

HOMELAND DEFENSE/
NEIGHBORHOOD IMPROVEMENT
BOND OVERSIGHT BOARD
MINUTES

10/28/08 – 6:00 P.M.
CITY OF MIAMI
CITY HALL CHAMBERS
3500 PAN AMERICAN DRIVE
MIAMI, FLORIDA 33133

The meeting was called to order at 6:15 p.m., with the following members found to be

Present: Luis Cabrera
Mariano Cruz
Ricardo Lambert
Carmen Matos
Gary Reshefsky
Jami Reyes
Jose Solares

Absent: Rolando Aedo (Vice Chairman)
Hugo P. Arza
Eileen Broton
Robert A. Flanders (Chairman)
Charisse L. Grant
Kay Hancock-Apfel
Hattie Willis

ALSO PRESENT: Robin Jones Jackson, Assistant City Attorney
Ola O. Aluko, Director, CIP Department
Kelly Barket, Director, General Services Administration
Thelma Free, Assistant to the Director, Public Facilities
David Méndez, Assistant Director, CIP Department
Ricardo Castro, Project Manager, CIP Department
Armando Guzman, Major, Miami Police Department
Ellen Uguccioni, Preservation Officer, Planning Department
Ed Blanco, Project Supervisor, Parks & Recreation
Guy Forchion, Director of Operations, Virginia Key Beach Park Trust
Danette Perez, Board Liaison, CIP
Marcia Lopez, Administrative Assistant I, CIP
Terry Riley, Director, Miami Art Museum
Jose Garcia, Deputy Director, Miami Art Museum
Margaret Lake, Director, Gusman Center
Teri-Elizabeth Thomas, City Clerk's Office

October 28, 2008

I. APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 23, 2008.

NOT TAKEN UP DUE TO LACK OF QUORUM.

II. NEW BUSINESS:

- Discussion of Maintenance & Operations
 - ❖ Kelly Barket, Jr., Director of General Services Administration

Ola O. Aluko (Director, Capital Improvements): The item in new business is just a discussion of maintenance and operations with our GSA director.

Kelly Barket: Kelly Barket, GSA director.

Mr. Aluko: At the last two board meetings, the Board had requested the Public Works director, the Parks director, and possibly, the GSA director to attend the Bond Oversight Board meeting just to give a brief overview of their funding structure -- or budget, rather, to ensure that there is either sufficient or there's notable maintenance on the facilities that we are using our bond monies to build. Mr. Barket is here to address any concerns or questions that you may have.

Mr. Barket: Are there any concerns?

Gary Reshefsky: Well, I think we may have a few questions, but just to give an overview of why we were asking for those department heads to come and yourself was there is a \$255 million bond offering in the City to build a hundred different assets. We just wanted to make sure that there was a maintenance plan and a capital plan in place to maintain those things so that they didn't go into disrepair as quickly as we put them up, so that's why asked all those departments to give us the real perspective of how it works and how money is incrementally added to your budget to take care of those projects.

Mr. Barket: What we do is when we sit down, we analyze our budget for the fiscal period. We just did that approximately four or five months ago for this fiscal period coming in the '09 year. Any parks coming onto the system, we try to analyze what the cost will be. Usually, if a park comes on in the first year, the warranty covers pretty much the air conditioning and the maintenance of the structure itself. We pretty much cover the maintenance of the parks or the buildings that are located at the parks. We do have budgeting for the fiscal year coming up. We know which parks pretty much are under warranty currently. We know which parks will come out of warranty, so we analyze that based on the needs that we anticipate for the coming year. In the event that there's a major catastrophic structure or roof collapse, we normally go back and we obtain additional funding, or CIP comes in and assists us with those types of repairs. The regular day to day maintenance is facilitated by GSA.

Jose Solares: When we develop a capital improvement project, we include an operational maintenance cost. If you're telling me that in every one of these projects your department already took this into consideration, I trust what you're saying because we don't have anything in front of us, but that's the biggest concern we have.

Mr. Barket: Some of the major projects are self-sufficient and we don't have to get as involved in the maintenance as we have in the past. With Little Haiti Park and Jose Marti gym, yes, we'll get involved. We'll do some maintenance there. Some of the things we can't do, like the gym floor itself. Obviously, we don't have the expertise to repair the floor. That would be handled with an outside vendor. If the air conditioning is not a complex system, we can assist with that.

Mr. Solares: So you're telling us your department is funded for those expenses?

Mr. Barket: Yes. It's funded for those types of maintenance agreements. Again, if it's major, we go back and we try to allocate additional funding.

Mr. Aluko: Let me clarify that, Mr. Board Member. When the Parks director was here, they did mention that they do most or a majority of their own maintenance. Whichever part of maintenance that they cannot do, then they solicit the services of GSA. Don't forget, they still have to pay for GSA's services. I must remind you, prior to the upcoming fiscal year, we do meet with GSA, Parks, Public Works, and other operating departments, and we give them a list of our projects, and they have to advise us of the fiscal impact in the upcoming year. Once we get that information, that's now turned in to the Budget director and that's used for planning purposes in the upcoming years. So again, just as he mentioned, yes, he does have the funds, but Parks mainly maintains their own facilities and whatever they cannot maintain goes to GSA.

