

March 24, 2021
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, Board of County Commissioners Meeting Room. Members present were Mr. Matthew Turpin, District 4 member (Chairman); Brig. Gen. (Ret) Robert Buhrow, District 2 member (Vice Chairman); Ms. Kathleen Sharon, District 3 member; Mr. Jim Foreman, District 5 member and Mr. Greg Gaddis, District 1 member. Also present were: Mr. John Hofstad, County Administrator; Mr. Craig Coffey, Deputy County Administrator; Ms. Faye Douglas, Office of Management & Budget Director; Mr. Jason Autrey, Public Works Director; Mr. Steve Schmidt, Surtax Project Manager, and Mr. JD Peacock, Clerk of Court.

Opening Remarks and Approval of Previous Meeting Minutes

The meeting was opened by Mr. Turpin and Mr. Hofstad stated that the meeting had been properly noticed in accordance with section 286.011, Florida Statutes on 03-19-2021.

Approval of Previous Meeting Minutes

Mr. Foreman made a motion to approve the previous meeting minutes as written, seconded by Mr. Buhrow. 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 February 28, 2021, and gave a brief update on the status of active projects.

Ms. Sharon raised the issue of projects without allocations from surtax, and the appropriate expensing of administration expenses. Mr. Coffey suggested the administrative costs could be lumped separately; Mr. Peacock demurred, suggesting that current breakdown of administrative costs by project, while not perfect, was the most transparent process. Mr. Schmidt indicated that they were sensitive to ongoing allocation of admin expenses to projects on the list

that were languishing without attention, temporarily placing those project on "hold," and temporarily removing them from their itemized hourly payroll summaries. After discussion, no changes to the current process were recommended.

Annualized Funding Projection

Mr. Schmidt discussed the higher than expected revenues and described changes in the forward-looking report, including placing the entire Hwy 2 project in Fiscal Year 22 and advancing several stormwater projects. Mr. Autrey suggested that what we would likely see is the entire list moving forward, effectively completing the prioritized needs list in seven years instead of ten.

SW Crestview Bypass Funding Summary

Mr. Schmidt pointed out that the funding summary had been revised to include both the revenues and expenditures related to the Bond debt service, increasing the indicated project cost. Mr. Autrey pointed out that the anticipated costs for right-of-way acquisitions were estimated high, that the project was in very good shape financially, and gave credit to the Florida Department of Transportation for their efforts and partnership in the project.

Agenda Items and Discussion

- A. Mr. Buhrow made a motion for recommendation of approval for budget transfer to move \$12,971 in excess funds from ST000003, Commons Drive Intersection Improvements, to the surtax reserve account. Seconded by Ms. Sharon, the motion passed unanimously.
- B. Mr. Schmidt described the proposed advancement and funding for the West 98 Area Stormwater Improvements project in a total amount of \$4,000,000 to cover the design and construction funding for many varied projects located west of Hurlburt field. Discussion ensued regarding the nature of the funding for widely scattered projects. Mr. Hofstad pointed out that it was not unlike the "50 in 5" dirt road stabilization projects, where dirt roads across north Okaloosa County were all being improved under one project. After further discussion, the committee reached a consensus that they would prefer to approve an allocation of \$600,000 for design of multiple projects and have an opportunity to review the engineer's scopes and estimates prior to approving additional funding for construction. Ms. Sharon made a motion to advance the West 98 Area Stormwater Improvements project to FY 2022, and recommend allocation of surtax funding for \$600,000 for design. Seconded by Mr. Buhrow, the motion passed unanimously.
- C. Mr. Schmidt described the history and pre-design activities for the Millside Roadway Improvements Project and requested a recommendation of \$400,000 in funding for the design, right-of-way services, administration and overhead. Mr. Foreman made a motion to recommend approval to allocate surtax funding of \$400,000. Seconded by Mr. Buhrow, the motion passed unanimously.

Office of Management & Budget

Ms. Douglas provided an update on the status of Surtax revenues and budget, including the impact of Covid 19.

Clerk of Circuit Court & Comptroller

Mr. Peacock briefly discussed the Summary Financial Report.

Public Comments

None

Schedule Next Meeting Date

The next meeting is scheduled for Wednesday, May 12, 2021, 11:00 am, Okaloosa County Administration Building, 1st Floor Training Room. (TBD)

ADJOURNMENT

The meeting adjourned at 10:52 A.M.