

**GENERAL OBLIGATION BOND PROJECT OVERSIGHT COMMITTEE
MEETING MINUTES
JANUARY 5, 2004**

1. Attendance – See Attendance Sheet attachment.

Gary Knight was sworn in by Mayor David Dermer as a new GO Bond Oversight Committee member, representing the Transportation and Parking Committee.

2. Review and Acceptance of December 1, 2003 meeting minutes.

Ms. Sherri Krassner pointed out that comments made on Page 6, Paragraph 6; Page 9, Paragraph 4; and Page 11, Paragraph 4, attributed to her in the minutes, were actually made by Ms. Deede Weithorn.

Mr. Leonard Wien requested that his comments on Page 6, Paragraph 5 be clarified. The meaning of what he said was that the City should consider whether or not it should be in the business of renting space out for use, like in the case of the South Shore Community Center, and that the City should consider whether or not money should be spent on renovating that space, since it is not a core business of the City. He added that the City should not be a landlord to organizations, instead, it should perhaps consider subsidizing out to them in order to get out of the landlord business.

***ACTION:** Ms. Deede Weithorn motioned to approve the minutes. The motion was seconded by Mr. Michael Rotbart. The motion passed.*

3. Change Orders

Capital Improvement Projects (CIP) Office Director, Tim Hemstreet reported to the Committee that the Change Order Report reflected that the Marseille Drive project had Change Orders 18 through 26 to pay for project closeout.

Mr. Rotbart wanted to know if a column could be added reflecting the balance to be paid on the construction contract through project completion. Mr. Hemstreet responded that it would be done.

4. Project Status Report

(A) Fire Station #2

Mr. Hemstreet informed the Committee that the project is still in Phase I. He added that the contractor, Jasco Construction, is on schedule with the water tank portion of the project, and that the City Commission awarded Phase II (the Fire Station portion) to them. He added that as soon as construction of Phase I is completed, Jasco Construction will begin the Fire Station portion of the project.

(B) Fire Station #4

Mr. Hemstreet informed the Committee that the construction documents have been reviewed by the Building Department. He mentioned that based on the comments received from the reviewers, the consultant is revising the Construction Documents to be presented again for permitting. He added that if all issues are corrected and the bid process is completed, construction should begin by the end of March or April, 2004.

Mr. Sanchez estimated that it was likely the construction would not start until May or June, 2004.

(C) Normandy Isle Park and Pool

CIP Office Assistant Director, Jorge Chartrand informed the Committee that The Corradino Group, the consultant for the Normandy Isle Park & Pool project, has revised the construction documents in order to resume construction by Regosa Engineering, and that construction was going to resume shortly. He added that some issues with the construction documents are still pending, but are being addressed. He said that he would update the Committee on a schedule of completion at the next meeting.

(D) Scott Rakow Youth Center

Mr. Hemstreet informed the Committee that there are a few items that remain outstanding before a Temporary Certificate of Occupation (TCO) can be obtained. He added that these items are being worked on and should be completed within the next few weeks.

Mr. Gary Knight wanted to know if there would be a ramp installed at the emergency exit, located to the north of the ice rink, and if one was required in addition to the stairs already planned. Mr. Chartrand responded that according to the Fire and Building Departments, a solid walking surface and refuge area are the only things needed in that area. He continued by saying that the ADA inspector has visited the site and indicated that only the concrete steps are required. Mr. Hemstreet added that a final Certificate of Occupancy (CO) would be issued after the project construction is completed, which is expected to be within approximately 60 days after achieving TCO.

Mr. Frank Del Vecchio commented that the City was approximately five (5) years into the implementation of the GO Bond, and complimented the City on the accomplishments made to date, such as creating and staffing the CIP Office, updating the City's contracts, and providing adequate management of the construction projects. He stated that there were four (4) items still open, in his opinion that needed to be addressed. They were:

1. a schedule of projects and when they were to be implemented;
2. a status on project funding shortfalls;
3. a list of policy issues that need to be addressed, such as funding for the maintenance of the projects once completed; and
4. a list of items unfunded at this time that are still desired - a view of the future needs.

He wanted to know if there were any committees other than the GO Bond Oversight Committee that looks at the implementation of capital improvement projects. Mr. Hemstreet responded that the CIP Office presents a quarterly update to the City Commission's Finance and Citywide Projects Committee. He added that some projects have oversight committees assigned to review certain types of projects, such as: the North Shore Youth Center Oversight Committee, the Collins Park Cultural Campus Committee, parking projects overseen by the Transportation and Parking Committee, and the Barrier Free Committee, which reviews all park projects for ADA issues before they go to construction.

Mr. Del Vecchio wanted to know if the CIP Office was responsible for all capital improvement projects in the City. Mr. Hemstreet responded that the CIP office was not responsible for all capital improvement projects, and that there were projects being overseen by other departments.

Mr. Del Vecchio commented on funding shortfalls that some projects may have and a schedule of construction for all General Obligation Bond funded projects. He requested an update on these items for the next Committee meeting.

Mr. Wien commented that 34% of the projects have been completed. Out of 54 projects, 19 have been completed. He said that obviously something is being done correctly and that progress has been accomplished in the last year. He added that the CIP Office is doing a good job and credibility has been established. He commented that a lot had been done, but that a large percentage of projects would be under construction shortly and there was still a lot to be done, such as finding additional funds for more projects.

5. **Informational Items**

- (A) Updated Calendar of Scheduled Community Meetings.

The calendar of scheduled community meetings was provided to the Committee, but not reviewed during the meeting.

The Meeting adjourned at 6:26 p.m.

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