

**St. Lucie West Services District
Workshop Meeting Minutes
August 2, 2021, at 9:00 a.m.
VIA TELEPHONIC COMMUNICATIONS
DIAL IN TO: 1-877-402-9753 ACCESS CODE: 4411919**

(Please note: This is not verbatim. A CD recording of the Workshop Meeting is available on file.)

Board Members Present

Vincent D'Amico, Chairman – in-person
Gregg Ney – Vice Chairman – in-person
John Doughney, Secretary – in-person
Dominick Graci, Supervisor – in-person
Viorel Mocuta, Supervisor – in-person

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District ("SLWSD") – in-person
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD – in-person
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – via phone
Dan Harrell, District Counsel, Gonano & Harrell – in-person
Jason Pierman, Secretary/Treasurer, Special District Services, Inc. ("SDS") – in-person
Laura Archer, Recording Secretary, SDS – via phone

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 Supervisors were in attendance.

D. Approval of Minutes

- 1. July 12, 2021, Workshop**
- 2. July 13, 2021, Regular Board Meeting**

There were no revisions to either set of minutes.

E. Public Comment

There was no public comment.

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

Mr. Harrell had no updates.

**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 Bond Counsel Agreement with Nabors, Giblin & Nickerson, P.A.

Mr. Pickle presented the agreement, indicating that this was for the issuance of the Capital Improvement Revenue Bonds Series 2021-01 and 2021-02 in the not to exceed amount of \$35,000. He noted that it was standard language.

The Board Members had no questions regarding the agreement.

DM 2 – Consider Updated Engineer’s Report for the Series 2021-01 Project (Project Nos. 1 and 2 in Basin 2B) and the Series 2021-2 Project (Project No. 3 in Basin N1/7A)

Mr. Pickle presented the updated engineer’s report, noting that Project No. 1 was in Country Club Estates and includes the construction of anew lake to be used as an aqua range at the St. Lucie Trails Gold Club. He furthered that the additional surface area for storage of runoff was approximately 2.65 acres and would be connected to other lakes in the system, thereby providing additional storage and would reduce lake elevations that are reached during high intensity rainfall events.

Mr. Pickle also indicated that included in the project was the milling and resurfacing of both southbound and northbound lanes of SW Country Club Drive from St. Lucie West Boulevard to a point approximately 580 feet south of the St. Lucie West Boulevard sidewalk. It was also noted that the repaving work was included to repair any damage that may occur to the roadway due to trucks and other construction equipment using the roadway for construction access.

There was a brief discussion about the process after which Mr. Pickle noted that this engineer’s report only included Projects 1, 2 and 3, not 4, 5 and 6.

DM 3 – Consider Special Assessment Methodology Report for the Series 2021-01 Project (Project Nos. 1 and 2 in Basin 2B) and the Series 2021-1 Bonds

Mr. Pickle presented the item. Mr. Pierman noted that the methodology report allocates how assessments would be paid, noting that it was based on the engineer's report and was additional protection from future flooding.

A brief discussed ensued regarding an over and under budget situation. Vice Chairman Ney also asked for the definition of "benefit."

DM 4 – Consider Special Assessment Methodology Report for the Series 2021-2 Project (Project No. 3 in Basin N17/A) and the Series 2021-2 Bonds

It was noted that this was the same of Item DM-3, but for the other Projects.

There was no discussion regarding this item.

DM 5 – Consider Resolution No. 2021-05 – Authorizing the Series 2021-01 Project (Project Nos. 1 and 2 in Basin 2B) and the Levy of Special Assessments for Repayment of the Series 2021-01 Bonds, Subject to Review and Approval following a Public Hearing

Resolution No. 2021-05 was presented, entitled:

RESOLUTION NO. 2021-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT DECLARING SPECIAL ASSESSMENTS UPON BENEFITTED LANDS WITHIN THE BOUNDARIES OF THE DISTRICT FOR THE SERIES 2021-1 PROJECT; INDICATING THE LOCATION, NATURE, AND ESTIMATED COST OF THE PROJECT THAT BENEFITS CERTAIN ASSESSABLE LANDS WITHIN THE DISTRICT AND WHICH COSTS ARE TO BE DEFRAYED, IN WHOLE OR IN PART BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE MADE; DESIGNATING THE LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT MAP; AUTHORIZING THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR A PUBLIC HEARING TO CONSIDER THE ADVISABILITY AND PROPRIETY OF SUCH ASSESSMENTS AND THE RELATED PROJECTS; PROVIDING FOR NOTICE OF THE PUBLIC HEARING; AND PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

Mr. Pickle presented the item, noting that approval of this resolution authorizes the publication of a public hearing notice and the mailing of the notice to property owners regarding the public hearing.

