



VISION: We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.
MISSION: To provide effective operations of the city through collaboration of members, management and staff.

**City Hall, Hamilton
Infrastructure Committee
16 August 2017
10:00am**

Present: Councillor John Harvey, MBE, JP (Chair)
Councillor George Scott, JP
Councillor Henry Ming
Councillor RoseAnn Edwards

Staff: Secretary - Ed Benevides, JP
City Engineer - Patrick Cooper
Senior Events and Marketing Coordinator - Thomas Lightbourne

Apologies: Event Project Manager - Danilee Trott

1. Confirmation of Notice:

The Secretary confirmed that the notices for the minutes and the agenda were posted and sent out in accordance with the new meeting guidelines.

2. Role of the Chairman:

Councillor Harvey acknowledged his role as Chair of the committee.

3. Open Meeting

Councillor Harvey called the meeting to order at 10:00am.

4. Apologies:

The Secretary confirmed that apologies had been received from the Event Project Manager.

5. Public Participation/Presentation:

There was no public participation/presentation.

6. Correspondence:

There was no correspondence.

7. Minutes of Previous Meeting dated 14 June 2017

Councillor Harvey commented on:

Page 4 of 7 - Item 8(iii): Should read - "Contact Mr. Victor Alleyne of the Spring Garden Restaurant Bar & Catering and invite him to the CoH's offices to discuss the issues of bike parking in Washington Lane outside of his establishment."

Proposed: Councillor H. Ming

Seconded: Councillor R. Edwards

The Minutes were accepted as read with the amendment.

8. Matters arising from the Previous Meeting dated 14 June 2017:

(i) Send a copy of the revised proposed plans for Beacon House to the City Engineer:

The City Engineer advised that he had not received the proposed plans from Mr. Morabito.

Councillor G. Scott joined the meeting at 10:05am.

Councillor Ming indicated that Mr. Morabito came to his office on another matter and informed him that they had uncovered the information pertaining to the transfer of properties.

(ii) Forward the written complaints from 2012 regarding Spring Garden Restaurant Bar & Catering to Councillor Edwards: Councillor Edwards confirmed that she had received the written complaints.

(iii) Provide an Executive Summary of the proposals received for a Ports Consultant and distribute to the Council Members: The City Engineer distributed copies of the Executive Summary to the Members. The background is that the Terminal Operators License (TOL) is currently issued to SSL and is due for renewal 28 February 2021. The aim for the CoH is to ascertain who the next operator is going to be at least one (1) year ahead of 2021. A selection for a new operator would have to be in place January 2020. It will take a lengthy period to put the tender out, giving persons a reasonable amount of time to do their business proposals, etc. and for the CoH to make an evaluation. Five (5) firms were contacted and one (1) did not respond.

The other four (4) firms are extremely qualified, have vast experience and would cover the scope of the project. The only difference was in the pricing and because of that, it is recommended to go with the lowest pricing.

There was a query on why the recommended Ports Consultant pricing was so low. The City Engineer explained that Burns Ports and Logistics only has two (2) members of staff who are capable of doing the project. Dialogue continued.

RECOMMENDATION: That the Board accept the bid from Burns Ports and Logistics in the amount £50,300.00 to act as the Corporation of Hamilton's Ports Consultant for the Hamilton Docks.

Proposed: Councillor H. Ming
Unanimous

Seconded: Councillor G. Scott

(iv) **Investigate the lighting on the Hamilton Docks:** The City Engineer advised that this matter will not be completely resolved until the CoH changes the style of lighting at the dock. He has brought this issue to the attention of the electricians that when they do any repairs to the lighting, that they reposition the lights as they do drift at times due to the wind.

(v) **Reminder to persons involved in the Infrastructure Committee meeting indicating what the expectation was for feedback with regards to the Street Tree Policy. Distribute a copy of the Policy to Council Members:** The Secretary commented that the Draft Street Tree Policy was forwarded to the Council for feedback.

ACTION: The Council to provide feedback on the Draft Street Tree Policy on or before the next Council meeting scheduled for 6 September 2017.

(vi) **Respond to Simon Hodgson's email:** It was recommended to speak to this matter under Any Other Business.

9. Status Update:

(i) Events:

- **Food Festival, 17 - 23 September 2017:** The CoH is partnering with Hamilton Princess, Bulli Social, Port 'O Call, the new Dog House Restaurant as well as some of the other restaurants along Front Street. There is a great selection of new chefs. The tent should be erected at No. 1 Car Park for this event. There was continued discussion regarding the tent.
- **Bermuda Fashion Festival, 29 October 2017 - 4 November 2017:** The model selections have been completed and the boot camp started 15 August 2017. The international mentors arrive in Bermuda on Saturday 19 August 2017 and the conference with the mentees will take place at Pier 6 from 10am - 2pm.

- **Farmers Market:** Due to commence in November 2017 in Bull's Head. Just waiting for the Chairman of that committee to sign some last-minute documents. The City Engineer commented that by the time November rolls around, Bull's Head Car Park will be a barriered paid car park on Saturdays. There are two (2) solutions: (i) pay to get in or (ii) the CoH decides to make Bull's Head free on Saturdays. The Farmers Market operates between 8am - 12noon. Further discussion is needed in order to come up with a feasible solution.
- **Battle on the Rock, 25 - 27 August 2017:** This is a hydroflight competition with 32 riders competing. This event is being featured in Xtreme Sports, ESPN. There are some free viewing areas on the sides of the event but to gain access to the actual event, there is a \$20 general admission fee. There is also going to be a grandstand area with bleachers, a judging area and a general seating area where the public can bring their own chair or use other chairs available for viewing the event. There is a blocked-off area of the harbour out to White's Island and there will be patrols for the monitoring of marine traffic.

Councillor Harvey commented on insurance protection for this event. T. Lightbourne advised that the CoH has liability insurance and Savvy has taken out a \$2million BF&M insurance coverage. There was continued discussion regarding with partnerships and insurance coverage. The Secretary said the CoH is expecting recommendations from their own insurers based on the applications that are used that requires the event organiser to accept liability, etc.

- **New Year's Eve Event:** No update.

(ii)Take Note: Project Charters 2017 Highlights:

- Par-la-Ville (PLV) Car Park barrier system went live this week. There were a couple of glitches on Monday but since which has been rectified. Not many people are using the car park now since the barrier system has been installed. They are parking at Bull's Head and not paying. Dialogue continued.
- Design has been finished for Bull's Head Car Park, will be finalizing those drawings and then going out to tender. This is a large installation because of the considerable number of cars the car park can accommodate. Research has been done regarding counting vehicles entering and exiting to see what effect there would be with limited access. Potentially, there could be 1,000 cars in there, four (4) times the size of City Hall. The Secretary commented that the CoH team, i.e. engineering, electrical, etc. along with local vendors and the parking team did an excellent job with the installation of the barrier system at PLV Car Park.
- Started the paving programmes for the year. Started up on Church Street, now around on Serpentine Road/Park Road and will be there through Friday. On the weekend, Tumkins Lane will be done.
- Tree Trimming has been done prior to the hurricane season. Getting through most of the major projects. Traffic Light intersections are starting this week, the first one Victoria and Court Streets.

- The drawings for Union Street (Victoria to Dundonald Streets) inclusive of the sidewalk and the crossing are almost complete and will be starting on that one shortly.

10. Recommendations Approved by the Minister:

That the Board resolve to decline the proposal received from Mr. James Cooper

That the Board approve the partnership request from the Farmer's Market to waive the rental fees for the venue at Bull's Head subject to the conditions as set out in the MOU.

That the Board approve the bid from Horsfield Landscaping in the amount of \$107,340.75 for Traffic Lights - Victoria Street and Parliament Street junction.

That the Board approve the bid from Brown & Co. Landscaping in the amount of \$98,063.00 for Traffic Lights - Victoria Street and Court Street junction. **(Take Note)**

That the Board approve to give the City Engineer permission to explore the options presented in the proposal for Wastewater Effluent Improvements.

11. Recommendations for Review:

RECOMMENDATION: That the Board approve the bid from ACS Ltd. in the amount of \$47,563.00 for the Hamilton Hall - Fire Alarm System. **Approved and the work has started.**

12. Any Other Business:

(i) **Barr's Bay Park:** Councillor Harvey, Councillor Swan, Councillor G. Scott along with the Senior Engineer did a site visit of the building at Barr's Bay Park on Friday 11 August 2017. There was a presentation done by the Rowing Association to store their boats in that building. The current thinking of those that were in attendance is that Barr's Bay is one of the best real estate locations in the City in terms of views, ambiance, etc. and just to have this building for storage would be an injustice to that location. The CoH has had a few proposals for this location. It was suggested that the Infrastructure Committee should recommend to the Board that an RFP be sent out to the community inviting people to make a proposal to utilize a sufficient operating entity, possibly a restaurant but not wanting to curtail one's imagination.

The City Engineer cautioned the Committee as this is the fourth time that an RFP would be put out for the exact same thing that is being asked. There is a bit of weariness from people who are bidding on these type of projects that they are investing time and effort and are seemed to be wasting their time because the CoH does not do anything on the back end. Therefore, each time an RFP goes out, there is a diluted product. He suggested that the CoH solicit and speak with the partners they want instead of going the RFP route. There was continued discussion regarding the proposals for the building at Barr's Bay Park and the challenges on deciding on its use, whether it should be retail, restaurant, etc. The CoH team needs some guidance on the Council's expectation monetarily.

Councillor Ming commented on the idea of a complete demolition of the building which could be another option or some additions to the existing structure. There was continued discussion.

Councillor Harvey suggested taking retail off the table. The City Engineer said that if the CoH is considering restaurant, would the Council be open to putting money into fixing up the building to a restaurant standard and then put out an RFP? The issue with fixing it and turning it into a restaurant, the CoH would have to put out over \$1million into that building. Anyone doing a start-up business is not going to be able to finance \$1million and pay a significant rent. The CoH has to offer a fairly reasonable product, i.e. have the basic framework of a restaurant. Councillor Harvey suggested a partnership approach.

ACTION: The Recording Secretary to place the discussion of the building at Barr's Bay Park, the Bermudiana on the Agenda of the next Council meeting scheduled for Wednesday 6 September 2017.

The City Engineer suggested setting up a workshop for a 2-hour session to go through the different ideas that are brought to the session.

ACTION: The Secretary to solicit ideas from the Council and staff members as it relates to the Bermudiana building at Barr's Bay Park to be discussed in a 2-hour session to be set-up for some time in September.

Dialogue continued.

(ii) **Parking at Fort Hamilton:** Councillor Harvey commented on some challenges regarding parking. He further commented that an irate letter was written to the Mayor from a member of the public with reference to people parking in the seniors' residence during an event held at Fort Hamilton. The Secretary said the issue is that the CoH has a requirement that anyone having an event would have to provide security. Unless a police officer stands there and issue tickets, people will park wherever they choose. Enforcement is the biggest issue. Possibly could look at putting up "Private Property" signs, etc. The CoH currently notifies businesses and residents in that area when there is an event. Councillor Harvey said the CoH owns barriers and the persons that rent the facility for an event should rent these barriers plus security at their cost. He also suggested using the train service to transport people from the City to Fort Hamilton. There was continued discussion on shuttle services.

The City Engineer said the area discussed is outside of the City and on private property. The CoH has no authority and would have to get permission from the landowners to place barriers on their property.

RECOMMENDATION: That the Board approve to amend the application as it relates to the rental of Fort Hamilton. The amendment should stipulate that the applicant must hire an off-duty police officer for events hosting over "x" amount of people.

Proposed: Councillor R. Edwards
Unanimous

Seconded: Councillor H. Ming

(iii) **Current Parking/Recommendations for Parking on Front Street:** Councillor Harvey and the City Engineer met with Minister Zane DeSilva and Dr. Lynette Thomas of Bermuda Renal Associates regarding the request for eight (8) dedicated parking spaces which was declined by the Board and this decision was conveyed to them. Minister DeSilva, on behalf of his tenant, wanted to explore if there were any other options. He talked about moving the handicapped parking closer to his entrance. Also King Street between Front and Reid Streets now that it has become one-way seems to be another option as there are persons that park there all day. During that meeting, it was agreed that a plan would be done of what currently exists on that block. After careful review of that plan, then a recommendation can be made to Minister DeSilva.

The Secretary advised that the CoH's policy is not to rent parking spaces to businesses. He commented that they met with Dr. Thomas and placed the handicapped parking spots where she had requested so that her clients would have access to her offices. The City Engineer said that the CoH will not be able to honour this request because of what has been done, i.e. putting in a dialysis unit having elderly and disabled people visit the office for a few hours at a time in a zone that is one-hour parking.

ACTION: The Secretary and the City Engineer to review the parking plan of what currently exists on King Street between Reid and Front Streets.

Councillor Harvey recommended that after the review to also communicate with the Department of Planning. With commercial development within the City, they need to consider the application process when looking at planning applications, i.e. to see whether there is sufficient parking for the development. Discussion continued.

(iv) **Letter of Request from the MarketPlace re: Christmas Parade Clean-Up:** The MarketPlace sponsors the children's Christmas Parade and they are saying that it is a costly event. They are requesting that the CoH consider waiving the fee charged for the cleaning up after the parade for 2017. It was noted that it costs about \$10K for the clean-up. The CoH waives rentals already. The Secretary said once the CoH waives for one (1) event, then other event organisers are going to ask for the same consideration. Dialogue continued.

ACTION: T. Lightbourne to meet with the MarketPlace again and emphasise, review and explore having an opening ceremony at City Hall at which time the CoH would welcome them to distribute the candy in a contained manner, e.g. bags, etc. If this arrangement is agreed upon, then there would be no need for the clean-up. If they do not agree, then the CoH would not be willing to support. Also thank them for the letter to the CoH.

(v) **AC35 City Garden Proposal:** T. Lightbourne said his understanding after being briefed by the Event Project Manager is that the CoH was looking to partner to convert the empty space on Front Street into a green space. It was noted that this is private property and the owners should make a presentation to the Committee for discussion. The Committee requires additional information concerning this proposal.

(vi) **Respond to Simon Hodgson's email:** Mr. Hodgson forwarded an email expressing his disapproval in reading the technical drawings of the intersection (Victoria and Parliament Streets), that a white cedar at the northwest corner on Parliament Street would be removed. It is not possible to put the pole and the crossing in front of the tree and it cannot be placed behind the tree because of the safety issue. The large cedar tree by St. Paul's is not being moved, the sidewalk is being extended beyond it. Additional discussion ensued.

ACTION: The Secretary will respond to Simon Hodgson.

12. Motion to Move to Restricted Session

Proposed: Councillor R. Edwards

Seconded: Councillor G. Scott

The Public Session closed at 11:20am.