

CORAL GABLES BLUE RIBBON COMMITTEE
Meeting Minutes
Wednesday, February 7, 2018

427 Biltmore Way
2nd Floor Conference Room
Coral Gables, Florida

| APPOINTED BY: | MEMBER: | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec | Jan |
|------------------------------------|------------------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-----|
| Mayor Valdes-Fauli | Jose Abreu | P | | | | | | | | | | | |
| Vice Mayor Keon | Jason Neal | P | | | | | | | | | | | |
| Commissioner Lago | Carlos Castillo | P | | | | | | | | | | | |
| Commissioner Mena | Jessica Brumley | - | | | | | | | | | | | |
| Commissioner Quesado | Misha Mladenovic | P | | | | | | | | | | | |
| City Manager Swanson-Rivenbark | Tom Norman | P | | | | | | | | | | | |
| Asst. City Manager Peter Iglesias | Charles Danger | P | | | | | | | | | | | |
| Asst. City Manager Frank Fernandez | Robert Masrieh | P | | | | | | | | | | | |

A = Absent E = Excused Absence P = Present N = No meeting

STAFF:

Celeste S. Walker, Assistant Finance Director for Procurement

GUESTS: City Manager – Cathy Swanson-Rivenbark, City Attorney - Miriam Ramos, Asst. City Manager - Peter Iglesias, Asst. City Manager -- Frank Fernandez, Public Works Director – Ed Santamaria

RECORDING SECRETARY:

Celeste S. Walker, Assistant Finance Director for Procurement

The following represents a summary of the items discussed during the Committee meeting.

-MEETING AGENDA -

I. CALL TO ORDER

The meeting was called to order at approximately 9:14am. A brief introduction of Celeste Walker who will be the staff liaison between this committee and the City staff. Role will be assisting with coordinating the meetings and providing any resources the committee feels will be necessary.

II. ROLL CALL

Quorum was present.

III. PRESENTATIONS

- a. Guest speaker – Miriam Ramos, City Attorney addressed the committee regarding the FL Sunshine Law and offered comments on important information that could affect the performance of the committee. It was noted that this committee is an ADHOC committee that will be in place for less than twelve (12) months. Discussed accepting gifts and the restriction of communications outside to the official meetings to discuss business, handling confidential information, appearances on behalf of the Board and any potential voting conflicts. A hand-out was provided and attached to this report.
- b. Guest speaker – Cathy Swanson-Rivenbark, City Manager addressed the committee with background information on the City's performance during Hurricane Irma. Hurricane Irma was a \$19M storm with the collection of approximately 360K Cubic yards of debris collected throughout the City. The City operated a FEMA compliant operations. Key notes: Pre-storm the City's contracted vendors were engaged and the orders were funded not know the size of the storm. Coral Gables activated teams for immediate deployment after the storm. A 24 hour call center was established to address citizen's questions and comments in English and Spanish. All essential personnel were required to be fully operational six (6) hours after the "all clear" notice was issued. Additionally, introduced the two (2) City's ACM's and offered a summary of their qualifications and the availability of the Finance Director for any finance related questions.
- c. Guests Ed Santamaria, Public Works Director gave a presentation and overview of the City's performance during the storm with regard to post-storm actions. A video of the actual work and involvement of the team was presented on the television screen while he presented the facts of the storm. The full presentation is contained in attachment 1.

Below is a summary of the dialog took place between committee members and staff on various topics based on the information presented:

1. The general structure of the rescue recon teams described during the representation? Public works, building, zoning, code enforcement, fire department, police department and the debris management contractor. The crews were pre-established and pre-deployed at two sites: Youth Center and 72nd Avenue.
2. Does the city have a written plan for debris removal? Yes the City has a written plan in place. The City managed 3 debris management sites.
3. What happened to the mulch generated by the debris? The mulch was hauled away to a site in Pompano Beach by Waste Mgmt. because the County would approve the mulch as clean or acceptable materials. Committee member Jason Neal provided some insight as to how this process is handled by Waste Management.
4. Where contractors already on contract? Was Waste Management part of the plan? How will the DERM permitting issue be addressed moving forward? Yes the contractors were in place. Yes WM was part of the plan and will be moving forward to counter dealing with the lack of available access the to the County's waste facilities. The permitting issue has been discussed internally and plans to talk the upper management at the County is planned to deal with an issue that is countywide.
5. What preventative measures are being put in place to address the tree maintenance? The City has a trimming program that has six (6) crews in place. As part of the tree succession plan 6K trees per year are trimmed which means that every tree is trimmed at least every 4 to 5 years. Unhealthy trees are removed and no replanting of ficus trees. Different tree species are now utilized.
6. Realistic expectations should be set with regard to communication to the public and start pre-planned messages/announcements? City started general communications to the public on June 1st with regard to the storm preparation. Live feeds, e-news, twitter, social media and an ad in the Herald newspaper were tools utilized by the City.

7. Communication plan about garbage pick-up should be better and include all staff resources with updated information and consider using hanging door tags? The hanging door tags could be considered but not necessarily the most feasible due to the sometime dangers conditions. The City issued a pre-storm magazine that contained reminders and key safety information. Additionally the City is working on a boots on the ground plan to assist with messaging and outreach. Other options could include community groups, neighborhood captains and City staff.
8. Could additional crews be added to the effort and still qualify for FEMA reimbursement? The clearing and debris collection was the responsibility of the contractor and they could add additional resources to the effort.
9. Electricity and FPL response issues? Specifically addressing FPL is outside of the scope of the committee's mission and could not be discussed due to the pending lawsuit for breach of contract. The City Attorney requested that the committee only address/discuss issues related to the City's response and things within our span of control and not outside entities. Staff replied that the City is currently working to maximize the relationship with FPL and the very expensive solution of considering above or underground lines that would be in the area of \$240M price tag.
10. Discuss FPL involvement in City planning? FPL was always involved and was a part of the Emergency Operations Center team and reported to the EOC and provided updates as a regular part of the schedules updates.
11. FPL's handling of communicating information? City the is not in a position to address the question and the response from FPL, again due to the pending litigation situation.
12. What is the scope of the committee's goal and recommendations? The recommendations could cover all aspects of the emergency preparedness response and plan with exceptions to things that are beyond the City's control.
13. How should communication with staff be handled? All communications should be routed through the committee's staff liaison.
14. What did the contract say with maintaining contractors? Large amount of stress was placed on the amount of available resources due to competition in the market.
15. AshBritt model is always to bring in outside contractors to help support the operations? Staff agreed and indicated that the model worked for the City and the City was able to avoid the pricing crisis created by the post-storm pricing solicited by the County which was at least 30% higher than the currently pricing in place. The City was prepared to act if necessary but due to the efficient debris removal process put in the place that would allow the contractors to drop loads faster thus eliminating down time and moving the debris faster.
16. Communication sent by Commissioner Lago should be included in the scope of the committee. The email communication was shared with staff to incorporate in the future discussions of the committee.
 - d. The next meeting is scheduled for March 7, 2018 @ 9am. Location will be 427 Biltmore Way, 2nd Floor Conference.
 - e. Information or resources requested for the next meeting - Information on the City's preparation, pre-storm communications, terms of the pre-storm contracts, post-storm communications, readiness plans for next season.

Note: A recording of the meeting is available if requested.

- IV. **ADJOURNMENT** – Meeting was adjourned at 11:10am