

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

City of Fort Lauderdale  
100 North Andrews Avenue  
8<sup>th</sup> Floor Conference Room  
Fort Lauderdale, Florida, 33301  
June 18, 2009 - 6:00 p.m.

<b>Board Member</b>	<b>Attendance</b>	<b>1/2009 through 12/2009 Cumulative Attendance*</b>	
		<b>P</b>	<b>A</b>
Thornie Jarrett, Chair	P	5	0
Frank Anderson	P	2	0
Don Bastedo	P	4	1
Steve Kirsch	P	5	0
Allan Kozich	P	4	1
Patrick McTigue	P	4	1
June Page	P	5	0
Douglas Ruth	P	5	0

\*Note: the Committee did not meet in January due to lack of a quorum

There were currently eight appointed members to the Committee. Therefore, five constituted a quorum.

**Staff**

Chantal Botting, Battalion Chief  
Frank Snedaker, City Architect  
Mark Friedman, City Construction Manager  
J. Opperee, ProtoType Services Recording Clerk

**Communications To City Commission**

None

**1. Call to Order/Roll Call**

Chair Jarrett called the meeting of the Fire-Rescue Bond Blue Ribbon Committee to order at 6:01 p.m.

**2. Approval of Minutes: May 2009**

Chair Jarrett noted an error on page 6.

**Motion** made by Mr. McTigue, seconded by Mr. Ruth, to approve the minutes of the Board's May 2009 meeting as amended. In a voice vote, motion passed unanimously.

Mr. Snedaker announced that on June 25 there would be a public presentation at the Shepherd of the Coast Lutheran Church next to Fire Station 35. Parking would be available.

Chair Jarrett reminded Board members that they should not comment at the presentation unless it was on a subject that their Board had already discussed or a subject they were certain their Board would not discuss in the future.

Regarding the July 7 City Commission meeting, Chair Jarrett advised Board members they could say whatever they wished at this meeting. Mr. Friedman announced that he was not sure what time the Board's report would be discussed at that meeting.

### **3. Staff Liaison Report**

#### Station 3

Mr. Friedman reported the site had been cleared of trees, the pad was built and they were excavating foundation trenches. The trailer was on site and everything was going very well with the exception of the difficulty they were experiencing pulling permits. Mr. Snedaker explained that the permit was signed off but then the City indicated sub permits must be obtained first. There was a meeting scheduled Monday to determine why there was still a delay.

Ms. Page pointed out later in the meeting that the budget numbers for Station 3 differed in their reports by as much as \$2 million.

#### Station 29

Mr. Friedman informed the Board that the exterior structure was complete, the building would be drying in within the next two weeks, interior framing was almost completed, interior electrical and plumbing were ongoing, and exterior stucco was being applied. Mr. Friedman was very pleased with the progress of this Station.

Mr. Friedman clarified for Mr. Anderson that CIMA was the construction manager for all three stations under construction. Mr. Anderson asked about getting copies of CIMA's reports, and Mr. Friedman explained that the Board was already provided highlights of these reports.

#### Station 49

Mr. Friedman stated the existing building had been demolished and the building corners had been laid out. He estimated the underground catch basin was 90% complete. The next step was the driveway to the north, and trenching for the foundations. Mr. Friedman described where the signage for the project was located. He informed Chair Jarrett that there was no construction trailer on site yet; work was being conducted out of a pickup truck and the temporary trailer was the Fire Station trailer located down the block near the Swimming Hall of Fame. The contractor leased a conference room at Bahia Mar every two weeks for their meetings. Mr. Friedman added that the lack of a construction trailer was causing no delay. He explained to Chair Jarrett that the FPL/Jungle Queen issue had been resolved.

Mr. Anderson inquired about change orders, and Mr. Snedaker stated only one had been issued so far. Chair Jarrett reminded the Board that URS had always included a summary of change orders in their reports, and this practice should continue. Mr. Friedman agreed to include this in the future. Mr. Snedaker stated Stations 3 and 49 had no change orders so far; Station 29 had one change order for a generator. Mr. Anderson requested to see change orders for the projects that had been completed to determine how much these added to the total cost, and to see if there were common areas the change orders addressed that City staff should look at or there were contractual issues not in the agreement that should be addressed.

#### Station 35

Mr. Snedaker reported they had sign-off on their DRC package so they could submit to Planning and Zoning after the public meeting. They expected to be put on the Planning and Zoning Board's August agenda.

