

**GENERAL OBLIGATION BOND OVERSIGHT COMMITTEE  
MEETING MINUTES  
May 2, 2005**

1. **Attendance – See Attendance Sheet attachment.**

2. **Review and Acceptance of April 4, 2005 meeting minutes.**

*ACTION: Mr. Mitch Novick motioned to approve the minutes. The motion was seconded by Mr. Frank DeVecchio. The motion passed.*

3. **Contingency Report**

Mr. Jorge Chartrand, Acting Director of the Capital Improvement Projects (CIP) Office, informed the Committee that 5 new change orders on the Fire Station No. 2 project had been approved since the last report.

4. **Discussion Items**

(A) October 10, 2005 Committee Meeting

The Committee discussed rescheduling its October 10, 2005 meeting. The meeting will take place as scheduled.

(B) Discussion Regarding Community Meetings in April

A discussion was held regarding the community meetings held in April. Specifically, the discussion revolved around the Community Design Review Meeting (CDRM) for the Flamingo/Lummas Neighborhood project. Mr. Scott Needleman expressed his concern that the residents may not be fully aware of what improvements that are proposed for Drexel Avenue and the impact those improvements would have on the existing conditions. It was brought to the Administration's attention that there were some concerns about the parking, design of the street and traffic flow.

Mr. Chartrand stated that the improvements presented at the Community Design Review Meeting (CDRM) were consistent with the concepts in the Basis of Design Report (BODR), and the attendees from the overall neighborhood supported the plan.

The Administration heard comments from residents of the neighborhood, and will determine what the appropriate next steps will be.

(C) Community Outreach Sub-Committee Report

A sub-committee was formed to discuss the role of the Committee with regard to community outreach. The sub-committee recommended that additional information be provided to the Committee that shows all major CIP elements that affect G.O. Bond project timetables, including budget shortfalls. The sub-committee also recommended eliminating repetitive reporting in the Committee's agenda, including the Contingency Report and the Project Status Report. The Administration should provide exception based reports where there are changes in budget, timetables and individual projects that warrant oversight attention. The sub-committee recommended that the Administration provide a quarterly budget report in two parts: compare actual versus budgeted costs, original and revised budgets and lastly that the Administration provide the Committee once a year an updated scheduling and project sequencing report. These changes would give a broader picture on a neighborhood basis as to why there are delays, what the magnitude of the delays will be, the reasons for them and any financial impact. Before any revisions are finalized, the Administration will draft new formats and they will be brought before the G.O. Bond Committee.

(D) Encroachment Policy

Mr. Chartrand, Acting Director of the CIP Office, informed the Committee that there are private encroachments on public property that need to be removed before the City can complete the neighborhood Right-of-Way infrastructure improvement projects that have been planned. Each consultant was asked to identify and provide a list of the encroachments that are an issue for the design, as well as a list of the addresses where these issues will need to be addressed. The encroachments are divided into four types: Encroachment Types (ET) 1, 2, 3 and 4. ET 1 & 2 need to be removed to make sure the Right-of-Way (ROW) is clear in order for the project to proceed. ET 3 & 4 do not necessarily affect the construction process, however, will need to be removed because they are on public property. There are several reasons why these encroachments need to be addressed:

- 1) Protect the Purpose of the Swale
- 2) Safety of Vehicular and Pedestrian Traffic
- 3) Construction of Planned Improvements
- 4) Removal of Non-Native Plantings
- 5) To Provide Consistent Landscaping Throughout the Neighborhoods

Mayor David Dermer asked what was the strategy for handling the removal of encroachments. Mr. Fred Beckmann, Director of Public Works, stated that the

resident would be notified of any landscape or hardscape that is in the ROW that is encroaching. The resident can remove the encroachment at their expense. If not, the City will have to remove it, with potential back charge to the resident. If the encroachment is not affecting the project or causing a safety issue to the general public, the encroachment will not be immediately removed. A discussion regarding the encroachments and the encroachment policies was held.

Mr. Leonard Wien asked if there would be an opportunity for the resident to reinstall a normal driveway so they enter and exit their property. Mr. Beckmann stated that the resident would have the opportunity to reinstall a normal driveway.

Mr. Chartrand stated that there would be a workshop with the Commission to discuss the issue and the process of handling the encroachments.

Ms. Joy Malakoff asked if the trees were going to be removed or would they be preserved. Mr. Chartrand stated that if the trees are invasive or non-native species that they would be removed.

Mr. Scott Needleman asked if there was anything specific being planned for Drexel Avenue because of the fact that some of the improvements on that street have been around for a long time and were probably permitted by the City. Ms. Christina Cuervo added that there would be encroachments that would probably be more difficult to remove, such as the encroachments in the Flamingo/Lummas Neighborhood and South Pointe Neighborhood that will need to be addressed.

