenance activities and costs and (ii) the anticipated staff requirements and estimated additional expense of assuming maintenance of the Magnolia Lakes and Lakeforest Tracts and incorporating those tracts into the District Preserve System, and (b) a

conclusion that the District could maintain the Magnolia Lakes and Lakeforest Tracts more effectively and efficiently than the Magnolia Lakes and Lakeforest Associations.

2. Board Consensus for Action. Also on March 4, 2019, after receiving the Staff Report, the consensus of this Board was to proceed with the assumption of maintenance of the Magnolia Lakes and Lakeforest Tracts and the incorporation of those tracts into the District Preserve System.

3. Budget Considerations. When adopting the District's General Fund budget for fiscal year 2019-2020, this Board allocated and designated sufficient revenues and expenses to accommodate the assumption of maintenance of the Magnolia Lakes and Lakeforest Tracts and the incorporation of those tracts into the District Preserve System consistent with the estimates contained in the Staff Report.

4. Condition of Assuming Maintenance. As a condition of assuming maintenance responsibility of each of the Magnolia Lakes and Lakeforest Tracts, the Magnolia Lakes and Lakeforest Associations must provide to the District such easements, assignments of plat dedications or reservations, and other instruments of conveyance, grant, and authorization as the District might reasonably require to maintain such respective tract and to incorporate such tract into the District Preserve System (collectively, the "Required Documentation," and each such tract for which the District receives the Required Documentation, a "Qualifying Upland Tract").

5. Authorization to Obtain Required Documentation. The District Manager and the employees, agents, and consultants of the District should be authorized and directed to take such actions as necessary or appropriate to obtain from the Magnolia Lakes and Lakeforest Associations the Required Documentation, to present such Documentation to this Board for acceptance, and thereafter to commence maintenance of the Qualifying Upland Tracts and to incorporate each such tract into the District Preserve System.

NOW, THEREFORE, BE IT RESOLVED as follows:

I. Receipt, Acceptance, and Approval of Staff Report. The Staff Report is hereby received, accepted, and approved.

II. Authorization to Obtain Required Documentation. The District Manager and the employees, agents, and consultants of the District are hereby authorized and directed to take such actions as necessary or appropriate to obtain from the Magnolia Lakes and Lakeforest Associations the Required Documentation, to present such Documentation to this Board for acceptance, and thereafter to commence maintenance of Qualifying Upland Tracts and to incorporate each such tract into the District Preserve System.

III. Authorization and Direction for Other Actions. The District Manager and the employees, agents, and consultants of the District are hereby further authorized and directed to take such other actions as necessary or appropriate to carry out and otherwise effectuate the intent and purposes of this Resolution.

IV. Ratification of Prior and Subsequent Conforming Acts. All of the acts and undertakings of the members of the Board, the officers of the District, the District Manager, and the employees, agents, and consultants of the District that are in conformity with and in furtherance of the intent and purposes of this Resolution, whether heretofore or hereafter undertaken or done, are hereby ratified, confirmed, and approved.

V. Severability. Should any sentence, section, clause, part, or provision of this Resolution be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Resolution as a whole, or any part thereof, other than the part declared invalid.

VI. Effective Date. This Resolution shall take effect immediately upon adoption by the Board.

PASSED AND DULY ADOPTED, this ___ day of _____, 2019, by the Board of Supervisors of the St. Lucie West Services District.

ST. LUCIE WEST SERVICES DISTRICT

By: _____
Vincent J. D'Amico, Chairman
Board of Supervisors

ATTEST:

Wayne Smith, Secretary

EXHIBIT A

Magnolia Lakes Tracts

Tracts U.L.T. 1 and 2, Upland Tracts, as shown on St. Lucie West Plat No. 154, Magnolia Lakes at St. Lucie West—Phase Two (The Plantation P.U.D.), according to the plat thereof as recorded in Plat Book 41, Pages 9 and 9A through 9Q, of the Public Records of St. Lucie County, Florida

EXHIBIT B

Lakeforest Tracts

Upland Tracts No. 7 and No. 8, as shown on St. Lucie West Plat No. 156, Lakeforest at St. Lucie West—Phase VIII, according to the plat thereof as recorded in Plat Book 41, Pages 33 and 33A through 33C, of the Public Records of St. Lucie County, Florida

This instrument prepared by (and return to):
Daniel B. Harrell
Gonano & Harrell
1600 S. Federal Highway, Suite 200
Fort Pierce, FL 34950-5178
(772) 464-1032 Ext. 1010 (Voice)
(772) 464-0282 (Facsimile)

ASSIGNMENT OF MAINTENANCE OBLIGATION
Upland Tracts 1 and 2—St. Lucie West Plat No. 154

THIS INDENTURE is entered into as of the ___ day of _____, 2019, by and between the MAGNOLIA LAKES RESIDENTS’ ASSOCIATION, INC., a Florida not for profit corporation (“Magnolia Lakes Association”), as Assignor, and the ST. LUCIE WEST SERVICES DISTRICT, a community development district established pursuant to Chapter 190, Florida Statutes (“District”), as Assignee.

WHEREAS, as provided in Section 190.012(1)(f), Florida Statutes, the District is authorized to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain various systems, facilities, and basic infrastructure serving lands within the boundaries of the District, including conservation areas, mitigation areas, and wildlife habitat, including the maintenance of any plant or animal species, and any related interest in real or personal property; and

WHEREAS, consistent with the authority granted by Section 190.012(1)(f), Florida Statutes, the District maintains certain conservation and preserve areas, including certain upland tracts (collectively, the “District Preserve System”) that benefit the lands within the boundaries of the District; and

WHEREAS, two upland tracts and preserves lying within the boundaries of the District (together, the “Magnolia Lakes Tracts,” as more particularly described in the attached Exhibit A) by plat dedication were dedicated to the District but were made the maintenance obligation of the Magnolia Lakes Association, and therefore such Tracts are not currently included within the District Preserve System, and are not currently maintained by the District; and

WHEREAS, the Magnolia Lakes Association has requested the District to assume the Association’s maintenance obligation for the Magnolia Lakes Tracts and incorporate such tracts into the District Preserve System, and the District has agreed to assume such maintenance responsibility.

WITNESSETH

The Magnolia Lakes Association, in consideration of \$10.00 and other good and valuable consideration to it paid by the District, the receipt and sufficiency of which are hereby acknowledged, does hereby grant, convey, assign, transfer, and set over unto the District, its legal representatives, successors, and assigns, for the purpose of authorizing and empowering the District to maintain the Magnolia Lakes Tracts as a part of the District's Preserve System, all of the Magnolia Lakes Association's right, power, and obligation to maintain the Magnolia Lakes Tracts as described in the attached Exhibit A.

TO HAVE AND TO HOLD such assigned maintenance obligation unto the District, its legal representatives, successors, and assigns, to and for its or their uses forever with the right of substitution and subrogation of the District in and to all covenants and warranties heretofore given or made in respect to such assigned maintenance obligation or any part thereof, to the extent such covenants and warranties are assignable or can be enforced, at the District's expense, for the District's benefit, subject only to the terms and conditions of St. Lucie West Plat No. 154, Magnolia Lakes at St. Lucie West—Phase Two (The Plantation P.U.D.), according to the Plat thereof as recorded in Plat Book 41, Pages 9 and 9A through 9Q, of the Public Records of St. Lucie County, Florida.

The Magnolia Lakes Association does for itself and its legal representatives, successors, and assigns, warrant that it will defend the assignment of the assigned maintenance obligation unto the District, its legal representatives, successors, and assigns, against the lawful claims and demands of all persons claiming by, through, or under the Magnolia Lakes Association, but none other.

[Signatures on following pages]

IN WITNESS WHEREOF, the Magnolia Lakes Association has caused this instrument to be executed by its duly authorized officials as of the date set forth above.

ASSIGNOR:

MAGNOLIA LAKES RESIDENTS' ASSOCIATION, INC.

A Florida not for profit corporation

WITNESSES:

Print Name: _____

By: _____

Print Name: _____

Title: _____

Print Name: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____ as _____ of the Magnolia Lakes Residents' Association, Inc., a Florida not for profit corporation, and who is:

- personally known to me or
- has produced _____ as identification.

[Notary Seal]

Notary Public-State of Florida

Print Name: _____

My Comm'n Exp.: _____

* * *

ACCEPTANCE OF ASSIGNMENT

THE ABOVE ASSIGNMENT is hereby accepted this ___ day of _____, 2019.

Approved _____, 2019

ASSIGNEE:

ST. LUCIE WEST SERVICES DISTRICT

A Community Development District

ATTEST:

Wayne Smith, Secretary

By: _____
Vincent J. D'Amico, Chairman
Board of Supervisors

STATE OF FLORIDA
COUNTY OF ST. LUCIE

The foregoing instrument was acknowledged before me this ___ day of _____, 2019, by Vincent J. D'Amico, as Chairman of the Board of Supervisors of the St. Lucie West Services District, a community development district organized and existing in accordance with Chapter 190, Florida Statutes, and who:

G is personally known to me, or

G has produced _____ as identification.

[Notary Seal]

Notary Public-State of Florida
Print Name: _____
My commission expires: _____

EXHIBIT A

Magnolia Lakes Tracts

Tracts U.L.T. 1 and 2, Upland Tracts, as shown on St. Lucie West Plat No. 154, Magnolia Lakes at St. Lucie West—Phase Two (The Plantation P.U.D.), according to the plat thereof as recorded in Plat Book 41, Pages 9 and 9A through 9Q, of the Public Records of St. Lucie County, Florida

This instrument prepared by:

Daniel B. Harrell
Gonano & Harrell
1600 S. Federal Highway, Suite 200
Fort Pierce, Florida 34950

MAINTENANCE EASEMENT
Upland Tracts No. 7 and No. 8—St. Lucie West Plat No. 156

THIS INDENTURE is made and entered into this ____ day of _____, 2019, by and between the LAKEFOREST AT ST. LUCIE WEST HOMEOWNERS ASSOCIATION, INC., a Florida not for profit corporation, whose address is 249 S.W. Lakeforest Way, Port St. Lucie, Florida 34986 (“Lakeforest Association”), as Grantor, and the ST. LUCIE WEST SERVICES DISTRICT, a community development district organized and existing in accordance with Chapter 190, Florida Statutes, whose address is 450 S.W. Utility Drive, Port St. Lucie, Florida 34986 (“District”), as Grantee.

WITNESSETH:

The Lakeforest Association, in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby grants, bargains, sells, conveys, and warrants to the District, its licensees, employees, contractors, successors, and assigns, an easement in perpetuity along, over, across, and through that certain real property owned by the Lakeforest Association and more particularly described in the attached Exhibit A (“Lakeforest Tracts”) for purposes of access to and maintenance of the native upland habitat preserves located on the Lakeforest Tracts, subject only to the terms and conditions of St. Lucie West Plat No. 156, Lakeforest at St. Lucie West—Phase VIII, according to the plat thereof as recorded in Plat Book 41, Pages 33 and 33A through 33C, of the Public Records of St. Lucie County, Florida.

The Lakeforest Association further grants to the District, its licensees, agents, employees, contractors, successors, and assigns, a general ingress/egress easement over and across the Lakeforest Association’s driveways, parking, common, and open areas adjacent to the Lakeforest Tracts for purposes of access to and maintenance of the native upland habitat preserves located on such tracts.

This Indenture is given upon the express understanding and condition that the Lakeforest Tracts may be used by the Lakeforest Association for any use not inconsistent with this Indenture, provided, however, that no building, structure, or other improvement shall be constructed, installed, or erected by the Lakeforest Association that would restrict District’s access to or maintenance of the native upland habitat preserves located on such tracts, and provided, further, that any such structure or other improvement constructed, installed, or erected by the Lakeforest Association shall be subject to removal or destruction by the District without liability or responsibility on the part of the District.

The undersigned hereby covenants and warrants that the Lakeforest Association owns the Lakeforest Tracts described in Exhibit A to this Maintenance Easement and the undersigned has been duly authorized to execute this Indenture on behalf of the Lakeforest Association.

IN WITNESS WHEREOF, the Lakeforest Association has duly authorized and caused this Indenture to be executed in its name as of the date set forth above.

GRANTOR:

**LAKEFOREST AT ST. LUCIE WEST
HOMEOWNERS ASSOCIATION, INC.**
A Florida not for profit corporation

WITNESSES:

Print Name: _____

By: _____
Print Name: _____
Title: _____

Print Name: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by _____ as _____ of the LAKEFOREST AT ST. LUCIE WEST HOMEOWNERS ASSOCIATION, INC., a Florida not for profit corporation. He/she:

- is personally known to me, or
- has produced _____ as identification.

[Notary Seal]

Notary Public-State of Florida
Print Name: _____
My commission expires: _____

* * *

ACCEPTANCE OF ACCESS EASEMENT

THE ABOVE ACCESS EASEMENT is hereby accepted this ____ day of _____, 2019, by the St. Lucie West Services District.

GRANTEE:

Attest:

**ST. LUCIE WEST SERVICES
DISTRICT**

Wayne Smith, Secretary

By: _____
Vincent J. D'Amico, Chairman
Chairman, Board of Supervisors

**STATE OF FLORIDA
COUNTY OF ST. LUCIE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by Vincent J. D'Amico as Chairman of the Board of Supervisors of the St. Lucie West Services District, a community development district organized and existing in accordance with Chapter 190, Florida Statutes. He/she:

- is personally known to me, or
- has produced _____ as identification.

[Notary Seal]

Notary Public-State of Florida
Print Name: _____
My commission expires: _____

EXHIBIT A

Lakeforest Tracts

Upland Tracts No. 7 and No. 8, as shown on St. Lucie West Plat No. 156, Lakeforest at St. Lucie West—Phase VIII, according to the plat thereof as recorded in Plat Book 41, Pages 33 and 33A through 33C, of the Public Records of St. Lucie County, Florida

St. Lucie West Services District

Board Agenda Item

Tuesday, November 5, 2019

Item

DM 6 Consider Resolution No. 2019-08 – Adopting an Amended Budget for Fiscal Year 2019

Summary

Per Florida Statutes and state auditing requirements, the District must adopt a Final Amended Budget each year for the prior fiscal year. This must be completed no later than 60 days from the conclusion of the prior fiscal year.

The attached Final Amended Budget for Fiscal Year 2019 is an accounting of the District's actual income and expenditures for the year – it represents a “true-up” for the prior fiscal year.

Please note that all “actual” numbers are as-of September 29, 2019. The reason for this is because some September invoices are still being received and we must leave a day open to account for those expenses. The revised numbers are estimates based on anticipated outstanding invoices, and will therefore be slightly inflated from the true “actuals” through September 29, 2019. This is particularly notable in the Water and Sewer Fund, where bond payments are due on October 1, but booked in September.

Recommendation

Staff recommends adoption of Resolution No. 2019-08.

