

December 4, 2019
Infrastructure Surtax
Advisory Committee
Meeting

The regular meeting of the Okaloosa County Infrastructure Surtax Advisory Committee was called to order at 10:00 A.M. in the Okaloosa County Administration Building, 2nd Floor Property Appraiser's Training Room. Members present were Ms. Kathleen Sharon, District 3 member (Chairman); Mr. Matthew Turpin, District 4 member (Vice Chairman); Mr. Henry Berry, District 1 member; Brig. Gen. (Ret) Robert Buhrow, District 2 member; and Mr. Jim Foreman, District 5 member. Also present were Hon. J.D. Peacock, Clerk of Courts & Comptroller; Mr. John Hofstad, County Administrator; Ms. Kay Godwin, Deputy County Administrator; Mr. Greg Kisela, Deputy County Administrator (outgoing); Mr. Craig Coffey, Deputy County Administrator (incoming); Mr. Jason Autrey, Public Works Director; Ms. Faye Douglas, Office of Management & Budget Director; Mr. Ron Adamov, Chief Financial Officer, Clerk of Court; and Mr. Steve Schmidt, Surtax Project Manager.

Opening Remarks and Approval of Previous Meeting Minutes

The meeting was opened by Ms. Sharon. Mr. Hofstad stated that the meeting had been properly noticed in accordance with section 286.011, Florida Statutes. Mr. Kisela announced that this would be his last meeting and introduced Mr. Craig Coffey, incoming Deputy Administrator for Operations. He also gave thanks to the committee members for the last year of service.

Approval of Previous Meeting Minutes

Mr. Turpin made a motion to approve the previous meeting minutes as written. It was seconded by Mr. Buhrow. Approved 5-0.

Public Comments

None.

Presentations

None

Projects List Update/Funding Discussion

A. Updated to reflect latest expenses. CIP funding allocated \$500,000 to Commons Drive project. Covered SW Bypass funding change. Mr. Turpin asked a question about the Hwy 2 Bridge project. He noted that according to the report, the project is 100% completed with approximately \$37,000 left over. Is that

money going back into the general coffers? Mr. Schmidt replied the remainder would be carried forward to help pay for the cost of final design on the first phase(s).

B. Mr. Schmidt stated that he gathered information for the Annual Report from past minutes and other sources. This report is current as of November 1st, 2019. Decided to place the cutoff for information to report to the board as November 1st of this year, but future reports would match the County fiscal year. The report was covered and discussed. Ms. Sharon asked that a statement be placed in the opening paragraph that this report is current as of November 1st. Mr. Hofstad stated that this is a draft copy and suggested the Chairman's signature block be added for final approval.

Mr. Autrey gave an update on the John King Road Project, Triumph funding was signed for the Crestview Bypass, and the Sheriff's Training Facility is moving ahead. Mr. Schmidt gave an update on the Santa Rosa Blvd Project. The County did not receive any bids, therefore going to advertise again in hopes of getting some bids. Mr. Turpin asked if the Okaloosa Island Leaseholders Association was involved. Mr. Autrey said they were, as well as the Tourist Development Department. Mr. Turpin suggested getting the Fort Walton Beach Chamber involved, as well. Ms. Sharon commented that the City of Fort Walton Beach had an announcement on their Facebook page about the upcoming parade, and also how the surtax dollars were being used in the city. She suggested we use Facebook to advertise the use of the surtax dollars, as well. Mr. Hofstad stated that the County will be using all avenues of social media to get the word out on the projects, etc. Mr. Turpin asked if the 40 acres of land adjacent to the Sheriff's Training Facility had been purchased yet. Mr. Autrey stated that it's been purchased.

Mr. Sambenedetto, Okaloosa County's I.T. Director, covered the issue that was previously discussed in a past meeting concerning the Sheriff's Office Alertus System. Mr. Sambenedetto explained that there would be no economy of scale with the hardware. It does not really make sense from a technical standpoint, but fully supports the system and verified a need for it. Mr. Hofstad stated that surtax dollars cannot be used for software, therefore the Sheriff will come asking for funding during the budget process. He also stated that the K-9's that were requested are allowable as a capital asset and were approved by the Board at yesterday's meeting.

C. Mr. Schmidt covered the Meigs Drive Project request. A recommendation was made to add Meigs Drive stormwater improvements to the list of surtax projects and provide surtax funding in the amount of \$325,000. Mr. Autrey explained that the project is \$1.6M total, with the rest being funded through stormwater capital. Mr. Turpin asked if this was a county road and Mr. Autrey stated that it was and explained the exact location. Mr. Foreman asked if this project has been on any other list and Mr. Autrey replied that it is on the list of capital improvements, but there is a \$325,000 shortfall. This project is shovel ready.

Mr. Turpin made a motion to add the Meigs Drive Project to the list of surtax projects and fund in the amount of \$325,000. Motion was seconded by Mr. Foreman. Mr. Autrey stated that capital improvement dollars would be spent first, then surtax dollars. Motion was approved 5-0.

D. Mr. Schmidt covered the Commons Drive-Henderson signal roadway improvements request. There is a shortfall of \$470,000. Discussion ensued on the actual numbers as listed on page 2 of the attachment. Mr. Foreman asked if a possible round-about could be added. Mr. Autrey explained that it would not work due to water lines and many other restrictions. Mr. Turpin asked if the contractor, C.W. Roberts, has enough staffing to complete these projects. Mr. Autrey assured that the County is watching this closely and explained the process. Mr. Hofstad added that in the contracts, there are timelines the contractor must meet. Mr. Foreman made a motion to add the funding to complete the project in the amount of \$470,000. Mr. Berry seconded the motion. The motion was approved 5-0.

Office of Management & Budget

Ms. Douglas stated that the bids for the Santa Rosa Blvd project will be due on January 1, 2020. The Sheriff's Alertus System will be on the December 17, 2019 BCC meeting agenda for consideration, and the Commons Drive-Henderson project will be before the Board most likely in January 2020.

Clerk of Circuit Court & Comptroller

Mr. Adamov briefed on the Clerk's Financial Report. The 2nd page shows the current approved budget amounts. He touched upon the enormity of the Triumph signing yesterday and stated that this is the largest project seen in a very long time that took a lot of people to bring together. Thanks all around. Discussion ensued about the projection columns on page 1 of the report. Mr. Peacock stated that the Clerk's Office was conservative on the projections.

Public Comments

None.

Schedule Next Meeting Date

The next meeting is scheduled for February 20, 2020, 10:00 am, location TBD.

ADJOURNMENT

The meeting adjourned at 10:52 A.M.

(These minutes were transcribed by Grant Dugre)