

**FIRE-RESCUE BOND
BLUE RIBBON COMMITTEE MINUTES
REGULAR MEETING**

City of Fort Lauderdale
100 North Andrews Avenue
8th Floor Conference Room
Fort Lauderdale, Florida, 33301
April 17, 2008, 6:00 p.m.

Board Member	Attendance	1/2008 through 12/2008 Cumulative Attendance	
		P	A
Thornie Jarrett, Chair	P	4	0
Dianne Shuler, Vice Chair	A	3	1
Don Bastedo	P	4	0
Mary Graham	A	3	1
Steve Kirsch	P	4	0
Allan Kozich	P	4	0
Delores McKinley	P	3	0
Patrick McTigue	P	4	0
Douglas Ruth	P	4	0
Norman Thabit	P	4	0

Staff

Frank Snedaker, Chief City Architect
Robert Bacic, Battalion Chief
Mark Friedman, City Construction Manager
Jim Hamill, Audit Manager
Eric Geen, URS
H. Testa, ProtoType Services Recording Clerk

1. Call to Order/Roll Call

Chairman Jarrett called the meeting of the Fire-Rescue Bond Blue Ribbon Committee to order at 6:03 p.m.

2. Approval of Minutes: March 2008

Motion made by Member Thabit, seconded by Member Kozich to approve the minutes of the Board's March 2008 meeting. Upon voice vote, motion passed unanimously.

Audit Report

Chairman Jarrett announced that Jim Hamill, from the City Auditor's Office, and John Kelapire, SBC, were present to discuss the audit report.

Mr. Kelapire stated he submitted the draft report with the City's comments to the City Commission on March 25. Mr. Kelapire said there were a few findings with which Mr. Carbon and the operations side disagreed, but the City Auditor agreed. He advised Board members to read the minutes of the meeting to read the specific points.

Mr. Kelapire explained that the scope of his audit was to consider the internal controls and the program management. He had determined some enhancements were needed to bring the procedures up to industry best practices. Mr. Kelapire advised the Board to consult the executive summary that outlined the main issues.

Mr. Hamill said Mr. Kelapire had advised him that the City should establish a Change Control Board to provide additional oversight. He had also advised recording actual expenditures at the sub-object level to clearly track project expenses and properly aligning the budget with actuals, in order to provide meaningful comparisons.

Mr. Kelapire stated the Blue Ribbon Committee should be provided with additional information in order to help the City better evaluate cost and schedule-related issues. This included as much information as the Committee felt was necessary to form an opinion and/or provide input on these matters.

Mr. Kelapire advised that Items having costs or schedule impacts should be presented to the Committee prior to their presentation to the City Commission as well. Mr. Kelapire felt the Committee should feel free to report more often to the City Commission as they saw fit. As a component of the control process, Mr. Kelapire felt any and all changes to baseline costs, assumptions, risks or priorities should come back to the Committee.

3. Staff Liaison Report

Station 47:

Mr. Snedaker said the Board would visit the station immediately after their meeting. He hoped they would have the Certificate of Occupancy [CO] within a day or so.

Station 53:

Mr. Friedman stated they had received the CO on March 28 and were now going through the punch list. He hoped to start moving in furniture within a week. Chairman Jarrett asked about the Station radio equipment. Mr. Friedman said they were installing

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the antennas right now. Mr. Snedaker stated the wiring for the radio system was mostly finished, but wiring for the alerting system was not installed. This should take place in the next two weeks at Stations 53 and 47.

Station 29:

Mr. Snedaker reported they did not yet have a surface water management permit; they expected Broward County's comments the following day. The Building Department was starting their review for the drawings.

Chairman Jarrett remembered that the ceiling height in the apparatus bay had been limited because of the second floor. The apparatus bays were now separate from the second floor, but they had built a 4-foot parapet wall on top of the apparatus bays. He was worried about how safe the parapet wall would be in a hurricane. Mr. Snedaker explained that the parapet wall was needed to hide the equipment on the roof. Chief Bacic noted that the parapet wall also helped protect the equipment on the roof in a hurricane.

Chairman Jarrett remembered discussing the possibility of adding bays to the smaller stations, and wondered if there was also a plan for adding bunk rooms. He was concerned about the additional cost and equipment that this would require. Mr. Snedaker agreed that adding an apparatus bay was fairly simple, but he believed that the chances of expansion at this facility in the near future were nil. He said they had allowed only for the space to add on to the Stations. Mr. Snedaker stated they had not planned infrastructure for future equipment; and that if this was ever needed, it would be budgeted then.