Ricardo Lambert: How do we make sure that we're not going to be sitting here rebuilding something that today is in good shape but, you know, next year or two years from now, it won't be?

Mr. Barket: I can't speak for five years from now, but currently we don't have the -- I'll put it to you this way. Some of the deterioration of the buildings that you're talking about might have happened, 10, 15 years ago. Again, the City was in a different financial situation. It probably did go -- or lapse into a deteriorated state. In the past few years that I've been there, we've kind of gone back over and really revitalized the structures that we have, both in maintenance upgrading, maintaining the structure to make sure that in the future we won't have that. We have a preventative maintenance program that will do exactly what we just talked about.

Mr. Reshefsky: How are things going with the Grapeland Park project from your perspective?

Mr. Barket: On Grapeland Park, they have the theme park itself and the baseball fields on the side. We're maintaining and assisting on the baseball fields. Pretty much, they've been self-contained within the theme park itself. However, we have some work orders in the past couple of months, and yes, we assisted them. They've had some plumbing and odds and ends which you're going to expect in a theme park of that magnitude. Pretty much the equipment that's there, the facilities itself is under warranty. Any time there's a warranty problem with the pumps, outside vendors are coming in to maintain them.

Mr. Reshefsky: Thanks a lot for coming out.

Mr. Barket: You're very welcome.

- Miami River Greenways Segment D (East Little Havana)

NAME OF PROJECT: [MIAMI RIVER GREENWAYS SEGMENT D \(EAST LITTLE HAVANA\)](#)
TOTAL DOLLAR AMOUNT: \$3,808,207 (\$478,216 is future Series 3 Homeland Defense Bonds, \$1,000,000 FDOT Transportation Enhancement, \$455,506 Streets Bonds Program Series 1 and \$1,874,485 Street Bonds Series 2)
SOURCE OF FUNDS: HD Greenway Improvements Funding, FDOT Citywide Transportation & Transit and Street Bonds Series 1&2
DESCRIPTION OF PROJECT : This project consists of road reconstruction to include a two-lane, two-way urban road with 10' travel lanes, 6' on- street parking, installation of 5' concrete sidewalk, installation of curb and gutter type F and type D, installation of a stormwater system and a 15' wide greenway will be constructed on the side adjacent to the river. It also includes landscaping (canopy trees), street pedestrian lighting and street furniture such as benches, trash receptacles, way-finding signs and etc.

NOT TAKEN UP DUE TO LACK OF QUORUM.

Gary Reshefsky requested that the CIP director talk to the members of the Board between now and the next meeting to clear up some questions and concerns brought up during the audit subcommittee meeting.

III. UPDATES:

1. Additional Grant to the Miami Art Museum to Support the Development of a Fine Art Museum Facility in Bicentennial Park

Terry Riley, director of the Miami Art Museum (MAM), reported that most significant to the overall project is the approval and execution this year of the memorandum of understanding, which outlines the duties and responsibilities of each of the parties, which are the City of Miami, Miami-Dade County, Miami Art Museum, Miami Science Museum, and the Historical Museum of South Florida. In September '06, MAM selected Herzog and de Meuron as its design architect. MAM unveiled the design concept for the new facility in December '07. Schematic design commenced in October '07. The schematic design drawings were completed and accepted by MAM in March '08. A set of the schematic design drawings were submitted to the City as part of MAM's reimbursement request. The next phase, the current phase, design development, commenced in April '08. This phase is now 50 percent complete and is on target for completion during the first quarter of calendar year '09. The MAM project includes approximately 200,000 square feet of both indoor and outdoor program spaces, as well as under-building parking, which will be contiguous with the parking for the Science Museum; for MAM, about 78,000 square feet. The total number of parking spaces between the two museums is estimated at 500. MAM submitted to the City a reimbursement request for the \$2 million allowed from the bond issue. The reimbursement was for architectural and engineering expenses, which actually totaled about \$2.9 million during the schematic design phase.

Carmen Matos asked at what stage will the County release additional funds. Mr. Riley stated that the MAM is trying to wrap up the lease negotiations with the City. MAM is very hopeful that the lease agreement will go to the City Commission in December.

Jose Solares asked who will manage the parking garage. Mr. Riley stated that the garage will have a single operator for both buildings and the garage will be a fee parking garage, open to the public.

Mariano Cruz asked what the timetable is for the project. Mr. Riley stated that MAM is very anxious to start the project and would like to break ground in April.

Gary Reshefsky asked how much money has been drawn from the Homeland Defense account for the project. Mr. Riley stated that the project withdrew the entire \$2.7 million that was allocated for the project.

Gary Reshefsky requested that MAM return in April to give the Board another update on the project.

