



## **Town of Surfside**

Town Hall Commission Chambers - 9293 Harding Ave, 2<sup>nd</sup> Fl  
Surfside, FL 33154

### **TOWN MANAGER'S REPORT APRIL 2015**

#### **COMMUNITY PROGRAMS / INITIATIVES / ENHANCEMENTS**

##### **1. Bus Service - Multi-jurisdictional Study – Bus Service Improvements and Operational Efficiencies**

Cory Gittner, producer of the Gazette, is assisting on the development of an easy to follow schedule of the present Surf-Bal-Bay systems (Phase I). Each community's schedule will be pieced together into a more cohesive document that is easier to follow. As the Town does not have the relevant transportation software, this task involves time consuming data entry and requires the creation of an Excel spreadsheet and build from there. Staff will work on a draft version of this schedule when it is provided on April 3, 2015. It is important to note that while the Commission expressed a desire to ensure the Surf-Bal-Bay routes also connect with Miami Beach and Sunny Isles systems (Phase II), as well as Miami Dade's transit system (Phase III), this entire reworking of the routing is something outside the scope of our expertise. It is imperative to have the County's involvement; however, they do not view this as a priority. Staff has recently secured some minor recommendations from the County and is presently attempting to implement them where possible. The County has now referred any rerouting of the multiple municipality shuttles back to CITT and Nestor Toledo. Staff is attempting to re-engage CITT on this. It has already been suggested by the County that the Town(s) hire one of CITT's consultants to complete this difficult task. More information will be provided once CITT responds to staff's ongoing requests.

##### **2. Film Ordinance**

Based on recommendations from the February 11, 2015 meeting, a workshop to identify and vet all possible recommendations and code compliance issues will be held on April 29, 2015. This workshop will be posted on the Town website and Channel 77, in the April Gazette, and included in the weekly website e-blasts. Flyers will again be distributed in the Biscaya neighborhood where the issue of filming seems to be an ongoing matter.

##### **3. Miami-Dade Design (Climate Resiliency, Sustainability and Mitigation) Charrette Group 2 / Sustainability Section on Town Website**

The Town's Ad-Hoc Sustainability Committee will receive the information from these meetings and will proceed accordingly. A Sustainability page for the Town's website has been formatted and is awaiting review by the Ad-Hoc committee before going live.

#### **4. Channel 77 Improvements**

With the implementation of SCALA, the content and programming on Channel 77 has improved. Town staff met with CGA on March 24, 2015 to review previous suggestions for enhanced content. This included such items as production of interviews, the addition of Town facts, and the inclusion of information from other governmental agencies etc). Recommendations, including the associated costs, will be presented to the Town Commission as part of the FY 15/16 budgetary process.

### **DOWNTOWN BUSINESS DISTRICT and TOURISM**

#### **5. Sidewalk Ordinance Implementation**

On February 25, 2015 the Harding Avenue Sidewalk Café master plan was reviewed and approved by Building, Code, Public Works and Tourist Bureau. Copies of the plan are being provided to each applicant for their review. Each applicant will determine the total square footage the operation will reserve and rent, the fee will be determined and collected along with any pending documentation and upon receipt the applicant is granted a document authorizing sidewalk café operations.

#### **6. Five Year Tourism Strategic Plan**

**Joint Meeting:** A joint meeting of the Town Commission and Tourist Board is set for Monday, May 4, 2015. The agenda will include the proposed changes to the Resort Tax Ordinance, Board governance and composition, policies and procedures as well as ethics.

**Holiday Lights:** With the vendor now providing 10 additional weeks of service and inspections at no cost to the Town, several downtown merchants would like the Town to have some of the tree lights remain all year round. Staff is looking into securing funds from these merchants to assist in having more durable tree lights installed at the entrance to the business district (96<sup>th</sup> Street and Harding Ave) this year. Addressing tree lights that remain up all year long, including a possible option to change out the color of the lights, will be done over this summer as part of the FY15/16 budget process. This will not only include lighting options but also address other funding sources (grants) where possible. The Tourist Board and Town Commission will be updated as part of the FY 15/16 budget process. The downtown business district requested having the entrance trees on Harding Avenue at 96<sup>th</sup> Street remain lighted the entire year and pledged \$5000 towards the cause. While a substantial commitment, this falls short of the amount needed. The Town Manager issued a funding request letter to all of the downtown businesses in an effort to support this endeavor. At the April 6, 2015 Tourist Board meeting the Board voted 3:2 not to financially support this initiative by utilizing Resort Tax Funds for the remaining balance or to match the donated funds. Therefore the tree lights will all be removed at the end of April.

