

**PINELLAS PARK WATER MANAGEMENT DISTRICT**  
**6460 35<sup>TH</sup> STREET N**  
**PINELLAS PARK, FL 33781-6221**  
**(727) 528-8022**

**MINUTES**

**April 21, 2011**

**(Regular Authority Meeting #7)**

**IN ATTENDANCE**

Tom Tripp, Attorney for PPWMD  
Janet Rogers, Executive Director, PPWMD  
Cynthia Gillott, Executive Secretary, PPWMD  
Mike Smith, P.E. CDM, Tampa, FL  
Jeff Lowe, P.E., McKim & Creed, Clearwater, FL

**ROLL CALL**

Mr. Farrell - Present  
Mr. Taylor - Present  
Mr. Tingler - Present

Chairman Charles Tingler called to order Regular Authority Meeting #7 for April 21, 2011 at 5:30 P.M.  
Roll Call: Mr. Farrell, Mr. Taylor and Mr. Tingler

**MINUTES**

Mr. Taylor made a motion to approve the minutes of the Regular Authority Meeting #6 held on March 17, 2011. Second was made by Mr. Farrell.

No discussion. Roll Call:

Voting Aye: Mr. Farrell, Mr. Taylor and Mr. Tingler

**MOTION APPROVED**

Janet Rogers, Executive Director welcomed Commissioner John Morroni.

**03-15-07**

**CHANNEL 2 CULVERT UPGRADES - GANDY BLVD.**

Janet Rogers, Executive Director, stated the appropriate parties have not yet responded to the final change order as of this date. Tom Tripp, Attorney has been in verbal contact with several parties as late as April 20, 2011 and it seems some of the parties have questions on the billing amount that was not allowed because of quantities.

**08-16-07**

**CHANNEL 4 AND 4E ENHANCEMENT**

Janet Rogers, Executive Director, stated CDM responded to Pinellas County on some minor requests on March 24, 2011 and are preparing some more explicit answers; SWFWMD has been advised of the project status. The pre-bid meeting is scheduled for April 28, 2011 at 10:00 AM, bid opening is scheduled for May 13, 2011 at 10:00 AM and, anticipate work to begin 1<sup>st</sup> week of June 2011.

## **FINANCE**

### **a) Financial Statement – March 2011**

Mr. Farrell read the financial statement for the month of March 2011. Mr. Taylor made a motion to approve the financial statement for the month of March 2011. Second was made by Mr. Tingler. No discussion. Roll Call:

Voting Aye: Mr. Farrell, Mr. Taylor and Mr. Tingler

**MOTION APPROVED**

### **b) Investment Summary – April 2011**

Janet Rogers, Executive Director, recommended to leave everything as is. Mr. Taylor made the motion to approve the Investment Summary for April 2011. Second was made by Mr. Farrell. No discussion. Roll Call:

Voting Aye: Mr. Farrell, Mr. Taylor and Mr. Tingler

**MOTION APPROVED**

### **c) Maintenance of Infrastructure Program (MIP)**

Janet Rogers, Executive Director, stated that a Maintenance of Infrastructure Program (MIP) has been established which is basically the same as the Capital Improvement Program (CIP) other than we are using it to plan out maintenance of infrastructure and is to be used as a tool in determining cash flow, budgeting and scheduling. Ms. Rogers assured the Board that any repairs or replacements that came about from the Long Term Facility Plan will be brought before the Board and addressed in full before any work is done.

## **NEW BUSINESS**

### **Executive Director Comments**

1. RFP 03-2011 – Attorney Services – was advertised on April 1, 2011 in the St. Petersburg Times, Gulf Coast Business Review, Tampa Tribune, Florida Association of Special Districts and PPWMD website. To date, thirteen (13) requests for the RFP package have been received. Proposals are due by April 28, 2011, proposal opening on April 29, 2011, with interviews held at a Special Meeting on May 11, 2011 by a Selection Committee. Janet Rogers recommended Mike Smith, CDM; Dave Ramba, Attorney; and herself as the selection Committee with a recommendation to the Board by using a point system. Discussion was held. Mr. Taylor made a motion to establish a Selection Committee consisting of Mike Smith, David Ramba and Janet Rogers for the RFP/Attorney to select a number between 3 & 5 to then be here prior to our May 19<sup>th</sup> meeting for oral review with anticipation of selecting one from that 3 or 5 at the May 19<sup>th</sup> meeting. Second was made by Mr. Farrell.

No discussion. Roll Call:

Voting Aye: Mr. Farrell, Mr. Taylor and Mr. Tingler

**MOTION APPROVED**

2. An additional two (2) more meetings were held between Tom Tripp, Mike Smith and Jan Rogers working on the contract mechanism. In your packet is a policy we drafted for the contract mechanism for the contractor along with a breakdown of potential savings for the District. Mike Smith, District Engineer, explained the breakdown to the Board. Mr. Taylor made a motion to accept the proposed policy for administration of contractor services for minor channel repairs contract(s). Second was made by Mr. Farrell.
3. An oil spill occurred on Ch 4A which was caused by a blown hose on the Spyder. Emergency clean-up was required by our maintenance staff and an outside Emergency Response Contractor. As of this day 100% clean-up has been completed along with the DEP inspection. A review is being done with information on obtaining a 3 year old Spyder, continuing repairs as they occur on the current Spyder, or possibly contracting out the Spyder work, as needed. Further discussion will be needed in the future as this equipment is becoming extremely expensive.

#### MISCELLANEOUS

##### **A. Monthly Rainfall/Maintenance Report**

The monthly report is included in the Boards packet.

##### **B. Regular Authority Meeting #8 will be held on Thursday, May 19, 2011, immediately following the Special Meeting at 5:30 PM.**

Mr. Taylor informed the Board that Peter Creighton, Hardy Huntley's business partner and right hand man, concerning the Gateway property Hardy Huntley purchased and is developing, asked if they would like to donate whatever easements on the north property to the District. Jan Rogers was able to find out how much land we are talking about. Mr. Taylor asked if the Board would have a problem with Jan Rogers obtaining information on this. The Board was in agreement for Ms. Rogers to go ahead.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting at 6:23 P.M. Second was made by Mr. Taylor.