2. Police Sky Watch Observation Tower

Major Armando Guzman reported that the tower has been purchased and the project is complete. The tower is able to extend up to 24 feet in height and provides an elevated platform by which to direct police resources in crowd situations and traffic situations.

3. Gusman Hall Improvements

Carmen Matos stated that the Gusman Hall improvements were completed last month. All of the doors are now ADA compliant. The refreshment stand, emergency lighting, and impact windows were all put in. The County and State provided matching funds for the project.

4. Dinner Key Mooring Anchorage Field Project

Carmen Matos stated that the project is estimated to be completed August 2009 and will increase capacity by 225 moorings and will increase revenue.

Thelma Free, assistant to the director of Public Facilities, reported that estimations for revenue increases were based on percentage of capacity. At 25 percent, \$159,750 is estimated; 50 percent, \$319,500; 75 percent, \$479,250; and 100 percent, \$639,000. The project is days away from the start of the bid process. The plans are about 99 percent complete. Public notice for bids is estimated for November, and approval from the Commission should be received by December so that construction can begin.

5. Preservation Development Initiative Grant

Carmen Matos stated that the grant was for technical assistance to write the transfer of development rights code for the City. The historic preservation officer has already written the code and money was recently used for a survey in the Upper Eastside to help the neighborhood of Palm Grove move forward with historic preservation designation. The designation is in process and the funds have been successfully used. The project grant is completed.

Carmen Matos asked how much of the funding was the match by the National Historic Trust. Ellen Ugucconi, Preservation Officer, stated that the match was one to one.

6. Belle Meade Mini New Swings and Pour & Play Surface

Ed Blanco, Parks & Recreation, reported that the project was completed within budget.

7. Armbrister Park Boundless Playground

Ed Blanco, Parks & Recreation, reported that the project is currently under construction. There was demolition of the existing playground last week. The project is well underway and completion is estimated between the end of November and the first week of December. An additional swing set is being added west of the playground that is not part of the project, which will cost an additional \$50,000 from quality of life funds.

8. Armbrister Park Tennis Court Conversion

Ed Blanco, Parks & Recreation, reported that the project scope was the conversion of hockey rings to tennis courts. The project was completed using \$12,000 of the \$15,000 that was allocated.

9. Barnyard Playground Area Resurfacing

Ed Blanco, Parks & Recreation, reported that the project was completed and cost about \$72,000, of which \$60,000 was allocated for the project. The Parks Department paid for the balance of the funding.

10. Additional Funding and Scope of Work Change for Virginia Key Beach Park Trust Capital Related Consulting

AND

11. Virginia Key Beach Park Trust Various Projects

Carmen Matos stated that various parts of the project have been done and have come in under budget; others are over budget, others have actually been held off on.

Guy Forchion, director of Operations for Virginia Key Beach Park Trust, reported that an appropriation was set up in 2005 primarily from Homeland Defense I funds. At that time, there was \$1.4 million remaining in Homeland Defense funds to Virginia Key Beach Park. Of that, in 2005, \$371,722 was allocated out in Homeland Defense I funds, and those projects were primarily the leasing and construction of a modular office on historic Virginia Key Beach that allowed staff to move from a downtown location to the Beach property to really oversee the operations and construction. Aside from that, there were various projects that dealt with trash hauling and buoy line installation. We had a competition and some of the funds were going to our three finalists who presented to us their proposals for our museum selection; a utilities master plan that dealt with an electrical master plan for the entire property, which was completed. We were in the process of doing a Bear's Cut current testing, which allowed us to

purchase the piece of equipment that is now currently in Bear's Cut, and NOAA has been doing that work pro bono for us with our partnership in purchasing the piece of equipment that they're using. We also had an erosion control line survey that was needed and has been completed. And finally, there was a design of the entry gate and entryway to the entire park. At that time, we were facing some controversy behind parking being set up on Virginia Beach Drive due to some lease arrangements with the Seaquarium and the County in the past. From all of that, we were able to complete those projects and had a balance of \$35,000 that remained in HD I. Following that, last year we had, again, various projects, \$856,205, which the presentation on the slides addresses. At the meeting prior, at the budget oversight meeting, I was asked also to add in our actual costs to each of the projects' estimates, so that's been added on all of the slides. To sum it up, \$443,883 of the \$856,205 has been spent on projects. Of that remaining \$412,000, the bulk of that was really in two projects. We had \$75,000 set off as a match for the construction of a children's play area. We were fortunate enough to get a 100 percent grant for the construction of that, over a quarter million dollars, from the Children's Trust, and we constructed a boundless playground. Also, there was \$191,000 that was involved for a water supply plan. We made a fundamental change after your approval to that sum of money that our water supply plan wasn't as critical and electrical infrastructure, really the completion of parts of our electrical master plan, was more vital to the stage we were in, and so none of that \$191,000 has been spent.

IV. CHAIRPERSON'S OPEN AGENDA:

V. ADDITIONAL ITEMS: