

**PINELLAS PARK WATER MANAGEMENT DISTRICT**

**6460 35<sup>TH</sup> STREET N**

**PINELLAS PARK, FL 33781-6221**

**(727) 528-8022**

**MINUTES**

**September 19, 2013**

**(Regular Authority Meeting #9)**

**IN ATTENDANCE**

Janet Rogers, Executive Director  
Jennifer Cowan, Attorney for District  
Cynthia Gillott, Exec. Secretary  
Mike Smith, CDM Smith  
Mitch Chiaverelli, McKim & Creed  
Randy Roberts, City of Pinellas Park  
Aaron Petersen, City of Pinellas Park  
Lou Bommattei, Resident Springwood II

Chairman Charles Tingler called to order Regular Authority Meeting #9 for September 19, 2013 at 5:38 P.M.

**ROLL CALL**

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

**MINUTES**

Mr. Farrell made a motion to approve the minutes of Regular Authority Meeting #8 held on July 18, 2013. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

**08-18-11**

**CHANNEL 1A – RENEWAL FROM 47<sup>TH</sup> ST. TO 56<sup>TH</sup>. ST.**

Janet Rogers, Executive Director, stated this project is 99.9% complete. A few minor issues should be resolved by Sept. 30, 2013 and at that time this project will be taken off the agenda. Mike Smith, CDM presented pictures of this project.

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**11-15-12**

**CHANNEL 1A2 RENEWAL OF 49<sup>TH</sup> STREET TO 52<sup>ND</sup> STREET**

Janet Rogers stated Phase I & II are completed. This project will be taken off the agenda.

**09-01-13**

**CHANNEL 3 – LAKE BOISVERT RENEWAL (10-18)**

Janet Rogers, Executive Director, this project started on Sept. 9, 2013 under the Minor Service Contract Agreement. Anticipated completion date is before Sept. 30, 2013 at which time this project will be taken off the agenda.

**10-18-12**

**CHANNEL 4 – JOE’S CREEK CONFLUENCE UPGRADE (Project #10-24)**

Janet Rogers, Executive Director, stated CDM Smith has finalized the conceptual design for this project. After the last Board meeting Kevin Coughlin, KCI, informed the District that KCI had terminated his involvement with this project. I immediately held a meeting with KCI and was informed KCI was doing away with their drainage department. It was decided, after reviewing a resume of a KCI employee, that KCI does not have any understanding of what the District requires. KCI was then terminated from the project. KCI has furnished a portion of the 30% design and will be paid a portion of the design. In wanting to keep this project moving forward and after the extremely well coordinated job McKim & Creed did on Ch #4 W of 66 St Failure a meeting was held with Street Lee and the decision was made for McKim & Creed to take over this project.

**11-15-12**

**CHANNEL 4 – FABRIFORM REPLACEMENT WEST OF 66<sup>TH</sup> ST – FAILURE REPAIR**

Janet Rogers, Executive Director, stated the project is 100% completed and are in the process of completing the final paperwork. A credit Change Order is in your packet that needs to be approved. The project will now be taken off the agenda. McKim and Creed has 100% paid their portion of this project. Mike Smith, CDM presented pictures of this project. Mr. Farrell made a motion to accept Change Order #1 in a credit amount of (\$8,019.63) bringing the total contract price to \$355,780.37. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

**FINANCE**

**a) Financial Statement – August 2013**

Mr. Farrell made a motion to approve the financial statement for August 2013 as on file in the District office. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

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**b) Investment Summary – September 2013**

Janet Rogers, Executive Director, recommended not to move any funds at this time. Mr. Farrell made a motion to approve the Investment Summary for September 2013. Second was made by Mr. Taylor. No discussion. Roll Call:

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

**MOTION APPROVED**

**c) Grau and Associates – Engagement Letter 2012-2013 Audit**

Janet Rogers, Executive Director, stated in folders is Grau & Associates Engagement Letter for the 2012-2013 Audit in the amount of \$14,900 which is a small increase of \$300.00 over the past two years. Mr. Farrell made a motion to accept Grau & Associates' Engagement Letter for the 2012-2013 Audit in the amount of \$14,900.00. Second was made by Mr. Taylor. No discussion. Roll Call:

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

**MOTION APPROVED**

**NEW BUSINESS**

**Executive Director Comments**

1. Discrimination action with Bob Potter has been dismissed at this time.
2. Union - Collective Bargaining is still in process and down to the last three articles. Continuing negotiations are at impasse and PERC is m...down names of arbitrators.
3. Grapple Truck – the chassis is complete and will be on its way to Tampa Crane any day now and anticipating arrival close to Thanksgiving 2013.
4. Vehicle/Equipment Storage Facility – I was requested by Mr. Tingler to research and cost out for this facility. You have received the preliminary plans and cost. Please note that certain permit requirements are still in question, additional survey cost and a few other items. I have been told that there may be a savings to the District vehicle and equipment, if we have the facility but this will not be determined until later on in future . I do believe any time we are able to keep our vehicles and equipment out of Mother Nature's elements, it would be helpful. Mr. Farrell made a motion to move forward with the Vehicle/Equipment Parking Structure not to exceed \$110,000. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

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5. Staff Vehicle - the District has always had a staff vehicle except for the past 5-6 years. I request authorization to purchase a staff vehicles so staff can use to review the channels, go to seminars, classes and conferences, instead of using own vehicle. There are estimates in packet under the state contract and comparison of three vehicles. I would like to test the vehicles out before purchasing to see which would be better for District needs. Mr. Farrell made a motion to purchase a Staff Vehicle not to exceed \$30,000. Second was made by Mr. Taylor.  
No discussion. Roll Call:  
Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler  
**MOTION APPROVED**
6. The Regular Authority Board Meeting Calendar is in your folder.
7. The Loss Control Policy is in folders which is distributed to all employees and sent to Florida League of Cities to receive a credit. Mr. Farrell made a motion to approve the Loss Control Policy for 2013-2014 as presented by the Executive Director. Second was made by Mr. Taylor.  
No discussion. Roll Call:  
Voting Aye: Mr. Taylor, Mr. Farrell and Mr. Tingler  
**MOTION APPROVED**
8. Cindy and I will be going to the final class on Collective Bargaining to become certified is Sept. 26, 2013.
9. We are still waiting to hear the outcome of the SWFWMD applications for funding in 2014.
10. The roof repair has been completed, the gables will be repaired in the next two weeks and our staff will paint the gable siding and building as time allows.

#### **MISCELLANEOUS**

- A. Regular Authority Meeting #1 is scheduled for Thursday, November 21, 2013.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting at 6:06 P.M. Second was made by Mr. Taylor.