

October 14, 2020
Infrastructure Surtax
Advisory Committee
Meeting

The regular meeting of the Okaloosa County Infrastructure Surtax Advisory Committee was called to order at 9:00 A.M. in the Okaloosa County Administration Building, Board of County Commissioners Meeting 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: Mr. John Hofstad, County Administrator; Mr. Jason Autrey, Public Works Director; Ms. Faye Douglas, Office of Management & Budget Director; Mr. Steve Schmidt, Surtax Project Manager, and Mr. Jordan Steffens, Clerk of Court's Finance Director.

Opening Remarks and Approval of Previous Meeting Minutes

The meeting was opened by Ms. Sharon and Mr. Hofstad stated that the meeting had been properly noticed in accordance with section 286.011, Florida Statutes on 10-6-2020.

Approval of Previous Meeting Minutes

Mr. Turpin made a motion to approve the previous meeting minutes as written, seconded by Mr. Foreman. The motion was approved unanimously (5-0).

Public Comments

None.

Presentations

None.

Projects List Update

Mr. Schmidt noted that the Project Reconciliation Report was current through the end of the fiscal year, September 30, 2020, and agreed to include a list of dates and amounts for Committee and Board actions in the Project Summary portion of the report.

Ms. Sharon asked whether he'd had an opportunity to respond to questions she had provided, beginning with the status of the position funding that was discussed in July. Mr. Schmidt responded that staff had conducted six candidate interviews yesterday, and that they were actively seeking a new hire for the

Surtax Coordinator position.

Regarding the Emergency Communication Equipment financing and project status, Mr. Schmidt reported that the negotiating team, comprised of Capt. Paul Abbot, Capt. Ron Kimble, Dan Sambenedetto, Jeff Hyde and DeRita Mason had narrowed down the proposers to two companies, Williams Communications and L3 Harris and Motorola Solutions. Each company had proposed similar, but differing solutions, with some of the variances including the number of towers, lease versus purchase of equipment, warranties, implementation timing, etc.

Mr. Autrey addressed the question of state budget vetoes by stating that the Crestview Bypass and Brooks Bridge projects were not (and would not be) considered for veto. Mr. Schmidt indicated that the Overbrook Stormwater project was on the list of projects vetoed for state funding; however, he pointed out the design and permitting costs were fully funded by an FDEP grant, and that the Annualized Funding Projection for Surtax projects still anticipated full Surtax funding of construction of the project.

Discussion ensued regarding the planned design funding for the Hwy 2 Road and Bridge Improvement project and a question about the source for construction funding, specifically whether FDOT would provide any funding for the project. Short answer, no; however, there is funding programmed in the Project Year Budget to fund the entire project.

Ms. Sharon raised a concern about the crosswalks on Santa Rosa Blvd and the lack of flashing signs to protect pedestrians. Mr. Autrey addressed the cost and effectiveness of the lighting, suggesting it would likely be more fully addressed in the next, larger phase of a Santa Rosa Blvd development plan.

Mr. Schmidt and Mr. Autrey covered substantive cost reductions in the SW Crestview Bypass Funding Summary and the elimination of the budget shortfall due to very competitive bids received for construction of Phase V/East-West Connector and the proposal for Construction Engineering and Inspection (CEI).

Agenda Items and Discussion

- A. Mr. Turpin made a motion for recommendation of approval for a budget transfer to move \$65,500 in excess funds from ST000006, Santa Rosa Blvd Crosswalks to the surtax reserve account, and to move \$2,407 from the surtax reserve account into ST000016, OCSO Fleet Improvements, to fund an administrative shortfall. Seconded by Mr. Buhrow, the motion passed unanimously.
- B. Mr. Turpin made a motion to advance the Hospital Road/Lewis Turner Blvd. Intersection Improvements project to FY 2021, together with allocation of surtax funding in the total amount of \$500,000. Seconded by Mr. Buhrow, the motion passed unanimously.
- C. Mr. Turpin made a motion to recommend approval to allocate surtax funding in the total amount of \$1,000,000 to proceed with final design of the Hwy.

2 Road and Bridge Improvements project. Seconded by Mr. Buhrow, the motion passed unanimously.

D. Mr. Turpin made a motion to recommend approval to allocate surtax funding in the total amount of \$1,000,000 to complete final design, acquire one vacant parcel, and for construction of Lake Lorraine Stormwater Improvements project. Seconded by Mr. Buhrow, the motion passed unanimously.

E. After review of the draft Infrastructure Surtax Advisory Committee FY 2020 Annual Report, the committee requested that the Surtax project numbers be added, and that the Clerk's office review and confirm the financial information contained in the summary to bring back to the committee for approval.

Office of Management & Budget

Ms. Douglas updated the committee on the surtax budget.

Clerk of Circuit Court & Comptroller

Mr. Steffens provided an overview of the Surtax Summary Financial Report, comparing the actual receipts to projections, and provided a breakdown of expenditures by department. He also pointed out the new Debt Service department number for the surtax portion of debt service on the bond refinancing, and stated Ms. Haley Revels was coordinating monthly with Mr. Schmidt to reconcile their respective revenue and expenditure numbers.

Public Comments

None

Nomination of Chair and Vice Chair

After indicating that she would not be serving another term, Ms. Sharon nominated Mr. Turpin as Chair. Seconded by Mr. Buhrow, the motion passed unanimously. Shortly thereafter, Mr. Turpin nominated Mr. Buhrow for Vice-Chair. Seconded by Ms. Sharon, the motion passed unanimously.

Schedule Next Meeting Date

The next meeting is scheduled for Monday, November 9, 2020, 10:00 am, Okaloosa County Administration Building, 1st Floor Training Room.

ADJOURNMENT

The meeting adjourned at 10:20 A.M.