

**St. Lucie West Services District
Regular Board Meeting Minutes
November 5, 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
Gerard Rouse, Assistant Public Works Superintendent, SLWSD
Maddie Maldonado, Director of Office Administration, 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 30, 2019, Workshop**
- 2. October 1, 2019, Regular Board Meeting**

A **MOTION** was made by Secretary Smith, seconded by Supervisor Doughney approving the Workshop Minutes of September 30, 2019, as presented, and the October 1, 2019, Regular Board Meeting Minutes, as presented. 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 – Consider Work Authorization No. 4C-22-1910-SU between the District and Creg – Lake Whitney, LLC**

Mr. Lawson presented the item, indicating that it was a walk-on item and had been explained at the Workshop Meeting the previous day. He recommended approval.

A **MOTION** was made by Supervisor Doughney, seconded by Secretary Smith approving Work Authorization No. 4C-22-1910-SU between the District and Creg-Lake Whitney, LLC with the following three special conditions:

- 1.) Onsite water and sewer improvements past Points of Service shown on the approved plans will be privately owned and maintained by the applicant/landowner.
- 2.) Onsite drainage system components serving this project will be privately owned and maintained by the applicant/landowner.
- 3.) An ingress/egress easement providing the St. Lucie West Services District access to water meter locations shall be submitted, reviewed, accepted and recorded by the applicant prior to meter installation.

Mr. Lawson clarified what the facility would be used for. He also advised that gate valves were the responsibility of the District.

Supervisor Doughney's **MOTION** was reiterated, seconded by Secretary Smith and passed unanimously approving Work Authorization No. 4C-22-1910-SU between the District and Creg-Lake Whitney, LLC with the following three special conditions:

- 1.) Onsite water and sewer improvements past Points of Service shown on the approved plans will be privately owned and maintained by the applicant/landowner.
- 2.) Onsite drainage system components serving this project will be privately owned and maintained by the applicant/landowner.

3.) An ingress/egress easement providing the St. Lucie West Services District access to water meter locations shall be submitted, reviewed, accepted and recorded by the applicant prior to meter installation.

DE 2 – Other Updates

Mr. Lawson advised that the advertisement for the Administrative Building had been placed and that there was a pre-bid meeting at 11 a.m. today. He noted there was quite a bit of interest, with a minimum of 8 contractors responding. His anticipated timeline is to accept bids until November 26, 2019, and he hopes to bring them to the December meeting, unless the bid date is changed. If that is the case, they will be brought back to the January meeting.

That concluded Mr. Lawson's updates.

H. District Manager Action Items

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

Mr. Pickle presented the item, recommending approval.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Doughney and passed unanimously approving Budget Amendment 2020-01 for the General Fund and Budget Amendment 2020-02 for the Utility Fund, as presented.

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

Mr. Pickle presented the item and recommended approval.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Child and passed unanimously approving the purchase of an FX 5 stainless steel Aquatic Harvester from Alpha Boats for the not to exceed price of \$124,700, as presented.

DM 3 – Consider Assistant Public Works Director Position

Mr. Pickle presented the item, indicating that it was his recommendation to nominate Gerard Rouse for the Assistant Public Works Director position.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Doughney and passed unanimously approving Gerard Rouse for the Assistant Public Works Director position at an annual salary of \$69,938, effective November 5, 2019.

All those present congratulated Mr. Rouse on his promotion.

DM 4 – Exotic Plant Removal Spray Technician Job Description

Mr. Pickle presented the item, indicating that no vote was necessary. He reiterated that the item would be brought before the Board at the December 3, 2019, Public Hearing.

DM 5 – Consider Approval of Resolution No. 2019-07 – Receiving, Accepting and Approving a Report Relating to Assuming Maintenance of Certain Upland Tracts and Incorporation of such Tracts into the District Preserver 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 Act; Providing for Severability; and Providing an Effective Date

Resolution No. 2019-07 was presented, entitled:

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

Mr. Pickle recommended approval of Resolution No. 2019-07, stating that this was moving the District forward to taking over the maintenance of certain upland tracts.

A **MOTION** was made by Supervisor Child, seconded by Vice Chairman Ney and passed unanimously to adopt Resolution No. 2019-07, as presented.

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

Resolution No. 2019-08 was presented, entitled:

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.

Mr. Pickle noted that this was a "true-up" for the prior fiscal year and that all the numbers presented were as of September 29, 2019. He recommended approval.

A **MOTION** was made by Secretary Smith, seconded by Supervisor Doughney and passed unanimously to adopt Resolution No. 2019-08, as presented.

DM 7 – Consider Resolution No. 2019-09 – Resolution of Appreciation of the Board of Supervisors of St. Lucie West Services District to Wayne Smith

Resolution No. 2019-09 was presented, entitled:

RESOLUTION NO. 2019-09

RESOLUTION OF APPRECIATION OF THE BOARD OF SUPERVISORS OF ST. LUCIE WEST SERVICES DISTRICT TO WAYNE SMITH

Secretary Smith was recognized by the Members of the Board and Staff for his contributions to the District during his tenure.

A **MOTION** was made by Vice Chairman Ney, seconded by Supervisor Doughney and passed unanimously to adopt Resolution No. 2019-09, as presented.

There was a brief discussion of the process for appointing a new Board Member.

DM 8 – Other Items/Updates

Mr. Pickle brought up the data breach and the fact that the District was suspending online payments for a short time, until the new billing system goes live.

I. Consent Agenda

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

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for September 2019

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

CA 7 – Surplus Items

A **MOTION** was made by Supervisor Doughney, seconded by Secretary Smith and passed unanimously approving Consent Agenda items CA 1 through CA 7, as presented.

J. Supervisor Requests

Secretary Smith commended the work being done at Lake Harvey. He noted that he had received positive comments from residents that it was taking shape.

Mr. Pickle indicated that the next step at Lake Harvey was the electrical work and fountain installation within the next month.

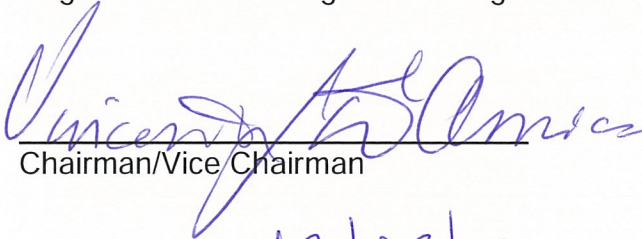
All the Board Members noted that they would miss Secretary Smith's presence.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Regular Board Meeting was adjourned at 9:38 a.m. There were no objections.

Regular Board Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 12/03/19