**Mobile App:** Staff is working with the vendor on having the app operational by April's Third Thursday for an official launch at the event. The vendor presented a prototype of the App and explained its functionality at the March 2, 2015 Tourist Board meeting.

**Tourism Social Media Policy:** As part of their March 2, 2015 meeting, the Tourist Board reviewed a draft social media policy that addresses tourism marketing initiatives only. The policy was adopted by the Tourist Board at the meeting on April 6, 2015.

**Mom & Pop Grant / Sign Code Compliance:** Applications for Commissioner Sally Heyman's County grant program for small businesses were hand delivered to every business in Surfside's downtown twice and mailed to each business. Staff is working with those businesses impacted from the recent adopted changes to the Town's sign code ordinance to apply for this grant to assist with procuring new signs. Staff has also provided each business with information on State backed loans for small businesses through ourmicrolending.com. Staff will inform the Town Commission of the outcome once received from Commissioner Heyman's office.

## **INFRASTRUCTURE AND UTILITIES**

### **7. Town Hall Improvements**

#### **Town Hall**

The A/C replacement is complete. There are a few adjustments that require attention.

The remediation and replacement part of the inside (Commission Chambers, Code Compliance Office, and the Training Room) has begun. The Code Compliance offices are completed, as well as the Training Room. The Commission Chambers is finished. The carpet in the Conference Room, Manager's Office, and Manager's Assistant was also replaced. The windows in the Manager and Assistant office were leaking at the base of the window, which caused the water damage. This was also fixed.

## **PLANNING, ZONING AND DEVELOPMENT**

### **8. Historic Preservation**

The Miami-Dade Historic Preservation Board (Board) has recently designated 9149 Collins Avenue and 9340 Collins Avenue as historic.

Miami-Dade County's Office of Historic Preservation has issued a moratorium on permits for the following addresses: 9016 Collins, 9024 Collins, 9025 Harding, 9033 Harding, 9040 Collins, 9048 Collins, 9056 Collins, and 9064 Collins. A designation hearing was held for these properties on March 18, 2015, however a property owner requested a three month deferral until June 2015. The Board granted this request. The condominium board of 9241 Collins, Seaside Terrace, requested historic designation from the County, which was designated historic at their February 18, 2015 meeting. The Seaway Villas was designed historic in December. A resident has filed a petition to appeal the designation. The appeal has been tentatively scheduled for the April 21, 2015 Board of County Commissioner's meeting. Miami-Dade County Commissioner Sally Heyman sponsored an ordinance which relates to Historic Preservation and passed first reading on the December 2, 2014. This

ordinance proposes to amend section 16A-10 of the Miami-Dade County Code as it pertains to owner-initiated petitions for historic designation. The proposed amendments would require at least 75 percent of unit owners in a condominium or cooperative property to join a petition to initiate an historical designation proceeding. However, due to lack of a second, the motion died in committee and will not move on to the County Commission. Commissioner Heyman also proposed an ordinance revision amending the "opt-out" provision to allow any municipality to opt-out from under the County's historic preservation jurisdiction and establish their own program/ordinance at any time. This item passed first reading by the full BCC on October 7, 2014. It was then heard by the Cultural Affairs and Recreation Committee on December 17, 2014. This committee voted to "lay the item on the table," which means that it effectively died in its current state but allowed Commissioner Heyman to retain the ability to bring the item back no sooner than 3 months. However, if she opts to bring that item back, it will have to start the process over again at first reading. Neither Commissioner Heyman nor her staff have indicated whether or not she plans to bring the item forward again from the beginning.

