

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

MINUTES

October 15, 2009

(Regular Authority Meeting #1)

IN ATTENDANCE

Tom Tripp, Attorney for PPWMD
Janet Rogers, Executive Director , PPWMD
Cynthia Gillott, Executive Secretary, PPWMD
Mike Smith, P.E., CDM, Tampa, FL
Jeff Lowe, P.E., McKim & Creed, Clearwater, FL
Randy Roberts, City of Pinellas Park
John Morroni, Pinellas County Commissioner

Chairman Charles Tingler opened Regular Authority Meeting #1 for the fiscal year 2009/2010 at 5:30 P.M.

ROLL CALL

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

MINUTES

Mr. Taylor made a motion to approve the minutes of the Final Trim Meeting held on September 17, 2009. Second was made by Mr. Farrell.

No discussion. Roll Call:

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

MOTION APPROVED

Mr. Taylor made a motion to approve the minutes of the Regular Authority Meeting #12 held on September 17, 2009. Second was made by Mr. Farrell.

No discussion. Roll Call:

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

MOTION APPROVED

01-17-08

CHANNEL 1 - LARCHMONT FABRIFORM REPLACEMENT

Janet Rogers, Executive Director, stated the project is approximately 90% complete; two letters were received from residents of Springwood II complimenting the on-site project personnel; updated the Board on fencing issues and informed the Board that Mike Smith, District Engineer, attended the Progress Meeting on October 13, 2009 and was instrumental in getting the PVC fence issue back on track. Mr. Smith thanked Brian Nicely, McKim & Creed, for contacting Pinellas County and having them agree to move fence on the easement line.

03-15-07

CHANNEL 2 CULVERT UPGRADES - GANDY BLVD.

Janet Rogers, Executive Director, stated Cardno/TBE has not received any responses to previous letters to Kearney Construction and are still tabulating all the outstanding non-payments from the subcontractors. The District has not been notified of any bankruptcy proceedings as of this date. Tom Tripp, Attorney, stated still awaiting formal process to begin, Claims Process and Notice of Lien Process. Discussion was held on the process and if there would be any additional cost to the District. Mr. Tripp stated there would be no additional cost to owner. Janet Rogers and Mike Smith, District Engineer spoke with Cardno/TBE to work with the contractor, Kearney Construction, in getting the final pay request with actual quantities and costs. In response to the perennial peanut weed problem, Mike Smith, District Engineer, stated the peanut is alive but not watered enough, Kearney is working to resolve the problems and then Cardno/TBE can sign off on final invoice pending surety issues and Cardno/TBE services will be complete. Ms. Rogers stated she spoke to Jim Bernard, Cardno/TBE and will begin reviewing previous pay requests that have been paid and will have a meeting tomorrow with the on-site project coordinator, Doug Goody.

04-19-07

CHANNEL 2 - PARK BLVD. PHASE 3 - CITY PROJECT

Janet Rogers, Executive Director, stated no action is needed by the District at this time. Construction has begun, an issue regarding unsuitable material is being addressed with the contractor and the City of Pinellas Park.

94-10-03

CHANNEL 3 - HAINES ROAD

Janet Rogers, Executive Director, stated no action is needed at this time; waiting for Pinellas County to go out to bid. The District is requesting URS to give a proposal should the District decide in the future not to wait any longer on Pinellas County and complete the District's portion of the project and to prepare a letter to send to Pinellas County informing them that in the future the District may want to complete our portion of the project, if needed. Commissioner John Morroni asked what was holding this up – Mike Smith, District Engineer, stated funding, County had to postpone this project.

07-08-16

CHANNEL 3 – FABRIFORM REPLACEMENT

Janet Rogers, Executive Director, stated on September 17, 2009 Tom Tripp, Attorney, was given the temporary construction easement. Attorney Tripp is working on Progress Energy and Brian Nicely, McKim & Creed is also working on Progress Energy as Progress Energy requires their own form. Easement; Attorney Tripp has the legal description in draft form which he will send to Brian Nicely, McKim & Creed. Ms. Rogers also stated there is another easement concerning a fence issue that is a little beyond the easement and Mr. Nicely is also working on this easement.

