

PINELLAS PARK WATER MANAGEMENT DISTRICT

6460 35TH STREET N.

PINELLAS PARK, FL 33781-6221

(727) 528-8022

MINUTES

February 15, 2007

(Regular Authority Meeting #5)

IN ATTENDANCE

Tom Tripp, Attorney for PPWMD

Janet Rogers, Executive Secretary, PPWMD

Rick Frazee, FJS Research, Pinellas Park, Fl.

Randy Roberts, Streets & Drainage, City of Pinellas Park, Fl

Daniel Glaser, P.E. McKim & Creed, Clearwater, Fl.

Michael Gustafson, City Manager, Pinellas Park, Fl.

Scott Pinheiro, Engineering Director, Pinellas Park, Fl.

Tom Nicholls, Public Works Administrator, Pinellas Park, Fl.

Chip Herom, P.E., CDM, Tampa, Fl.

Mike Smith, P.E., CDM, Tampa, Fl.

ROLL CALL

Mr. Farrell – Present

Mr. Tingler _ Present

Ed Taylor _ Present

Chairman Tingler opened Regular Authority Meeting #5 for the fiscal year 2006/2007 at 5:32 P.M.

MINUTES

Mr. Farrell made a motion to approve the minutes of the Regular Authority Meeting #4 for January 18, 2007. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED.

BUDGET REVISION

Richard Frazee, Executive Director presented the First (1st) Quarter Budget Revision FY 2006-2007 dated February 15, 2007 and discussing the major areas of change. Mr. Taylor made a motion to approve the 2006-2007 First Quarter Budget Revision as presented by the Executive Director. Second was made by Mr. Farrell.

No discussion. Roll Call:

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

MOTION APPROVED.

00-01-01

CHANNEL 1A – RE-CONSTRUCTION

Richard Frazee, Executive Director stated that there still remained issues with Tensar on design details. Bids are due on March 12, 2007 and that there may be a need to issue a revised specification in the bid process again.

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Mike Smith, CDM stated that Tensar did send their design documents on January 12, 2007 and when CDM reviewed the documents it was found that the documents were extremely lacking. CDM has been in constant contact in trying to get Tensar to expedite their design. Tensar just realized that they were not using the repair work that had been completed in 2001 so they were not using the 2001 design causing the design to be incomplete of which CDM was aware of. Gina Cashon, CDM spoke with Tensar today, they are now aware of the problem which will now cause this to be about an additional week before the documents are received. CDM intends to stay in contact with Tensar on a daily bases. Richard Frazee stated that Tensar is now moving forward and there is no Board action required.

04-09-02

CHANNEL 1-A-2 (MCKIM & CREED)

Richard Frazee, Executive Director stated that Dan Glaser, McKim & Creed will be at the District on Tuesday, February 20, 2007 for the Pre- Bid meeting.

12-19-02

CHANNEL 1 – 60TH ST TO 52ND ST – (CDM)

Richard Frazee, Executive Director stated that Board Member, Ed Taylor had requested that he provide answers to three (3) questions for Gail Larson of which the response is in the meeting folders. The District is presently waiting for a response from Ms. Larson's attorney. Tom Tripp, Attorney for the District stated that Ms. Larson's attorney had sent an e-mail on this day, Thursday, February 15, 2007 requesting another copy of the agreement so Ms. Larson's attorney could make modifications to the agreement. Tom Tripp, Attorney for the District stated that it is his understanding that the substance of the agreement would not change but that some of the verbage would. Richard Frazee, Executive Director stated that last month a report to the Board indicated that the agreement was not close and now it appears that through answering the questions that Ms. Larson had and the re-wording of the document, the agreement seems to be very close to being approved by Ms. Larson and it is the recommendation of the Executive Director that no action be taken at this time in hopes that it will be resolved vs going onto Ms. Larson's property and removing of the dead trees.

94-10-03

Haines Road

Richard Frazee, Executive Director stated that the District is working on terms and conditions with URS. There is no Board action required at this time.

03-08-02

CHANNEL 4 – 58th ST TO RAILROAD – (TBE GROUP)

Richard Frazee, Executive Director stated that the District is in the process of awarding the contact to MTM once Tom Tripp; Attorney for the District has given his final approval of the documents.

03-08-03

CHANNEL 4E – 62nd STREET TO MCKEE LAKE

Richard Frazee, Executive Director stated the District is working to get to the point of submitting for SWFWMD permit. A meeting was held today, Thursday, February 15, 2007 with Bill Reidy, Advanced Engineering, Mike Smith, CDM and Richard Frazee, Executive Director to address modeling issues. Advance Engineering's meeting with SWFWMD on January 17, 2007 was not very favorable. Mike Smith, CDM stated that the meeting was in regards to modeling issues.

