

HOMELAND DEFENSE/ NEIGHBORHOOD IMPROVEMENT BOND OVERSIGHT BOARD MINUTES

4/28/09 – 6:00 P.M.
CITY OF MIAMI
CITY HALL CHAMBERS
3500 PAN AMERICAN DRIVE
MIAMI, FLORIDA 33133

The meeting was called to order at 6:09 p.m., with the following members found to be

Present: Hugo P. Arza
Eileen Broton
Mariano Cruz
Robert A. Flanders (Chairman)
Charisse L. Grant
Kay Hancock-Apfel
Pablo Perez-Cisneros
Gary Reshefsky
Jose Solares

Absent: Rolando Aedo (Vice Chairman)
Luis Cabrera
Luis De Rosa
Ricardo Lambert
Carmen Matos
Hattie Willis
Danette Perez, Board Liaison, CIP Department

ALSO PRESENT: Robin Jones-Jackson, Assistant City Attorney
Ola O. Aluko, Director, CIP Department
Margie Carmenates, Controller, Miami Parking Authority
Guy Forchion, Director of Operations, Virginia Key Beach Park Trust
Sandra Vega, Program Manager, CIP Department
Andre Bryan, Project Manager, CIP Department
Joe Morffi, Construction Manager, CIP Department
Carlos Vasquez, Construction Manager, CIP Department
Ricardo Castro, Project Manager, CIP Department
Marcia Lopez, Administrative Assistant I, CIP Department
Wendy Jaramillo, Public Relations Specialist, CIP Department
Teri-Elizabeth Thomas, City Clerk's Office

April 28, 2009

I. APPROVAL OF THE MINUTES OF THE MEETINGS OF FEBRUARY 24, 2009.

HD/NIB MOTION 09-07

A MOTION TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 24, 2009.

MOVED: J. Solares
SECONDED: K. Hancock-Apfel
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

II. NEW BUSINESS:

- ❖ Sunshine State Law Presentation – Robin Jones Jackson, Assistant City Attorney
DEFERRED TO THE NEXT BOARD MEETING.

III. NEW ITEMS:

1. Bike Racks – D2

<p>NAME OF PROJECT: <u>BIKE RACKS – D2</u> TOTAL DOLLAR AMOUNT: <u>\$4,096</u> SOURCE OF FUNDS: <u>District 2 Quality of Life Park Improvement</u> ACCOUNT CODE(S): <u>311712</u> DESCRIPTION OF PROJECT: <u>Purchase and installation of two custom bike racks in Downtown Coconut Grove.</u></p>

HD/NIB MOTION 09-08

A MOTION TO FUND BIKE RACKS - D2 PROJECT.

MOVED: M. Cruz
SECONDED: G. Reshefsky
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

2. The Roads Community Signs – D3

<p>NAME OF PROJECT: <u>THE ROADS COMMUNITY SIGNS – D3</u> TOTAL DOLLAR AMOUNT: <u>\$12,315</u> SOURCE OF FUNDS: <u>Neighborhood Gateway Improvements</u> ACCOUNT CODE(S): <u>341212</u> DESCRIPTION OF PROJECT: <u>Installation of seven Multi-Post signs at various circles throughout the Roads area.</u></p>
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HD/NIB MOTION 09-09

A MOTION TO FUND THE ROADS COMMUNITY SIGNS - D3 PROJECT.

MOVED: K. Hancock-Apfel
SECONDED: M. Cruz
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

3. Coral Gate Park New Community Building – Design Services
➤ *Coral Gate Park Building Improvements Rescinded*

NAME OF PROJECT: [CORAL GATE PARK NEW COMMUNITY BUILDING – DESIGN SERVICES](#)
TOTAL DOLLAR AMOUNT: **\$225,001 Approval for Design Services Only.** (\$1,658,466 is estimated project cost)
SOURCE OF FUNDS: Neighborhood Park Improvements and Sunshine State Financing Commission
ACCOUNT CODE(S): 331419
DESCRIPTION OF PROJECT: The project consists of furnishing of all labor, material and equipment for the construction of a new community building of approximately 4,300 sq. ft., of Gross Area. Also, the project includes a new parking lot, landscape, irrigation, demolition of existing building, relocation of existing playground, possible utility of site improvements and site lighting. The project will use the design space program of Grapeland Recreational Building.

HD/NIB MOTION 09-10

A MOTION TO FUND THE CORAL GATE PARK NEW COMMUNITY BUILDING - DESIGN SERVICES.

