

**OFFICIAL MEETING MINUTES
OF THE
INFRASTRUCTURE SURTAX
INDEPENDENT CITIZEN OVERSIGHT COMMITTEE
PALM BEACH COUNTY, FLORIDA**

AUGUST 17, 2023

**THURSDAY
10:00 A.M.**

**1st FLOOR, KEN ROGERS MEMORIAL CHAMBERS
WEST PALM BEACH, FL**

MEMBERS:

Maria S. Antuña
Debra A. Chandler
Patrick J. Franklin
Julio Fuentes
Sandra Hammerstein
Rex Kirby
Frank D. Lewis
John R. Smith
Timothy Stapleton
Christine M. Thrower-Skinner
Lee Waring
Kimberly Weston

COUNTY STAFF PRESENT:

Alicia DeAbreu, Division Director II, Office of Financial Management and Budget (OFMB)
Liz Herman, Assistant County Attorney II

CLERK OF THE CIRCUIT COURT & COMPTROLLER'S OFFICE STAFF PRESENT:

Danielle Freeman, Deputy Clerk

1. Call to Order

The chair called the meeting to order at 10:02 a.m.

2. Roll Call

Present: Maria Antuña, Debra Chandler, Julio Fuentes, Sandra Hammerstein, John Smith, Christine Thrower-Skinner, and Lee Waring

Absent: Patrick Franklin, Rex Kirby, Frank Lewis, Timothy Stapleton, and Kimberly Weston

(CLERK'S NOTE: Christine Thrower-Skinner joined the meeting after roll call.)

3. **Elect Chair and Vice Chair**

Mr. Smith solicited nominations for chair and vice chair.

Ms. Chandler nominated John Smith as chair with no other nominations or objections.

Mr. Waring volunteered to serve as vice chair.

Mr. Smith asked if there were any other nominations or any objections to Mr. Waring serving as vice chair, after which he closed the nominations.

Assistant County Attorney II Liz Herman asked if the motion and vote for both chair and vice chair could be clarified.

MOTION to appoint John Smith as chair and Lee Waring as vice chair of the Infrastructure Surtax Independent Citizen Oversight Committee carried 7-0.

4. **Approve Minutes – May 18, 2023**

MOTION to approve the May 18, 2023, meeting minutes. Motion by Christine Thrower-Skinner, seconded by Debra Chandler, and carried 7-0.

5. **Revenue Report**

Alicia DeAbreu, Division Director II of OFMB, provided an update on the revenue report. She said that the revenue collections for FY 2023 were approximately \$110.9 million, and the surtax for the month of May was \$8.3 million, which was approximately 2 percent higher than in the prior fiscal year. She projected that the revenue collections would end a year earlier than originally planned.

6. **Expense Report**

a. **Presentation by Jacobs Project Management Co.**

Jonathan Jordan, Principal/Senior Project Manager for Jacobs Project Management Co., delivered a slide presentation that included a breakdown of the expenditure report.

Ms. Hammerstein inquired if revenue collections had outpaced expenditures.

Mr. Jordan and Ms. DeAbreu responded that it was the appropriated expenditures, which did not include the total cost of the plan.

Ms. Hammerstein asked about the vendor bidding process.

Eric McClellan, Director IV of FDO Strategic Planning Division, stated that the vendor self-service portal is used by all departments to announce opportunities and vendors are encouraged to sign up, but most of the interested local vendors were already registered. Fernando DelDago, Director I of FDO Capital Improvements Division, provided an overview of the contracting methods used by FDO and other departments having construction authority.

7. Budget Transfers/Project Presentations

a. Parks

1. Type 2: 23-04 South Bay RV Campground Electrical Upgrade

Bob Hamilton, Division Director I of the Parks and Recreation Department, provided a slide presentation of the project.

MOTION to approve the Type 2 transfer for the South Bay RV Campground Electrical Upgrade. Motion by Christine Thrower-Skinner, seconded by Lee Waring, and carried 7-0.

b. Engineering

Assistant County Engineer Steve Carrier and Senior Professional Engineer Kristine Smith, both of Engineering and Public Works, provided a slide presentation status update on the Prairie Road Bridge Replacement over the LWDD L-8 Canal project.

1. TYPE 1: 23-05 LANTANA RD FROM FL TURNPIKE TO HANGEN RANCH RD
2. TYPE 1:23-06 CRESTWOOD BLVD FROM FOLSOM RD TO OKEECHOBEE BLVD
3. TYPE 1:23-07 FOLSOM RD FROM CRESTWOOD BLVD TO OKEECHOBEE BLVD
4. TYPE 1:23-08 EL CLAIR RANCH FROM LAKE IDA RD TO WOOLBRIGHT RD
5. TYPE 1:23-09 PRAIRIE RD OVER LWDD L-8 CANAL BRIDGE
6. TYPE 1:23-10 CENTER STREET FROM OLD DIXIE HIGHWAY TO ALT A1A
7. TYPE 1:23-11 PROSPERITY FARMS RD FROM HOOD RD TO DONALD ROSS RD

Mr. Smith asked if each Type 1 item had to be voted on.

Ms. DeAbreu replied that Type 2 transfers required a vote, and the Type 1's were only for informational purposes.

c. FDO

Division Director IV Eric McClellan, Project Manager Terri Wolfe, and Director I Fernando DelDago, all of Facilities Development and Operations, delivered a joint slide presentation

regarding an update on the PBSO headquarters renewal project, which included highlighting the history and progress.

Ms. Chandler asked about the target date of completion for staff to move in.

Mr. McClellan stated that the move-in of 500 employees would start the next month and continue over the next few months.

Discussion ensued about the building improvements and structure.

Mr. DeDago provided feedback on a question regarding the hurricane rating of the building.

Ms. Antuña asked if the building would be able to sustain growth over the next few years, and Mr. McClellan stated that the combination of facilities delivered off-site and programming done for this project were believed to accommodate growth in the coming years.

8. Other Committee Business

Ms. DeAbreu reviewed the quorum and attendance requirements for the committee, and she stated that each member had to attend at least three out of the four quarterly meetings.

Mr. Smith asked if the County staff knew of any glitches within the budget that the committee should be made aware of.

Ms. DeAbreu stated there were none.

9. Public Comment

There were no public comments.

10. ADJOURN

MOTION to adjourn. Motion by Debra Chandler, seconded by Maria Antuña, and carried 7-0.

At 10:37 a.m., the chair declared the meeting adjourned.