

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

**May 17, 2018  
Regular Authority Meeting # 4  
MINUTES**

**IN ATTENDANCE**

Jennifer Cowan, District Attorney  
Randal A. Roberts, Executive Director  
Jason Ressler, CDM Smith  
Mitch Chiavaroli, McKim & Creed  
Nick Charnas, Applied Sciences  
Dave Cook, PPWMD  
Lisa Atkinson, PPWMD  
Michael Silcott, Resident  
Aaron Petersen, City of Pinellas Park

**I.** Chairman Charles Tingler called to order the Regular Authority Meeting #4 for May 17, 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 #3 held on March 15, 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. AUDIT

Randal A. Roberts, Executive Director, stated the 2016-2017 has been completed and everything is fine and wanted to thank Lisa Atkinson, Executive Secretary for her efforts in providing the information to Grau and Associates.

Mr. Farrell made a motion to approve the 2016-2017 as presented by Grau and Associates. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

### B. PROJECTS

#### 11-17-2015

##### CHANNEL 1AW – RENEWAL FROM 58<sup>TH</sup> STREET TO CH 1 (14-07)

Randal A. Roberts, Executive Director, stated the project is moving along well.

#### 03-21-15

##### CHANNEL 1AW – REPAIR AT SKYVIEW POOL (14-06)

Randal A. Roberts, Executive Director, stated that the project is complete.

Mr. Farrell made a motion to approve the Change Order #2, an increase in the amount of \$12,029.52 for a total adjusted contract amount of \$1,540,226.52 and final payment in the amount of \$114,269.78 to Kammiga and Roodvets Inc. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

#### 01-19-2017

##### CHANNEL 1B5 – PANEL REPLACEMENT (17-01)

Randal A. Roberts, Executive Director, stated that the survey and Geotech for this project is complete and we are working on obtaining temporary and permanent easements. Applied Sciences is 60% complete with the design.

**09-18-14**

**CHANNEL 1C – RENEWAL FROM 98<sup>TH</sup> AVE. TO CONFLUENCE OF CH 1 (10-08)**

Randal A. Roberts, Executive Director, stated that Karen Lowe, CDM Smith, is still working with Duke Energy to resolve the easement issue.

**01-15-2015**

**CHANNEL 4 - PANEL REPLACEMENT (10-19)**

Randal A. Roberts, Executive Director, stated this project is still on hold.

**01-19-2017**

**CHANNEL 4 – CABLE MAT REPLACEMENT (16-01)**

Randal A. Roberts, Executive Director, stated the project is complete.

Mr. Farrell made a motion to approve the Change Order #2, a decrease in the original contact amount of \$6,823.30 for a total adjusted contract amount of \$826,376.80 and final payment in the amount of \$41,384.84 to Keystone Excavators Inc. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

**01-21-2016**

**DISTRICT'S MODERNIZATION PROGRAM**

Randal A. Roberts, Executive Director, had no updates for this item.

**11-16-2017**

**CHANNEL 1 – PANEL REPLACEMENT AT 66<sup>TH</sup> STREET (18-01)**

Randal A. Roberts, Executive Director, stated the surveying and Geotech will be completed within three to four weeks. Applied Sciences will be 60% complete on the design by early July.

**11-16-2017**

**CHANNEL 1A2 – REPAIR AT 49<sup>TH</sup> STREET (14-04)**

Randal A. Roberts, Executive Director, stated that the survey and Geotech for this project should be complete in the next few weeks; Applied Sciences is looking into different options for this project and possibly constructing box culvert on part of this project.

**FINANCE**

**a) Financial Statement – April 2018**

Mr. Farrell made a motion to accept the Financial Statement for April 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 – May 2018**

Mr. Farrell made a motion to accept the Investment Summary for May 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 for over \$67,000.
2. Country in the Park - Randal A. Roberts, Executive Director, stated the event was very successful.
3. FSA Level I Stormwater Certification - Randal A. Roberts, Executive Director, want to congratulate Randy Mason, Jeremy Lee and Rodriguez Dawson for obtaining their FSA Level I Stormwater Certification.
4. Replacement of equipment - Randal A. Roberts, Executive Director, stated he is proposing in the 2018/2019 Budget to replace a 2001 F250 and the small utility trailer. The price to replace the F250 with a F350 will be approximately \$55,000.00 and to replace the utility trailer will be approximately \$8,000.00.

**LEGAL COUNSEL COMMENTS**

1. Changes to Employee Handbook/Position Description - Jennifer Cowan, District Attorney, stated the Executive Director has been updating job descriptions and salary ranges; the Executive Director has done this for every position. For your consideration today is the Executive Director's position; the reason you are only presented with the Executive Director's position is this must be approved by the District's Board, all other positions can be changed by the Executive Director. Also, before the Board are changes to the Employee Handbook as outlined in the material in your agenda packet; Jennifer Cowan, District Attorney, explained these changes.

Mr. Farrell made a motion to approve the changes to the Employee Handbook and adopt the Executive Director's Position Description. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

2. Ratification of the AFSCME Contract - Jennifer Cowan, District Attorney, stated before the Board tonight is the Collective Bargaining Agreement. There are around 9 articles that have changes to them; it was a very good bargaining session and we came to agreement in two sessions. Jennifer Cowan, District Attorney, went over the changes to the agreement. This Agreement is for three years and AFSCME has ratified this Agreement that is now before the Board.

Mr. Farrell made a motion to approve the ratification of the three-year contract between AFSCME and the District for the period of October 1, 2018 thru September 30, 2021. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

**MOTION APPROVED**

3. Constitutional Revision Committee (CRC); Jennifer Cowan, District Attorney, stated that the CRC only meets every 20 years. They have met and made 8 different proposed amendments to the constitution that will be on the ballot in November. Jennifer Cowan, District Attorney, gave a brief overview on the proposed amendments and stated there is only one amendment that would effect the District; this proposed amendment is entitled Lobbying and Abuse of Power by Public Officers.

### **C. MISCELLANEOUS**

- A. The Annual & Bi-Monthly Rainfall/Maintenance Report is in your packets.

The next Regular Authority Meeting #5 is scheduled for Thursday, July 19, 2018 at 5:30 p.m.

### **VI. PUBLIC COMMENTS**

Mr. Silcott stated Channel #5 needs some maintenance; Randal A. Roberts, Executive Director, stated they will schedule maintenance on Channel #5.

### **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 #4. 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: \_\_\_\_\_

\_\_\_\_\_