There was no discussion regarding this item.

DM 6 – Consider Resolution No. 2021-06 – Authorizing the Series 2021-02 Project (Project No. 3 in Basin N17/A) and the Levy of Special Assessments for Repayment of the Series 2021-02 Bonds, Subject to Review and Approval following a Public Hearing

Resolution No. 2021-06 was presented, entitled:

RESOLUTION NO. 2021-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT DECLARING SPECIAL ASSESSMENTS UPON BENEFITTED LANDS WITHIN THE BOUNDARIES OF THE DISTRICT FOR THE SERIES 2021-2 PROJECT; INDICATING THE LOCATION, NATURE, AND ESTIMATED COST OF THE PROJECT THAT BENEFITS ASSESSABLE LANDS WITHIN THE DISTRICT AND WHICH COSTS ARE TO BE DEFRAIDED, IN WHOLE OR IN PART BY THE SPECIAL ASSESSMENTS; PROVIDING THE MANNER IN WHICH SUCH SPECIAL ASSESSMENTS SHALL BE MADE; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE MADE; DESIGNATING THE LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE LEVIED; PROVIDING FOR AN ASSESSMENT MAP; AUTHORIZING THE PREPARATION OF A PRELIMINARY ASSESSMENT ROLL; PROVIDING FOR A PUBLIC HEARING TO CONSIDER THE ADVISABILITY AND PROPRIETY OF SUCH ASSESSMENTS AND THE RELATED PROJECTS; PROVIDING FOR NOTICE OF THE PUBLIC HEARING; AND PROVIDING FOR PUBLICATION OF THIS RESOLUTION.

It was noted this was the same as Item DM-5, only it is for the Series 2021-02 Project (Project No. 3 in Basin N17/A).

It was noted that there would be 2 public hearings, one for each Bond Series.

DM 7 – Consider Resolution No. 2021-07 – Setting a Public Hearing on the Series 2021-01 Project (Project Nos. 1 and 2 in Basin 2B) and the Levy of Special Assessments for Repayment of the Series 2021-01 Bonds

Resolution No. 2021-07 was presented, entitled:

RESOLUTION NO. 2021-07

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT SETTING A PUBLIC HEARING TO BE HELD ON TUESDAY, OCTOBER 5, 2021, AT 9:00 A.M., OR AS SOON THEREAFTER AS MAY BE HEARD, IN THE BOARD MEETING ROOM, 450 S.W. UTILITY DRIVE, PORT ST. LUCIE FLORIDA 34986, FOR THE PURPOSE OF HEARING PUBLIC COMMENT ON IMPOSING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY WITHIN THE DISTRICT IN ACCORDANCE WITH CHAPTERS 170, 190, AND 197, FLORIDA STATUTES.

Mr. Pickle presented the resolution, indicating that it was setting the Public Hearing for October 5, 2021, for the Series 2021-01 Project (Project Nos. 1 and 2 in Basin 2B).

There was no discussion regarding this matter.

DM 8 – Consider Resolution No. 2021-08 – Setting a Public Hearing on the Series 2021-02 Project (Project No. 3 in Basin N17/A) and the Levy of Special Assessments for Repayment of the Series 2021-02 Bonds

Resolution No. 2021-08 was presented, entitled:

RESOLUTION NO. 2021-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT SETTING A PUBLIC HEARING TO BE HELD ON TUESDAY, OCTOBER 5, 2021, AT 9:00 A.M., OR AS SOON THEREAFTER AS MAY BE HEARD, IN THE BOARD MEETING ROOM, 450 S.W. UTILITY DRIVE, PORT ST. LUCIE FLORIDA 34986, FOR THE PURPOSE OF HEARING PUBLIC COMMENT ON IMPOSING SPECIAL ASSESSMENTS ON CERTAIN PROPERTY WITHIN THE DISTRICT IN ACCORDANCE WITH CHAPTERS 170, 190, AND 197, FLORIDA STATUTES.

It was noted that this resolution was the same as the previous one, just for the Series 2021-02 Project (Project No. 3 in Basin N1/7A).

There was no questions or comments regarding this item.

DM 9 – Consider Underground Utility Easement for 24” Potable Water Main

Mr. Pickle presented the item, indicating that it was being requested to be considered in order to provide a redundant potable water supply line to the District service area.

A question arose as to where it would be located. It was noted that it would run along the east side of the golf course along the fairway to St. Lucie West Boulevard.

There was no further discussion regarding this matter.

DM 10 – Consider Bid for the Reverse Osmosis Membrane Elements

Mr. Pickle presented the item, indicating that it was for the purchase of the reverse osmosis membrane elements for Trains #3 and #4 for the water treatment plant. Mr. Pickle noted that the typical efficient life expectancy was between 5 and 10 years and that the current elements were put into service in 2014.

He furthered that staff had accepted only one sealed bid from Toray Membrane USA, Inc. in the amount of \$254,368.80, which funds would come from the Membrane Filter Replacement Program, which was budgeted in the Renewal and Replacement Fund.

Mr. Miller advised that the installation of these parts was a separate issue and that they were receiving bids for that as well.

There was no further discussion regarding this item.

DM 11 – Consider District’s Holiday Schedule for the 2022 Calendar

Mr. Pickle presented the proposed schedule, indicating that it was the same as in years past.

There were no questions or comments from the Board Members.

DM 12 – Consider Budget Amendment 2021-03 for the Utility Fund Water Connection Fees Fund

Mr. Pickle presented the amendment, indicating that it was for Project SW077 Main Water Line Extension Project for the water treatment plant and was in the amount of \$89,500 due to the increase in the cost for PVC and installation. He noted that the funds would come from the Water Connection Fee Fund Balance.

There was no discussion regarding this item.

DM 13 – Consider SW077 Water Main Bypass Project

Mr. Pickle presented the item, indicating that this would serve as a secondary feed line and provide extra distribution system water capacity to District customers. He noted that 2 bids were received as follows:

- | | | |
|---|----|------------|
| 1.) PRP Construction Group, LLC | \$ | 970,000.00 |
| 2.) Kerns Construction & Property Management Corp | \$ | 588,800.00 |

Mr. Pickle noted that staff was recommending accepting the proposal from Kerns Construction & Property Management Corp in the not to exceed amount of \$588,800, subject to the Contractor and the District negotiating additional deductions related to Owner Direct Purchasing (ODP), mutually acceptable to the parties prior to the final award and the following 3 conditions:

- a.) Conditionally accept the Kerns Construction & Property Management Corp base bid for the not to exceed amount of \$588,800, subject to the Contractor and the District negotiating additional deductions related to ODP, mutually acceptable to the parties prior to the final award;
- b.) Delegate to the District Manager the authority to negotiate such additional deductions on behalf of the District; and
- c.) Direct that District Staff issue a Notice of Award and request that Performance and Payment Bonds be submitted for contract preparation.

Mr. Pickle also noted that this project would be funded out of the Water Connection Fee Fund for this fiscal year.

There was no further discussion regarding this matter.

DM 14 – Consider Resolution No. 2021-09 – Establishing the Fiscal Year 2022 Workshop and Regular Meeting Schedule and Location

Resolution No. 2021-09 was presented, entitled:

RESOLUTION NO. 2021-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ST. LUCIE WEST SERVICES DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2022 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

Mr. Pickle presented the item, indicating that certain dates were out of the norm because of where holidays fell.

There were no questions or comments from the Members of the Board.

DM 15 – Other Items/Updates

Mr. Pickle asked the Board if they would consider advertising the vacancy on the Board, effective October 1, 2021.

Discussion ensued regarding the timing of filling the vacancy after which the Board requested that the vacancy be posted on the District's website.

Mr. Pickle then brought up the Families First Coronavirus Response Act (FFCRA), which had not been brought up at the last meeting. He noted that he was seeking ratifying the extension of the Act and extending it for another 30 days.

There was no discussion regarding this item.

That concluded Mr. Pickle's updates.

I. Consent Agenda

CA 1 – Monthly Report on Public Works Department

CA 2 – Monthly Report on Utilities Operations

CA 3 – Monthly Report on Capital Improvement Projects

CA 4 – Monthly Report on Billing and Customer Service

CA 5 – Financial Statements for June, 2021

CA 6 – Consider Approval to Transfer Funds for the R&R and WCF Account Requisitions

CA 7 – Surplus Items

There was no discussion regarding the Consent Agenda items.

J. Supervisor Requests

Vice Chairman Ney indicated that everyone should be, once again, wearing masks.

Mr. Pickle noted that masks were recommended, not mandated.

Secretary Doughney advised of the City of Port St. Lucie raising assessments. He also noted that the City had done a statewide assessment regarding what percentage is given back to special districts. He indicated that the City believes the districts are not reinvesting into the utility system and they want districts to prove how the funds are used. Discussion ensued regarding a possible renegotiation of the terms of the agreement.

There were no further Supervisor Requests.

K. Adjournment

There being no further items to be addressed, the Workshop Meeting was adjourned at 9:51 a.m. There were no objections.

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 08/31/21