MOVED: M. Cruz
SECONDED: C. Grant
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

4. Virrick Park New Pool Facility – Design Services
➤ *Virrick Park Pool Building Renovation Rescinded*

NAME OF PROJECT: [VIRRICK PARK NEW POOL FACILITY – DESIGN SERVICES](#)
TOTAL DOLLAR AMOUNT: **\$361,000 Approval for Design Services Only** (\$3,485,000 is estimated project cost.)
SOURCE OF FUNDS: Neighborhood Park Improvements
ACCOUNT CODE(S): 331419
DESCRIPTION OF PROJECT: Demolition of the existing pool facility and construction of a new pool facility within the existing facility footprint. The new pool facility will include the following key components: (1) Pool heater system, (2) Swimming pool with a maximum depth of 6 feet, (3) Splash park features, and (4) Pool Bath House (includes showers, toilet stalls, lifeguard office, storage and pump room).

HD/NIB MOTION 09-11

A MOTION TO FUND THE VIRRICK PARK NEW POOL FACILITY - DESIGN SERVICES.

MOVED: M. Cruz
SECONDED: H. Arza
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

5. Virginia Key Beach Park Trust Save the Carousel

NAME OF PROJECT: VIRGINIA KEY BEACH PARK TRUST – SAVE THE CAROUSEL
TOTAL DOLLAR AMOUNT: \$50,000
SOURCE OF FUNDS: District 2 Quality of Life Park Improvement
ACCOUNT CODE(S): 311712
DESCRIPTION OF PROJECT: Release of matching funds to match an amount equal to the level of private support the Trust could muster to “Save the Carousel.”

HD/NIB MOTION 09-12

A MOTION TO FUND THE VIRGINIA KEY BEACH PARK TRUST SAVE THE CAROUSEL PROJECT.

MOVED: M. Cruz
SECONDED: J. Solares
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

6. Virginia Key Beach Park Trust Additional Projects

NAME OF PROJECT: VIRGINIA KEY BEACH PARK TRUST ADDITIONAL PROJECTS
TOTAL DOLLAR AMOUNT: \$190,560 Funding request is for the remaining balance of \$1,046,765 that was previously allocated. (New project cost is \$306,433, which includes \$115,873 surplus funds).
SOURCE OF FUNDS: Homeland Defense Bond Series II
ACCOUNT CODE(S): _____
DESCRIPTION OF PROJECT: The scope of work for 10 new projects is attached. The projects include Handicapped access, Roofing repairs, Paint railing on Administrative building, Electrical installations and upgrades, Shoreline survey (ACOE-111) maintenance, Park office, operations and maintenance facility area, Capital equipment, Park recreation equipment and upgrades, Miscellaneous park improvements, and Army Corps of Engineers (ACOE) Section 1135 Grant.

HD/NIB MOTION 09-13

A MOTION TO FUND THE VIRGINIA KEY BEACH PARK TRUST ADDITIONAL PROJECTS.

MOVED: H. Arza
SECONDED: M. Cruz
ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.

IV. UPDATES:

1. NE 2nd Avenue Improvements – Design Services

Ricardo Castro, CIP Department, reported that the project area extends from Northeast 20th Street to Northeast 84th Street. HD funds are only being used from 36th to 69th Street. The project analysis form provides a breakdown of the usage of the funds and the construction costs per segment. Mr. Castro stated that a segment of the project will be funded from economic stimulus funds from FDOT.

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

Guy Forchion, Director of Operations, Virginia Key Beach Park Trust, stated the following: Mr. Chairman and board members, there are two items here in terms of updates. Number one, the capital-related consulting additional funding and scope of work change. This is something that really goes back in time to as early as 2005. And in your packets you will see a one-page update, which is Homeland Defense 1. It's a one-pager that actually represents this update piece. It's one page, and the funds available at the bottom right are \$33,000 and some dollars. This update is regarding those projects. There were eight at that time. You can see very clearly the project allocation, the payments to date and the funds available. I'll go over each one very quickly. Number one was the construction of our current on-site modular building that is complete. Those funds available are surplus funds that are left over. Number two was trash debris and hauling. That is something that was taken care of, again, a few years ago at that exact amount. Buoy line installation and Bear Cut, some different consulting and work going on. That is a project that right now is ongoing. It has faced a lot of different hurdles to go through. And I think, just to summarize, one that probably took the most time was as we moved forward in order to put that buoy line together, an ordinance was needed in the City of Miami. And so that took a few months in drafting that ordinance, moving it through the City Commission. So there's over \$19,000 left in that project and still a good amount of work to do. We're completing the permitting process now. There are five to six different permitting agencies involved. We've received two of those permits from two of the agencies thus far and are in the process of answering questions from DERM and resubmitting some information back to them. They are probably our last and largest hurdle in terms of the permits needed. Number 4 was during our process for selection of a design firm for our museum, which included payment that was going out for the submission of those designs from each firm. That has been completed and those dollars are surplus dollars. Number 5, utilities master plan, which was laying out an electrical backbone and communications backbone for the entire 82-acre park. That project was completed at that cost. Number 6, Bear Cut current testing. There we were in collaboration with NOAA, who also resides on the island of Virginia Key. In that project we purchased a monitoring device that was used for a year-long current study that has been completed. That data has all been compiled by NOAA and is now in the hands of a consultant who will be using that data to create safe swimming recommendations for Virginia Key Beach Park. And so those funds, 808, are surplus funds. Erosion control line survey, which is a process that is complete. We had Sea Systems conduct that work for us at \$2,000, a savings of \$5,000, again, surplus dollars. And finally, the entrance gate design. That is some design work that we had done for what we hope will be used in the future of the entry to Virginia Key Beach Park, and that work was done at that cost. We're looking at just over \$33,000 remaining that we will be putting toward primarily the buoy line installation and that would deal with purchasing those physical buoys, the installation of them and some of the funds that may help us with the current study that our new consultant is doing as they compile recommendations for us for swimming. So that concludes my update on that package of dollars, and those are HD-1 funds.

3. Virginia Key Beach Park Trust Various Projects

Guy Forchion, Director of Operations, Virginia Key Beach Park Trust, stated the following: I think the next follow-up, if I may, Mr. Chairman, is on our \$856,000 in a package of projects. This we

went into at the audit subcommittee meeting and I think this format will be a lot clearer than what we faced that evening. And again, it deals with each project. There are 21 projects. I can tell you that 14 of the 21 have either been completed or cancelled, and I'll start very quickly again. Number one, repainting of our historic buildings. This was done just before our opening in 2008, giving us a fresh look as we opened in February last year. Cost estimate was \$12,000; actual cost was \$14,000. You'll see in the next column the difference, completed or cancelled, ongoing, and a status. And so the difference was negative \$2,000. Water fountain installation. Cost estimate was \$15,000. This was looking at putting in public water fountains. What we chose to do there was to alter that project into not installing water fountains and doing portable water stations, very fashionable park cooler devices that you can put in different places. That gave us some flexibility on the property. Actual cost thus far is \$2,300. There is a difference remaining. It is an ongoing project, something as we may see some other need; we may continue to fulfill it. Shower installation, \$15,000 was the estimate. We spent 725 thus far on one outdoor shower. We may do another matching one, and we are looking at doing portable showers again to our north restroom area, which is a historic building and only a rest room, no showers. It would require some outdoor showers and we're looking at being able to do that portable as opposed to one affecting the building in any way. Swimming area identification, that's project number 4, that was a complete project and I think at our meeting, this Board requested that we also add Creole language to one of the signs. So it is an ongoing project because we will be adding that segment that was requested. There's kind of a warning sign in red and then another lengthier sign that has a lot of legal language that explains the current issue that we're working on that issue and looking out for safety. We will make the change to that one existing sign in the various areas on the shoreline. Post and rope barriers, that is complete. We looked at consultants -- well, not really consultants, but some firms doing that work for us and found that our staff could do the job. We purchased the wood; the cable needed and installed those ourselves at a savings. So no funds were spent on that project. Environmental resource permit, \$30,000. This is something we're hoping as the museum comes forward this would fall right in line with that. We have not taken any steps on it thus far because we have had a few delays in stepping forward with our design process on the museum. So we're holding back on that, but that essentially is laying out the complete master plan over the 82 acres and informing DERM, Department of Environmental Protection and other agencies of exactly what types of issues we may run into, primarily on water runoff and elevations on the property, doing that in one package, as opposed to an ERP for each project. Barbecue grills, number 7; and picnic tables, number 8. Both of these are 100 percent complete. I also put another note in the status that we were able to match that with County funding from Safe Neighborhood Parks. We got \$19,000 in SNP and were able to match that with that project. It actually allowed us to purchase more and a slightly higher quality of product. Number 9, lifeguard stands. This project was cancelled; \$15,000 were set aside. These are not the traditional lifeguard stands. These are historic outdoor exhibits. These are to create replicas that existed on the park during the park's heyday, and they would go back on shore. That's a project that we've cancelled and it has now been put into our museum project as part of the outdoor exhibits. Number 10, water service supply plan is \$191,000. This is an ongoing project. We haven't taken any steps on this thus far. And the reason for that is in the past year we found that the most crucial step we needed to move forward on was electrical service at different places on the park. We had kind of two items to step forward on, how far we expanded our electrical service at different areas or whether or not we move forward with things like water fountains, showers and other water supply. We were going for some grants for a water play area and saw at that time that this would play directly into that. That process has slowed and we have advanced some of our electrical work, and so it's still in waiting but we're looking to probably step forward on different parts of that in the near future, but no dollars have been spent thus far. Number 11, front guard gate house control. This is something that was completed; \$3,877, a savings of \$6,123. This is right at our entry gate. In August 2008 we began charging a \$3 entry fee on Saturdays, Sundays and holidays. In that guardhouse is where that collection is done and information disseminated. Number