Station 49:

Mr. Snedaker reported they were preparing the plan for DRC administrative review. This was required because they had made the station smaller. There was a tentative date of May 19 for the presentation, which would probably take place at the Swimming Hall of Fame.

Mr. Sadler James asked the timeframe for Station 49. Mr. Snedaker informed him that construction was scheduled for the first of the year and would take approximately one year. Mr. James wanted to visit the building with the Board, but since the building did not have the CO yet, Mr. Snedaker felt this would not be advisable.

Mr. Sherman Whitmore knew that the new building footprint would be larger than the existing building, and asked if the new building would have the same setback issues that were raised last June. Mr. Snedaker said the issues would still exist, but the reduction in the yards would not be as significant as they had been in June. They had reduced the side of the building and increased the setbacks. Mr. Whitmore said staff

had promised to provide a copy of the schematic. Mr. Snedaker agreed that if this had been promised, he would provide a copy. Mr. Geen said the delay had been caused by the Station's redesign.

Station 3:

Mr. Snedaker stated they had administrative approval of the revised plat, including the change of the non-vehicular access line pursuant to a requirement from the County Traffic Engineering Department. He hoped it would be on the City Commission's next agenda. After their approval, it will be forwarded to the County Commission for final approval. He did not expect to have the plat recorded until October or November.

Station 35:

Mr. Snedaker had spoken with Pastor Dan, and his design/build consultant had contacted Mr. Snedaker. They were in agreement on how to handle the land swap: the City would construct the new Station on the eastern corner of the property and when it was complete, the old Station would be demolished and the church would get that property.

Station 46:

Mr. Snedaker stated this would be on the May 21 Planning and Zoning Board meeting. He informed the Board they had the final draft of the warranty deed and this was going out to the three people who must sign it. Once it was signed, the City would have no restrictions on the existing property.

Stations 13 and 54

Mr. Snedaker said they were still evaluating what to do.

Chairman Jarrett remembered that last month, Mr. Carbon had reported that he had completed his review and it was being sent to Kathleen Gunn. Mr. Snedaker said staff was preparing additional information for Ms. Gunn. Chairman Jarrett asked if the Board would see it before it went to the City Commission. Mr. Snedaker advised him to discuss this with Mr. Carbon.

Station 8

City has not proceeded with any land yet.

4. Member Discussion Items

Pre-qualification

Mr. Snedaker announced they had sent out pre-qualification packages and received 30 responses. They should know by next week how many of these qualified; he assumed that most, if not all, would.

Jaguar Site

Member Ruth mentioned that the chain link fence had been taken down, but had noticed that it had previously covered the two fire hydrants on site. He wanted the Fire Chief to be able to contact the property owner to remedy situations such as this.

Chairman Jarrett reported that the 250-unit project once planned for this site was “completely stalled.”

Annual Report

Chairman Jarrett advised all members to create a list of issues they wanted to include and to bring this list to their May meeting. He agreed to provide a template Board members could use.

Chairman Jarrett wanted the report to point out that they had been presented with three very different Station sizes: Chief Allen’s, Chief Latin’s and Chief Eddy’s. Member Thabit believed this difference was due to the lack of a feasibility study, and the fact that the entire project was driven by the budget. Chairman Jarrett stated he wanted the report to put everyone on notice that there was something “not quite right about this, or, at least, we are doing it by money, and not by necessity, and that’s not necessarily wise expenditure of taxpayers’ money.”

Mr. Snedaker stated a lot of the size reduction was accomplished by reducing extra or oversized bays designed to hold additional, reserve equipment, and the decision had been made to house all of that equipment in one location that the Fire Department hoped to build in the future, with other funds.

Mr. McTigue asked if the bond had specified they would build 50-year Stations, and wanted to know if the downsizing meant they would end up with 15-year Stations instead.

Chairman Jarrett also wanted their report to discuss the fact that there were insufficient funds to complete the project. He noted that the extension of the schedule to eight years had resulted in an additional \$2 million in inflationary costs.

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Member Thabit wanted to include the following topics: the inability to find land for Station 8, feasibility, size, budget, and construction time period.

Mr. James said a number of people were concerned that the project was over budget, and he was very pleased the Board would issue a report highlighting this.

5. Adjournment

With no further business to come before the Committee, the meeting was adjourned at **7:17** p.m.

The Board's next meeting was scheduled for May 15, 2008.

Attachments:

Financial Report

Minutes – March 2008

Fire Station Monthly Reports

Fire Station Program Schedule