Apparently Advanced Engineering modeling had changed from one event to another. The basic issue is that currently the design impacts flooding by .15 feet which will not be allowed by SWFWMD and against what the District likes to accomplish. In wanting to know if the model is up to date, are there items in the model that can be changed, or are there other areas that can be looked at. CDM will take a look at some down stream stretches of Channel 4 and Advanced Engineering will take a look at some items that CDM found in the model. CDM will be looking to see if there are any items that can improve the flooding and then report back to the District. Richard Frazee, Executive Director stated that it was better to spend additional money on engineering at this time to try to get the correct answer than to move forward with the wrong answer. Ed Taylor, Vice Chairperson, stated that it appears that there is checking of each others homework which will help to better define the issue.

11-11-03

CHANNEL 4A – PHASE 3 – 53RD STREET TO 62ND AVE.

Richard Frazee, Executive Director stated that CDM was authorized in December 2006. Harry Marlow Inc. has started phase one of the survey work. Survey cost will increase approximately Thirty-Seven Thousand (\$37,000) Dollars. Rental funding for this increase cost was included in the First Quarter Budget Revision that the Board passed at the beginning of this meeting.

03-12-01

CHANNEL 5 – CITY PROJECT

Richard Frazee, Executive Director stated that the City of Pinellas Park project bids came in on January 26, 2007. The work estimated came in at Seven Million Three Hundred and Two Thousand One Hundred and Ninety-One Dollars (\$7,302,191). The City of Pinellas Park, working with the apparent low bidder, Rowland, Inc., has value engineered the cost down to Five Million Thirty-Two Thousand Dollars (\$5,032,000). The City of Pinellas Park has requested the District to cost share in the amount of Three Million Dollars (\$3,000,000) in the fiscal year of 2007-2008. In a reminder to the Board, Richard Frazee, Executive Director stated that in January 2004, Jeff Sabiel, Streets and Drainage Director for the City of Pinellas Park had requested a forty-seven percent (47%) to fifty-three percent (53%) cost sharing back to the City of Pinellas Park for consideration. Presently, no record has been found of that request. If the District were to continue to use the forty-seven percent (47%) the District's portion of the City of Pinellas Park request would be approximately Two Million Four Hundred Thousand Dollars (\$2,400,000). Charles Tingler wanted to know that if the District was to move forward, would the District have to put some of the District's projects on hold? Richard Frazee, Executive Director stated that would not be the case. Further explanation will become apparent once the discussion is held on the CIP. Richard Frazee, Executive Director stated that he was not requesting approval of the Three Million (\$3,000,000) just to have approval to continue the cost sharing discussions with the City of Pinellas Park. Ed Taylor wanted to know if the amount to be discussed would be above the forty-seven percent (47%). Richard Frazee, Executive Director stated yes it would be above that amount as the District has no record of the forty-seven percent (47%) being carried back to the City of Pinellas Park Administration by Jeff Sabiel. Richard Frazee, Executive Director stated that he felt the inter-local agreement that was drafted sometime ago that has not moved be completed and brought back to the Board for approval. Ed Taylor again wanted to make sure that he understood that the District's projects would not be slowed down should the amount of Three Million Dollars (\$3,000,000) be granted. Richard Frazee, Executive Director again stated yes as long as the payments were spread out over the next few years. Tom Tripp, Attorney for the District stated that this is an administration discussion not for the Board to approve. Mike Farrell asked "has the District already contributed to this project by the purchase of the land for a lake?" Richard Frazee, Executive Director stated that is correct in 2004 the District also put Seven Hundred Seventy-Eight Thousands Dollars (\$778,000) in

the District's CIP for this project and has continued to carry that amount forward. Mr. Farrell asked the amount of the land purchase and Richard Frazee, Executive Director stated he believed it to be approximately One Hundred and Fifty Thousand Dollars (\$150,000). Mr. Farrell wanted to know if the purchase amount of the land is above the Three Million Dollars (\$3,000,000) that the City of Pinellas Park is now asking for and Richard Frazee, Executive Director stated yes. Mike Farrell wanted to know what percentage of the total project was the Three Million Dollars (\$3,000,000?) Mike Smith, CDM stated that the Five Million Dollars (\$5,000,000) was only for the Channel 5 drainage portion off the project and that it is somewhere around sixty percent (60%).

06-05-18

PARK BLVD. - PHASE THREE – SAWGRASS LAKE

Richard Frazee, Executive Director stated that the City of Pinellas Park has started discussions with TBE Group for the engineering services and when the Board gets to the CIP portion of this meeting, the Board will see that there are five (5) projects that they have not yet seen which will explain this project in better detail.

02-04-01

FEMA MAP CHANGES UPDATE

Richard Frazee, Executive Director stated that there are no changes and after January will write to the Legislators to try to get some funding for the FEMA MAP changes.

