

PINELLAS PARK WATER MANAGEMENT DISTRICT

**6460 35TH STREET N
PINELLAS PARK, FL 33781-6221
(727) 528-8022**

MINUTES

October 20, 2011

(Regular Authority Meeting #1)

IN ATTENDANCE

Janet Rogers, Executive Director, PPWMD
Cynthia Gillott, Executive Secretary, PPWMD
Jennifer Cowan, Attorney
Mike Smith, P.E. CDM, Tampa, FL
Jeff Lowe, P.E. McKim & Creed, Clearwater, FL
Dan Glaser, P.E., LAN
Lou Bommattei, Springwood II

ROLL CALL

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

Chairman Charles Tingler called to order Regular Authority Meeting #1 for October 20, 2011 at 5:30 P.M.

Roll Call: Mr. Taylor and Mr. Tingler
Janet Rogers noted that Mr. Farrell is absent.

MINUTES

Mr. Taylor made a motion to approve the minutes of Regular Authority Meeting #11 held on August 18, 2011. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor and Tingler

MOTION APPROVED

Out of Context

Janet Rogers, Executive Director, introduced Dan Glaser, LAN. Mr. Glaser made a brief presentation on Lockwood, Andrews & Newnam, Inc. (LAN) who he has worked for since March 2010.

08-18-11

CHANNEL 1A RENEWAL FROM 47TH ST. TO 56TH ST.

Janet Rogers, Executive Director, stated CDM has submitted a draft copy of the conceptual report and will be providing engineering services that include conceptual level design, probable costs and identify possible permitting. Once conceptual design is prepared will go out for final design. Mike Smith, CDM, stated this is an infrastructure repair project presented an updated aerial and photos of the project from 47th St to 56th St. CDM will submit final report and then McKim & Creed is to start project.

Mr. Taylor suggested that Janet Rogers and Mike Smith make this presentation to the City of Pinellas Park Council at the November or December workshop as he was very impressed with the presentation. Janet Rogers, Executive Director, noted the Long Term Facility Report has been very helpful in obtaining information needed for the projects and the maintenance.

08-18-11

CHANNEL 1BC RENEWAL & STRUCTURAL REPLACEMENT

Janet Rogers, Executive Director, stated CDM has submitted a draft copy of the conceptual report and will be providing engineering services that include conceptual level design, probable cost and identify possible permitting. Once conceptual design is prepared preliminary and final design will go out to McKim & Creed. Mike Smith, CDM, presented an updated aerial and photos of the project from 80th Ave up to 82nd Ave. which flows into CH 1B5. Mr. Smith stated there was a discussion at one time with the City of Pinellas Park on the drainage pipe from the lake; 500' of elliptical pipe will be used which will bring up below budget on this project.

03-15-07

CHANNEL 2 CULVERT UPGRADES - GANDY BLVD.

Janet Rogers, Executive Director, stated this is the last time the Board will see this project on the agenda as final change order was signed and sealed on September 26, 2011. Ms. Rogers thanked Jennifer Cowan, Attorney, for having this completed.

08-16-07

CHANNEL 4 AND 4E ENHANCEMENT

Janet Rogers, Executive Director, stated in reviewing last month's minutes an error was made by stated that the first check to be received from SWFWMD was in the amount of \$36,209 the statement should have been SWFWMD paid 50% (\$18,104). A copy of the first two (2) checks from SWFWMD for the first two progress payments is in your folders – one is for \$18,104 and the other is for \$19,737. The 3rd progress payment was just made and we will be sending to SWFWMD the 3rd request for their payment. Progress Meeting #4 was held on October 11, 2011. The contractor, All American Concrete, is on the final finishing stages in the Greenbriar area and has already started on 62nd Ave (private drive). Ms. Rogers noted that the District and the residents are very pleased with the contractor. The contractor will be moving to 62n Ave N next. Mike Smith, CDM, presented photos and stated 62nd Ave will be starting soon and this will disrupt traffic some.

06-23-11

CHANNEL 4 – FABRIFORM REPLACEMENT WEST OF 66TH STREET

Janet Rogers, Executive Director, stated Notice to Proceed for McKim & Creed was issued on June 30, 2011; McKim & Creed has submitted the 100% documents, will be reviewed by the District Engineer and District Attorney, and would like to move forward and go out to advertise. Jeff Lowe, McKim & Creed, stated on October 7, 2011 received letter of exemption from SWFWMD. Mike Smith, CDM, noted that McKim & Creed did an exceptional job crossing this milestone.

FINANCE

a) Financial Statement – September 2011

Janet Rogers, Executive Director, read the financial statement for the month of September 2011. Mr. Taylor made a motion to approve the financial statement for the month of September 2011. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor and Mr. Tingler

MOTION APPROVED

b) Investment Summary – October 2011

Janet Rogers, Executive Director, recommended not moving any funds. Mr. Taylor made the motion to approve the Investment Summary for October 2011. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Taylor and Mr. Tingler

MOTION APPROVED

NEW BUSINESS

Executive Director Comments

1. The Contractors List for Minor Contract Repairs – last month there was two low bidders - Keystone Excavators and All American Concrete. Keystone Excavators and All American Concrete are being contacted to renegotiate some line items within the bids; the line items will not change the bottom line of their bid. A recommendation will be made to the Board next month.
2. MI Homes – a letter was presented last month in which MI Homes wants to deed over a portion of a lot they own to the City of Pinellas Park. After researching, it has been established and verified by Jennifer Cowan, Attorney, that the District has a Perpetual Drainage Easement and, therefore, the District has no problem with deeding the lot to the City of Pinellas Park which a portion is already deeded to the City of Pinellas Park. Ms. Rogers stated, with the Board's approval, would like to send a letter to MI Homes. Mr. Taylor made a motion to approve the Executive Director to communicate with MI Homes stating there is no problem to deed over a piece of land to the City of Pinellas Park. Second was made by Mr. Tingler.
No Discussion. Roll Call:
Voting Aye: Mr. Taylor and Mr. Tingler
MOTION APPROVED
3. The F750 has not been received yet and should be arriving any time now. This will be a budget revision.

4. Mike Smith and Jan Rogers will be meeting tomorrow with several staff members of the City of Pinellas Park to discuss possibly combining a project at Skyview Pool. Ms. Rogers stated this will be excellent for the community and for the City of Pinellas Park and the District to work together. This is a small portion of a project which came out of the Long Term Facility Report. Jan Rogers and Mike Smith have discussed and will discuss sharing maintenance with the City of Pinellas Park to form a working relationship. Ms. Rogers will report back to the Board in November the outcome of this meeting.
5. The Loss Control Policy is up for renewal for 2010-2011. It remains the same as in past years and will require a motion. Mr. Taylor made a motion to approve the Loss Control Policy for 2011-2012 as presented by the Executive Director. Second was made by Mr. Tingler.
No Discussion. Roll Call:
Voting Aye: Mr. Taylor and Mr. Tingler
MOTION APPROVED
6. The Second Legislative Delegation meeting will be held on October 27, 2011 at the Palladium Theatre in St. Petersburg from 9:00 AM to noon.

MISCELLANEOUS

A. Monthly Rainfall/Maintenance Report

The monthly report is included in the Boards packet.

B. Regular Authority Meeting #2 will be held on Thursday, November 17, 2011 at 5:30 PM at the District office.

There was no further business to come before the Board and Mr. Taylor moved to adjourn the meeting at 6:05 P.M. Second was made by Mr. Tingler.