

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

March 19, 2020
Regular Authority Meeting # 3

MINUTES

IN ATTENDANCE

Randal A. Roberts, Executive Director
 Jennifer Cowan, District Attorney
 Nick Charnas P.E., Applied Sciences

I. Chairman Charles Tingler called to order the Regular Authority Meeting #3 for March 19, 2019 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 and at the end of the meeting, if they have any business to discuss that is not on the agenda.

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 #2 held on January 16, 2020. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

Mr. Farrell made a motion to approve the minutes of the Special Authority Meeting held on February 4, 2020. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

MOTION APPROVED

V. NEW BUSINESS

I. CHANNEL #5 REPAIR – NORTHWEST OF CIRCLE CREEK DRIVE

Randal A. Roberts, Executive Director, stated the District received two (2) bids on this project with Keystone Excavators Inc. being the lowest, this contractor has worked for the District in the past and performed well.

Mr. Farrell made a motion to award the bid for the Channel #5 Repair – Northwest of Circle Creek Drive to Keystone Excavators Inc. in the amount of \$216,230.00. Second was made by Mr. Taylor. No discussion. Roll Call:

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

II. PURCHASE OF FORD F-350 DUMP TRUCK

Randal A. Roberts, Executive Director, stated that he received a quote from Duvall Ford to purchase a 2020 Ford F-350 Dump Truck under the Florida Sheriff's Association Contract #FSA-19-VEL27.0 in the amount of \$51,419.50.

Mr. Farrell made a motion to approve the purchase under the Florida Sheriff's Association Contract #FSA-19-VEL27.0 a 2020 Ford F-350 Dump Truck from Duvall Ford, Jacksonville, Florida in the amount of \$51,419.50. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

III. TEMPORARILY INCREASING THE EXECUTIVE DIRECTOR PURCHASING LIMIT

Randal A. Roberts, Executive Director, stated due to the current situation with COVID-19, he is suggesting temporarily increasing the Executive Director's authorized purchasing amount from \$25,000.00 to \$100,000.00 until the next tentatively scheduled Board Meeting of May 21, 2020.

Mr. Farrell made a motion to temporarily increasing the Executive Director's authorized purchasing amount from \$25,000.00 to \$100,000.00 until the next tentatively scheduled Board Meeting of May 21, 2020. Second was made by Mr. Taylor.

No discussion. Roll Call:

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

IV. AUDIT

Randal A. Roberts, Executive Director, stated the Draft Audit for FY 18/19 has been completed by Grau and Associates.

Mr. Farrell made a motion to approve the 2018-2019 Audit 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.

V. DESIGN SERVICES CHANNEL 2E – APPLIED SCIENCES INC.

Randal A. Roberts, Executive Director, stated that we currently have an issue with Channel 2E and would like to enter into an agreement Applied Sciences Inc. to design a repair/construction project for Channel 2E; the approximate cost is \$140,000.

Mr. Farrell made a motion to authorize the Executive Director enter into an agreement with Applied Sciences Inc. for Design Services for Channel 2E not to exceed \$135,000.00 and adjust the Adopted Budget by transferring \$135,000.00 from the Channel 1C Project #10-08. Second was made by Mr. Taylor.

No discussion.

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

VI. ITEMS OF BUSINESS

A. PROJECTS

CHANNEL 1B5 (01-19-2017) – PANEL REPLACEMENT (17-01)

Randal A. Roberts, Executive Director, stated this project is has been completed and will need approval for Change Order #1 decreasing the Contract amount by \$11,574.32 for an Adjusted Contract amount of \$1,088,615.68 and final payment of \$53,626.50 to Kamminga & Roodveets Inc.

Mr. Farrell made a motion to approve Change Order #1 a decrease in the amount of \$11,574.32 for a total Adjusted Contract amount of \$1,088,615.68 and final payment of \$53,626.50 to Kamminga & Roodveets Inc. Second was made by Mr. Taylor.

No discussion.

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

CHANNEL 1C (09-18-14) – RENEWAL FROM 98TH AVE. TO CONFLUENCE OF CH 1 (10-08)

Randal A. Roberts, Executive Director, stated that Duke Energy has indicated they would complete the electrical undergrounding by April 1, 2020. Duke Energy was to be on-site this week performing tree clearing south of 90th and then were going to follow up next week with the overhead line crews.

CHANNEL 4 (01-15-2015) - PANEL REPLACEMENT (10-19)

Randal A. Roberts, Executive Director, stated that Applied Sciences should have 60% Design completed shortly.

DISTRICT'S MODERNIZATION PROGRAM – (01-21-2016)

Randal A. Roberts, Executive Director, stated nothing new to report on this item.

CHANNEL 1 (11-16-2017) – PANEL REPLACEMENT AT 66TH STREET (18-01)

Randal A. Roberts, Executive Director, stated this project was advertised and we received three (3) bids, one (1) of the bidders protested the bid and the District is currently working on resolving the protest.

CHANNEL 1A2 (11-16-2017) – REPAIR AT 49TH STREET (14-04)

Randal A. Roberts, Executive Director, stated that Nick Charnas provided the scope of work to SWFWMD and is currently working on 30% Design for this project.

B. ADMINISTRATION**FINANCE****a) Financial Statement – February 2020**

Mr. Farrell made a motion to accept the Financial Statement for February 2020 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, Mr. Tingler

MOTION APPROVED

b) Investment Summary – March 2020

Mr. Farrell made a motion to accept the Investment Summary for March 2020 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, Mr. Tingler

MOTION APPROVED

EXECUTIVE DIRECTOR COMMENTS

1. Mr. Roberts stated he will be working on a Draft Budget/5 Year CIP Plan
2. Mr. Roberts stated he is working with Vendome Village to resolve their issue.
3. Mr. Roberts stated that he attended a Pre-Development Meeting at the City of Pinellas Park concerning a project adjacent to Channel #2D, they would like to fill in a portion of Channel #2D with culvert pipe. There was discussion on who would be responsible for the maintenance/replacement of the culvert pipe; Jennifer Cowan will work on a document and bring to the Board for review and comments.

- 4. There was discussion on COVID-19.

LEGAL COUNSEL COMMENTS

Jennifer Cowan explained the Governor’s actions taken related to COVID-19 and the District’s responsibilities during this period as well possible guidelines for future meeting. Jennifer Cowan stated that Legislative Session is over. The Legislative Session started on January 14th and ran through mid-March. One of the laws changed during the Legislative Session deal with the amount of retainage the District can withhold from projects effective July 1, 2020.

VII. PUBLIC COMMENTS

No comments

VIII. BOARD MEMBER COMMENTS

There were no additional comments from the Board.

IX. ADJOURNMENT

There was no further business to come before the Board and Mr. Farrell moved to adjourn the Pinellas Park Water Management District Board Meeting #3. Second was made by Mr. Taylor.

Meeting was adjourned at 6:12 p.m.

THIS DOCUMENT IS CERTIFIED AS
APPROVED ON _____

ATTEST: _____

DATE: _____

Signed: _____

Chairman

Vice Chairman

Treasurer