## **9. Land Development Regulations – Block between Harding and Collins Avenues**

At the September 30, 2013, Joint Planning and Zoning and Town Commission meeting, there was a discussion about the block between Collins and Harding Avenues and the high interest in redevelopment of this corridor. In an effort to stay ahead of the new construction, there was interest from both boards to prepare criteria to help guide future development into the desired development pattern. Based on that, a budget item was included for an analysis and preparation of zoning criteria which includes the following:

- Preparation of new zoning criteria and comparison of existing conditions
- A review of green book traffic engineering standards as well as Miami-Dade County and FDOT as it relates to mid-block accessibility, walkways, pedestrian activity
- Impacts to existing buildings and strategies for potential non-conformities such as if there is a modification to an existing building, under what circumstances would the entire development need to be brought up to the proposed code
- Consistency of new criteria with comprehensive plan, including the 1989 Comprehensive Plan, which provided for a study of this corridor
- Consistency of new criteria with other sections of the zoning code such as off-street parking, signs, accessory structures, conditional uses, landscaping
- Requirements for open space in terms of landscaping, public space
- Coordination with legal in terms of vested rights, reduced density or intensity resulting from new zoning criteria
- Design criteria for pedestrian walkways

At the June 2014 Planning and Zoning meeting, the Board voted unanimously to establish this as a top priority. This project was funded in the FY 14/15 budget. The work authorization with CGA was approved on November 6, 2014. Work has commenced and an initial discussion with the Planning and Zoning Board occurred on February 18, 2015. The recommendation from the February 18, 2015 meeting was presented at the Planning and Zoning Board's March 26, 2015 meeting. Direction was provided to staff to make such modifications as limiting the lengths of buildings to 75 feet, requiring 20 ft setbacks on Collins and Harding, rather than 10 feet, for corner properties and requiring

breezeways between buildings. The zoning ordinance enacted these changes is scheduled for the June 9, 2015 Town Commission meeting.

### **10. Ten Year Water Supply Plan**

The Town is required to update its Ten Year Water Supply Plan including identifying any alternate water supply sources and analyzing/updating data from our current supplier. Funds for this project have been included in the FY 14/15 Budget. Work Authorization No. 89 – Ten Year Water Supply Plan has been executed with CGA in the amount of \$7,466.92. This was unanimously recommended for approval to the Town Commission by the Planning and Zoning Board at their March 26, 2015 meeting and will be heard by the Town Commission on April 14, 2015 on first reading.

## **TOWN DEPARTMENTS**

### **Building Department**

#### **11. FEMA National Flood Insurance Program (NFIP)**

The follow-up visit date is pending and has not been determined.

#### **12. Community Rating System (CRS)**

The community verification visit was held February 18, 2015. The additional information requested by ISO on February 20, 2015, has been successfully submitted and is awaiting further comments and evaluation.

#### **13. Forty Year Building Certification for Collins, Harding, Abbott Avenues and Surfside Blvd.**

The 40 Year Building Certification Program is progressing as follows:

Reported certifications: 122 in present case file  
Completed certifications: 44  
Time extensions granted: 2  
Exempt from Certification: 3  
Vacant commercial properties: 9  
Sent to Code Enforcement for non-compliance: 8  
150 day repair order: 6  
On hold: 4  
Inspections: 0

#### **14. Development Projects**

**The Chateau:** Coastal is scheduled to complete the 5<sup>th</sup> story slab and is working on supporting columns and shear walls.

**The Surf Club:** Coastal has topped out the parking structure, is completing work on the 12<sup>th</sup> floor of the condo building and the 11<sup>th</sup> floor of the hotel.

**The Marriott:** Miller is scheduled to complete the west hotel roof slab this week.

## **15. Document Scanning**

The scanning program continues to collect funds through its expired permit outreach effort. The sale of the scanner is pending.

## **Finance Department**

### **16. Enterprise Resource Planning – (ERP)**

ERP is a business management software that allows an organization to use a system integration of internal and external management of information across the entire Town organization and departments. Project goals are to find a qualified vendor that will meet the Town's enterprise-wide operational needs for all departments and one vendor be responsible for all project requirements. The conversion of existing data to a new system is a priority.

Department Heads have reviewed the functional requirements. The RFP for the Enterprise Resource Planning software was released on Monday, February 23, 2015. Implementation of the ERP has been funded for the initial amount of \$100,000 in the 2014-15 budget. The final cost will be determined based on vendor responses to the RFP that are due April 23, 2015.

## **Parks and Recreation**

### **17. Beach Management Agreement**

The Town Manager, Town Attorney's Office and Parks and Recreation Director are in communication with the Chief of the Bureau of Public Land Administration and a Senior Attorney from the Florida Department of Environmental Protection (FDEP) to discuss options for the Town to regulate beach concessions. FDEP provided ordinances from several municipalities and counties throughout Florida as models for public safety regulation, as well as several Attorney General Opinions to support the Town's regulation authority. We are following up with analysis of this information and further research to determine opportunities for next steps.

