

St. Lucie West Services District
Workshop Meeting Minutes
August 3, 2020, 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
Everett Child, Supervisor – virtually present
Dominick Graci, Supervisor – virtually present

Staff Present

Dennis Pickle, District Manager, St. Lucie West Services District (“SLWSD”) – in-person
Bill Hayden, Public Works Director/Assistant District Manager, SLWSD – virtually present
Josh Miller, Utilities Director/Assistant District Manager, SLWSD – virtually present
Maddie Maldonado, Director of Office Administration, SLWSD – virtually present
Jason Pierman, District Treasurer, Special District Services, Inc. (“SDS”) – virtually present
Laura Archer, Recording Secretary, SDS – virtually present

Also present in-person was District resident, Vio Mucota.

Guests Virtually 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 either in-person or in virtual attendance.

D. Approval of Minutes

- 1. July 6, 2020, Workshop**
- 2. July 7, 2020, 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. Pickle indicated he had no updates from Mr. Harrell at this time.

**G. District Engineer
DE 1 – Consider Acceptance of New 20-Foot Access, Drainage and Water Management Easement and Abandonment of Existing Drainage Easements on the Watercrest ALF Site Approved Under Work Authorization WA 4B-15-1509-SU**

Mr. Pickle presented the item, indicating that the Watercrest ALF project had been authorized for construction by the District at their October 6, 2015, Board Meeting. The approval included a condition that required that a new 20-foot water management easement be granted to the District in a location covering new piping being installed to pass roadway drainage from NW California Boulevard through the site into the District's lake. Mr. Pickle noted, during a recent update to the survey it was determined that the new easement had never been granted or accepted by the District and the original easements encumbering the property had not been abandoned.

District staff and General Counsel have coordinated with the engineer of record and reviewed a new access, drainage and water management easement that is being offered to the District in exchange for the District abandoning its other easement rights and have determined that the new location and size is appropriate for the District's use.

Staff is recommending the following actions:

- 1.) Acceptance of the new 20-foot access, drainage and water management easement, as proposed.
- 2.) Abandonment of the District's other easement rights with respect to the property.

There was a brief discussion regarding the documents related to this item.

DE 2 – Consider Sisca Construction Services, LLC's Request for Change Order #2 Associated with Additional Work Necessary for Completion of the Administrative Building

Mr. Pickle presented the item, indicating that this additional work had not been captured in the original drawings and were not part of the original bid. Said additional work is as follows:

Proposal 2 – Add marble sills to exterior window openings	\$ 2,714.00
Proposal 3 – Add booster fans to ERV-1 in storage room	\$ 7,422.00
Proposal 4 – Install FPL service from transformer to building	\$ 5,916.00
Proposal 5 – Add steel bollards inside dumpster enclosure	\$ 1,968.00
Proposal 6 – Phasing of site improvements to all early occupancy	\$ 15,000.00
Proposal 8 – Additional cabinetry and glass screening	\$ 7,202.00
Proposal 9 – Revisions to electrical outlets and circuitry	\$ 2,889.00
	\$ 43,111.00

Discussion ensued regarding an expected move-in date and the transition from the old building into the new one.

There was no further discussion concerning this item.

**H. District Manager
Action Items**

DM 1 – Consider Request to Advertise for a Public Hearing to Consider Adoption of the Proposed Addendum to the Drug-Free Workplace Policy

Mr. Pickle presented the item, indicating that the proposed changes were on Page 23 of the policy and were administrative in nature. The recommended Public Hearing date was noted as October 6, 2020.

A brief discussion ensued regarding medicinal marijuana laws and the fact that the District is an entity of the State and should follow State guidelines regarding this topic. Mr. Pickle noted that he would have the District’s Labor Attorney address this item.

There was no further discussion regarding this item.

DM 2 – Consider District’s Holiday Schedule for the 2021 Calendar Year

Mr. Pickle presented the proposed Holiday Schedule for the 2021 Calendar Year, noting that it followed the schedules in the previous years.

There were no questions regarding this item.

DM 3 – Consider Resolution No. 2020-03 – Establishing the Fiscal Year 2021 Workshop and Regular Meeting Schedule and Location

Mr. Pickle presented the item, indicating that federal holidays were taken into account when drafting the schedule.

The Board had no problem with the proposed workshop and meeting dates and Mr. Pickle continued with the agenda items.

DM 4 – Other Items/Updates

Mr. Pickle advised that the fountain was working at Lake Harvey and the brick pavers were being installed, as well as the dedication sign, the bench, trash receptacles and the landscaping.

Mr. Pickle advised that the sheet rock had been installed on the new building with the electrician and carpet installation expected this week.

Mr. Pickle indicated that it was “status quo” regarding shut-offs, suspended until the Board gives staff other direction.

Mr. Pickle noted that he would be contacting each Board Member individually to schedule phone calls for his annual evaluation.

Vice Chairman Ney asked about additional furniture for the new building to which Mr. Pickle responded that they have adequate furniture for the most part, but may change out a few items, but nothing major.

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 2020

CA 6 – Consider Approval to Transfer Funds for the R&R Account Requisitions for Fiscal Year 2020

There was no discussion regarding the Consent Agenda items.

J. Supervisor Requests

Supervisor Graci thanked the District regarding the preserve clean-up on Cascades Isle Boulevard and asked if Publix was going in next to LA Fitness.

Mr. Pickle responded that Publix was going in next to LA Fitness.

Supervisor Child noted that everything appeared to be proceeding well.

Secretary Doughney praised the District for their storm prep. He also advised that he had attended a City Commission meeting and heard a lot of negatives about drainage in the District. He noted that he invited the members of the City Commission to attend District meetings so that the District and the City could work together to fix those drainage issues.

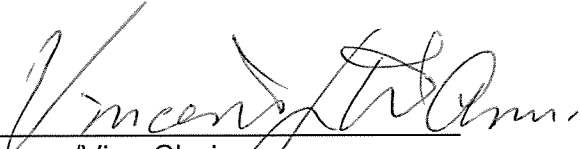
Vice Chairman Ney thanked staff for their excellent storm prep for Isias and he cannot wait until they can move into the new building.

Chairman D'Amico expressed his happiness with the District's progress and also praised staff for their excellent work.

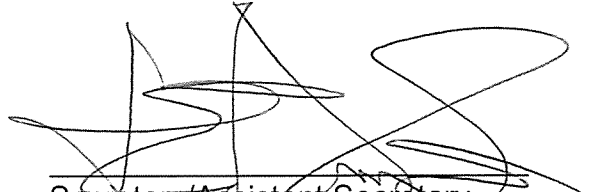
K. Adjournment

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

Workshop Meeting Minutes Signature Page



Chairman/Vice Chairman



Secretary/Assistant Secretary

Date Approved 09/01/20