

**CORAL GABLES PROPERTY ADVISORY BOARD**  
**Minutes of August 20, 2008**  
**Youth Center – Conference Room**  
**405 University Drive, Coral Gables, Florida**

<b>MEMBERS:</b>	<b>A</b>	<b>S</b>	<b>O</b>	<b>N</b>	<b>D</b>	<b>J</b>	<b>F<sub>1</sub></b>	<b>F<sub>2</sub></b>	<b>M</b>	<b>A</b>	<b>M</b>	<b>J</b>	<b>J</b>	
Anthony Perea	P	-	-	-	-	P	P	P	E	E	P	E	P	Mayor Donald D. Slesnick, II
Jeffrey M. Flanagan	P	-	-	-	-	E	P	P	P	P	P	P	P	Commissioner Maria Anderson
Gustave (Gus) Perez	P	-	-	-	-	P	P	P	P	E	P	P	P	Vice-Mayor William H. Kerdyk, Jr.
Martha Pozo-Diaz	P	-	-	-	-	P	E	E	P	E	P	E	P	Commissioner Rafael "Ralph" Cabrera, Jr.
Luis M. Padron	A	-	-	-	-	P	E	E	E	P	P	P	P	Commissioner Wayne "Chip" Withers
Edmund J. Mazzei	E	-	-	-	-	P	P	P	P	P	P	P	P	City Manager David Brown
Mary Ann Degan	A	-	-	-	-	E	E	P	P	P	P	P	P	City Commission

**A = Absent**  
**P = Present**  
**E = Excused**

**STAFF:**

R. Alberto Delgado, P.E., Public Works Department  
Idalina Barreiro, Public Works Department

**GUESTS:** Maria Alberro-Jimenez, Assistant City Manager; DYL Group

**RECORDING SECRETARY:** Lorena Garrido, Public Works Department

---

**CALL TO ORDER:**

The meeting was called to order by the Chair at 8:44 a.m.

**ROLL CALL:**

Ms. Barreiro called the roll and members confirmed attendance.

**MEETING ABSENCE:**

Mr. Mazzei had formally asked to be excused.

**MINUTES OF THE JULY 9, 2008 MEETING:**

Members expressed that now the minutes are extremely long, and that they look like a transcription. Also, Mr. Flanagan mentioned that this way it is more time consuming for the Recording Secretary.

After a brief discussion the members agreed that the minutes should only have the most important facts and not the entire meeting discussion. After these comments, the minutes were unanimously approved.

## **SECRETARY'S REPORT:**

### **• Facility Contract Property Insurance – Updated Report**

Mr. Delgado presented the updated report “Facility Contract Property Insurance” and explained that the report still has some issues that must be resolved, regarding the facility LA07 Merrick Place Shops (Satchmo Blues & Grill) and the LA43 427 Biltmore Way, Suite 102.

Mr. Perea said that in his opinion, it is not necessary that the above report be presented to the Board every month. He said that it is not the Board’s responsibility to keep track of the insurance since there is a specific department handles this, and further it may look like that the Board is auditing them. Members explained that in the beginning they looked at this report since the report had some discrepancies and there were doubts about whose responsibility it was to ensure there was compliance.

After a brief discussion, Ms. Pozo-Diaz made a motion recommending that the Board should receive the Facility Contract Property Insurance report on a quarterly basis and that those facilities that are not in compliance be placed in the next meeting’s agenda under the “Old Business” section. Mr. Perea seconded the motion and passed unanimously.

## **BOARD RELATED ITEMS UPDATE:**

Delgado: Nothing at this time.

## **CITY UPDATE:**

Mr. Delgado: Nothing at this time.

## **OLD BUSINESS:**

### **• DYL Project comments from the Property Advisory Board, pursuant to the City's Procurement Code**

This item was previously presented to the Board at the July 9<sup>th</sup> meeting by the DYL Group. The DYL Group reviewed the project once again, answered questions and addressed the Board’s comments.

The members were involved in an extensive study and analysis of the three questions pursuant to the City’s Procurement Code and the Board responded the following:

- (a) Does the proposed use conform to the City’s comprehensive plan and is it compatible with the surrounding neighborhood? **The answer was yes.**
- (b) Analyze the positive and negative impacts on adjacent property including, but not limited to, open space, traffic, access considerations, noise level, property values, improved development patterns and provision for necessary services including municipal utilities and other infrastructure systems and the needs and costs associated with the needed improvements. To the extent needed, traffic studies and other professional studies required shall be the responsibility of the proposed purchaser, developer, or lessee. **The answer was yes.**

(c) Are the terms and conditions of the proposed purchase, sale, lease of City property or the proposed purchase or lease by the City of non-City property based on market terms and value?  
**The answer was yes.**

Following this, a motion was brought to the floor by Mr. Perea recommending the City to proceed with the exchange of land pertaining to the DYL project. The motion was seconded by Mr. Flanagan and passed unanimously.

- **Driver's License Offices' lease renewal, located at 4520 Ponce de Leon Boulevard, Coral Gables, Florida**

The secretary presented to the members the letter from the Department of Highway Safety and Motor Vehicles in reference of the Driver's License Offices' lease renewal, at 4520 Ponce de Leon Boulevard in Coral Gables, where they requested that a new lease be executed for a one year lease agreement, with five, one year renewal options considering a new rate (5% increase annually) to commence on 6/1/09 at \$29.12 / sq. ft. year to be applied to the 3,355 sq. ft. for a total of \$8,141.47 / monthly.

Members and the Secretary were involved in a discussion and finally Ms. Pozo-Diaz made a motion recommending the new lease. The motion was seconded by Mr. Flanagan and passed unanimously.

**NEW BUSINESS:**

No new business.

**OPEN DISCUSSION:**

No open discussion.

**ADJOURNMENT:**

Mr. Perea motioned to adjourn the meeting. Ms. Pozo-Diaz seconded the motion. The meeting was adjourned at 10:15 a.m.