Board Action

Moved by:

Seconded by:

Action Taken:

RESOLUTION NO. 2019-08

**A RESOLUTION OF THE ST. LUCIE WEST SERVICES DISTRICT
ADOPTING AN AMENDED FISCAL YEAR 2019 BUDGET; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Board of Supervisors of the St. Lucie West District (hereinafter called District) is empowered to impose special assessments upon the properties within the District; and,

WHEREAS, the District has prepared an Amended Budget for Fiscal Year 2019.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE ST. LUCIE WEST SERVICES DISTRICT THAT:**

Section 1. The Amended Budget for Fiscal Year 2019 attached hereto as Exhibit "A" is hereby approved and adopted.

Section 2. The Secretary/Assistant Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 5th day of November, 2019.

ATTEST:

ST. LUCIE WEST SERVICES DISTRICT

By: _____
Secretary

By: _____
Chairman

St. Lucie West Services District

Board Agenda Item

Tuesday, November 6, 2019

Item

DM 7 Other Items/Updates

Summary

St. Lucie West Services District

**Board Agenda Item
Tuesday, November 5, 2019**

Item

CA 1 Monthly Report Public Works Department

Summary

The following monthly report is provided for your review and information as an update on the day-to-day operations and tasks of the Public Works department.



St. Lucie West Services District
Public Works Department
September 2019

Division	Service Orders*	Work Orders**
Aquatics	45	1
Exotic Plant Removal	48	0
Storm Water	4	72
Vac-Con	8	0
Dredge Barge	0	0
Video Ray	22	0
Shop	183	0
Grand Total	310	73

Aquatics Division:

Operations & Maintenance:

Type	Service Orders	Work Orders
Algae	6	0
Injection Treatments	4	0
Hydrilla Treatments	0	0
Midge Fly Treatments	0	0
Harvester Removal	4	0
Surface Plant Treatments	1	0
Wetland & Upland Treatments	0	0
Debris Removal	20	0
Miscellaneous	10	1

Scheduled Maintenance

- Lake Cleaning Schedule - Available Upon Request

Exotic Plant Removal Division:

Operations & Maintenance:

Type	Service Orders	Work Orders
Encroaching Preserves	4	0
Lygodium Treatments	0	0
Exotic Vegetation Treatments	8	n/a
Tree Removals	1	0
Preserves Maintenance	0	n/a
Vine Management	12	0
Miscellaneous	23	n/a

Scheduled Maintenance

- None

Storm Water Division:

Operations & Maintenance:

Type	Service Orders	Work Orders
Locates	n/a	71
Street Flooding	0	0
Grate Cleaning	2	0
Improved Landscaping & Mowing	2	n/a
Miscellaneous	0	1

Storm Water Division Cont'd:

Scheduled Maintenance

- Right of Way Mowing done the first 2 weeks of each month.

Storm Water Division / Vac Con:

Operations & Maintenance:

<u>Type</u>	<u>Service Orders</u>	<u>Work Orders</u>
Cleaning Out Pipes	4	n/a
Cleaning Out Structures	4	n/a
Miscellaneous	0	n/a

Scheduled Maintenance

- None

Other Information

- _____ 150 _____ Estimated Footage Cleaned
- None
- Removed 0.5 yards debris

Storm Water Division / Dredge Barge:

Operations & Maintenance:

<u>Type</u>	<u>Service Orders</u>	<u>Work Orders</u>
Dredging Pipes	0	n/a
Miscellaneous	0	n/a

Scheduled Maintenance

- None

Other Information

- _____ 0 _____ Estimated Yardage Cleaned
- None
- None

Storm Water Division / Video Ray:

Operations & Maintenance:

<u>Type</u>	<u>Service Orders</u>	<u>Work Orders</u>
Viewing Pipes	22	n/a
Miscellaneous	0	n/a

Scheduled Maintenance

- None

Shop Division :

Operations & Maintenance:

<u>Type</u>	<u>Service Orders</u>	<u>Work Orders</u>
Vehicle Repair	34	n/a
Equipment Repair	85	n/a
Other Repair	64	n/a
Total Repairs	183	n/a

Scheduled Maintenance

- None

* Service Orders are internally logged on an as needed basis by each department. No document is created.

** Work Orders are generated by office staff and distributed to the appropriate department. A physical document is created and distributed.

St. Lucie West Services District

Board Agenda Item
Tuesday, November 5, 2019

Item

CA 2 Monthly Report on Utilities Operations

Summary

This report is provided for your review and information as an update on the day-to-day Utilities operations of the St. Lucie West Services District and will be provided once a month.

St. Lucie West Services District Monthly Utilities Operations Report

Summary		ERC Water/Wastewater Update			
WATER					
Commercial Accounts				503	
Residential Accounts				6282	
Total Plant Capacity Based on 3.6 MGD		14,400.00		ERC's (Factor 250 gpd)	
Sold prior to October 2018 including the Reserve		11,599.07		ERC's	
The Reserve Commitment for 2019		0.00		ERC's	
Available Water ERC as of October 1st		2,800.93			
Sold in FY 2019 (see water table below)		1.57		ERC's	
Total Remaining Capacity for Water		2,799.36			
WATER		RESIDENTIAL	COMMERCIAL	THE RESERVE	WATER FEES COLLECTED
ERC's sold in	Oct-18	0	0.0	0	\$ -
ERC's sold in	Nov-18	0	0.0	0	\$ -
ERC's sold in	Dec-18	0	1.6	0	\$ 4,074.15
ERC's sold in	Jan-19	0	0.0	0	\$ -
ERC's sold in	Feb-19	0	0.0	0	\$ -
ERC's sold in	Mar-19	0	0.0	0	\$ -
ERC's sold in	Apr-19	0	0.0	0	\$ -
ERC's sold in	May-19	0	0.0	0	\$ -
ERC's sold in	Jun-19	0	0.0	0	\$ -
ERC's sold in	Jul-19	0	0.0	0	\$ -
ERC's sold in	Aug-19	0	0.0	0	\$ -
ERC's sold in	Sep-19	0	0.0	0	\$ -
Total Water ERC's sold for FY 2019		0	1.6	0	\$ 4,074.15
WASTEWATER					
Commercial Accounts				446	
Residential Accounts				6282	
Total Plant Capacity Based on 2.1 MG/TMADF		17,500.00		ERC's based on three month average daily flow capacity	
Sold prior to October 2018 including the Reserve		11,661.07		ERC's	
The Reserve Commitment for 2019		0.00		ERC's	
Available Wastewater ERC as of October 1st		5,838.93			
Sold in FY 2019 (see W.Water table below)		1.57		ERC's	
Total Remaining Capacity for Wastewater		5,837.36			
WASTEWATER		RESIDENTIAL	COMMERCIAL	THE RESERVE	WASTEWATER FEES COLLECTED
ERC's sold in	Oct-18	0	0.0	0	\$ -
ERC's sold in	Nov-18	0	0.0	0	\$ -
ERC's sold in	Dec-18	0	1.6	0	\$ 3,140.00
ERC's sold in	Jan-19	0	0.0	0	\$ -
ERC's sold in	Feb-19	0	0.0	0	\$ -
ERC's sold in	Mar-19	0	0.0	0	\$ -
ERC's sold in	Apr-19	0	0.0	0	\$ -
ERC's sold in	May-19	0	0.0	0	\$ -
ERC's sold in	Jun-19	0	0.0	0	\$ -
ERC's sold in	Jul-19	0	0.0	0	\$ -
ERC's sold in	Aug-19	0	0.0	0	\$ -
ERC's sold in	Sep-19	0	0.0	0	\$ -
Total Wastewater ERC's sold for FY 2019		0	1.6	0	\$ 3,140.00
New Connections in September:		-	ERC's		

St. Lucie West Services District Monthly Utilities Operations Report		
September-19		
<u>Water Treatment Facility</u>		
· Total finished water produced for September was	47.81	MG
· The finished water produced for the previous twelve months was	602.72	MG
· The average daily flow of finished water for September was	1.594	MG
· The annual average daily flow of finished water for September was	1.65	MG
· The three month average daily flow of finished water for September was	1.62	MG
· The Water Treatment Plant capacity is operating at	44.3%	
· The Water Plant Annual withdrawal capacity per SFWMD WUP is at	93.3%	
<u>Water Treatment Plant Projects for September:</u>		
· Replaced Spider Bracket Bushings on Deep Well #1		
<u>Wastewater Treatment Facility</u>		
· Total Influent Wastewater flow for September was	40.27	MG
· Total Effluent Wastewater flow for September was	39.93	MG
· The average daily flow of Influent Wastewater for September was	1.34	MG
· The average daily flow of Effluent Wastewater for September was	1.33	MG
· The annual average daily flow of Influent treated for September was	1.40	MG
· The three month average daily flow of Influent treated for September was	1.37	MG
· The Wastewater Plant capacity is operating at	65%	
<u>Wastewater Treatment Plant Projects for September:</u>		
· Replaced Sensor Westech Bar Screen		
· Replaced Effluent Composite Sampler		
· Configuring New Storage Bldg.		



Underground Utilities Division Work Task and Service Order Monthly Report

Month/Year: September-2019

Count	Description
51	New Service/Establish Account
0	Install Permanent Meter
0	Remove Permanent Meter
3	Install Temporary Meter
0	Remove Temporary Meter
50	Lock off/Close Account
0	Lock off/Legal Reasons
1	Lock Off Temporary
20	Lock Off Non-Payment
27	Reconnection "No Fee"
16	Reconnection "Regular Hours"
2	Reconnection "After Hours"
1	Reconnection "Inspection"
18	Check for Leak "No Leak Found"
51	Check for Leak "Customers Responsibility"
21	Check for Leak "Districts Responsibility"
64	Meter Reading Exception
0	Meter Maintenance
6	Read Meter Office Request
6	Meter Box
1	Meter Test "Passed"
0	Meter Test "Failed"
0	Meter Test not completed location vacant - reason for no usage
69	Meter Change Out
1	Fire Hydrant
33	Irrigation "Checking for Leaks and Turning on Or Shutting Off Valves"
4	Sewer "Backups, Sewer Caps, or Breaks"
0	Lift station "District"
0	Lift station "Private"
85	Locates "Water Quality, Pressure, etc..."
11	Complaints "Water Quality, Pressure, etc..."
18	Follow up "Incomplete Task by District or Contractor from Previous Service Orders"
1	Read Meter Customer Request
0	Lift station /Private
Projects:	Used Aquatec at 311 Tuscany Lane, and 505 Portofino Lane for Potable leaks.
	Also used Aquatec at Lift station # 22 do to sinkhole front of lift station.

IRRIGATION MONTHLY REPORT- SEPTEMBER 2019

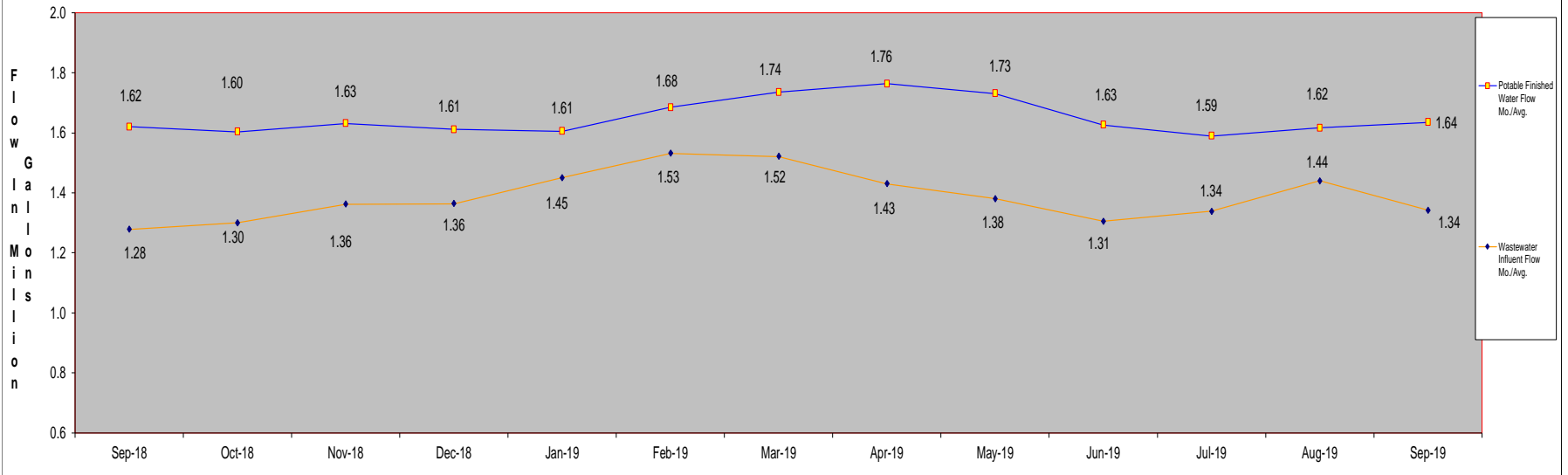
SERVICE ORDERS	
<u>S/O DESCRIPTION</u>	<u>TOTAL</u>
* CHECK FOR LEAK & OPERATE VALVES	33
ACREAGE MEASUREMENT	1
COMPLAINTS	0
TIMER CHANGE REQUEST	0
ADDITIONAL TIME REQUEST NEW PLANTINGS	0
* Also reported un UGU MOR	

IRRIGATION FLOWS			
<u>SOURCE</u>	<u>TOTAL (MG)</u>	<u>ADF (MG)</u>	<u>MAX DAY (MG)</u>
LK CHARLES	13.969	0.466	2.876
LK ERNIE	8.833	0.294	4.802
MAIN PUMP STATION	50.887	1.696	5.356
STORM WATER TRANSFER	30.078	1.003	5.653
SURFICIAL WELLS	0.000	0.000	0.000
BRACKISH WELLS	0.562	0.019	0.029
GOLF COURSE	2.860	0.095	0.196

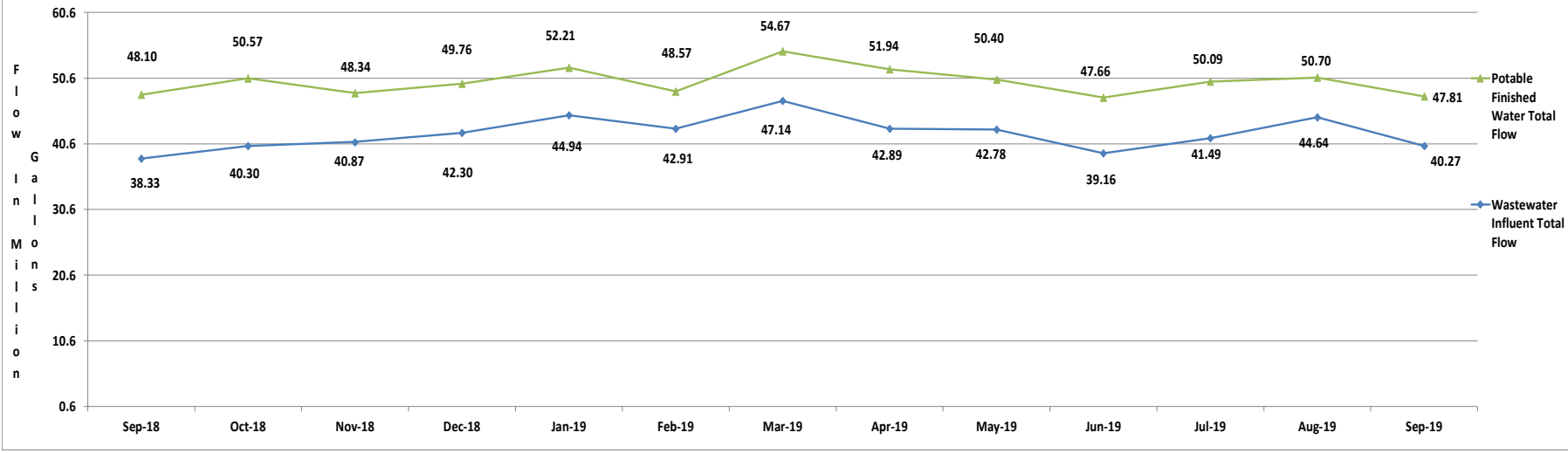
FLOWS (CATEGORIZED)			
	<u>TOTAL (MG)</u>	<u>%</u>	<u>MAX DAY (MG)</u>
REUSE	39.927	42.76%	1.412
STORMWATER	52.880	56.64%	
WELLS (ALL)	0.562	0.60%	
TOTAL	93.369	100.00%	

PROJECTS
1. HINTERLAND GROUP MIPS PROJECT WORK ONGOING; MIPS Online- New sod layed where old station was and at new station-Coating of new pipes started.

