

July 17, 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, 1st Floor Training Room. Members present were Ms. Kathleen Sharon, District 3 member (Chairman); Mr. Jim Foreman, District 5 member (Vice Chairman); Mr. Henry Berry, District 1 member; Brig. Gen. (Ret) Robert Buhrow, District 2 member; and Mr. Matthew Turpin, District 4 member. Also present were Mr. John Hofstad, County Administrator; Ms. Kay Godwin, Deputy County Administrator; Mr. Greg Kisela, Deputy County Administrator; Mr. Jason Autrey, Public Works Director; Mr. Steve Schmidt, Surtax Project Manager; Ms. Faye Douglas, Office of Management & Budget Director, Mr. Ron Adamov, Chief Financial Officer; Mr. Jordan Steffens, Finance Director; and Mr. Gary Stanford, Director of Treasury & Board Services.

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. Turpin made a motion to approve the previous meeting minutes, with a second by Mr. Berry. The minutes were approved, 5-0.

Public Comments

Mr. Dave Skarzynski had a comment about the County Website. He was questioning the Current Projects tab and what should be located here. Mr. Skarzynski thought that only funded projects should be listed with the dollar amount of the project. Mr. Schmidt explained that the tab contains previously approved projects and some have been added to track, although surtax has not been used yet. Mr. Autrey added that it is a way to get a full picture of the projects. Discussion ensued to answer Mr. Skarzynski's question. Mr. Autrey stated that they will note on the website where funding is coming from, i.e. grant, surtax, etc. Mr. Skarzynski noted that the \$80,000 approved for the Sheriff's projects is nowhere on the website and Mr. Autrey said he would follow up on that since the Board approved those projects a week ago.

Presentations

Sheriff Larry Ashley: Sheriff Ashley gave a handout and discussed the county-wide communication system. He asked that the handouts be returned since they contained sensitive information on the systems capabilities. Sheriff Ashley explained that a communications system committee was formed to study and

implement the plan for a county-wide system and gave the committee make-up and objective. Sheriff Ashley is asking for approval from the Surtax Advisory Committee for funding to hire a consultant to manage the county-wide communication system. The estimated cost for this consultant is \$82,000 plus \$10,000 for expenses (2018 proposal). He is asking to approve \$110,000. Mr. Berry asked if the radio system would be supplying radios to all emergency systems municipalities within the county, to which Sheriff Ashley confirmed. Ms. Sharon asked if this falls within procurement requirements. Mr. Kisela explained the process and agreed that a person is needed to oversee the entire procurement process. Mr. Turpin asked if the consultant was approved, would they appear before this committee, to which Sheriff Ashley responded that they would appear anytime needed or requested. Mr. Turpin asked if this position would pay for itself through the process. Sheriff Ashley assured the committee that with a consultant on board to oversee and expedite the project, as well as ensuring that it works in the end, will definitely pay for itself. Mr. Foreman made a motion to approve up to \$110,000 to hire a consultant to manage the county-wide communications system. The motion was seconded by Mr. Berry. Mr. Foreman asked if there was going to be a need down the road for people to run the system, which Sheriff Ashley explained that an I.T. Specialist was requested in this year's budget. The motion passed 5-0.

HDR Consultants: Mr. Autrey opened with stating that the single biggest priority is the SW Crestview Bypass. He then introduced Mr. Brad Collins, Project Manager with HDR. Mr. Collins gave a presentation that was an update on the SW Crestview Bypass. Plan on starting Phases I-III by Labor Day. Phase IV will cost approximately \$5,000,000. Ms. Sharon asked if HDR manages the right-of-way acquisition for the FDOT interchange and Mr. Collins replied no. The process is to obtain the right-of-way, obtain the permits, then go to construction. Mr. Autrey discussed how the bid process went for Phases I-III. Public Works talked to all of the property owners that may be impacted in the right-of-way acquisition. He also discussed the permitting process, especially with the Army Corp of Engineers. Mr. Hofstad stated that there is legislative backing for this project to aid in the permitting process. He discussed the Triumph and bond issues and stated that the schedule for this project is extremely aggressive. Mr. Kisela added that at the last Triumph meeting, there was discussion on the increasing costs of projects and he is concerned with bids being higher than anticipated. Mr. Autrey explained that Phases I-III will be the most difficult because of utilities that have to be dealt with. Mr. Berry asked if Gulf Power was going to be involved in Phases I-III, which Mr. Autrey assured they would be. A discussion ensued about the complexities of moving utilities and coordination with the construction contractor.

#### Projects List Update/Funding Discussion

Mr. Schmidt opened and explained that the project document is now on the website and explained the funding status of each project. Mr. Turpin asked if we had closed on the Sheriff's Training Facility property yet to which Mr. Schmidt

confirmed that we had. Mr. Schmidt then transitioned into the annualized funding projection and discussed matched funding and advanced CIP funding for Phase V. The SW Crestview Bypass funding summary was discussed and a new spreadsheet was created in response to the committee's request. Mr. Autrey gave praise to FDOT in their cooperation with us and the interchange.

Office of Management & Budget

Ms. Douglas stated that the county budget process is moving along and next year's surtax revenue projection is \$14,000,000.

Clerk of Circuit Court & Comptroller

Mr. Adamov went over the 1-page funding report and reiterated that this report only covers surtax funds (Fund 303). It is anticipated that more will be collected than what was budgeted for. Ms. Sharon suggested adding the estimated revenues and actual revenues to the report.

Public Comments

None.

Schedule Next Meeting Date

The next meeting is scheduled for Thursday, August 15, 2019 at 10:00 A.M., location TBD.

ADJOURNMENT

The meeting adjourned at 11:11 A.M.

(These minutes were transcribed by Grant Dugre)