

PINELLAS PARK WATER MANAGEMENT DISTRICT

6460 35TH STREET N

PINELLAS PARK, FL 33781-6221

(727) 528-8022

MINUTES

September 22, 2011

(Regular Authority Meeting #12)

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

Nick Charnas, P.E. CDM, Tampa, FL

Randy Roberts, City Streets & Drainage

ROLL CALL

Mr. Farrell - Present

Mr. Taylor - Present

Mr. Tingler - Absent

Vice Chairman Ed Taylor called to order Regular Authority Meeting #12 for September 22, 2011 at 5:39 P.M.

Roll Call: Mr. Farrell and Mr. Taylor.

Janet Rogers noted that Mr. Tingler is absent.

MINUTES

Mr. Taylor made a motion to approve the minutes of Regular Authority Meeting #11 held on August 18, 2011. Mr. Farrell stated he was not here. Mr. Taylor tabled the action of approval on the Minutes of the August 18, 2011 meeting.

08-18-11

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

Janet Rogers, Executive Director, stated CDM has met with the District staff to discuss the project, two (2) site visits were performed, contracted with DES for geotechnical investigation and is currently working on the reports. Mike Smith, CDM, presented, distributed and explained an aerial of the project to the Board which was approved by the Board on the MIP projects. Mr. Smith stated CDM is doing the construction design to be completed middle of October, followed by the conceptual design by October 2011 and final design and permitting by February 2012 with construction beginning March 2012 which will not be done by CDM. This project is currently budgeted for 1.1 million dollars Discussion was held on the project. Discussion held.

08-18-11

CHANNEL 1BC RENEWAL & STRUCTURAL REPLACEMENT

Janet Rogers, Executive Director, stated CDM has met with the District staff to discuss the project, two (2) site visits were performed, contracted with DES for geotechnical investigation and is currently working on the reports. Mike Smith, CDM, presented, distributed and explained an aerial of the project to the Board which was approved by the Board on the MIP projects. This project is from 82 Avenue and runs up to CH 1B5. At one time there was a discussion with the City of Pinellas Park to possibly culverting this section. Mr. Smith stated CDM is doing the construction design to be completed middle of October, followed by the conceptual design by October 2011 and final design and permitting by February 2012 with construction beginning March 2012 which will not be done by CDM. This project is currently budgeted for \$758,000 Discussion held.

03-15-07

CHANNEL 2 CULVERT UPGRADES - GANDY BLVD.

Janet Rogers, Executive Director, stated Jennifer Cowan, Attorney, spoke to the surety company and stated they have no problem with \$15,000 retainage. The back-up support for the change order was sent to attorney for the Bankruptcy Trustee and once it is reviewed we are awaiting the signed change order.

08-16-07

CHANNEL 4 AND 4E ENHANCEMENT

Janet Rogers, Executive Director, stated Terese Powers with SWFWMD has confirmed the first check for \$36,209.00 is being cut and should be received any day. Progress meeting #3 was held on September 13, 2011; the contractor is currently working within Greenbriar MHP and will be moving to 62nd Ave.

06-23-11

CHANNEL 4 – FABRIFORM REPLACEMENT WEST OF 66TH STREET

Janet Rogers, Executive Director, stated the Notice to Proceed for McKim & Creed was issued on June 30, 2011. A revised technical memorandum was submitted to the District on September 15, 2011 and McKim & Creed has submitted the 60% contract documents this afternoon.

FINANCE

a) Financial Statement – August 2011

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

Voting Aye: Mr. Farrell and Mr. Taylor

MOTION APPROVED

b) Investment Summary – September 2011

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

Voting Aye: Mr. Farrell and Mr. Taylor

MOTION APPROVED

c) Engagement Letter – Grau & Associates

Janet Rogers, Executive Director, presented the engagement letter for Grau and Associates for the audit of the Fiscal Year 2010-2011 in the amount of \$14,600 which is an increase of \$300 over last year. Mr. Farrell made a motion to accept the Engagement Letter from Grau & Associates not to exceed \$14,600 for the 2010-2011 Financial Audit. Second was made by Mr. Taylor.

No discussion. Roll Call:

Voting Aye: Mr. Farrell and Mr. Taylor

MOTION APPROVED

NEW BUSINESS

Executive Director Comments

1. The Contractors List for Minor Contract repairs was advertised on August 6, 2011; mandatory pre-bid meeting was held on August 18, 2011 and bid opening was held on September 2, 2011. There were two bidders, Keystone Excavators and All American Concrete. Some additional line items within the base bid are being reviewed at this time. I will make my recommendation at the October meeting.
2. MI Homes has sent in a letter of petition regarding CH 1. MI homes has purchased property and on one lot they own a small portion of channel and would like to deed over to the City of Pinellas Park. Ms. Rogers will be researching this and will get back to the Board with a recommendation at the October 2011 meeting.
3. The F750 was ordered on July 12, 2011 and should be received before the end of the fiscal year, September 30, 2011.
4. First meeting of the Pinellas County Legislative Delegation was held on September 14, 2011 at the Pinellas Park Performing Arts Center – there were no bills presented regarding PPWMD. The second Legislative Delegation meeting will be held on October 27, 2011 at the Palladium Theater in St. Petersburg at 9:00 AM to noon.
5. An article regarding EPA easing regulation of State Waterways is in your packet.
6. An article regarding Governor Scott and doing away with Special Districts is in your packet. Terry Lewis and Chris Lyons, Lewis, Longman & Walker, represent FASD and are doing a presentation today to education them on Special Districts.
7. Calendar of Meeting Dates for Fiscal Year 2011-2012 is in your packet.

Pinellas Park Water Management District
Regular Authority Meeting #12
September 22, 2011

MISCELLANEOUS

A. Monthly Rainfall/Maintenance Report

The monthly report is included in the Boards packet.

B. Regular Authority Meeting #1 will be held on Thursday, October 20, 2011 at 5:30 PM at the District office.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting at 6:09 P.M. Second was made by Mr. Taylor.