

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

MINUTES

March 20, 2008

(Regular Authority Meeting #6)

IN ATTENDANCE

Rick Frazee, FJS Research, Pinellas Park, Fl.
Tom Tripp, Attorney for PPWMD
Janet Rogers, Executive Assistant, PPWMD
Randal A. Roberts, Streets and Drainage, City of Pinellas Park, Fl.
Michael Gustafson, City Manager, Pinellas Park, Fl.
Tom Nicholls, Public Works Administrator, Pinellas Park, Fl.
Scott Pinheiro, Engineering Director, Pinellas Park, Fl.
Stan Emerson, P.E., City of Pinellas Park
Mike Smith, P.E., CDM, Tampa, Fl.
Daniel Glaser, P.E., McKim & Creed, Clearwater, Fl.
Mandy Parks, P.E., Lane Engineering, Inc.

ROLL CALL

Mr. Farrell – Present
Mr. Tingler _ Present
Ed Taylor _ Absent

Chairman Charles Tingler opened Regular Authority Meeting #6 for the fiscal year 2007/2008 at 5:35 P.M.

MINUTES

Mr. Farrell made a motion to approve the minutes of the Regular Authority Meeting #5 for February 21, 2008. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Tingler and Mr. Farrell.

MOTION APPROVED.

Mr. Farrell made a motion to approve the minutes of the Special Authority Meeting held on March 6, 2008. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Tingler and Mr. Farrell.

MOTION APPROVED.

00-01-01

CHANNEL 1A – RE-CONSTRUCTION

Mike Smith, CDM introduced Mandy Parks, P.E. with Lane Engineering, Inc. who is the acting construction manager of this project. Pictures of the project were passed out to the Board members during the discussion on Change Order #1. The change order is to adjust the cost to cover the East Slope Stabilization and to account for delay days due primarily to rain days and East Slope Stabilization issues.

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Discussion was held on the reason for the use of the initial small stone repair which failed and the Gabion Basket Installation because of the additional eighteen (18) inches that was dug down in the base of the channel. Mr. Farrell asked for information on the Gabion baskets and the life availability of the baskets. Discussion was held on the Gabion baskets and how the channel growth, silk, etc. would cause the need of the baskets to not be needed any further. Mr. Farrell made a motion to approve Change Order #1 for Channel 1A in the amount of One Hundred Ten Thousand Four Hundred and Two Dollars and Sixty – Three cents (\$110,402.63) bringing the total contract price to One Million Four Hundred Twenty-Six Thousand Nine Hundred Sixty-Two Dollars and Sixty-Three cents (\$1,426,962.63) with twenty-six (26) additional calendar days. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Farrell and Mr. Tingler.

MOTION APPROVED.

Richard Frazee, Executive Director passed out pictures of the progress of the project and the meeting area of Channel 1A and Channel 1-A-2. Discussion was held on the work being performed, the fact that Mandy Parks, Lane Engineering, Inc. has observed the work and the material. Two (2) contractors working in close quarters continues to make for some problems but this will ease in the very near future with the completion of MTM's work on Channel 1-A-2.

04-09-02

CHANNEL 1-A-2 (MCKIM & CREED)

Richard Frazee, Executive Director stated that the construction is progressing well. Dan Glaser, McKim & Creed stated that substantial completion should be sometime next week with the installation of the structural components of the project being completed. Pictures were passed out to the Board members during the discussion on the remaining small items that need to be completed during the restoration stage of the project.

01-17-08

CHANNEL 1 – LARCHMONT FABRIFORM REPLACEMENT

Richard Frazee, Executive Director stated McKim and Creed has been in contact with SWFWMD & FDEP with what appears as favorable results. Dan Glaser, McKim & Creed stated that regarding the permit exemption in replacing the Fabriform with reinforced concrete that it made sense for SWFWMD to continue with the permit. All should be presented within the next week or so. Once the exemption letter is received then we can go on to ninety percent (90%) design and get with the District on a price. Mr. Farrell questioned the different design than using the Fabriform. Discussion was held on the original installation of the Fabriform and using the reinforced concrete should last a lot longer.