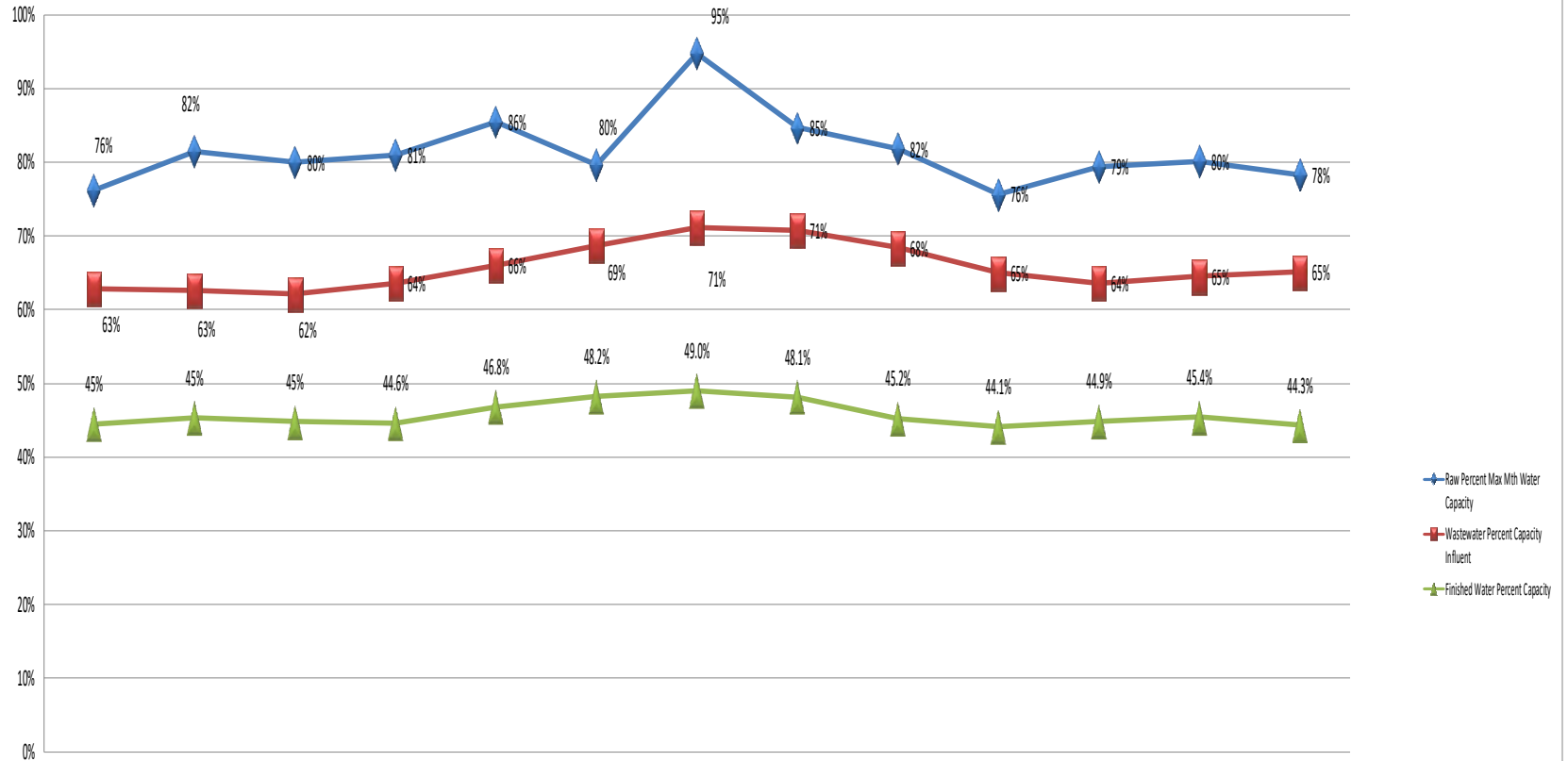
St. Lucie West Services District
Water & Wastewater Average Daily Flows



St. Lucie West Services District
Water & Wastewater Monthly Total Flows

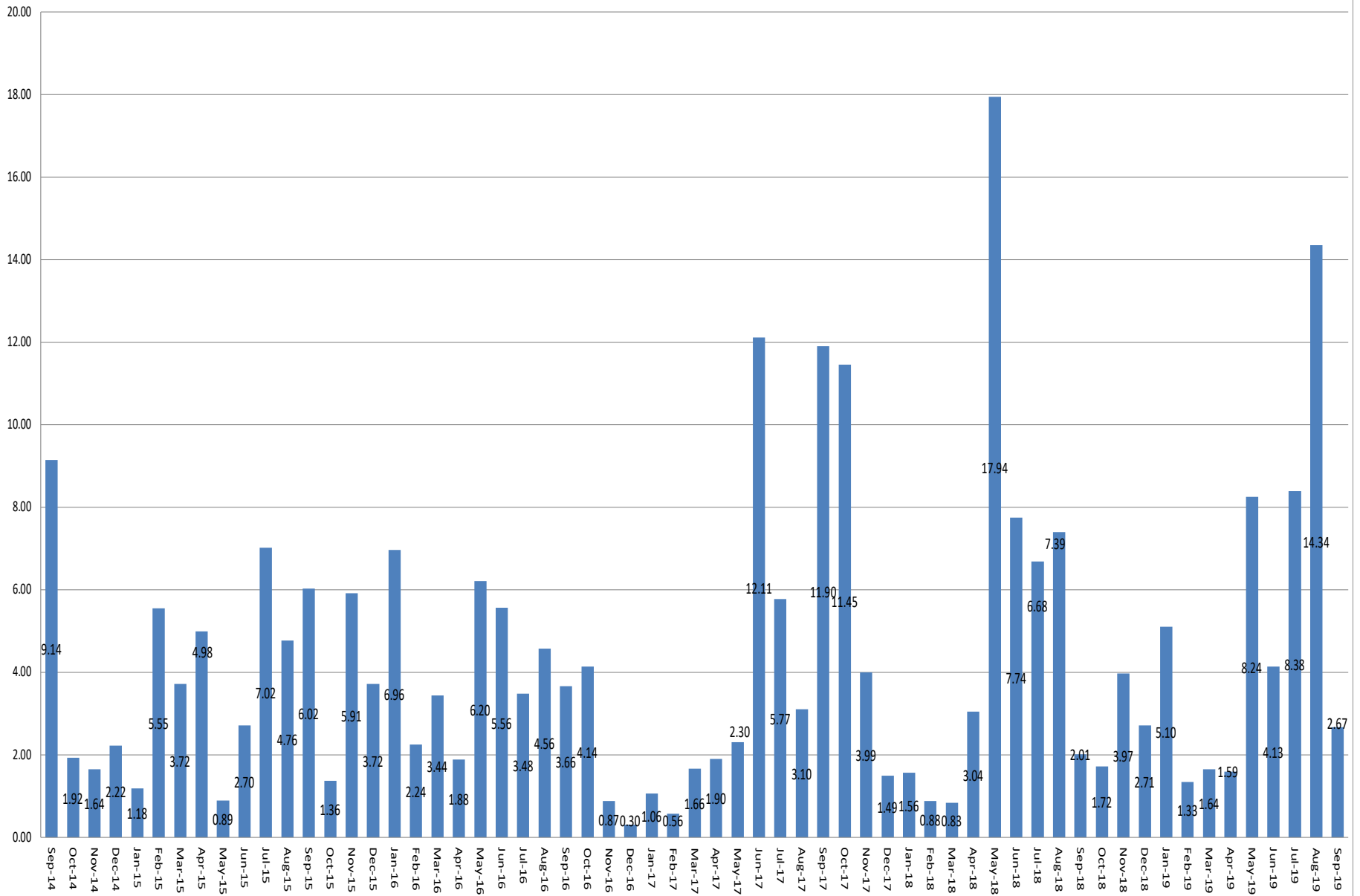


St. Lucie West Services District Water and Wastewater Percent Capacity



	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19
Raw Percent Max Mth Water Capacity	76%	82%	80%	81%	86%	80%	95%	85%	82%	76%	79%	80%	78%
Wastewater Percent Capacity Influent	63%	63%	62%	64%	66%	69%	71%	71%	68%	65%	64%	65%	65%
Finished Water Percent Capacity	45%	45%	45%	44.6%	46.8%	48.2%	49.0%	48.1%	45.2%	44.1%	44.9%	45.4%	44.3%

St. Lucie West Services District Monthly Rainfall



St. Lucie West Services District

Board Agenda Item

Tuesday, October 1, 2019

Item

CA 3 Monthly Report on Capital Improvement Projects

Summary

This report is provided for your review and information as an update on the Capital Improvement Projects for the St. Lucie West Services District and will be provided once a month.

- SW069 The Hinterland Group working on the Main Irrigation Pump Station Improvements
- SW077 ISS finished design of Potable Water line extension finished bid documents will start easement discussions with new golf course owner
- SW086 Arcadis finished phase II of new Office Complex will is preparing Bid Documents
- SW088 ISI completed the SCADA High Service Pump Control Project
- SW093 Construction complete on the 12" Irrigation main connecting the triangle lake with the reuse pond
- WM014 Southern Underground completed the 6B Relocation Project

PROJECT TRACKER - St Lucie West Services District

Project No.	Project Engineer	Project Manager	Contractor / Vendor	Approved Capital Budget Funds in Dollars	Encumbered / Actual Cost of Project in Dollars	Available 2019 Budget	Ongoing % Compl.	FY % Completion	Project	Oct-2018	Nov-2018	Dec-2018	Jan-2019	Feb-2019	Mar-2019	Apr-2019	May-2019	Jun-2019	Jul-2019	Aug-2019	Sep-2019	
	Arcadis	RL/BH		245,650	151,650	94,000	100%	100%	Purchase of Property from Trails Golf Course													Completed
WM001		BH		207,005	178,428	28,577		85%	Stormwater Emergency Repairs													
WM020	Arcadis	RL/BH	Southern Underground	610,000	587,308	22,692	100%	100%	Stormwater Gate 6B Relocation Project													Completed
SW001		JM		195,000	193,445	1,555		99%	Lift Station renewal & replacement													
SW037		JM		191,926	154,400	37,526		80%	Emergency Renewal and Replacement Projects													
SW047		JM		25,000	18,245	6,755	40%	73%	Structural Repairs Manholes													
SW049		JM		26,900	16,549	10,351	30%	62%	Protective Coating Manholes													
SW064		JM		396,653	337,130	59,523	65%	85%	Replacement Meters													
SW069	ISS	JM/TS	Hinterland	1,652,000	1,541,011	110,989	85%	93%	Main Irrigation Improve Existing WWTP Pump Station													
SW069		JM		500,000			0%	0%	Lake Charles Pump Station Improvements													Moved to next FY
SW073		JM		10,550	1,120	9,430	63%	11%	Replacement Backflow Preventers													
SW077	ISS	JM		434,665	34,665	400,000	10%	100%	Water Line Extension													Design Phase Complete awaiting easement
SW084		JM		2,000	1,359	641	21%	68%	UGU Potable Water Flushing Devices													
SW085		JM		30,000	15,284	14,716		51%	Emergency (Assoc. Irr.) R&R Projects													
SW086	Arcadis	RL/DP		1,750,000	139,805	1,610,195	5%	100%	New Office Complex													Site Plan Approved by City of PSL
		JM		80,000				60%	New Conference room/breakroom old administration													
SW088		JM	ISI	20,000	20,000	-	100%	100%	SCADA High Service Pump Control Project													Completed
SW091		JM		1,000	-	1,000	5%	10%	UGU Irrigation Flushing Devices													
SW093		JM		160,000	160,000	-	100%	100%	Irrigation stormwater transfer line													Completed
SW050		JM		50,000	-	50,000	0%	0%	WTP Grounding System Improvements													
SW081		JM		145,000	-	145,000	0%	0%	WTP Calcite Tank Project													Moved to next FY
SW076	ISS	JM		800,000	-	800,000	0%	0%	Clearwell/Transfer Pump Expansion													Moved to next FY
SW094		JM/BH	ISI	247,249	167,772	79,477	0%	5%	Radio Telemetry System Upgrade													
SW096		JM/BH	ISI	207,249	162,837	44,412	0%	5%	PLC Upgrade Project													
			Total	\$ 6,925,192	2,963,622	3,381,570																

Available budget amounts listed in **RED** are over Budget
 Available budget amounts listed in **Blue** are at or under Budget

TOTAL PROJECTS IN PROGRESS OR COMPLETE	17	17	19	19	19	19	19	19	19	19	20	20
PROJECTS IN DESIGN PHASE	3	3	5	5	5	5	4	2	2	2	2	2
PROJECTS IN BID PHASE	0	0	0	0	0	0	1	3	3	1	1	1
PROJECTS IN CONSTRUCTION PHASE	4	4	3	3	3	2	2	2	2	3	3	3
PROJECTS COMPLETED	0	0	1	1	1	2	2	2	2	3	3	4
ONGOING CAPITAL R&R PROJECTS	10	10	10	10	10	10	10	10	10	10	10	10

St. Lucie West Services District

Board Agenda Item

Tuesday, November 5, 2019

Item

CA 4 Monthly Reports on Billing and Customer Service

Summary

This report is provided for your review and information as an update on the monthly Billing and Customer Service Operations.

The following are the totals from the accounts receivable reports.