08-16-07

CHANNEL 4 AND 4E ENHANCEMENT

Janet Rogers, Executive Director, stated project is slightly behind due to late delivery of survey and LiDar but CDM has completed model development, internal quality check is being completed and reporting will begin in mid-October and should be completed by mid-November 2009.

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11-11-03

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

Janet Rogers, Executive Director, stated the Notice to Proceed was given for September 21, 2009; mobilization will begin on Monday, October 19, 2009; Progress Energy has relocated the already relocated pipe for the second time; updated schedule is in folder. Ms. Rogers presented a proposal from Driggers Engineering for construction material testing in the amount of \$2,703.00 with a contingency line item for an additional \$1500.00. Mr. Farrell made a motion to approve Driggers Engineering Services for construction material testing on Channel 4A in the amount of \$2,703.00 with a possible contingency fee of \$1500.00 which will be provided before work begins. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

07-21-08

CHANNEL 4 – PANEL REPLACEMENT

Janet Rogers, Executive Director, stated on September 9, 2009 McKim & Creed received a notice from CDM of no review comments; on October 8, 2009 Ms. Rogers held the first meeting with Jeff Lowe, McKim & Creed on construction services and a 2nd meeting will follow in the next week with the District's engineer, in preparation to go out to bid.

Commissioner Morroni asked if these were the projects we were currently working on. The answer was yes.

FINANCE

a) Financial Statement – September 2009

Mr. Farrell read the Financial Statement for the month of September 2009. Mr. Taylor made a motion to approve the Financial Statement for September 2009. Second was made by Mr. Tingler.

No discussion. Roll Call:

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

MOTION APPROVED

b) Investment Summary – October 2009

Janet Rogers, Executive Director, recommended move \$30,000.00 from SunTrust operating account to Wachovia which is done the beginning of fiscal year for the retirement transfer that is made on a monthly withdrawal. Mr. Taylor made the motion to approve the Investment Summary for October 2009 as presented. Second was made by Mr. Farrell.

No discussion. Roll Call:

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

MOTION APPROVED

c) 4th Quarter Budget Revisions for 2008-2009

Janet Rogers, Executive Director, presented the overage line items amounting to \$4,115.00. Mr. Taylor made a motion to approve the 4th Quarter Budget Revisions for 2008-2009. Second was made by Mr. Farrell.

No discussion. Roll Call:

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

MOTION APPROVED

d) Grau & Associates Letter of Engagement

Janet Rogers, Executive Director, presented the Letter of Engagement from Grau & Associates for the 2008-2009 audit in the amount of \$14,300 which is up \$300.00 compared to last several years of \$500 each year. Mr. Farrell made a motion to accept the Engagement Letter from Grau & Associates not to exceed \$14,300.00 for the 2008-2009 Financial Audit. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

NEW BUSINESS

Executive Director Comments

1. Working with Tom Tripp, Attorney on additional comments on a draft of the Interlocal Agreement for the purchase of the Lealman property were sent back to Pinellas County for their comments on the District's revisions. Commissioner Morroni was updated on this issue and discussion held.
2. Working with Tom Tripp to obtain a different agent for our insurance needs in the future.
3. Schedule A will remain omitted from CDM Professional Service Agreement presented at last month's Board meeting.
4. Reminder - Pinellas County Legislative Delegation is scheduled to have meetings on November 10, 2009 at St. Petersburg College Clearwater Campus and then again on December 14, 2009 at St. Petersburg City Hall.

Commission Morroni asked if we heard anything on Janet Long's bill. Tom Tripp, Attorney stated that Ms. Long made a presentation at a meeting at Lealman last week stating she is working on a bill that will transform the District into a maintenance District. Tom Tripp, stated this is what we all have been working for. Discussion held on future replacement costs, water quality bill which will affect everyone, etc.

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MISCELLANEOUS

A. Monthly Rainfall/Maintenance Report

The monthly report is included in the Boards packet.

B. Regular Authority Meeting #1 will be held on November 19, 2009, 5:30 P.M. at the District.

There was no further business to come before the Board and Mr. Farrell moved to adjourn the meeting at 6:14 P.M. Second was made by Mr. Taylor.