

CORAL GABLES

THE CITY BEAUTIFUL

Property Advisory Board Meeting Minutes

Wednesday | April 10, 2019 | 8:30 a.m.

PAB MEMBERS	J	F	M	A	M	J	J	A	S	O	N	D	APPOINTING ENTITY
	'19	'19	'19	'19	'19	'19	'19	'19	'19	'18	'18	'18	
Alberto Manrara	P	P	P	P						P	P	P	Mayor Raúl J. Valdés-Fauli
Jonathan Leyva	P	E	P	P						P	P	P	Commissioner Michael Mena
Jack Lowell	P	P	P	P						P	P	A	Commissioner Patricia Keon
Valerie Quemada	P	E	P	P						P	P	P	Vice Mayor Vince Lago
Tony Gonzalez	P	P	P	E						P	E	P	Commissioner Frank Quesada
Edmund Mazzei	P	P	P	P						P	P	P	City Manager Swanson-Rivenbark
Andrea Molina Vice Chair	E	P	P	P						P	P	P	City Commission as a Whole

A = Absent E = Excused Absence P = Present X = No Meeting Ph = Present by Phone - =Former Board Member

STAFF AND GUESTS:

Billy Urquia, City Clerk, City of Coral Gables
 Imelys Sansores, Agenda Coordinator, City of Coral Gables
 Pamela Fuertes, Director, Economic Development Department
 Belkys Perez, Marketing Coordinator, Economic Development Department
 Francesca Valdes, Business Development Coordinator, Economic Development Department
 Mariana Price, Administrative Assistant, Economic Development Department

Meeting Motion Summary:

A motion to approve the January 9th meeting minutes passed unanimously.

A motion to approve the February 13th meeting minutes passed unanimously.

A motion to approve the March 13th meeting minutes passed unanimously.

A motion stating that time is of the essence in resolving the Bloom Boutique dilemma passed unanimously.

Mr. Manrara brought the meeting to order at 8:33 a.m.

1. Boards & Committees Protocol Discussion

Chairman Mr. Manrara introduced City Clerk Billy Urquia and Agenda Coordinator Imelys Sansores to the board. Mr. Urquia answered the board’s concerns about appointments by commissioners whose terms were up and encouraged board members to reach out to the new Commissioners to express their interest in continuing to serve. He said there is a term limit,

however, for board members of eight consecutive years. Board members then discussed the pros and cons of having elaborate minutes. Pros mentioned included being able to easily catch up on the board's discussions and actions if a meeting is missed, and cons included longer wait times to receive minutes and the context being lost if too much detail is shared. The board was split on the issue. The City Clerk said the minutes could be written however the board wants them to be written, as long as the action items have been documented. One suggestion was that the minutes could be shortened and if board members decided that more should be included, the minutes could later be amended to reflect their request.

Mr. Urquia confirmed that email protocol dictates that board members should not "reply all" to e-mails, even if the topic is regarding rescheduling the next board meeting. He said the run-off election would be on April 23rd. The financial disclosure forms will go out on July 1st, which should be filed by August 31st.

2. Approval of January & February Meeting Minutes

After reviewing the minutes, Mr. Lowell made a motion to approve the January 9th meeting minutes, which Ms. Quemada seconded, and which passed unanimously. Mr. Lowell made a motion to approve the February 13th meeting minutes, which Ms. Quemada seconded, and which passed unanimously. Although the March meeting minutes had been approved via e-mail in order to be viewed before the Commission for Garage 1 & 4-related discussion, the board decided to formally approve the minutes. Mr. Mazzei made a motion to approve the March 13th meeting minutes, which Mr. Leyva seconded, and which passed unanimously.

3. Economic Development Director's Report

Ms. Fuertes told the board that the department is at mid-fiscal year. She would be attending a two-day workshop for directors to attend to discuss Strategic Plan workshop. The team submitted recommendations for program and budget requests for the next fiscal year. Ms. Fuertes said the position for Economic Development Asset Manager had been opened. The department has also applied for an award granted by the Greater Miami Chamber of Commerce, called the R.E.A.L. Award. The City of Coral Gables is in the running under the municipality category alongside the Miami Downtown Development Authority and Cutler Bay.

4. Update on Garages 1 & 4 Development Project

Ms. Valdes read aloud a statement by the City Attorney's Office on the status of the Garage 1 & 4 project, which is as follows:

The resolution has not been finalized yet. The general terms are that the project is approved, but that the City has until the end of fiscal year 2022 to break ground to build the garage itself. If the City does not break ground by 2022, then the City Attorney and City Manager are authorized to start negotiations with CGCC to enter into a development agreement for the project. If the City does build the Garage 1 itself, then CGCC has a right of first refusal (for a period of 25 years) on the Garage 4 property.

Board members discussed the implications of the Commission's decision, and Ms. Valdes reassured the board that City staff seemed intent on charging ahead with the construction of the garage.

5. Rent Report

Ms. Valdes reviewed a Rent Report of the City's tenants' current rent payment statuses with board members. Board members asked about the status of Bloom Boutique, to which Ms. Fuertes answered that the City is being respectful of the process, and that the recommendations of this board had been well-taken. Ms. Valdes said that, according to the rent report, Bloom Boutique has paid their rent late from February through April. Board members reiterated their stance that since they had fallen out of terms with their lease, that they should no longer have the privilege of being a tenant of the City.

Mr. Mazzei made a motion stating that time is of the essence in resolving the Bloom Boutique dilemma. Mr. Leyva seconded the motion, which passed unanimously.

Board members requested that columns on the rent report be added stating the due date for each tenant's rent payment, whether or not they were late, whether a late charge was assessed, and the total amount of the late charge.

6. Open Discussion

Mr. Manrara asked about the status of the sale of the Doctors Hospital parking lot. Board members requested an update on the closing date of the sale. Mr. Manrara also asked for an update on the status of the sale of the 3501 Granada Blvd. property. Ms. Price informed the board that the previous tenant moved out March 11th and were not responsible for the April's rent. Staff agreed to provide an update at the next Property Advisory Board meeting.

On another note, board members discussed reelecting a new chair of the board possibly during the July meeting, but not during the June board meeting.

The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Mariana Price, Administrative Assistant - Economic Development Department