1. Actual Consumption

Water	35,408,750	Gallons
Sewer	34,445,840	Gallons
Sewer BOD	1,227.36	Gallons
Sewer TSS	63,046.42	Gallons

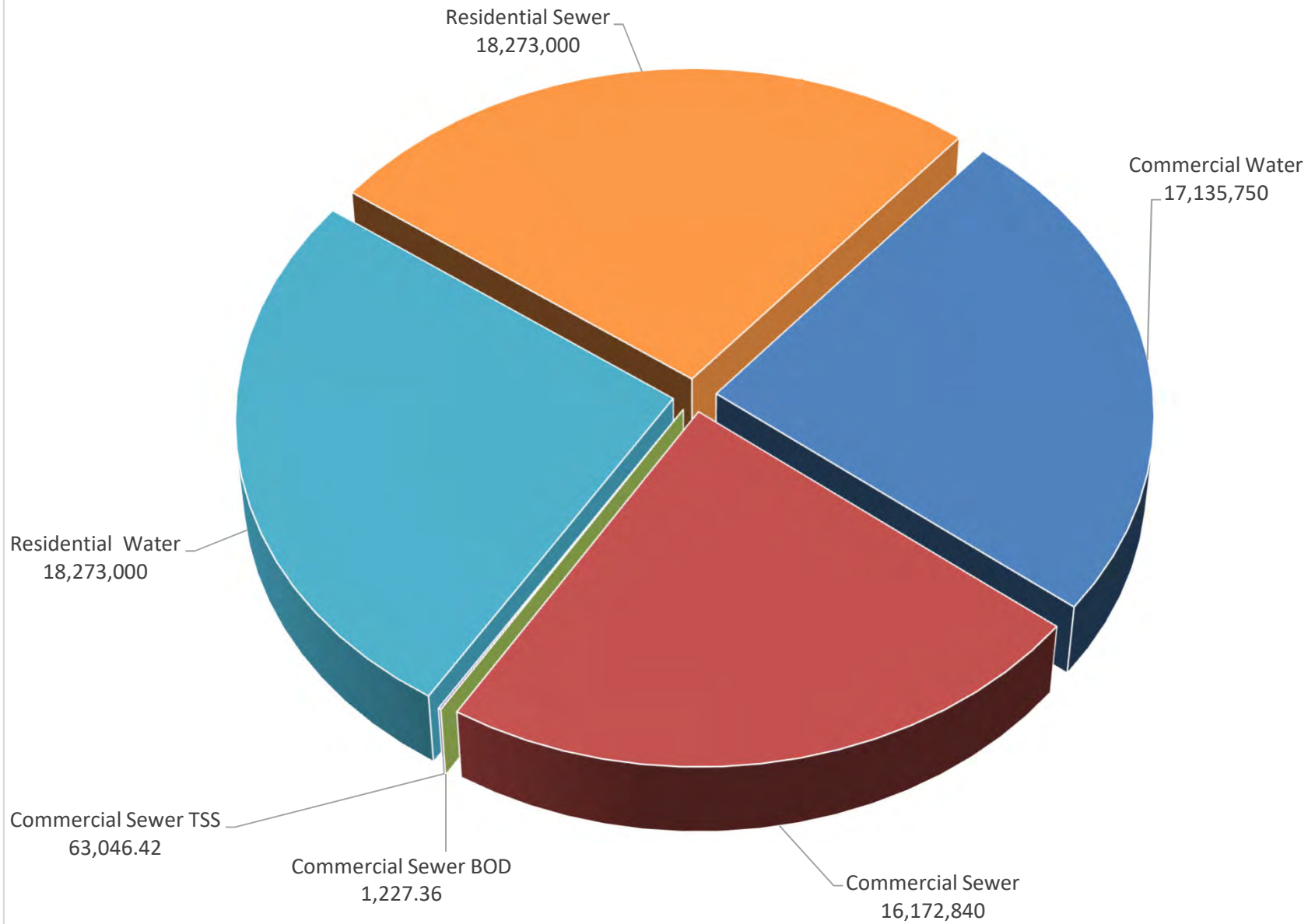
2. Amount Billed

Total Water	\$257,217.57
Total Sewer	\$300,311.31
Total Irrigation	\$150,253.60

3. Billing

Total Water	6,785
Total Sewer	6,728
Total Irrigation	6,422

Actual Consumption September 2019





Monthly Deposited Receivables

Month/Year - September 2019

September 2019 / DAY	DEPOSITED WATER, SEWER AND IRRIGATION RECEIVABLE													ERG - Payments					MISC DEPOSITED MISC RECEIVABLE				NON-DEPOSITED			
	Regular Payments	Non-Cash for Reg Pmts Errors Only	Credit Card Payments	E-Check Regular Payments	Electronic Payment - Lock Box	Non-Cash for Errors Only Electronic Payment - Lock Box	Check/Money Order Deposit	Credit Card Deposit	Non-Cash for Reg Pmts Only (Deposit)	ERG - Water Capacity Impact Fee	ERG - Water APPI	ERG - Sewer Capacity Impact Fee	ERG - Sewer APPI	Reserve/Misc ERG Interest	Meter Fees	Meter Service Fee	Total Monthly Deposited WSI Receivables	JT - Misc.	PM - Misc.	Reimbursement Dental Insurance for Supervisors	Total Monthly Deposited Misc. Receivables	Returned Payments	Posting Errors	Errors(s)	Corrected Payments	
2 Holiday	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	\$ -	\$ -	\$ 12,268.38	\$ 7,911.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,178.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	\$ 70,975.71	\$ -	\$ 7,018.27	\$ 2,531.29	\$ 15,589.43	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,294.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	\$ 259,705.17	\$ -	\$ 12,199.15	\$ 3,598.54	\$ 5,458.72	\$ 74.05	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,136.63	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	\$ 9,288.86	\$ -	\$ 3,088.72	\$ 1,833.34	\$ 1,616.60	\$ -	\$ 200.00	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,329.52	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	\$ 11,692.57	\$ -	\$ 3,618.03	\$ 2,958.02	\$ 504.68	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,831.30	\$ -	\$ -	\$ -	\$ -	\$ (294.68)	\$ -	\$ -	\$ -	\$ -
10	\$ 1,138.22	\$ -	\$ 1,641.06	\$ 417.45	\$ 604.09	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,900.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	\$ 1,305.86	\$ -	\$ 3,041.68	\$ 986.91	\$ 629.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,472.85	\$ -	\$ -	\$ -	\$ 51,436.35	\$ -	\$ -	\$ 41.60	\$ 41.60	\$ (53.45)	\$ -	\$ -	\$ -	\$ -
12	\$ 1,091.04	\$ -	\$ 891.13	\$ 104.19	\$ 309.67	\$ -	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,596.03	\$ 388.86	\$ 314.63	\$ 61.47	\$ 762.96	\$ (52.05)	\$ -	\$ -	\$ -	\$ -
13	\$ 2,121.84	\$ -	\$ 895.78	\$ 720.49	\$ 605.55	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,443.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	\$ 3,284.99	\$ -	\$ 3,090.43	\$ 852.54	\$ 636.85	\$ -	\$ 300.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,364.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	\$ 839.04	\$ -	\$ 10,411.27	\$ 6,257.15	\$ 865.72	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,673.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	\$ 2,041.43	\$ -	\$ 6,500.02	\$ 1,571.95	\$ 2,473.63	\$ -	\$ 100.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,836.73	\$ -	\$ -	\$ -	\$ -	\$ (68.96)	\$ -	\$ -	\$ -	\$ -
19	\$ 1,291.31	\$ -	\$ 3,808.47	\$ 1,772.86	\$ 2,385.76	\$ -	\$ 200.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,528.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ 2,533.85	\$ -	\$ 2,730.59	\$ 1,564.84	\$ 1,728.25	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,747.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ 13,580.84	\$ -	\$ 6,529.99	\$ 5,756.76	\$ 1,600.99	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,568.58	\$ -	\$ -	\$ -	\$ -	\$ (193.75)	\$ -	\$ -	\$ -	\$ -
24	\$ 2,638.41	\$ -	\$ 4,191.57	\$ 3,247.69	\$ 7,842.42	\$ -	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,220.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	\$ 16,941.46	\$ -	\$ 5,217.41	\$ 977.86	\$ 5,623.09	\$ -	\$ 100.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,069.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	\$ 21,072.82	\$ -	\$ 10,321.94	\$ 1,932.97	\$ 3,456.45	\$ -	\$ 100.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,084.18	\$ -	\$ 242.91	\$ -	\$ 242.91	\$ -	\$ -	\$ -	\$ -	\$ -
27	\$ 10,707.10	\$ -	\$ 4,296.35	\$ 1,449.76	\$ 3,559.39	\$ -	\$ -	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,412.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	\$ 70,010.36	\$ -	\$ 15,140.23	\$ 3,235.08	\$ 4,189.67	\$ -	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,975.34	\$ -	\$ -	\$ -	\$ -	\$ (102.00)	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 504,220.90	\$ -	\$ 118,898.47	\$ 50,470.71	\$ 59,791.96	\$ 74.05	\$ 1,900.00	\$ 3,800.00	\$ -	\$ -	\$ -	\$ -	\$ 45,472.85	\$ -	\$ -	\$ -	\$ 784,628.97	\$ 388.86	\$ 557.54	\$ 103.07	\$ 1,047.47	\$ (765.05)	\$ -	\$ -	\$ -	\$ -
	Total Reg Payments			733,456.09			Total Deposit Payments	5,700.00			Total ERG Payment						WSI			MISC	Negative	Negative			Positive	

**ST. LUCIE WEST SERVICES DISTRICT
ACCOUNTS BILLED SUMMARY**

REPORT # 1 ACTIVE COMPANY

MONTH END SUMMARY

9/1/2019 - 9/30/2019

		<u>TOTAL BILL</u>		<u>BALANCE TOTALS</u>	
		<u>COUNT</u>	<u>BILLED AMOUNT</u>	<u>BEGINNING BALANCE AS OF</u>	<u>9/1/2019</u>
GENERAL LEDGER				\$	464,627.36
<u>CHARGES</u>	<u>DESCRIPTION</u>				
<u>BASE CHARGES</u>					
5-04109	IRRIGATION BASE	6422	\$ 150,151.96	\$	614,779.32
5-04107	SEWER BASE	6728	\$ 165,756.13	\$	780,535.45
5-04106	WATER BASE	6785	\$ 134,349.55	\$	914,885.00
	DISPENSED/TANKER TRUCK				
5-04046	WATER BASE	11	\$ 770.20	\$	915,655.20
5-04014	WHOLESALE WATER BASE	1	\$ 724.10	\$	916,379.30
	TOTAL CHARGE		\$ 451,751.94		
<u>CONSUMPTION CHARGES</u>					
5-04009	IRRIGATION		\$ 101.64	\$	916,480.94
5-04007	SEWER		\$ 132,961.60	\$	1,049,442.54
5-04007	SEWER-BOD EXCESS		\$ 466.40	\$	1,049,908.94
5-04007	SEWER-TSS EXCESS		\$ 1,127.18	\$	1,051,036.12
5-04006	WATER		\$ 122,868.02	\$	1,173,904.14
<u>AVERAGE DAYS</u>					
			<u>29.45</u>		
5-04046	TANKER TRUCK WATER		\$ 31.26	\$	1,173,935.40
5-04014	WHOLESALE WATER		\$ 21,425.46	\$	1,195,360.86
5-04021	WHOLESALE WASTEWATER		\$ 23,323.32	\$	1,218,684.18
	TOTAL CHARGE		\$ 302,334.33		
	<u>DEPOSIT CHARGE</u>		\$ -	\$	1,218,684.18
<u>TOTAL CHARGES</u>					
	IRRIGATION CHARGE		\$ 150,253.60		
	SEWER CHARGE		\$ 323,634.63		
	WATER CHARGE		\$ 280,168.59		
	TOTAL CHARGE		\$ 754,056.82		
<u>ADJUSTMENTS</u>					
	<u>DESCRIPTION</u>		<u>REVENUE</u>	<u>WRITE OFF</u>	
	TOTAL REVENUE CHANGES		\$ (45,552.63)	\$	1,173,131.55
	TOTAL WRITE OFFS			\$ (389.66)	1,172,741.89
<u>PENALTY CHARGES</u>					
5-04010	TOTAL PENALTY		\$ 7,944.07	\$	1,180,685.96
<u>MISCELLANEOUS CHARGES</u>					
5-04012	TOTAL MISCELLANEOUS		\$ 350.00	\$	1,181,035.96
5-04047	BACK FLOW CHARGES		\$ -		
5-04047	BACK FLOW OPT OUT CHARGES		\$ -		
<u>METER SET FEES</u>					
5-04018	METER FEE		\$ -		
5-04012	INITIAL CONNECTION METER FEE		\$ -		
	TOTAL METER FEES		\$ -	\$	1,181,035.96
<u>IMPACT FEES</u>					
5-04033	WATER IMPACT (AFPI)		\$ -	\$	1,181,035.96
5-04035	SEWER IMPACT (AFPI)		\$ -	\$	1,181,035.96
	TOTAL IMPACT (AFPI)		\$ -		

**ST. LUCIE WEST SERVICES DISTRICT
ACCOUNTS RECEIVABLE SUMMARY**

REPORT # 2 ACTIVE COMPANY

MONTH END SUMMARY

9/1/2019 - 9/30/2019

GENERAL LEDGER

			<u>BALANCE TOTALS</u>	
			CONTINUED BALANCE	REFERENCE REPORT # 1
			\$	\$
				1,181,035.96
<u>PAYMENTS</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>		
5-01025	DISPENSED WATER/TANKER TRUCK	\$ 350.00	\$	1,180,685.96
5-01025	IRRIGATION	\$ 145,587.68	\$	1,035,098.28
5-01025	PENALTY	\$ 6,115.95	\$	1,028,982.33
5-01025	SEWER BASE	\$ 162,345.16	\$	866,637.17
5-01025	SEWER CONSUMPTION	\$ 137,584.52	\$	729,052.65
5-01025	WATER BASE	\$ 131,998.21	\$	597,054.44
5-01025	WATER CONSUMPTION	\$ 127,730.65	\$	469,323.79
5-01025	MISCELLANEOUS	\$ 469.61	\$	468,854.18
5-04047	BACK FLOW CHARGES	\$ -	\$	468,854.18
5-04047	BACK FLOW OPT OUT CHARGES	\$ -	\$	468,854.18
5-01025	CONVERSION	\$ -	\$	468,854.18
5-01025	BOD EXCESS CONSUMPTION	\$ 466.40	\$	468,387.78
5-01025	TSS EXCESS CONSUMPTION	\$ 1,127.18	\$	467,260.60
	TOTAL RECEIVABLES CREDIT	\$ 713,775.36		
	CREDIT BALANCE CHANGE	\$ 25,880.73	\$	441,379.87
	SUBTRACT DEPOSIT REFUNDS	\$ (6,200.00)		
	WRITE OFF	\$ -	\$	441,379.87
	<u>SUBTOTAL</u>	\$ 733,456.09		
5-04014	WHOLESALE WATER	\$ 22,149.56	\$	419,230.31
5-04021	WHOLESALE WASTEWATER	\$ 23,323.32	\$	395,906.99
5-04033	WATER IMPACT (AFPI)	\$ -	\$	395,906.99
5-04035	SEWER IMPACT (AFPI)	\$ -	\$	395,906.99
5-04018	METER FEE	\$ -	\$	395,906.99
5-04012	INITIAL CONNECTION METER FEE	\$ -	\$	395,906.99
	<u>TOTAL PAYMENTS</u>	\$ 778,928.97		
<u>REVERSE</u>	<u>DESCRIPTION</u>			
<u>PAYMENTS</u>				
	POSTING ERRORS	\$ -		
5-01025	RETURN PAYMENTS	\$ 907.79		
	<u>TOTAL</u>	\$ 907.79	\$	396,814.78
<u>REFUNDS</u>	<u>DESCRIPTION</u>	<u>COUNT</u>	<u>AMOUNT</u>	
	TOTAL REFUNDS	30	\$ 43,009.31	\$ 439,824.09
<u>TRANSFER</u>	<u>DESCRIPTION</u>		<u>NET AMOUNT</u>	
<u>BALANCE</u>				
	RECEIVABLES ADJUSTED	\$	(2,272.55)	\$ 437,551.54
	RECEIVABLES RE-APPLIED	\$	2,272.55	\$ 439,824.09
<u>DEPOSIT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>		
<u>ACTIVITY</u>				
	BEGINNING BALANCE	\$ 190,242.00		
	BILLED DEPOSITS	\$ -		
5-02030	NEW DEPOSITS	\$ 5,700.00		
	REFUNDS	\$ (6,200.00)		
	REVERSE REFUNDS	\$ -		
	REVERSE DEPOSITS	\$ -		
	<u>ENDING BALANCE</u>	\$ 189,742.00		
				ENDING BALANCE AS OF
				9/30/2019
			\$	439,824.09
	unpaid Reserve invoice		\$	-
			\$	439,824.09

