

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

**July 19, 2018
Regular Authority Meeting # 5
MINUTES**

IN ATTENDANCE

Jennifer Cowan, District Attorney
Randal A. Roberts, Executive Director
Karen Lowe, District Engineer
Jason Ressler, CDM Smith
Mitch Chiavaroli, McKim & Creed
Nick Charnas, Applied Sciences
Elie Araj, Applied Sciences
Dave Cook, PPWMD
Lisa Atkinson, PPWMD
Melanie Stegall, Public Risk Insurance Agency
Michael Silcott, Resident
Carol Silcott, Resident
Aaron Petersen, City of Pinellas Park

I. Chairman Charles Tingler called to order the Regular Authority Meeting #5 for July 19, 2018 at 5:30 P.M.

II. ROLL CALL

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

Randal A. Roberts, Executive Director, announced that members of the public will have an opportunity to make public comments on each agenda item during the time the agenda item is considered. Then at the end of the meeting if they have anything that is not on the agenda, they are welcome to speak.

III. AGENDA

Randal A. Roberts, Executive Director, stated there are no changes to the agenda.

IV. MINUTES

Mr. Farrell made a motion to approve the minutes of the Regular Authority Meeting #4 held on May 17, 2018. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

V. ITEMS OF BUSINESS

A. NEW BUSINESS

Randal A. Roberts, Executive Director, stated there is new business.

a. Health Insurance Renewal – Public Risk Insurance Agency (Melanie Stegall)

Melanie Stegall explained the changes for the renewal of the Health Benefits for the period of August 1, 2018 thru July 31, 2018. Randal A. Roberts, Executive Director, recommended the renewal of United Healthcare Choice Plan AU-YP/RX311 and all other Health Coverages presented by Melanie Stegall, Public Risk Insurance Agency.

Mr. Farrell made a motion to renew United Healthcare Choice Plan AU-YP/RX311 and all other Health Coverages as presented by Melanie Stegall and recommended by the Executive Director for 2018-2019. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

b. Merrill Ingress/Egress Agreement - Randal A. Roberts, Executive Director, stated that five years ago on December 2, 2013 Mr. Merrill requested access to Channel 1ANS for maintenance on his property. The address is 8899 53rd Way. The document had a 5-year renewal period and has been reviewed by Jennifer Cowan.

Mr. Farrell made a motion to renew an agreement with James and Marjorie Merrill 8899 53rd Way North, Pinellas Park, Florida 33782 for the period December 3, 2018 through December 2, 2023, to allow access to Channel 1A2.

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

MOTION APPROVED

B. PROJECTS

11-17-2015

CHANNEL 1AW – RENEWAL FROM 58TH STREET TO CH 1 (14-07)

Randal A. Roberts, Executive Director, stated that west of 58th Street there is approximately 250 feet of work left to do on the south bank, but the weather has not been cooperating; however, work is continuing.

01-19-2017

CHANNEL 1B5 – PANEL REPLACEMENT (17-01)

Randal A. Roberts, Executive Director, stated CDM Smith is working on the necessary easements for the project. Nick Charnas stated that permits for the project have been issued and the design of the project should be completed by October.

09-18-14

CHANNEL 1C – RENEWAL FROM 98TH AVE. TO CONFLUENCE OF CH 1 (10-08)

Randal A. Roberts, Executive Director, stated that the easement issue with Duke Energy had been resolved and the easements have been sent to the District. The District will work to have the easements signed so Duke Energy can start on the electrical work at the site.

01-15-2015

CHANNEL 4 - PANEL REPLACEMENT (10-19)

Randal A. Roberts, Executive Director, stated this project is still on hold. Mr. Roberts stated that a meeting had taken place with a company that does polymer injections. He stated that injecting the expanding polymer would be a temporary fix for the panels to extend the life. A line item for this project had been added to the FY19 budget and the panel repair would take place to the west of 66th street.

11-16-2017

CHANNEL 1 – PANEL REPLACEMENT AT 66TH STREET (18-01)

Randal A. Roberts, Executive Director, stated Nick Charnas would give an update on this project. Nick Charnas stated that geotechnical investigation and survey have been completed at the site. Applied Sciences is evaluating alternatives, primarily focused on construction of a sheet pile wall on the south side of the channel. Input related to maintenance access will be required in the evaluation. It was also noticed that diagonal cracking was appearing on the north side of the channel indicating that both sides of the channel may need repair.

11-16-2017

CHANNEL 1A2 – REPAIR AT 49TH STREET (14-04)

Randal A. Roberts, Executive Director, stated that this project is undergoing an alternative analysis as the District would like to have some of the channel be converted to box culverts. Nick Charnas stated that Applied Sciences will be scheduling a Cooperative Funding meeting with SWFWMD

to maybe get SWFWMD Cooperative Funding for this project. They could pay for 50% of the parts of the project related to water quality.