Mr. Bastedo asked if there had been any opposition to the off-site parking; Mr. Snedaker stated this had been noted as a deficiency and this was why they were going for the public purpose: to seek relief from the parking.

Mr. Snedaker explained to Ms. Page that at the public meetings they presented the site plan and floor plans, explained how the project would impact the neighborhood and responded to any questions. He said in the past they had made changes based upon input from the public. Chair Jarrett stated this had been an issue early on with the Board because when Fire staff visited neighborhood associations before the bond was passed, the associations were informed that they would have input regarding building façade design. When they began designing Station 47 the neighborhood wanted a Mediterranean Revival façade, which had added significant time and cost. When they

began Station 29, the City Commission had decided this practice should not continue. As a result, these public meetings were now for informational purposes. Mr. Snedaker remarked that the most expensive part of the public outreach now was postage for the mailings.

Mr. Snedaker said the construction documents were 60% complete for Station 35. He anticipated putting the project out to bid in September. They intended to have the Building Department perform preliminary review for permitting.

Mr. Bastedo asked how they would protect their parking area if the church ever sold its property. Mr. Snedaker said this would be handled with an easement, which would not be affected by future sale of the church property.

Ms. Page drew Mr. Snedaker's attention to the difference in stated costs in the reports the Board had received. Mr. Snedaker said he would speak to Mr. Carbon when he returned regarding this discrepancy. Mr. Kirsch pointed out that the construction budget amount was the same, so it was soft costs or engineering costs that had changed. Mr. Snedaker stated the only additional cost at Station 49 was the land swap, for which they were contributing an additional \$97,000. He informed Chair Jarrett that this was coming out of the Fire Bond fund. Chair Jarrett pointed out that there was no language in the Fire Bond that they would spend money on land for Station 49. He cautioned that this could be considered misappropriation of bond funds. Chair Jarrett suggested staff look into this and consider another fund to pay for the Station 49 land.

#### Station 46

Mr. Snedaker stated the County Commission would hear the land-use amendment the following week, which he anticipated would be approved. As soon as of this was accomplished they would begin design. He stated consultants would be on board in August. Mr. Snedaker admitted there was no contingency plan if the County Commission denied this. He said they were "pretty confident" the County Commission would approve it.

Mr. Anderson asked what the budget amount was for the consultant. Mr. Snedaker explained the consultant was utilized for the MEP and civil work and the amount varied by project. For this building, he estimated \$80,000 for consulting. Mr. Anderson asked what the City used for checks and balances, and Mr. Snedaker stated they considered percentage of construction costs for those elements the consultant was designing. They also considered past project history for comparison. Mr. Anderson wondered if comparing costs to past City projects was accurate, versus comparing costs to outside projects. Mr. Snedaker said they tried to keep the fees under 6%.

Station 13

Mr. Snedaker stated they were still awaiting news from the State. He was unaware if the City had a copy of the letter sent to Antioch College, but the State had sent an e-mail indicating the letter had been sent.

Station 54

Mr. Snedaker stated they were still dealing with Bay Court, the successor to the previous developer. Bay Court was preparing a DRC package. If they achieved approval at this level, the City would begin serious negotiations.

Station 8

Mr. Snedaker said they were continuing to seek property. The real estate office had found an owner willing to sell four acres of property for approximately \$4 million and they were investigating whether the owner would subdivide.

**4. Committee Report to the City Commission**

Chair Jarrett reminded the Board that the report had been hand-delivered to the Mayor and Commissioners. Board members had been asked to attend the 6/2/09 City Commission meeting with only one day's notice. On Mr. Carbon's recommendation, Chair Jarrett agreed to attend to the Commission's July 7 meeting, and asked other Board members to attend as well.

Chair Jarrett advised Board members to look over Mr. Carbon's executive report that staff had prepared as a rebuttal to the Board's report. He noted that this report was over 300 pages but included the audit report. Chair Jarrett reminded Board members that they could email comments to other Board members, or they could send comments to Mr. Carbon and Ms. Correa-Chase to forward. To comply with the Sunshine Law, Board members should not reply to these comments.

Chair Jarrett believed that the Board's Communications to the City Commission could not be presented until the Board approved their minutes; therefore there was a 6 to 8 week time lag. Ms. Page wanted to request more refined financial information from City staff. Chair Jarrett stated they would personally say this when they met with the City Commission on July 7.