ST LUCIE WEST SERVICES DISTRICT AGED DEBT ACCOUNTS- SUMMARY

DATE	CURRENT	1-30 DAYS	31-60 DAYS	61-90 DAYS	91-120 DAYS	>120 DAYS	credit balances	BALANCE	Percent Difference
Tuesday, October 31, 2017	\$ -	\$ 449,191.11	\$ 8,349.76	\$ 1,569.82	\$ 792.73	\$ 12,764.66	\$ (33,858.01)	\$ 438,810.07	-13.84%
Thursday, November 30, 2017	\$ 307.87	\$ 456,181.62	\$ 8,449.99	\$ 1,081.99	\$ 1,237.51	\$ 12,792.91	\$ (34,922.60)	\$ 445,129.29	1.42%
Sunday, December 31, 2017	\$ 309.25	\$ 560,875.25	\$ 11,569.10	\$ 1,774.57	\$ 760.55	\$ 13,906.08	\$ (30,447.44)	\$ 558,747.36	20.33%
Wednesday, January 31, 2018	\$ 503.49	\$ 458,712.10	\$ 6,388.05	\$ 1,038.55	\$ 821.30	\$ 12,401.55	\$ (39,249.53)	\$ 440,615.51	-26.81%
Wednesday, February 28, 2018	\$ 697.12	\$ 501,149.05	\$ 7,112.50	\$ 1,442.86	\$ 700.78	\$ 12,940.68	\$ (37,441.71)	\$ 486,601.28	9.45%
Saturday, March 31, 2018	\$ 343.69	\$ 494,819.05	\$ 7,245.40	\$ 1,373.68	\$ 721.95	\$ 13,025.09	\$ (36,555.85)	\$ 480,973.01	-1.17%
Monday, April 30, 2018	\$ -	\$ 504,784.71	\$ 7,545.05	\$ 1,460.95	\$ 914.70	\$ 10,254.02	\$ (34,993.83)	\$ 489,965.60	1.84%
Thursday, May 31, 2018	\$ 740.04	\$ 470,282.43	\$ 3,381.05	\$ 795.01	\$ 622.32	\$ 9,730.31	\$ (34,205.94)	\$ 451,345.22	-8.56%
Saturday, June 30, 2018	\$ 25.00	\$ 488,191.73	\$ 4,478.61	\$ 707.15	\$ 528.93	\$ 10,137.78	\$ (34,399.33)	\$ 469,669.87	3.90%
Tuesday, July 31, 2018	\$ -	\$ 440,241.09	\$ 6,055.34	\$ 1,150.19	\$ 496.47	\$ 7,530.23	\$ (36,514.23)	\$ 418,959.09	-12.10%
Friday, August 31, 2018	\$ 25.00	\$ 405,033.53	\$ 4,967.93	\$ 1,226.96	\$ 841.77	\$ 7,671.98	\$ (37,574.42)	\$ 382,192.75	-9.62%
Sunday, September 30, 2018	\$ 50.00	\$ 444,134.00	\$ 4,499.82	\$ 936.12	\$ 801.93	\$ 8,262.12	\$ (30,948.65)	\$ 427,735.34	10.65%
Wednesday, October 31, 2018	\$ 359.94	\$ 443,668.16	\$ 4,466.06	\$ 960.13	\$ 656.41	\$ 8,728.20	\$ (29,167.84)	\$ 429,671.06	0.45%
Friday, November 30, 2018	\$ 3.05	\$ 484,567.56	\$ 4,750.77	\$ 841.93	\$ 534.45	\$ 8,930.45	\$ (30,554.58)	\$ 469,073.63	8.40%
Monday, December 31, 2018	\$ 498.05	\$ 604,785.91	\$ 7,914.24	\$ 797.83	\$ 586.97	\$ 9,042.70	\$ (25,567.02)	\$ 598,058.68	21.57%
Thursday, January 31, 2019	\$ 9,110.77	\$ 501,460.26	\$ 5,381.92	\$ 1,439.73	\$ 468.61	\$ 7,958.10	\$ (30,461.29)	\$ 495,358.10	-20.73%
Thursday, February 28, 2019	\$ 363.91	\$ 465,029.19	\$ 5,182.51	\$ 779.69	\$ 1,113.58	\$ 8,340.62	\$ (29,574.46)	\$ 451,235.04	-9.78%
Sunday, March 31, 2019	\$ -	\$ 466,692.62	\$ 3,810.84	\$ 847.54	\$ 575.86	\$ 8,785.39	\$ (30,714.08)	\$ 449,998.17	-0.27%
Tuesday, April 30, 2019	\$ 621.30	\$ 488,869.60	\$ 3,742.77	\$ 494.13	\$ 385.17	\$ 9,054.73	\$ (29,065.72)	\$ 474,101.98	5.08%
Friday, May 31, 2019	\$ 348.59	\$ 475,761.63	\$ 4,847.49	\$ 633.51	\$ 274.38	\$ 8,620.99	\$ (36,464.11)	\$ 454,022.48	-4.42%
Sunday, June 30, 2019	\$ -	\$ 548,839.35	\$ 18,013.41	\$ 861.21	\$ 410.18	\$ 8,895.37	\$ (31,654.76)	\$ 545,364.76	16.75%
Wednesday, July 31, 2019	\$ 529.03	\$ 492,122.35	\$ 20,934.08	\$ 15,196.69	\$ 785.73	\$ 9,305.55	\$ (33,416.75)	\$ 505,456.68	-7.90%
Saturday, August 31, 2019	\$ 50.00	\$ 484,068.31	\$ 4,496.30	\$ 907.42	\$ 751.75	\$ 9,728.28	\$ (35,374.70)	\$ 464,627.36	-8.79%
Monday, September 30, 2019	\$ -	\$ 456,558.77	\$ 6,685.14	\$ 1,047.23	\$ 811.07	\$ 10,480.03	\$ (35,758.15)	\$ 439,824.09	-5.64%

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

CA 5 Financial Statements for September, 2019

Summary

Attached for your review are the Financial Reports for the period ending August 30, 2019.

- Financial Statements for all District Funds
- Check Register for General Fund and Water & Sewer Fund
 - Summary of Checks over \$35,000
- Balance Sheet Report for all Funds
- Bank Reconciliation Summary for all Depository Accounts

Recommendation

No Action Required.

Budget Impact

None.

Board Action

Moved by:

Seconded by:

Action Taken:

St Lucie West Service District (General Fund)
Income Statement Budget vs. Actual
September 2019

	<u>Oct 18-Sep 19</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
1-04000 · GF SLWSD GENERAL FUND REVENUE	2,986,607.39	2,934,102.00	52,505.39	101.79%	2,934,102.00
Total Income	<u>2,986,607.39</u>	<u>2,934,102.00</u>	<u>52,505.39</u>	<u>101.79%</u>	<u>2,934,102.00</u>
Gross Income	2,986,607.39	2,934,102.00	52,505.39	101.79%	2,934,102.00
Expense					
1-05000 · GF BOARD OF DIRECTORS	12,409.58	15,418.00	-3,008.42	80.49%	15,418.00
1-06000 · GF DISTRICT MANAGER	16,906.58	36,178.00	-19,271.42	46.73%	36,178.00
1-07000 · GF FINANCE	124,524.62	131,426.00	-6,901.38	94.75%	131,426.00
1-12000 · GF GRANT MANAGEMENT	0.00	1,182.00	-1,182.00	0.0%	1,182.00
1-13000 · GF CLERK TO THE BOARD	10,626.97	12,381.00	-1,754.03	85.83%	12,381.00
1-14000 · GF AQUATICS DIVISION-PERSNL	323,093.65	357,079.00	-33,985.35	90.48%	357,079.00
1-15000 · GF ADMINISTRATION DIV-PERSNL	685,648.24	761,113.00	-75,464.76	90.09%	761,113.00
1-16000 · GF STORM WATER MGMT-PERSNL	429,101.17	453,183.00	-24,081.83	94.69%	453,183.00
1-17000 · GF EXOTIC PLNT RMVL DIV-PERSNL	182,234.53	209,026.00	-26,791.47	87.18%	209,026.00
1-18000 · GF SHOP OPERATIONS-PERSNL	52,890.23	62,658.00	-9,767.77	84.41%	62,658.00
1-19000 · GF GENERAL COUNSEL	20,128.79	35,598.00	-15,469.21	56.55%	35,598.00
1-23000 · GF SPECIAL COUNSEL	1,771.31	3,142.00	-1,370.69	56.38%	3,142.00
1-26000 · GF ENGINEERING	9,832.41	42,826.00	-32,993.59	22.96%	42,826.00
1-29000 · GF POLLUTION CONTROL	0.00	0.00	0.00	0.0%	0.00
1-31000 · GF AQUATICS DIVISION-OPERATING	198,454.93	240,391.00	-41,936.07	82.56%	240,391.00
1-33000 · GF ADMINISTRATION DIV-OPERATING	282,974.44	994,649.00	-711,674.56	28.45%	994,649.00
1-34000 · GF STORM WATER MGMT-OPERATING	202,583.09	269,601.50	-67,018.41	75.14%	269,601.50
1-35000 · GF EXOTIC PLANT RMVL-OPERATING	127,974.28	124,782.00	3,192.28	102.56%	124,782.00
1-36000 · GF SHOP OPERATIONS-OPERATING	50,150.41	60,757.00	-10,606.59	82.54%	60,757.00
1-46000 · GF RENEWAL & REPLACEMENT	703,924.02	810,001.00	-106,076.98	86.9%	810,001.00
Total Expense	<u>3,435,229.25</u>	<u>4,621,391.50</u>	<u>-1,186,162.25</u>	<u>74.33%</u>	<u>4,621,391.50</u>
Net Ordinary Income	<u>-448,621.86</u>	<u>-1,687,289.50</u>	<u>1,238,667.64</u>	<u>26.59%</u>	<u>-1,687,289.50</u>
Net Income	<u>-448,621.86</u>	<u>-1,687,289.50</u>	<u>1,238,667.64</u>	<u>26.59%</u>	<u>-1,687,289.50</u>

St Lucie West Service District (WMB DS)
Income Statement Budget vs. Actual
September 2019

	<u>Oct 18-Sep 19</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
2-04000 · WB WTR MGMT BEN SRS 1999A REV	2,346,748.56	2,455,130.00	-108,381.44	95.59%	2,455,130.00
Total Income	<u>2,346,748.56</u>	<u>2,455,130.00</u>	<u>-108,381.44</u>	<u>95.59%</u>	<u>2,455,130.00</u>
Gross Income	2,346,748.56	2,455,130.00	-108,381.44	95.59%	2,455,130.00
Expense					
2-05000 · WB WTR MGMT BEN SRS 1999A DS	2,349,011.33	2,320,725.98	28,285.35	101.22%	2,320,725.98
Total Expense	<u>2,349,011.33</u>	<u>2,320,725.98</u>	<u>28,285.35</u>	<u>101.22%</u>	<u>2,320,725.98</u>
Net Ordinary Income	<u>-2,262.77</u>	<u>134,404.02</u>	<u>-136,666.79</u>	<u>-1.68%</u>	<u>134,404.02</u>
Net Income	<u>-2,262.77</u>	<u>134,404.02</u>	<u>-136,666.79</u>	<u>-1.68%</u>	<u>134,404.02</u>

St Lucie West Service District (Water & Sewer Fund)
Income Statement Budget vs. Actual
September 2019