Ms. Deede Weithorn asked who was going to be responsible for the cost of removing the necessary encroachments. She also asked who was responsible for maintaining the swales in the ROW. Mr. Middaugh stated that there would be notification to the owners as to specific encroachment that needed to be removed and time frame in which they have to remove it. For those homeowners that do not remove the specified encroachment, a City contractor will remove it and in turn a lien would be placed on the homeowner's property for the cost of that removal. As for the maintaining the swales in the ROW, according to current City ordinances the owner of the property is responsible for the cost and maintaining of the swales. The City would take responsibility for any hardscape.

The Administration will move forward with a Commission workshop to continue the discussion of the Encroachment Policy.

## **5. Project Status Report**

### **(A) Fire Station No. 2**

Mr. Mauro Burgio, Senior Capital Project Coordinator for the Capital Improvement Projects (CIP) Office, informed the Committee of the

conflicts between the foundation of the existing building and the pile foundations that were in process of being constructed had been resolved. Work on installing the pilings has resumed. There are about 108 piles in place out of 188. The last 80 are expected to be in place in the next 10 days. After that the contractor will proceed with the rest of the foundation. They will be doing that over the next month, as well as installing underground electrical and plumbing components.

(B) Fire Station No. 4

Ms. Alex Rolandelli, Senior Capital Projects Coordinator for the project, informed the Committee that the project is on schedule and site work, including drainage and connection of water lines for fire hydrant irrigation, is underway. Electrical, as well as sewer system, connections are taking place at this time. The grade slab is to be poured. As far as the seawall, CIP Office is finalizing the rip rap and putting together a final walk through for the project.

Mr. Rotbart asked if the estimated completion date was still going to be February 2006. Ms. Rolandelli stated that this date remains on the schedule at this time.

(C) Normandy Isle Park and Pool

Ms. Rolandelli, Senior Capital Projects Coordinator for the project, informed the Committee that on the park portion of the project, the CIP Office has an agreement with one of the JOC Contractors to initiate the site work and removal of debris from the existing basketball court. The contractor mobilized on March 30, 2005 and has been working since. In the meantime the CIP Office is negotiating the implementation of the conduits for electrical, irrigation and drainage systems, agreements for which are expected to be signed in the near future. On the pool portion of the project the CIP Office had a meeting with the prospective bidders that was organized by the Surety Company. There were RFI's that were issued and there was communication from the Surety Company that an Invitation to Bid was underway. However, there was no deadline as to when the Invitation to Bid would be issued and closed.

A discussion was held regarding the funding for both the park portion and the pool portion.

Mr. Scott Needleman asked how diligently the City plans to pursue the Surety Company if they do not live up to their obligations. Mr. Tim Hemstreet, Acting Assistant City Manager, stated that the City will seek all remedies it has against the Surety Company and the intention of the City

seeking the appropriation to finish the pool portion of the project was to get it constructed as quickly as possible. Mr. Needleman asked how much time would the Surety Company be given before the City decides to go ahead and construct the pool. Mr. Hemstreet stated that the City has taken a proactive step in appropriating the funding and can move forward with a separate contractor if the need arises.

## 6. Informational Items

A) Updated Calendar of Scheduled Community Meetings

The updated Calendar of Scheduled Community Meetings was presented, but not reviewed during the meeting.

B) Updated Committee Membership

Mr. Alex Annunziato, Community Development Advisory Committee Representative, and Ms. Christina Cuervo, North Beach Representative, were sworn in at the May 2, 2005 G.O. Bond Meeting.

C) April 8, 2005 CIP Office Presentation to Finance and Citywide Projects Committee

The Committee was presented with a copy of the memo that went to the April 8, 2005 Finance and Citywide Projects Committee regarding the Capital Improvement Projects and the policies, processes and funding related to the projects.

D) EDAW Flamingo Lummus Additional Services

The Committee was presented with a copy of a City Commission Resolution that awarded EDAW additional services for the Flamingo/Lummus Neighborhood ROW project.

E) Normandy Isle Park

The Committee was advised of a Resolution the City Commission adopted appropriating additional funds for the Normandy Isle Park project to proceed with the construction of the Park.

F) Normandy Isle Pool

The Committee was advised of a Resolution the City Commission adopted appropriating additional funds for the Normandy Isle Pool project.

The Meeting adjourned at approximately 7:30 p.m.

JMG/RCM/TH/JCH/KLM/ast  
F:\CAPI\all\TIA\G.O. BOND\MEETING MINUTES\MIN05022005-FINAL.doc