## **5. ARRA – AFG Fire Station Construction Grants**

Mr. Anderson stated the Town of Davie had recently received three grants for fire stations for approximately \$120,000. Chief Botting agreed to make a phone call to determine the funding source for that grant.

Chief Botting remarked that there were many grants available. The ARRA – AFG grants were from federal stimulus funds. There was a total of \$210,000,000 available for Fire Station construction/remodeling. Each municipality could only apply for a total of \$15 million, \$5 million per project. They planned to submit requests for 3 projects at \$5 million each. Applications opened on May 22, 2009 and the deadline for submission was July 10, 2009. She noted that the grant money could not be used to purchase land.

Ms. Page believed Mr. Carbon had applied for \$3 million in grant money as well.

Chair Jarrett asked if Kathleen Gunn was handling all grant requests or if the Fire Department handled its own. Chief Botting said she was the Fire Department liaison for grants; there was also a grants coordinator for public safety, Tamara Mack.

## **6. Member Discussion Items**

[This item was taken out of order]

### Financial Reports

Mr. Anderson drew the Board's attention to the New Fire Stations Financial Summary page, and said he was surprised that the three stations that were now under contract had not been placed under the construction contract column. Mr. Snedaker said he would see that this was updated prior to the Board's next meeting.

Ms. Page advised Mr. Snedaker to check the numbers for Stations 29, 49, 35 and 3 because they were different on the All Funding Sources spreadsheet versus the Construction sheets. Mr. Snedaker agreed to have these figures checked prior to the Board's next meeting.

Mr. Anderson referred to the Fire Safety Bond Program Bond-Funded spreadsheet dated 6/4/09, and noted that the encumbered fund amounts were different from those listed on the 5/12/09 spreadsheet. He asked why the encumbered numbers for stations 49 and 29 had been revised. Mr. Anderson believed the encumbered amounts should be changed on stations 49, 29 and 3 because they were under contract. Mr. Snedaker reiterated he would have the spreadsheets reviewed.

Chair Jarrett asked Ms. Page to work with staff regarding this, and she agreed, provided the information would be given to her soon, as she was going on vacation. Mr. Snedaker advised Ms. Page that Mr. Carbon would contact her when he returned on Monday.

Mr. Anderson requested the encumbered fees associated with CIMA and consultants be separated as a line item. Mr. Snedaker explained that encumbered costs included consultants' fees, surveys, expenditures for Planning and Zoning, Mailings, soil borings and other small items.

Mr. Ruth asked how additional funds for change orders were requested. Mr. Snedaker explained that when change orders were submitted, funding sources were identified.

Mr. Anderson remarked that \$500,000 in soft costs on a \$2.5 million contract for Station 49 was unheard of. Chair Jarrett explained that the station had been designed twice by an outside firm. Mr. Kirsch requested that a breakdown of soft costs be provided to the Board.

Chair Jarrett was concerned that their report to the City Commission would be inaccurate. He suggested the committee designate Ms. Page as their representative to work with City staff to check/correct the financial reports that would then be distributed to Board members prior to the July 7 City Commission meeting. He also asked that the breakdowns the Board had requested be provided.

**Motion** made by Mr. Kozich, seconded by Mr. Kirsch, to designate Ms. Page as the Board's representative to work with City staff to check/correct the financial reports. In a voice vote, motion passed unanimously.

Mr. Kirsch asked what the Board could do to obtain the breakdown of soft costs. Mr. Snedaker advised Ms. Page could discuss this with City staff as well.

Mr. Snedaker received a message from Mr. Carbon authorizing Ms. Page to communicate with Mike in his office.

#### Fire Station Priorities

Mr. Anderson asked if the Fire Chief had addressed the Board's request for a priorities list. Chief Botting said she was still waiting for the Fire Chief to respond. Chair Jarrett was concerned that Chief Eddy had still not responded to their request, and asked Chief Botting to communicate this to him. Chief Botting said by next month they should have some answers.

## **6. Adjournment**

With no further business to come before the Board, the meeting was adjourned at **8:18** p.m.

**Next regular meeting: July 16, 2009**

### Attachments:

- Financial Report
- Minutes – May 21, 2009
- Fire Station Monthly Reports
- Program schedule

[Minutes prepared by J. Opperlee, Prototype, Inc.]