03-15-07

CHANNEL 2 – CULVERT UPGRADES – GANDY BLVD.

Richard Frazee, Executive Director stated that TBE is answering the questions from FDOT in regard to directional drilling. There has not been any submittal of drawings as of this meeting.

04-19-07

CHANNEL 2 – PARK BLVD. PHASE 3 – CITY PROJECT

Richard Frazee, Executive Director stated there have not been any further questions and appears that there is no change.

94-10-03

CHANNEL 3 – HAINES ROAD

Richard Frazee, Executive Director stated that URS is still ready to apply with the permit application. Lochner has stated that they will be ready to apply to SWFWMD for permit on April 18, 2008.

03-08-02

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

Richard Frazee, Executive Director distributed pictures for the Board's review. MTM is showing April 28, 2008 for completion. TBE, Group is working with MTM on some issues on sheet pile east of 55th Street. There have been issues between TBE, Group and the contractor MTM as well as some new issues with the property owner, Jan Natoli that was just brought to the District's attention today. Discussion was held on the shop drawings on temporary support that were not submitted and signed off by the engineer. Tom Tripp, Attorney for the District stated that there are letters in the Boards packet which goes into further detail and which at the time the statement made by the engineer brought an issue forward of concern for the District. A meeting was held with Bob Brown, Dorian Modjeski of TBE, Tom Tripp, Attorney for the District, Rick Frazee and Jan Rogers of the District to discuss the letters and it was determined that the engineer was really not as concerned as stated in the letter. Further documentation is to be obtained to clarify this issue. The District forwarded a letter to TBE, Group on the issues that were presented by the owner, Jan Natoli and that are included in the Board's packet with a request for an immediate response from TBE, Group. Tom Tripp, District Attorney questioned Mike Farrell on being a member of the association within this area of the project and Mr. Farrell stated that he is the Treasurer of the association with the issues and owns a unit within.

08-16-07

CHANNEL 4 AND 4E ENHANCEMENT

Richard Frazee, Executive Director stated that CDM has submitted a proposal for the work and a request is being made for the Board to make a motion to sign the contract that will carry the District through the design and the bidding process. Discussion was held on this contract and that there is a lot of modeling that needs to take place on the design. A motion was made by Mr. Farrell to approve a contract with CDM for One Hundred Sixty-Nine Thousand Nine Hundred Seventy Five Dollars and no cents (\$169,975.00) for Channel 4 and 4E enhancement for design and bidding purposes. Second was made by Mr. Tingler. No discussion. Roll Call:

Voting Aye: Mr. Tingler and Mr. Farrell.

MOTION APPROVED.

11-11-03

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

Richard Frazee, Executive Director reminded the Board of the concern for the additional easement that is going to be needed for this project from Mr. Secor. Through a meeting that was held with CDM, it has been established that the price may double or triple and the District needs to look into purchasing the required additional property for the easement.

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Tom Tripp, Attorney for the District explained to the Board the need for additional attorney who is more qualified and an appraiser who is qualified in commercial property. A motion was made by Mr. Farrell for Tom Tripp, Attorney for the District to get an appraisal and an attorney to help obtain additional easement on Channel 4A. Second was made by Mr. Tingler

No discussion. Roll Call:

Voting Aye: Mr. Tingler and Mr. Farrell.

MOTION APPROVED.

03-12-01

CHANNEL 5 – CITY PROJECT

Richard Frazee, Executive Director stated that construction appears to be going well. Scott Pinheiro, Director on Engineering, City of Pinellas Park informed the Board that where the project is and that all appears to be going well.

02-04-01

FEMA MAP CHANGES UPDATE

Scott Pinheiro, Director of Engineering, City of Pinellas Park informed the Board that an extension has been granted by FEMA and that the base maps have some incorrect information which is being corrected and then will be sent back to FEMA.