### **18. Silver Sneakers Program**

Silver Sneakers is the leading fitness program designed specifically for active older adults. It is delivered through a nationwide network of participating fitness locations such as wellness centers, gyms and other facilities. Healthways has been providing innovative health benefits for older adults for more than two decades. Today more than 65 Medicare health plans offer the program as a benefit to members across the nation. Regular participation in the program has been proven to help older adults manage their health and increase strength, balance and endurance. At the request of the Vice Mayor the Parks and Recreation Department has completed an application to host this National

Program. We have listed the Surfside Community Center as the host site. Healthways has provided materials to the Parks and Recreation Department to hand out during the Town's Health and Wellness Program held on January 9, 2015 at the Community Center. The Parks and Recreation Department is in contact with Healthways on a monthly basis to confirm the consideration of hosting the Silver Sneakers Program. Updates will follow. No update to the status has been provided from the Silver Sneakers Program at this time. The Parks and Recreation Department has added a participant request sheet at Town Hall and The Community Center. This sheet will be forwarded to Healthways to help provide support to have Surfside host the program. This will be sent to Healthway's once we have 100 signatures.

### **19. 96<sup>th</sup> Street Park Renovation**

The number two item on the Parks and Recreation 5 Year Capital Plan, approved by the Town Commission, was the renovation of the 96<sup>th</sup> Street Park. This item has now moved to the forefront of the 5 year Capital Plan. This was brought before the Town Commission during the October meeting. The Community Center Second Floor Expansion Committee requested and approved a 2 year hold on the second floor project. The recommendation was to consider moving forward with the 96<sup>th</sup> Street Park renovation. This was an agenda item for the Parks and Recreation Committee in December. The committee at this time is reviewing recommendations on 96<sup>th</sup> street Park provided to the Town during the 2006 Charrette. The committee met again in January to review the Charrette and Parks and Recreation Department's recommendations and provide a priority list of items needed to be renovated or replaced during the renovation process. The items listed in order are:

1. Green Space/Athletic Field
2. Two age specific playgrounds
3. Building / Pavilion
4. Recreational Basketball Court
5. Minimal Field Lighting
6. Landscaping

The funding options along with a project timeline were reviewed during the March 2015 Parks and Recreation Committee Meeting. The Committees recommendation was to move forward with the proposed budget amount included in the Parks and Recreation 5 year Capital Plan. This total was \$675,000. The balance of Parks and Recreation capital project developer contributions available to fund the project is \$459,575. The additional funds needed will be included and requested in the budget process for FY 15/16. The Parks and Recreation Department will submit a request for proposals from the approved Architectural Firms on a scope of work needed. This will be a request only for a cost amount to start the planning process. Once the proposals are received they will be reviewed by staff and a recommendation on design and a cost will be present to the Town Commission. At this time no funds for the design process are being requested.

### **20. Tri-Town July 4<sup>th</sup> Celebration**

The Parks and Recreation Department had preliminary talks with the Bal Harbour on the possibility of working on a joint Tri-Town July 4<sup>th</sup> Celebration to be held at 96<sup>th</sup> Street beach. The proposal was presented to the Parks and Recreation Committee during the January 27, 2015 meeting. The Parks and Recreation Committee voted unanimously to keep the Town's existing 4<sup>th</sup> of July celebration as is.

The Committee felt that it was a great idea to have a special event to include Bay Harbor, Bal Harbour and Indian Creek in the future. The recommendation was to possibly have the event include all the parks within the Towns. This item will be followed up by the Parks and Recreation Department moving forward. This Item will be a FY 2015/2016 budget request if needed.

## **21. Keep America Beautiful Recycling Containers Grant Program**

The Parks and Recreation Department submitted a grant application to the Keep America Beautiful Dr. Pepper Public Park Recycling Grant Program. The grant application was received by Keep America Beautiful on March 25, 2015. The application was for 8 recycling containers to be used within the Park facilities. The Town will be notified by April 24, 2015 as to its status. An update will be provided then.

## **Police Department**

### **22. Traffic Issues**

Town and Police Department staff met with representatives of the Florida Department of Transportation on December 18 to discuss requests from residents for the installation of traffic signals at 96 Street and Abbott Avenue, 91 Street and Collins Avenue, 92 Street and Harding Avenue, and 90 Street and Harding Avenue. FDOT reviewed and reported that 96 Street and Abbott Avenue, 91 Street and Collins Avenue, and 92 Street and Harding Avenue intersections do not meet the minimum requirements for the installation of traffic signals. We are waiting on a response for the other intersections. PD staff and the Town Manager held a community meeting for Byron Avenue residents on January 20, 2015 on traffic issues. A Miami-Dade County Traffic Division representative was also present to answer concerns. PD had a daily detail in place during rush hour as well as temporary road closures for speed enforcement and to control cut through traffic. Although the road closures reduced the traffic intrusion onto Byron Avenue, they did create heavy traffic congestion on Abbott Avenue. Miami-Dade County will conduct a traffic count on Byron Avenue. Town staff has recommended a traffic engineering study for a more permanent solution as well as loop detections at the traffic signals on Collins and Harding Avenues. Future meetings are necessary to determine the preferred options. Town staff has met with Miami-Dade County Commissioner Sally Heyman, Dr. Joan Shen – Chief of Miami-Dade County Traffic Engineering Division, Ayman Elbermawy – Section Head Miami-Dade Traffic Operations, William Paz – Traffic Signals Operations Engineer, Ramon Sierra – FDOT Assistant District Traffic Operations Engineer, Omar Meitin – FDOT District Traffic Operations Engineer, Khalil Maarouf – FDOT Traffic Operations Analyst, and traffic engineers from Calvin, Giordano and Associates on these traffic issues. Daily traffic enforcement details have been in effect for three months for speeding, running stop signs, illegal parked vehicles, and no through trucks and have resulted in hundreds of citations and warnings.

A plan of action has been developed with the support of area residents to address the public safety matters related to vehicular traffic in the single family residential areas. After lengthy reviews of documented traffic studies, analysis and temporary measures, the following actions will take place:

90 Street & Byron Avenue will be closed to northbound vehicular traffic. A landscaped concrete curb will be installed on the north side of the intersection of 90 Street & Byron Avenue allowing pedestrian,



special needs and bicyclist's access only. The 9000 block of Byron Avenue will become a dead end street with vehicular access from the north / 91 Street. 18 of the 18 residents who live on this block are in favor of the closing.

94 Street & Byron Avenue will be closed to southbound vehicular traffic. A landscaped concrete curb will be installed on the south side of the intersection of 94 Street & Byron Avenue allowing pedestrian, special needs and bicyclist's access only. The 9300 block of Byron Avenue will become a dead end street with vehicular access from the south / 93 Street. 13 residents are in favor of the change, 3 are not, and 3 did not respond of the 19 who live on this block.

The traffic circle in the intersection of 95 Street & Byron Avenue will be removed. That intersection will be a three way stop intersection.

The 9500 block of Byron Avenue will be enhanced by the addition of four landscaped concrete curb extensions, two at the beginning of the block (North side of intersection at 95 Street & Byron Avenue) and two more at mid-block. The curb extensions will better delineate a single northbound vehicle lane. This feature will make it easier and safer for those exiting residential driveways in the block. The 16 of the 20 residents living at these locations are in favor of the enhancements. We did not get a response from the other four.

There will be speed calming tables installed at the following locations:

- 88 Street, west of Garland Avenue
- 91 Street & Abbott Avenue
- 9500 block of Byron Avenue (Mid-block)

The cost is approximately \$25,000 in funds from the Miami-Dade County Citizens Independent Transportation Trust.

### **23. Pilot Residential Parking Program**

A ninety day pilot residential parking program was implemented in February for the 9400 and 9500 blocks of Byron Avenue to address parking issues. A community meeting and community survey were conducted in December with overall support from residents living on these two blocks for the project. The program was also advertised in the Gazette and on the Town website. Signage has been installed on the two blocks to restrict parking to these residents only. Parking permits can be picked up by residents of Byron Avenue as of February 3, 2015. The program has been effective for the two months of the pilot program.

### **24. Dog Safety Expo**

Surfside Police Department along with Miami-Dade Police Department and Miami-Dade Fire Rescue Department will host a dog safety expo at Haulover Park on April 12, 9:00 am – 12:00 pm.