FINANCE

a) Financial Statement – June 2018

Mr. Farrell made a motion to accept the Financial Statement for June 2018 as presented and 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

b) Investment Summary – July 2018

Mr. Farrell made a motion to accept the Investment Summary for July 2018 as presented and 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

EXECUTIVE DIRECTOR COMMENTS

1. Hurricane Irma - Randal A. Roberts, Executive Director, thanked David Cook and Jason Ressler for their assistance on gathering all the information needed for submission to FEMA for reimbursement; the District should be receiving a total reimbursement of over \$67,000. Jason Ressler stated he spoke with the contact with FEMA this week and was told that the District was through the last hoop with the FEMA part of the process and the reimbursement submission is now being sent to the State of Florida and then the District will be issued its check.
2. Draft Budget – Randal A. Roberts, Executive Director stated:
 - A. The Property Appraiser sent estimated revenue and with property values going up the District should be receiving \$317,060 additional revenue for next year.
 - B. The cash forward is lower in the upcoming year because of the projects that have been completed.
 - C. Budget is reduced because there are no scheduled union negotiations this year, and efficiencies seen from CDM Smith.
 - D. County expenses and insurance have increased slightly.
 - E. There may be an increase of contract maintenance in the amount of \$10,000 for additional repairs.
 - F. The gasoline bill is lower than in previous year by purchasing from the City.
 - G. There is funding included for possibly putting hurricane shutters on the windows of District Office Building in case someone needs to be at the District office when a storm comes through.

- H. Channel 1B5 construction costs increased in budget, but when we receive final design we will have a better idea of that anticipated cost.
 - I. Channel 1C is a two-phase project: the first phase would be from Tingler Park to the north to 90th Avenue; and, the second phase would be 90th to 94th Avenue. The budgeted amounts for this project increased by 10%. By October we will have a better anticipated project cost.
 - J. Channel 1A2 cost will remain the same since box culverts will reduce the labor cost of the total project.
3. 5-year CIP program was shown on screen which indicated when projects are expected to be constructed over the next five years.
- A. There is \$100,000 in contingency per year for emergency repairs.
 - B. Equipment purchases – replacing an F150 in 2023.
4. Operation and Maintenance - Randal A. Roberts, Executive Director, stated this is roughly \$1.5 million and that covers all health insurance, employees' salaries, District engineer, and legal costs. If all projects were completed, the District would have \$3.5 million at the end of next FY.
5. Randal A. Roberts, Executive Director, addressed Karen Lowe regarding an announcement. Karen Lowe stated Jason Ressler will be new District Engineer moving forward.

LEGAL COUNSEL COMMENTS

Jennifer Cowan, District Attorney, provided a legislative update, which was sent to the District, but there were not many changes that effected the District. Jennifer stated that the FRS rates have gone up, and there are new requirements for projects that cost over a million dollars. There were some changes this past Legislative Session with public records and additional exemptions.

Randal A. Roberts also stated that Jennifer Cowan notified him about a month ago that there have been several public entities that have been sued for websites that do not comply with the American With Disabilities Act. The District has reviewed its website and is preemptively doing updates. The cost to revamp the new website is about \$2,200 and the website should be up and running by mid-August.

Randal A. Roberts, Executive Director, stated there is a program called a Direct Purchase Program with materials, which could be good for the District, although there are pros and cons. The program has been very successful for Pinellas County. This will be incorporated in District upcoming bid documents.

C. MISCELLANEOUS

- a. Randal A. Roberts, Executive Director, stated he will be out all next week.
- b. Randal A. Roberts, Executive Director, stated he had been in correspondence with the County to make the TRIM date before September 18. The first TRIM meeting will be Wednesday, September 12, with the hearing at 5:30 p.m. The final TRIM meeting will be right before the board meeting on September 20. The School Board is the only one you can't have a conflict with and they already had date picked out.

VI. PUBLIC COMMENTS

Mr. Silcott asked about \$5,000 in the budget to Channel 5. Karen Lowe clarified that line item is for hydrology. Hydrology means the actual watershed model. There is \$5,000 allocated for new development in the watershed model.

VII. BOARD MEMBER COMMENTS

No additional comments.

VIII. ADJOURNMENT

There was no further business to come before the Board and Mr. Farrell moved we adjourn Pinellas Park Water Management District Board Meeting #5. Second was made by Mr. Taylor.

Meeting was adjourned at 6:17 p.m.

THIS DOCUMENT IS CERTIFIED AS
APPROVED ON _____

Chairman

ATTEST: _____

Vice Chairman

DATE: _____