	<u>Oct 18-Sep 19</u>	<u>Budget YTD</u>	<u>\$ +/- of Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
5-04000 · WS SLWSD WATER & SEWER REVENUE	8,527,304.33	9,135,132.00	-607,827.67	93.35%	9,135,132.00
Total Income	<u>8,527,304.33</u>	<u>9,135,132.00</u>	<u>-607,827.67</u>	<u>93.35%</u>	<u>9,135,132.00</u>
Gross Income	8,527,304.33	9,135,132.00	-607,827.67	93.35%	9,135,132.00
Expense					
5-05000 · WS BOARD OF DIRECTORS	12,418.58	14,071.60	-1,653.02	88.25%	14,071.60
5-06000 · WS DISTRICT MANAGER	761.76	27,395.00	-26,633.24	2.78%	27,395.00
5-07000 · WS FINANCE	255,455.75	288,882.00	-33,426.25	88.43%	288,882.00
5-09000 · WS PROPERTY CONTROL	12,911.66	10,867.00	2,044.66	118.82%	10,867.00
5-11000 · WS UTILITY RATE CONSULTANT	829.00	15,506.00	-14,677.00	5.35%	15,506.00
5-13000 · WS CLERK TO THE BOARD	14,809.06	16,233.00	-1,423.94	91.23%	16,233.00
5-14000 · WS ADMIN DVSN-PERSNL	845,957.91	1,021,987.00	-176,029.09	82.78%	1,021,987.00
5-15000 · WS WATER TRTMNT PLANT-PERSNL	320,816.24	398,185.00	-77,368.76	80.57%	398,185.00
5-16000 · WS WASTEWATER TRTMT PL-PERSNL	367,138.09	422,652.00	-55,513.91	86.87%	422,652.00
5-17000 · WS UNDERGROUND UTIL-PERSNL	575,494.05	614,206.00	-38,711.95	93.7%	614,206.00
5-18000 · WS IRRIGATION DIV-PERSNL	46,623.12	62,328.00	-15,704.88	74.8%	62,328.00
5-40000 · WS SHOP DIV - PERSNL	116,602.65	128,130.00	-11,527.35	91.0%	128,130.00
5-19000 · WS GENERAL COUNSEL	20,128.80	38,803.00	-18,674.20	51.87%	38,803.00
5-23000 · WS SPECIAL COUNSEL	3,543.21	8,767.00	-5,223.79	40.42%	8,767.00
5-26000 · WS ENGINEERING	90,285.13	65,568.00	24,717.13	137.7%	65,568.00
5-27000 · WATER & SEWER DEBT SERVICE	607,254.25	2,708,685.00	-2,101,430.75	22.42%	2,708,685.00
5-28000 · WS WATER & SEWER SERVICES	1,240,989.00	1,240,989.00	0.00	100.0%	1,240,989.00
5-29000 · WS ADMIN DIV-OPERATING	395,611.94	1,586,653.00	-1,191,041.06	24.93%	1,586,653.00
5-30000 · WS WATER TRTMNT PLANT-OPER	724,124.73	754,135.00	-30,010.27	96.02%	754,135.00
5-31000 · WS WASTEWATER TRTMT PL-OPER	503,196.83	545,237.99	-42,041.16	92.29%	545,237.99
5-32000 · WS UNDERGROUND UTIL-OPERATING	683,310.51	721,290.00	-37,979.49	94.74%	721,290.00
5-33000 · WS IRRIGATION DIV-OPERATING	248,988.96	276,064.00	-27,075.04	90.19%	276,064.00
5-41000 · WS SHOP DIV - OPER	43,660.80	55,138.00	-11,477.20	79.19%	55,138.00
Total Expense	<u>7,130,912.03</u>	<u>11,021,772.59</u>	<u>-3,890,860.56</u>	<u>64.7%</u>	<u>11,021,772.59</u>
Net Ordinary Income	<u>1,396,392.30</u>	<u>-1,886,640.59</u>	<u>3,283,032.89</u>	<u>-74.02%</u>	<u>-1,886,640.59</u>
Net Income	<u>1,396,392.30</u>	<u>-1,886,640.59</u>	<u>3,283,032.89</u>	<u>-74.02%</u>	<u>-1,886,640.59</u>

St Lucie West Service District (W&S Capital Outlay)
Income Statement Budget vs. Actual
September 2019

	<u>Oct 18-Sep 19</u>	<u>Budget YTD</u>	<u>\$ +/- Budget YTD</u>	<u>% of Budget YTD</u>	<u>Total Budget</u>
Ordinary Income/Expense					
Income					
5-36000 · WS CAP REVENUES					
5-36001 · INTEREST - R&R 4076011209	4,666.97				
5-36002 · INTEREST - WWCF - 4076011236	837.38	262.00	575.38	319.61%	262.00
5-36003 · INTEREST - 2004 BOND ISSUE	0.00				
5-36004 · INTEREST - WCF 4076011227	3,661.52	70.00	3,591.52	5,230.74%	70.00
5-36005 · WATER IMPACT FEES	3,007.34	3,832.00	-824.66	78.48%	3,832.00
5-36006 · WW IMPACT FEES	2,256.88	2,876.00	-619.12	78.47%	2,876.00
5-36007 · R&R TRANS FROM W&S OPERATING	1,240,989.00	1,240,989.00	0.00	100.00%	1,240,989.00
Total 5-36000 · WS CAP REVENUES	<u>1,255,419.09</u>	<u>1,248,029.00</u>	<u>7,390.09</u>	<u>100.59%</u>	<u>1,248,029.00</u>
Total Income	<u>1,255,419.09</u>	<u>1,248,029.00</u>	<u>7,390.09</u>	<u>100.59%</u>	<u>1,248,029.00</u>
Gross Income	<u>1,255,419.09</u>	<u>1,248,029.00</u>	<u>7,390.09</u>	<u>100.59%</u>	<u>1,248,029.00</u>
Expense					
5-37000 · WS RENEWAL & REPLACEMENT CIP					
5-37004 · CAPITAL PROJECTS SW049	0.00	26,900.00	-26,900.00	0.0%	26,900.00
5-37006 · CAPITAL PROJECTS SW064	63,935.06	396,653.00	-332,717.94	16.12%	396,653.00
5-37007 · CAPITAL PROJECTS SW001	196,664.85	140,390.00	56,274.85	140.09%	140,390.00
5-37009 · CAPITAL PROJECTS SW037	106,662.00	191,926.00	-85,264.00	55.58%	191,926.00
5-37013 · CAPITAL PROJECTS SW047	18,245.00	30,487.00	-12,242.00	59.85%	30,487.00
5-37014 · CAPITAL PROJECTS SW050	0.00	50,000.00	-50,000.00	0.0%	50,000.00
5-37018 · CAPITAL PROJECTS SW069	953,623.58	1,648,836.00	-695,212.42	57.84%	1,648,836.00
5-37027 · CAPITAL PROJECTS SW073	1,120.00	20,550.00	-19,430.00	5.45%	20,550.00
5-37029 · CAPITAL PROJECTS SW081	0.00	145,000.00	-145,000.00	0.0%	145,000.00
5-37031 · CAPITAL PROJECTS SW084	1,793.66	15,000.00	-13,206.34	11.96%	15,000.00
5-37032 · CAPITAL PROJECTS SW085	15,248.55	49,588.00	-34,339.45	30.75%	49,588.00
5-37034 · CAPITAL PROJECTS SW087	0.00	30,000.00	-30,000.00	0.0%	30,000.00
5-37035 · CAPITAL PROJECTS SW088	3,603.63				
5-37038 · CAPITAL PROJECTS SW091	0.00	5,000.00	-5,000.00	0.0%	5,000.00
5-37040 · CAPITAL PROJECTS SW093	20,943.00	20,941.00	2.00	100.01%	20,941.00
5-37041 · CAPITAL PROJECTS SW094	24,358.49	120,000.00	-95,641.51	20.3%	120,000.00
5-37043 · CAPITAL PROJECTS SW096	22,470.34				0.00
Total 5-37000 · WS RENEWAL & REPLACEMENT CIP	<u>1,428,668.16</u>	<u>2,891,271.00</u>	<u>-1,462,602.84</u>	<u>49.41%</u>	<u>2,891,271.00</u>
5-38000 · WS WATER CONNECT FEE CIP					
5-38012 · CAPITAL PROJECTS SW077	0.00	400,000.00	-400,000.00	0.0%	400,000.00
5-38014 · CAPITAL PROJECTS SW076	0.00	800,000.00	-800,000.00	0.0%	800,000.00
Total 5-38000 · WS WATER CONNECT FEE CIP	<u>0.00</u>	<u>1,200,000.00</u>	<u>-1,200,000.00</u>	<u>0.0%</u>	<u>1,200,000.00</u>
Total Expense	<u>1,428,668.16</u>	<u>4,091,271.00</u>	<u>-2,662,602.84</u>	<u>34.92%</u>	<u>4,091,271.00</u>
Net Ordinary Income	<u>-173,249.07</u>	<u>-2,843,242.00</u>	<u>2,669,992.93</u>	<u>6.09%</u>	<u>-2,843,242.00</u>
Net Income	<u>-173,249.07</u>	<u>-2,843,242.00</u>	<u>2,669,992.93</u>	<u>6.09%</u>	<u>-2,843,242.00</u>

St Lucie West Service District

Check Register

As of September 30, 2019

Date	Num	Name	Memo	Credit
ASSETS				
Current Assets				
Checking/Savings				
1-00001 · SUNTRUST (GF operating) #1363				
09/06/2019	8898	ADP, LLC	PO#78521-PAYROLL PROCESSING	184.00
09/06/2019	8899	AMERICAN EXPRESS		13,631.63
09/06/2019	8900	AQUAFIX	PO#78466-PONDZILLA PRO/SHIPPING	3,399.00
09/06/2019	8901	COMPUTER NETWORK SERVICES		9,960.76
09/06/2019	8902	FLORIDA DEPARTMENT OF CORRECTIONS	PO#8493A-WORK SQUAD-1ST QUARTER	14,374.25
09/06/2019	8903	GONANO & HARRELL	PO#78536-AUGUST 2019 LEGAL SERVICES	3,457.75
09/06/2019	8904	HELENA CHEMICAL CO.		2,890.00
09/06/2019	8905	KYOCERA DOCUMENT SOLUTIONS SOUTH EAST	PO#78520-PANASONIC SCANNER WITH HARDWARE IMAGE PR...	947.00
09/06/2019	8906	PITNEY BOWES	FY2020 OCTOBER 2, 2019-OCTOBER 1, 2020 ACCT#0010313671...	628.08
09/06/2019	8907	SPECIAL DISTRICT SERVICES, INC.	PO#78539-AUGUST 2019 MANAGEMENT FEES	7,560.95
09/06/2019	8908	SYSTEM DESIGN WIZARDS, INC.	PO#78523-WEBSITE MAINTENANCE & HOSTING AUGUST 2019	660.00
09/06/2019	8909	TYLER TECHNOLOGIES, INC.	PO#78535-INCODE UTILITY CIS CONFIGURATION	1,170.00
09/06/2019	8910	UNIFIRST		222.55
09/06/2019	8911	UNITED SITE SERVICES OF FLORIDA, INC.	PO#78510-STANDARD RR SERVICE CALL & DAMAGE WAIVER	77.50
09/06/2019	8912	WASTE PRO - FT. PIERCE	PO#78515-SEPTEMBER 2019 RECYCLING SERVICES	108.12
09/10/2019	8913	SAM'S CLUB DISCOVER	VOID: PO#78448-MADELINE MALDONADO CHARGES FOR THE ...	
09/11/2019		ASCENSUS	PR 09/11/2019 (08/24/19-09/6/19)	1,104.56
09/16/2019	8914	AMERICAN EXPRESS		4,010.69
09/16/2019	8915	ARCADIS US INC.	PO#78578-GENERAL FUND BOARD MEETING	1,872.50
09/16/2019	8916	C & C CONSULTANTS (Louis J. Morrison)	VOID: PO#78581-ENVIRONMENTAL LIABILITY POLICY-POLICY T...	
09/16/2019	8917	CHEMICAL CONTAINERS, INC.	PO#78320-VALVE ASSY, AIR	42.53
09/16/2019	8918	COMCAST	PO#78582-CABLE BILL FOR SERVICES FROM 06/15/19 TO 10/14...	37.05
09/16/2019	8919	COMO OIL COMPANY OF FLORIDA	PO#78491A-DYED-ULTRA LOW SULPHUR	7,711.88
09/16/2019	8920	ELPEX	PO#78549A-CARL ALL TRAIL II	443.72
09/16/2019	8921	FEDEX	PO#78567-SHIPPING CHARGES	29.90
09/16/2019	8922	FERGUSON ENTERPRISES	PO#78526-ASSORTED SIZES OF STL TOE BOOTS	180.90
09/16/2019	8923	FLORIDA COAST EQUIPMENT	PO#78555-SHAFT.PTO/GASKET NA/5 GAL OIL	702.27
09/16/2019	8924	FRANKLIN TEMPLETON BANK AND TR	SEP CONTRIBUTIONS-SEPTEMBER 11, 2019 PAYROLL	9,958.80
09/16/2019	8925	GRAINGER	PO#78545-KWIK COT/BLACK/GRAY	641.38
09/16/2019	8926	GUARDIAN HAWK SECURITY	PO#78569-FOUND USER DURESS CODES BEING USED	127.50
09/16/2019	8927	HELENA CHEMICAL CO.		2,356.25
09/16/2019	8928	INTEGRATION SERVICES, INC.		15,695.78
09/16/2019	8929	L&A CONSULTING PROFESSIONAL SERVICES LLC	PO#78571-ADD 1 SECTION TO EXISTING TOWER/COAX	1,558.00
09/16/2019	8930	LOWE'S		2,162.34
09/16/2019	8931	NAPA AUTO SUPPLY OF PORT ST. LUCIE		9,189.55
09/16/2019	8932	SHENANDOAH CONSTRUCTION	PO#78267A-JOBS DONE AUGUST 28 & 30, 2019	31,952.00
09/16/2019	8933	SITEONE LANDSCAPE SUPPLY, LLC	PO#78553-LESSCO PROSECTOR	627.71
09/16/2019	8934	SUNSHINE STATE ONE CALL OF FLORIDA, INC	PO#78568-TICKETS TRANSMITTED AUGUST 2019	98.00
09/16/2019	8935	THOMPSON TRACTOR CO.	PO#78519-DR. SHFT CV HALF	1,320.10
09/16/2019	8936	TREASURE COAST LAWN EQUIPMENT		1,781.76
09/16/2019	8937	TYLER TECHNOLOGIES, INC.		260.00
09/16/2019	8938	VERO CHEMICAL DISTRIBUTORS INC	PO#78576-INCODE UTILITY CIS CONFIGURATION	516.75
09/20/2019	8939	ADP, LLC		184.00
09/20/2019	8940	ANISE McGARITY ADVERTISING	PO#78609-PAYROLL PROCESSING	176.00
09/20/2019	8941	ARMADILLO DIRT WORKS, LLC	PO#78623-NYLON OUTDOOR FLAGS	3,250.00
09/20/2019	8942	CHEMICAL CONTAINERS, INC.		48.13
09/20/2019	8943	CINTAS CORPORATION	PO#78627-ASSORTED FIRST AID SUPPLIES	110.74
09/20/2019	8944	FPL	PO#78628-METER CHANGE OUT	837.05
09/20/2019	8945	GRAINGER	PO#78570-KWIK COT/BLACK/GRAY-400LB CAPACITY	772.89
09/20/2019	8946	GUARDIAN		26,761.31
09/20/2019	8947	HELENA CHEMICAL CO.	PO#78603-RODEO	680.00
09/20/2019	8948	HOME DEPOT CREDIT SERVICES		2,123.26
09/20/2019	8949	ST LUCIE CO BALING & RECYCLING		2,444.82
09/20/2019	8950	TREASURE COAST NEWSPAPERS	PO#78610-ADVERTISING FEES	1,671.87
09/20/2019	8951	UNIFIRST		445.10
09/20/2019	8952	FPL	PO#78611-ELECTRICAL SERVICES	39,864.26
09/25/2019		ASCENSUS	PR 09/25/2019 (09/7/19-09/20/19)	1,085.51
09/27/2019	8953	ADP, LLC	PO#78649-PAYROLL PROCESSING	272.58
09/27/2019	8954	ARMADILLO DIRT WORKS, LLC	PO#78648-REMOVED HARD PLUGS, BRICKS, & MORTAR FROM ...	4,500.00
09/27/2019	8955	ARS POWERSPORTS, OKEECHOBEE	PO#78599-SEAT-ASSY-BACK BLACK	355.99
09/27/2019	8956	CITY ELECTRIC SUPPLY CO.	PO#78552-ASSORTED ELECTRICAL SUPPLIES	151.99
09/27/2019	8957	FEDEX	PO#78662-SHIPPING CHARGES	92.73
09/27/2019	8958	FLORIDA COAST EQUIPMENT		742.91
09/27/2019	8959	FRANKLIN TEMPLETON BANK AND TR	SEP CONTRIBUTIONS-SEPTEMBER 25, 2019 PAYROLL	8,725.88
09/27/2019	8960	GEORGIA WESTERN, INC.	PO#78598-EIM E2CP PACKAGE/LSM-01/3B,3L,SS,CCW	3,136.70
09/27/2019	8961	GRAINGER	PO#78661-KWIK COT,BLACK/GRAY, 400LB CAPACITY	585.98
09/27/2019	8962	SAMPSON'S TREE SERVICE CO.	PO#78660-REMOVED PINE TREE HIT BY LIGHTNING @ 796 SW ...	950.00
09/27/2019	8963	TREASURE COAST LAWN EQUIPMENT	PO#78655-CAP/EVAPORATIVE EMISSIONS	29.99
09/27/2019	8964	TYLER TECHNOLOGIES, INC.		3,410.00
09/27/2019	8965	UNIFIRST		222.55
09/27/2019	8966	WINDSTREAM COMMUNICATIONS	PO#78632-TELEPHONE SERVICES	615.07
09/27/2019	8967	XYLEM WATER SOLUTIONS U.S.A., INC.	PO#78490-ASSORTED RENTAL EQUIPMENT & SUPPLIES	5,146.82
09/30/2019	8968	C & C CONSULTANTS (Louis J. Morrison)	VOID: PO#78581-ENVIRONMENTAL LIABILITY POLICY-POLICY T...	
09/30/2019	8970	C & C CONSULTANTS (Louis J. Morrison)	VOID: PO#78581-ENVIRONMENTAL LIABILITY POLICY-POLICY T...	
09/30/2019	8971	C & C CONSULTANTS (Louis J. Morrison)	VOID: PO#78581-ENVIRONMENTAL LIABILITY POLICY-POLICY T...	
09/30/2019	8972	LOUIS J. MORRISON	PO#78581-ENVIRONMENTAL LIABILITY POLICY	36,958.00
Total 1-00001 · SUNTRUST (GF operating) #1363				300,005.64
1-00002 · SUNTRUST (GF R&R Fund) # 3968				
Total 1-00002 · SUNTRUST (GF R&R Fund) # 3968				