### **25. Uniform Crime Statistics**

Surfside Annual Uniform Crime Reports - 2014

Total Part One Crimes (Murder, Forcible Sex Offenses, Robbery, Aggravated Assault, Burglary, Larceny, Motor Vehicle Theft) in Surfside increased from 123 in 2013 to 158 in 2014. Violent crime (Murder, Forcible Sex Offenses, Robbery, Aggravated Assault) decreased from 7 in 2013 to 4 in 2014. Nonviolent crime (Burglary, Larceny, Motor Vehicle Theft) increased from 116 in 2013 and 154 in 2014. The cause for the increase in crime in Surfside from 2013 to 2014 was larceny (93 in 2013 – 131 in 2014). This increase in larceny for the most part was shoplifting and thefts from hotel rooms. Arrests decreased from 169 in 2013 to 133 in 2014.

	Index Total Crimes	%CH	Violent Crime	%CH	Nonviolent Crimes	%CH
2007	174	6.1	20	-50	154	24.2
2008	170	-2.3	34	70	136	-11.7
2009	202	18.8	27	-20.6	175	28.7
2010	167	-17.3	13	-51.9	154	-12.0
2011	183	9.6	4	-69.2	179	16.2
2012	167	-8.7	15	275	152	-15.1
2013	123	-26.3	7	-53.3	116	-23.7
2014	158	28.5	4	-42.9	154	32.8

## Town Attorney

### 26. Point Lake

Follow up with representatives from the Miami-Dade County Property Appraiser (Susan Garces) and County Attorney (Jorge Martinez-Esteve, Esq.) regarding the Town's request for a folio number and assessment on North Canal and Point Lake ("water bodies"). The County Attorney expressed several concerns regarding the uncertainty of the water bodies and stated that the Property Appraiser does not make a determination of ownership of property, particularly, where there is an apparent dispute between owners. The County Attorney further stated that the plat (Normandy Beach) does not specifically legally describe or identify the water bodies, nor contain dedication language. There is no deed of record for the water bodies and ownership of the water bodies appears to be contested. The County Attorney concluded that without a deed for the water bodies, court order, or corrected/amended plat, the Property Appraiser will not assign a folio number or make a determination of ownership of the water bodies.

## Projects Progress Updates

### 27. Information Technology & TV Broadcasts

The IT Department is working with a vendor to provide a quote for WIFI service for the entire Town Hall for employees and guests. IT is gathering quotes to upgrade the broadcast system in phases due to faulty and obsolete equipment. IT will be meeting with the Town regarding the recommendations for Channel 77 enhancements. IT is researching MICA printers for the Finance Department so that all

checks can be printed digitally. IT is getting a quote to replace a camera at the Community Center and to upgrade the access card software. The Barracuda web filtering appliance will be installed by the end of April.

**28. Public Utilities / Engineering – Public Utilities / Engineering**

The 1 year warranty video of the sanitary sewer mains has commenced and is 100% complete. The engineers have reviewed 72 of the main line sewer runs and have accepted 43 of them. The unaccepted sewer mains will require the line be cleaned and re-televised or require minor repairs that will be completed by the Contractor at no cost to the Town. The Contractor is currently working with his subcontractor to schedule the main line repairs. Also, CGA and the Town met with the City of Miami Beach and negotiated a total sewage invoice credit amount of \$224,943.61 (\$163,943.61 credit for the period of estimated billings during construction and \$61,000.00 for August 2014-October 2014 when CMB meters were down).

**Funding Summary –**

<b><u>Funding Status:</u></b>	<b><u>Amount</u></b>	<b><u>Amount Received</u></b>
FDEP Grant	\$873,500	\$873,500
FDEP Grant	\$125,000	\$125,000
FDEP Grant	\$100,000	\$100,000
FDEP State Revolving Fund Loan	\$9,312,881	\$7,339,928 *
BBC Bond	\$859,000	\$859,000
<b>TOTAL</b>	<b>\$11,270,381</b>	<b>\$9,225,928</b>

**\*Request # 3 has been submitted for the full \$9,312,881. The final report has been submitted to the state.**

**29. Town-Owned Seawall Repair**

This item was presented at the November 6, 2014 Special Commission Meeting and received direction to proceed with Option 5 (total of 5 walls) for the budgeted amount of \$1,138,000.00 (additional grant received for \$38,000 from the state). CGA has received approval from FIND to commence with Option 5. The project is scheduled to be completed in 180 days from issuance of the Notice to Proceed.

Respectfully submitted by:

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Guillermo Olmedillo, Town Manager