FINANCE

a) Financial Statement for the month of January 2007.

Mr. Farrell read the financial statement for the month of January 2007 and notation was made that year to date errors were in place due to system update and auditor entries not being made on time. Mr. Taylor made a motion to approve the Financial Statement for the month of January 2007 but subject to year to date changes being made by auditor. Second was made by Mr. Tingler.

No discussion. Roll Call:

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

MOTION APPROVED.

b) Investment Summary

Richard Frazee, Executive Director made the recommendation to move \$1,500,000.00 from SunTrust to SBA in order to receive a better interest rate at this time. Mr. Farrell made the motion to approve the Investment Summary for February 2007. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED.

c) Audit Update

Richard Frazee, Executive Director stated that the audit via of e-mail was just received today and put in your folders for your review. Ed Taylor wanted to know how long the District has been with this auditor and is it an RFP process. Tom Tripp, Attorney for the District recommends before acceptance from the Board, that the Board take the time to review the audit.

NEW BUSINESS

a) Maintenance Department Update

Richard Frazee, Executive Director stated that there was a meeting held on January 25, 2007 with Chris Marinari, Pinellas Park Fleet Director to discuss equipment maintenance and retirement determination. Janet Rogers, Executive Secretary is trying to set up a system at the District that will mirror the City of Pinellas Park maintenance program.

The F550 Ford Truck that was purchased is now in service with the vibrators and everyone seems to be very happy with the vibrators and the new truck.

Richard Frazee, Executive Director requested to purchase a Cat 906 front end loader on the GSA Contract for a NTE of Sixty-Nine Thousand Dollars (\$69,000). Rental for the last two (2) years has been approximately Forty-Seven Thousand Four Hundred Dollars (\$47,400). Once the order is placed, please note that it will have a delivery date of twenty-eight weeks (28). Mike Farrell made a motion to approve the purchase of a front end loader not to exceed Sixty-Nine Thousand Dollars (\$69,000) as presented by the Executive Director and upon the approval of the Districts Attorney. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED.

Richard Frazee, Executive Director request approval to purchase a John Deere Tractor Slope Mower with an Alamo thirty (30) foot boom slope mower for a NTE in the amount of One Hundred Eleven Thousand Five Hundred Dollars (\$111,500.) Explanation was given that the District has spent approximately Seventy-Five Thousand (\$75,000) Dollars since 2001 on the slope mower which was purchased in 1996. Richard Frazee, Executive Director requested that Charles Tingler help in researching a trade in value. Mr. Farrell made a motion to approve the purchase of a John Deere Tractor Slope Mower with an Alamo Thirty (30) foot boom slope mower not to exceed One Hundred Eleven Thousand Five Hundred Dollars (\$111,500) and declare the existing slope mower to be surplus and allow the disposal of the existing slope mower by the Executive Director. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED.

b) Professional Engineers Week

Richard Frazee, Executive Director read Resolution 07-01 Professional Engineers Week. Ed Taylor made a motion to approve Resolution 07-01 Professional Engineers Week. Second was made by Mike Farrell.

No discussion. Roll Call:

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

MOTION APPROVED.

A. Executive Directors Comments

Richard Frazee, Executive Director stated:

- Draft of Capital Improvement Projects is included in the Boards folder; not requesting approval. A brief explanation was given and will work towards presenting to the Board next month for Board approval. New projects were presented that the Board had not yet seen to give them a preview of next months CIP that will be presented and a brief look at the forward movement of the District. Ed Taylor stated that the revenues that are received are based on expenditures on the betterment of the District and it looks as if the District would be moving in the proper direction.
- Richard Frazee, Executive Director stated that plans are to give Cindy Gillott a merit increase due to extra training and duties taken on along with several new employees who are due for small increases. Charles Tingler requested an early notification of the annual performance reviews of the District employees.
- Richard Frazee, Executive Director stated that the paper that is being written on the success of the District is still in process and moving forward.

MISCELLANEOUS

B. Monthly Rainfall/Maintenance Report

The monthly report has been delivered and is included in the Boards packet.

CHANNEL 4 HYDROLOGY

Richard Frazee stated that a motion had been inadvertently missed referencing the Channel 4 Hydrology. Chip Herom, CDM explained the additional increase is to pay for the additional engineering time in putting in the design, drawings and specifications for the emergency repairs that were needed on Channel 4. The Interim Executive Directors expense was charged under another classification. A motion was made by Ed Taylor to approve the additional increase of Ten Thousand Dollars (\$10,000) to CDM for Channel 4 Hydrology. Second was made by Mike Farrell.

No discussion. Roll Call:

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

MOTION APPROVED.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting. Second was made by Mr. Taylor. Chairman Mr. Tingler closed the meeting at 6:41 P.M.