Date	Num	Name	Memo	Credit
5-00002 - SUNTRUST (WS Operating) #7918				
09/06/2019	10088	DORIS DANAHY	246 SW COCONUT KEY WAY-CUSTOMER REFUND-DORIS DAN...	118.40
09/06/2019	10089	FRANK SILVA	213 SW SANDY WAY-CUSTOMER REFUND-FRANK SILVA-24147...	17.58
09/06/2019	10090	LYDIA JIMENEZ	114 NW MADISON CT-CUSTOMER REFUND-LYDIA JIMENEZ-253...	34.35
09/06/2019	10091	MARTA NATILDE PEREZ-SERRANO	348 SW COCONUT KEY WAY-CUSTOMER REFUND-MARTA NAT...	17.74
09/06/2019	10092	ROBINHOOD TERRACE LLC	124 NW SWANN MILL CIR-CUSTOMER REFUND-ROBINHOOD T...	49.26
09/06/2019	10093	SONIA HADFIELD	471 NW BLUE LAKE DR-CUSTOMER REFUND-SONIA HADFIELD...	36.20
09/06/2019	10094	STANLEY UMEDA	538 SW NEWCASTLE CV-CUSTOMER REFUND-STANLEY UMED...	46.55
09/06/2019	10095	ELPEX	PO#78489-TRAILER TIRES	79.90
09/06/2019	10096	FERGUSON ENTERPRISES		5,682.22
09/06/2019	10097	HORIZON DISTRIBUTORS INC.	PO#78488-ASSORTED PVC	154.17
09/06/2019	10098	KYOCERA DOCUMENT SOLUTIONS SOUTH EAST	PO#78502-CONTRACT CHARGES	81.00
09/06/2019	10099	MARINE WRAPS	PO#78306-ASSORTED SIZE REFLECTIVE SIGNS	650.00
09/06/2019	10100	ODYSSEY MANUFACTURING COMPANY	PO#78420-HYPOCHLORITE SOLUTIONS	2,500.96
09/06/2019	10101	RevSpring, Inc.		3,249.74
09/06/2019	10102	ST LUCIE BATTERY & TIRE	PO#78516-IN LEVEL KIT FORD F250, INSTALLED FRONT LEVEL ...	1,337.54
09/06/2019	10103	TREASURE COAST AUTO REPAIR INC.	PO#78511-AC DYE/FREON/SHOP SUPPLIES	136.40
09/06/2019	10104	USABLUEBOOK	PO#78476-MANNING PORTABLE SAMPLER	3,198.06
09/13/2019	10105	ANDREW GRAF	130 SW HIDDEN COVE WAY-CUSTOMER REFUND-ANDREW GR...	5.65
09/13/2019	10106	JOCHEN MERTL	727 SW MUNJACK CIR-CUSTOMER REFUND-JOCHEN MERTL-4...	8.14
09/13/2019	10107	A.C. SCHULTES OF FLORIDA, INC.	PO#78479-KILL WELL, REMOVE EXISTING PUMP, INSPECT PUM...	4,950.00
09/13/2019	10108	AMERIGAS	PO#78538-FILL 33.5LB CYLINDER LIQUID	183.30
09/13/2019	10109	ARCADIS US INC.	PO#78577-PRESSURE PIPE INVENTORY DRAWING	675.00
09/13/2019	10110	BARNEY'S PUMP		7,322.00
09/13/2019	10111	BURNS EMBROIDERY & SCREEN PRINTING	PO#78573-JACKET	58.98
09/13/2019	10112	COMO OIL COMPANY OF FLORIDA	PO#78491-DYED-ULTRA LOW SULPHUR	1,559.09
09/13/2019	10113	ELPEX	PO#78546-TIRES/WHEEL BALANCE/ALIGNMENT	1,134.86
09/13/2019	10114	FLOWERS CHEMICAL LABORATORIES		3,281.00
09/13/2019	10115	HINTERLAND GROUP, INC.	PO#76548J-MAIN IRRIGATION PUMP STATION REPLACEMENT-...	19,950.00
09/13/2019	10116	IMERYS	PO#78456-XO WHITE WT 2000LB BAG	10,536.24
09/13/2019	10117	INFRASTRUCTURE SOLUTION SERVICES	PO#78143C-FILTER NO. 2 REPLACEMENT-SERVICES FOR PERI...	6,450.00
09/13/2019	10118	INTEGRATION SERVICES, INC.	PO#77936B-SCADA SERVER OS & SQL UPGRADES	915.36
09/13/2019	10119	KERNS CONSTRUCTION		12,778.00
09/13/2019	10120	ODYSSEY MANUFACTURING COMPANY	PO#78522-HYPOCHLORITE SOLUTIONS	1,153.62
09/13/2019	10121	THE BUSHEL STOP, INC.	PO#78561-30 PCS SOD	67.50
09/13/2019	10122	TREASURE COAST LAWN EQUIPMENT	PO#78556-LITHIUM ION 36V BATTERIES	319.90
09/13/2019	10123	USABLUEBOOK	PO#78566-FTI EF DRUM PUMP KIT & SHIPPING CHARGES	664.61
09/13/2019	10124	VERO CHEMICAL DISTRIBUTORS INC		25,508.32
09/13/2019	10125	WASTE MANAGEMENT OKEECHOBEE LANDFILL	PO#78580-SERVICE PERIOD AUGUST 2019	5,414.35
09/13/2019	10126	WATER WERKS, INC.	PO#76990F-BATTERY POWER READY OUTPUT W/GRINDING RI...	3,405.00
09/20/2019	10127	ALEXIS SALKIN	866 SW MUNJACK CIR-CUSTOMER REFUND-ALEXIS SALKIN-25...	24.83
09/20/2019	10128	EDWARD T. BECKETT	144 NW BERKELEY AVE-CUSTOMER REFUND-EDWARD T. BEC...	0.99
09/20/2019	10129	ENCLAVE PROPERTIES LLC	194 SW HIDDEN COVE WAY-CUSTOMER REFUND-ENCLAVE PR...	23.11
09/20/2019	10130	MONICA SALAS	105 NW SWANN MILL CIR-CUSTOMER REFUND-MONICA SALAS...	20.25
09/20/2019	10131	SHARON STEELE	1136 NW LOMBARDY DR-CUSTOMER REFUND-SHARON STEEL...	14.77
09/20/2019	10132	SHERAINE GORDON	847 SW LAKE CHARLES CIR-CUSTOMER REFUND-SHERAINE G...	6.51
09/20/2019	10133	APPLE INDUSTRIAL SUPPLY CO.		1,031.82
09/20/2019	10134	CARE NOW URGENT CARE	PO#78618-EMPLOYEE SCREENINGS	85.00
09/20/2019	10135	CINTAS CORPORATION	PO#78625-ASSORTED FIRST AID SUPPLIES	147.03
09/20/2019	10136	ELECTRIC MOTORS OF PALM BEACH	PO#78619-ASSORTED PARTS	1,090.22
09/20/2019	10137	HACH COMPANY	PO#78624-BROMOCRESOL GREEN/DPD FREE CHLORINE RGT 10...	516.43
09/20/2019	10138	KERNS CONSTRUCTION		6,915.00
09/20/2019	10139	LAKE WHITNEY PHASE III	OVERCHARGED WATER AND SEWER DUE TO METER MULTIPL...	41,652.14
09/20/2019	10140	MICHAEL S. KNAPP	PO#78622-COMPILE/EVALUATE WQ DATA & WL, FLOW PRES D...	1,260.00
09/20/2019	10141	ODYSSEY MANUFACTURING COMPANY	PO#78512-HYPOCHLORITE SOLUTIONS	1,709.84
09/20/2019	10142	RevSpring, Inc.		453.70
09/20/2019	10143	TURNER INDUSTRIAL SUPPLY CO.	PO#78563-ASSORTED ALUM MALE ADAPTERS	141.36
09/27/2019	10144	BRIAN C. SPAULDING	836 SW MUNJACK CIR-CUSTOMER REFUND-BRIAN C. SPAULDI...	3.98
09/27/2019	10145	JESSICA WARREN	516 SW INDIAN KEY DR-CUSTOMER REFUND-JESSICA WARRE...	74.76
09/27/2019	10146	LAWRENCE ZEITZ	312 SW MACLAY WAY-CUSTOMER REFUND-LAWRENCE ZEITZ-...	44.02
09/27/2019	10147	VIANY ADACHE	247 NW SANZIBAR PL-CUSTOMER REFUND-VIANY ADACHE-24...	46.06
09/27/2019	10148	ALPINE FARMS INC	PO#78635-BEE REMOVAL: 108 BERKELEY AVE-PORT ST. LUCIE	165.00
09/27/2019	10149	AMERICAN CONCRETE INDUSTRIES, INC.	PO#78613-GASKETS/TORQUE WRENCH	309.00
09/27/2019	10150	APPLE INDUSTRIAL SUPPLY CO.	PO#78633-ASSORTED OPERATING SUPPLIES	352.25
09/27/2019	10151	BORLAND TRUCK & TRACTOR LLC	PO#78657-DUMP TRUCK & 2 LOADS OF BASE ROCK	1,400.00
09/27/2019	10152	COAST PUMP & SUPPLY CO., INC.	PO#78544-ASSORTED OPERATING SUPPLIES	120.65
09/27/2019	10153	COMPUTER NETWORK SERVICES	PO#78605-BO'S COMPUTER SHUTTING DOWN AT RANDOM TIM...	69.95
09/27/2019	10154	FERGUSON ENTERPRISES		4,385.70
09/27/2019	10155	KERNS CONSTRUCTION	PO#78659-ASPHALT MILLINGS (HAULING, MATERIALS)	2,490.00
09/27/2019	10156	LOUIE'S AIR CONDITIONING SERVICE, INC.	PO#78656-REPLACED BURNT OUT CONTACTOR RELAY	185.00
09/27/2019	10157	MULLINAX OF VERO BEACH	PO#77812-GLASS ASSY/MIRROR ASY	142.50
09/27/2019	10158	PENN PRO, INC.	PO#78416-CIP RECERTIFICATIONS	1,700.00
09/27/2019	10159	RevSpring, Inc.	PO#78653-STATEMENTS	3,283.61
09/27/2019	10160	SUNCOAST SPRAYER EQUIPMENT CENTER INC.	PO#78418-ALUMINUM HOSE REEL	769.22
09/27/2019	10161	SUPERIOR, LLC	PO#78652-ASP-TECHNICAL-ACCESS FEE 10/01/19 TO 10/31/19	3,390.16
09/27/2019	10162	THE BUSHEL STOP, INC.	PO#78626-30 PCS SOD	56.25
09/27/2019	10163	TREASURE COAST AUTO REPAIR INC.		873.82
09/27/2019	10164	UNITED RENTALS	PO#78638-TRENCHER RENTAL,WALKBEHIND TRACK/SMALL E...	314.66
09/27/2019	10165	USABLUEBOOK		1,709.68
09/27/2019	10166	WILDAR GOLF CARTS & TRAILERS	VOID: PO#78631-2019 LARK WHITE	
Total 5-00002 - SUNTRUST (WS Operating) #7918				200,710.26
Total Checking/Savings				500,715.90
Total Current Assets				500,715.90
TOTAL ASSETS				500,715.90
LIABILITIES & EQUITY				
TOTAL LIABILITIES & EQUITY				

St Lucie West Service District
Checks Over \$35,000
 As of September 30, 2019

Date	Num	Name	Memo	Credit
ASSETS				
Current Assets				
Checking/Savings				
1-00001 · SUNTRUST (GF operating) #1363				
09/20/2019	8952	FPL	PO#78611-ELECTRICAL SERVICES	39,864.26
09/30/2019	8972	LOUIS J. MORRISON	PO#78581-ENVIRONMENTAL LIABILITY POLICY	36,958.00
Total 1-00001 · SUNTRUST (GF operating) #1363				76,822.26
5-00002 · SUNTRUST (WS Operating) #7918				
09/20/2019	10139	LAKE WHITNEY PHASE III	OVERCHARGED WATER AND SEWER DUE TO METER MULTIPL...	41,652.14
Total 5-00002 · SUNTRUST (WS Operating) #7918				41,652.14
Total Checking/Savings				118,474.40
Total Current Assets				118,474.40
TOTAL ASSETS				118,474.40
LIABILITIES & EQUITY				
TOTAL LIABILITIES & EQUITY				