12, picnic pavilion awnings. This is in the rear of our property. This project's complete, came in \$7 under budget; 100 percent complete, and this is on the north end of our property. Probably our best estimate to date. Lightning protection, \$7,550 was set aside. We only needed to put electric rod on the top of the carousel building. Two other buildings that we were anticipating having to do that work to after we had an analysis done; they were grounded in such a way that it was not needed. That was our administrative modular building and our historic concession stand. And so there was a savings there. Additional parking lot improvements. This was asphalt work again near our front entry. Where you enter a U-turn area, because we had to create a very different vehicular pathway in having folks come in, pay an entry and then whether or not they were at the wrong property and needed to U-turn and head directly out. So there's a section that loops around right at our entryway. That work was completed and there were some cost savings. Awnings for the administrative office, this was literally for our front door and rear door on our modular buildings, so while it's raining just for some coverage. It's an item that we chose later not to go ahead with and we deal with any rain that may come down with an umbrella just out of the front of the office. So it's something that we went ahead and cancelled. Mini train tunnel doors. This is a project that it's ongoing. It's in process right now, purchase orders have gone forward. We got our final bids. These are to replicate the historic cottage style wooden doors for our mini train tunnel. For security for the train because that is where it's parked at night. It's currently locked in with chain-link fence, and we want to complete the historic look of the tunnel and the train. And so that is something that I believe we will have complete in 60 to 90 days. All of the bidding is done and the company has been selected. Mini train rail installation. This included installing the rail, bolts, ties, everything else needed for that process. It did go over our estimate, just over \$25,000. It's 100 percent complete and has begun running as of August last year, the mini train. Mini train painting; that, too, was already complete; did go over, just around \$3,000. And that's project 18. Project 19, mini train platform restoration and awnings. This is the mini train station. What's existing on the park is essentially 110 by 10 foot concrete slab. The covering that was historically there has been gone potentially for decades. We're in the process now, from photographs and historic documents, of replacing that awning. It will be slightly modernized, but it will be very much a replica of what existed there. The company has been selected and actually the design of the awning is done, and in two and a half weeks, they will begin installation. Project number 20, park maintenance facility. This is a project, we cancelled it. Initially, when we brought a concessionaire into our concession stand building, which was a location with some offices where our operations staff used to reside. We were able to move them into our existing modular building. This initially was to put a trailer on property. We were able to not do that, keep some of the historic look of the property and move them into existing buildings, and it has worked out nicely. Finally is the children's play area. This was a boundless playground where we had set aside \$75,000 to match funds coming from the Children's Trust, and at the final hour, the Children's Trust was able to pay for the project 100 percent. And so our \$75,000 in matching was not needed and also went into surplus funds and was 100 percent complete. That concludes my update.

4. Dinner Key Mooring Anchorage Field

➤ Dinner Key Pier 3 Emergency Repairs (Reallocation)

Carlos Vasquez, CIP Department, reported that the Dinner Key mooring field project started about a year ago with the idea to be three projects in one. A decision was made with the client department, Public Facilities, to split the project into three separate projects, Dinner Key Mooring Field, Pier 3 repairs, and also another project for the Dinner Key Mooring Fields facility. The mooring field project is estimated to be completed by the end of July 2009.

V. CHAIRPERSON'S OPEN AGENDA:

Chairman Flanders extended an invitation to the groundbreaking ceremony for the Dorothy Quintana Community Center.

VI. ADDITIONAL ITEMS:

HD/NIB MOTION 09-14

A MOTION TO ADJOURN TODAY'S MEETING.

MOVED: M. Cruz

SECONDED: P. Perez-Cisneros

ABSENT: R. Aedo, L. Cabrera, L. De Rosa, R. Lambert, C. Matos, H. Willis

Note for the Record: Motion passed by unanimous vote of all Board Members present.