FINANCE

a) Financial Statement for the month of February 2008.

Mr. Farrell read the financial statement for the month of February 2008. Mr. Tingler made a motion to approve the financial statement for the month of February 2008. Second was made by Mr. Farrell.

No discussion. Roll Call:

Voting Aye: Mr. Farrell and Mr. Tingler

MOTION APPROVED.

b) Investment Summary

Richard Frazee, Executive Director, made the recommendation not to move any money as of this date. It was noted that additional money has been released from the Fund B account and moved into the Fund A. Discussion was held on when money is pulled from the SBA account Mr. Farrell expressed that any money needed for payments should be pulled from Fund A. Mr. Farrell made the motion to approve the Investment Summary for March 2008. Second was made by Mr. Tingler.

No discussion. Roll Call:

Voting Aye: Mr. Tingler and Mr. Farrell

MOTION APPROVED.

NEW BUSINESS

a) 2006-2007 Audit

Richard Frazee, Executive Director informed the Board that the audit was in their packet, would like the Board to review in order to accept the audit at next month's Regular Authority meeting.

b) District Engineer Position

Richard Frazee, Executive Director stated that there were no qualified applicants to present to the Board for District Engineer. Tom Nicholls, Public Works Administrator, City of Pinellas Park stated that a presentation folder had been submitted for the Board to review on what services the City of Pinellas Park can furnish the District. Tom Tripp, Attorney for the District reported on the committee's review of the applications that had been received, the one applicant that was interviewed and the process of placing the advertisement for the District Engineer position. Richard Frazee, Executive Director stated he will step down on June 30, 2008 as Executive Director, if the Board desires, will provide Engineering work up to ten (10) hours per week until a suitable time when the District has been able to either see what the City of Pinellas Park can offer in their services or the hiring of a full or part time District Engineer. Discussion was held on the position and that the legislature states that an engineer shall be appointed by the District. A committee made up of Tom Tripp, Attorney for the District, Chip Herom, CDM, Charles Tingler, Chairman of the Board, Richard Frazee, Executive Director and Jan Rogers, Executive Assistant to review the City of Pinellas Park's proposal. Mr. Farrell wants the section with inspections clearly looked at; as that may be an area that the District could use the services of the City of Pinellas Park.

c) Executive Director Comments

Richard Frazee, Executive Director stated that Representative Janet Long requested for the District to be audited and notes from the Joint Legislative Auditing Committee is included in the Board's packet. On March 10, 2008, the committee did vote to have the District to be audited by OPPAGA. Discussion was held on the questions that Representative Janet Long had requested of the committee. OPPAGA will audit the questions but are not limited to only those audit questions. On March 18, 2008 a meeting that was held with Representative Janet Long, Richard Frazee, Executive Director and Janet Rogers, Executive Assistant. Representative Janet Long had been informed the District had one (1) more project to complete. Richard Frazee, Executive Director stated that the District has a five (5) year Capital Improvement Plan. Discussion was held on using Lewis and Long Attorney's in government to help with this audit to assist Tom Tripp, Attorney for the District, and the District. Richard Frazee, Executive Director suggested to the Board that all information requested from OPPAGA be submitted to the Executive Director and Tom Tripp, Attorney for the District be copied on all request and submittal of data. Discussion was held on making sure that all information given out on the District is coming from the same direction. Richard Frazee, Executive Director stated that the understanding is that the direction of the District is #1, to complete work as originally set forth and to continue the District as long as adequate value to the tax payers by completing our planned work and work with the Cities and County to work in joint venture as projects fit. Information appears to be coming from several areas and is not always being correctly stated and therefore leading to misinformation on the District.

MISCELLANEOUS

A. Monthly and Annual Rainfall/Maintenance Report

The monthly and annual report is included in the Boards packet.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting at 7:35 P.M. Second was made by Mr. Tingler.