St Lucie West Service District
Balance Sheet
As of September 30, 2019

	Sep 30, 19
ASSETS	
Current Assets	
Checking/Savings	
D-ACCNT	69.14
xxx	0.13
1-00001 · SUNTRUST (GF operating) #1363	1,796,342.68
1-00002 · SUNTRUST (GF R&R Fund) # 3968	515,680.07
5-00001 · SUNTRUST (WS Deposit) #1355	82,565.59
5-00002 · SUNTRUST (WS Operating) #7918	6,432,875.31
Total Checking/Savings	8,827,532.92
Other Current Assets	
1-02000 · GF SLWSD GENERAL ASSETS	211,364.61
2-01000 · WB WTR MGMT BEN 1999A ASSETS	749,248.28
5-01000 · WS SLWSD WATER & SEWER ASSETS	52,498,617.22
Total Other Current Assets	53,459,230.11
Total Current Assets	62,286,763.03
Other Assets	
000000 · Journal Entry Exchange	2,465.25
Total Other Assets	2,465.25
TOTAL ASSETS	62,289,228.28
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	203,121.55
Total Accounts Payable	203,121.55
Other Current Liabilities	
1-03000 · GF SLWSD GENERAL LIAB	77,686.30
5-02000 · WS SLWSD WATER & SEWER LIAB	34,271,483.98
Total Other Current Liabilities	34,349,170.28
Total Current Liabilities	34,552,291.83
Total Liabilities	34,552,291.83
Equity	
1-01000 · GF SLWSD GENERAL FND BAL	827,947.27
2-03000 · WB WTR MGMT BEN 1999A FND BAL	3,364,957.58
3-03000 · CB CASCADES SRS 1998 FND BAL	352,271.63
32000 · Retained Earnings	9,505,697.21
4-02000 · CP WMB CAP PROJECTS FUND BAL	3,188,817.19
5-03000 · WS SLWSD WATER & SEWER FND BAL	9,724,940.02
Net Income	772,305.55
Total Equity	27,736,936.45
TOTAL LIABILITIES & EQUITY	62,289,228.28

**ST LUCIE WEST SERVICE DISTRICT
ACCOUNT RECONCILIATION SUMMARY
FOR MONTH END September 30th, 2019**

G/L #	Account Name	Bank	Account #	Statement EOM Balance	In Transit	Reconciled Statement Balance	G/L Balance	Reconciled
OPERATING								
1-00001	Operating Checking	ST	1000104111363	1,869,446.30	(932,027.04)	937,419.26	937,419.26	* Yes
1-00002	Operating Checking R&R Fund	ST	1000104113968	515,680.07	-	515,680.07	515,680.07	* Yes
1-00002	Operating Checking Escrow Fund	ST	1000104118740	-	-	-	-	Yes
1-02022	Surplus Funds - SBA	SBA	271912	6,489.00		6,489.00	6,489.00	Yes
TOTAL OPERATING						\$ 1,459,588.33	\$ 1,459,588.33	
WATER MANAGEMENT BOND FUNDS								
2-01060	Revenue Fund-WMB 2013	US	203823000	361,018.62		361,018.62	361,018.62	Yes
2-01061	Interest Account-WMB 2013	US	203823001	-		-	-	Yes
2-01062	Sinking Account-WMB 2013	US	203823002	4,667.70		4,667.70	4,667.70	Yes
2-01063	Redemption Account-WMB 2013	US	203823003	-		-	-	Yes
2-01064	Reserve Fund-WMB 2013	US	203823004	183,079.30		183,079.30	183,079.30	Yes
2-01065	COI Fund-WMB 2013	US	203823005	-		-	-	Yes
2-01070	Revenue Fund-WMB 2014	US	213449000	482.66		482.66	482.66	Yes
2-01071	Interest Account-WMB 2014	US	213449001	-		-	-	Yes
2-01072	Sinking Account-WMB 2014	US	213449002	-		-	-	Yes
2-01073	Redemption Account-WMB 2014	US	213449003	-		-	-	Yes
2-01074	Reserve Fund-WMB 2014	US	213449004	200,000.00		200,000.00	200,000.00	Yes
2-01075	Acquisition Fund-WMB 2014	US	213449005	-		-	-	Yes
2-01076	COI Fund-WMB 2014	US	213449006	-		-	-	Yes
WATER MANAGEMENT BOND FUNDS TOTAL \$						749,248.28	\$ 749,248.28	
WATER AND SEWER ACCOUNTS								
5-00001	Water & Sewer Cash Depository	ST	1000104111355	59,612.08	518,389.26	578,001.34	578,001.34	* Yes
5-00002	Water & Sewer Operating Checking	ST	1000104117918	6,458,491.48	(227,682.44)	6,230,809.04	6,230,809.04	* Yes
5-01005	Construction Fund	US	4076011281	0.01		0.01	0.01	Yes
5-01006	Operating/Maintenance	US	4076011174	-		-	-	Yes
5-01007	Reserve Fund	US	4076011192	2,524,601.50		2,524,601.50	2,524,601.50	Yes
5-01008	Senior Interest	US	4076011183	826,423.73		826,423.73	826,423.73	Yes
5-01010	Renewal & Replacement	US	4076011209	1,688,790.71		1,688,790.71	1,688,790.71	Yes
5-01011	Rate Stabilization	US	4076011218	584,915.60		584,915.60	584,915.60	Yes
5-01012	Water Connection	US	4076011227	1,284,042.51		1,284,042.51	1,284,042.51	Yes
5-01013	Wastewater Connection	US	4076011236	297,580.00		297,580.00	297,580.00	Yes
5-01014	Revenue Fund	US	4076011165	403,243.97		403,243.97	403,243.97	Yes
5-01015	Surplus Fund	US	4076011272	1,463,224.88		1,463,224.88	1,463,224.88	Yes
5-01016	Principal Account	US	4076036781	1,536,054.65		1,536,054.65	1,536,054.65	Yes
5-01042	Surplus Funds - SBA	SBA	271911	502.62		502.62	502.62	Yes
WATER AND SEWER ACCOUNTS TOTAL \$						17,418,190.56	\$ 17,418,190.56	
GRAND TOTAL						\$ 19,627,027.17	\$ 19,627,027.17	

* Note: These checking accounts (1363, 3968, 1355, & 7918) are reconciled to 10/28/19, not to the end of the month, due to the software's "in transit" calculation.

COMPLETED BY: _____

Michael McElligott - Assistant Finance Director

DATE: _____

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

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

Summary

Attached for your review and approval is a request to transfer funds from the Renewal & Replacement Account (R&R) for expenses that are previously budgeted project-related expenses for FY 2019 and have been previously approved by the Board to be funded from one of the afore mentioned accounts.

All of the expenditures are appropriate for payment from the R&R Account Fund. All expenditures are in compliance with the District's policy where the cost exceeds the capitalization threshold for Fixed Assets.

- \$92,598.13 – Renewal & Replacement Account

All Invoices for this requisition are attached for your review.

Recommendation

Staff recommends Board approval to transfer funds from the R&R Account for \$92,598.13 to the Public Fund Checking account for reimbursement for payments made that have been budgeted to be funded by this account.

Budget Impact

None.

Board Action

Moved by:

Seconded by:

Action Taken:

**ST. LUCIE WEST SERVICES DISTRICT
REQUISITION FOR PAYMENT
RENEWAL & REPLACEMENT TRUST ACCOUNT**

The undersigned, an Authorized Officer of St. Lucie West Services District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Indenture of Trust from the District to US Bank, as trustee (the "Trustee"), dated as of February 1, 2000 (the "Indenture") (all capitalized terms used herein shall have the meaning as such term in the Indenture):

(A) Requisition Number:

2019-12

(B) Name of Payee:

***St. Lucie West Services District, Water & Sewer Checking Account
SunTrust Bank Account # 1000144367918***

(C) Amount Payable:

\$92,598.13

(D) Purpose for which paid or incurred (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments, or, state Costs of issuance, if applicable):

Per attached letter and invoices; all of these expenditures are for renewal and replacement projects where the costs exceeds the capitalization threshold for fixed assets held by the St. Lucie West Services District.

(E) Fund or Account and subaccount, if any, from which disbursement to be made:

Renewal/Replacement, Account Number 4076011209

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the [√] Renewal/Replacement Fund that each disbursement set forth above was incurred in connection with the cost of extensions, improvements or

additions to, or the replacement or renewal of capital assets of the Utility System, or extraordinary repairs of the Utility System.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

If this requisition is for a disbursement from other than the Transaction Cost Account or for payment of capitalized interest, there shall be attached a resolution of the Governing Body of the District approving the specific contract with respect to which disbursements pursuant to this requisition are due and payable.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or services rendered with respect to which disbursement is hereby requested.

ST. LUCIE WEST SERVICES DISTRICT

By:

Chairman

**CONSULTING ENGINEER'S APPROVAL FOR NON-COST OF ISSUANCE
AND CAPITALIZED INTEREST REQUESTS ONLY**

If this requisition is for a disbursement from other than Capitalized Interest or Costs of Issuance, the undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Renewal & Replacement Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Renewal & Replacement Project with respect to which such disbursement is being made; and (iii) the report of the Consulting Engineer shall have been amended or modified on the date hereof.

Consulting Engineer
Robert W. Lawson, P.E.

2019-12

**St Lucie West Service District
Transaction Detail By Account**

September 2019

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5-37000 · WS RENEWAL & REPLACEMENT CIP							
5-37006 · CAPITAL PROJECTS SW064							
Bill	09/13/2019	1256	WATER WERKS, INC.	PO#76990F-BATTERY POWER READY OUTPUT W/GRINDING RINGS US GALLO...	3,405.00		3,405.00
Total 5-37006 · CAPITAL PROJECTS SW064					3,405.00	0.00	3,405.00
5-37007 · CAPITAL PROJECTS SW001							
Bill	09/19/2019	190918	KERNS CONSTRUCTION	PO#77436D-CONTRACT VALUE-VAC TRUCK DEWATERING FACILITY	3,220.00		3,220.00
Total 5-37007 · CAPITAL PROJECTS SW001					3,220.00	0.00	3,220.00
5-37009 · CAPITAL PROJECTS SW037							
Bill	09/13/2019	INV00047592	BARNEY'S PUMP	PO#78492A-FLANGE, GROMMETED 4 IN & GROMMET NITRILE 4IN, 75D BLACK	1,572.00		1,572.00
Bill	09/13/2019	INV00047709	BARNEY'S PUMP	PO#78492-HOMA 7.5 HP PUMP	5,750.00		7,322.00
Bill	09/26/2019	20/09/2019-STATEMENT	BORLAND TRUCK & TRACTOR LLC	PO#78657-DUMP TRUCK & 2 LOADS OF BASE ROCK	700.00		8,022.00
Bill	09/26/2019	28848	AMERICAN CONCRETE INDUSTRIES,...	PO#78613-GASKETS/TORQUE WRENCH	309.00		8,331.00
Total 5-37009 · CAPITAL PROJECTS SW037					8,331.00	0.00	8,331.00
5-37018 · CAPITAL PROJECTS SW069							
Bill	09/13/2019	PAY APPLICATION #10	HINTERLAND GROUP, INC.	PO#76548J-MAIN IRRIGATION PUMP STATION REPLACEMENT-PAY APPLICATIO...	19,950.00		19,950.00
Bill	09/30/2019	PAY APP#11	HINTERLAND GROUP, INC.	PO#76548K-MAIN IRRIGATION PUMP STATION REPLACEMENT-PAY APPLICATI...	41,849.04		61,799.04
Total 5-37018 · CAPITAL PROJECTS SW069					61,799.04	0.00	61,799.04
5-37031 · CAPITAL PROJECTS SW084							
General Journal	09/30/2019	GF-WS Sep19		-PO#78587-OPERATING SUPPLIES	28.18		28.18
General Journal	09/30/2019	GF-WS Sep19		-PO#78587-OPERATING SUPPLIES	82.40		110.58
General Journal	09/30/2019	GF-WS Sep19		-PO#78587-OPERATING SUPPLIES	109.67		220.25
General Journal	09/30/2019	GF-WS Sep19		-PO#78587-OPERATING SUPPLIES	213.51		433.76
Total 5-37031 · CAPITAL PROJECTS SW084					433.76	0.00	433.76
5-37041 · CAPITAL PROJECTS SW094							
Bill	09/30/2019	PSL195446	CITY ELECTRIC SUPPLY CO.	PO#78730-M18 FORCE LOGIC HI-CAP KO 1/2"-4" KIT	1,999.99		1,999.99
General Journal	09/30/2019	GF-WS Sep19		-PO#78138C-CELLULAR ANTENNAS, HEADEND ROUTER & BRACKETS	1,068.13		3,068.12
General Journal	09/30/2019	GF-WS Sep19		-SHIPPING CHARGES	29.95		3,098.07
Total 5-37041 · CAPITAL PROJECTS SW094					3,098.07	0.00	3,098.07
5-37043 · CAPITAL PROJECTS SW096							
Bill	09/13/2019	I2019-37-02	INTEGRATION SERVICES, INC.	PO#77936B-SCADA SERVER OS & SQL UPGRADES	915.36		915.36
General Journal	09/30/2019	GF-WS Sep19		-PO#78139B-PLC PROGRAMMING CABLES, RTU MISC. PARTS	233.13		1,148.49
General Journal	09/30/2019	GF-WS Sep19		-PO#78139C-RTU PLC UPGRADE PROJECT	11,162.77		12,311.26
Total 5-37043 · CAPITAL PROJECTS SW096					12,311.26	0.00	12,311.26
Total 5-37000 · WS RENEWAL & REPLACEMENT CIP					92,598.13	0.00	92,598.13
TOTAL					92,598.13	0.00	92,598.13

St. Lucie West Services District

Board Agenda Item Tuesday, November 5, 2019

Item

CA 7 Surplus items

Summary

Provided for your review and approval. District Staff has determined that a declaration of surplus equipment is required from the Board of Supervisors for the liquidation of the following items. The declaration will allow staff to dispose of the following items.

Item	Model	Serial/ID	Dept.	Tag #
2009 Ford Explorer	Sport Trac	1FMEU5BEA3AUA29062	WTP	552
Pallet of Wire (Scrap)	N/A	N/A	WTP	N/A
Obsolete Elec./Mech. Parts (Scrap)	N/A	N/A	WWTF	N/A
5 HP Electric Motor	Baldor	F0511082884	WWTF	N/A
(2) VFD Drives (Obsolete)	Powerflex70	22669795&22577393	WWTF	FIXED823G
MWI Pump Trailer (Scrap)	Dual Axle	N/A	UGU	N/A
Battery Back Up Units (Scrap)	APC/Other	N/A	ALL	N/A
2016 ExMark Zero Turn Mower	Lazer	400053942	SW	912
2015 Kawasaki Mule	KAF400AEF	JK1AFEA1XEB564610	SW	902
2003 Trailer	Tagalong	4Y3TS25243S012532	SHOP	56
Concrete District Sign	SLW Blvd./Cashmere		SW	132

Recommendation

Staff recommends approval for the declaration of surplus equipment.

District Manager: Dennis Pickle

Budget Impact

Project Number:
ORG Number:

Available Project Budget: \$0.00
This Project: \$0.00
Available Balance: \$0.00

Board Action

Moved by:

Seconded by:

Page 83

Action Taken:



Supervisors' Requests



Adjournment