

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

NOVEMBER 15, 2018

**THURSDAY
10:06 A.M.**

**VISTA PARKWAY
WEST PALM BEACH, FL**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

MEMBERS:

Philip Ward, Chair
Kimberly Weston, Vice Chair- Absent
John Ahrenholz
Maria Antūna
Debra Chandler
Mark Elhilow
Mary Evans- Absent
Patrick Franklin
Glen Harvie
Rex Kirby- Absent
Frank Lewis
Denise Palmatier
John Smith
Christine Thrower- Absent
Lee Waring
Michael Weiner-Absent

COUNTY STAFF:

Lisa Pontius, Budget Director, Office of Financial Management & Budget (OFMB)
Sherry Brown, Director, Office of Financial Management & Budget (OFMB)
Eric McClellan, Director, Facilities Development & Operations (FD&O) Strategic Planning

2. – CONTINUED

ADMINISTRATIVE STAFF:

Yadzia Roa, Deputy Clerk, Clerk & Comptroller's Office

3. APPROVE MINUTES – OCTOBER 18, 2018

MOTION to approve the October 18, 2018 minutes. Motion by Debra Chandler, seconded by Patrick Franklin, and carried 11-0. Mary Evans, Rex Kirby, Christine Thrower, Michael Weiner, Kimberly Weston absent.

4. REVENUE REPORT

Sherry Brown, OFMB Director, said that:

- The current fiscal year (FY) had 1 more monthly and 1 quarterly infrastructure sales tax (IST) revenue collections.
- OFMB expected to collect an additional \$7 million for a total of \$15 million, which was more than the budgeted amount for the FY.
- Any additional revenue would go into reserves until the committee reviewed any projects that needed additional funding.

5. EXPENSE REPORT

5.a. Presentation by Jacobs Project Management Co.

Jonathan Jordan, Principal/Senior Project Manager for Jacobs Project Management Company, said that:

- The updated Appropriated Detailed Report now included the projects for FY 2017, FY 2018 and FY 2019.
- None of the Projects listed under FY 19 had been started.
- The Project Tracking Report showed all the initiated, completed and future projects.

Lee Waring asked if any projects had exceeded their respective budgets.

5.a. – CONTINUED

Mr. Jordan said that no projects were over budget.

Ms. Brown clarified that the report would not show projects exceeding their budget because any necessary budget increases would come to the committee as a transfer and later head to the Board of County Commissioners.

Mr. Jordan said that the projects that were part of the IST program required the design to be finished before going into construction. He added that design was 10%-20% of the total budget and once construction started, the gap between collections and expenditures would get smaller. He added that the revenue collections were added to the graph for comparison purposes.

6. BUDGET TRANSFERS/PROJECT PRESENTATIONS BY ENGINEERING, FD&O, AND PARKS

a. Parks

(CLERK’S NOTE: Item 6.a.2. was presented at this time.)

2. Type 2: West Boynton Parking Lot Light Replacement

Robert Hamilton, Park Planning, Research & Development Director, said that:

- The West Boynton parking lot light replacement project was originally allocated for FY 2022 but deterioration was occurring at an accelerated pace and now posed safety concerns.
- The Haverhill Park racquetball court replacement project was postponed in order to advance the West Boynton project to FY 2019.
- Originally, \$285,000 was allocated for the project.
- The project entailed replacing 107 lights with LED lights that would generate energy savings.
- Vandalism, age and heavy use played a factor in the deterioration of the facility.

6.a. – CONTINUED

MOTION to approve the Type 2 budget transfer. Motion by Mark Elhilow and seconded by Debra Chandler.

Patrick Franklin inquired whether the foliage and trees would be trimmed in the surrounding areas where the new lights would be placed.

Mr. Hamilton said that maintenance staff would trim the foliage and trees before the new lights were installed. He added that there was a 10-year warranty on the LED lights.

UPON CALL FOR A VOTE, the motion carried 11-0. Mary Evans, Rex Kirby, Christine Thrower, Michael Weiner, Kimberly Weston absent.

(CLERK'S NOTE: Item 6.a.1. was presented at this time.)

1. Type 1: Veterans Parks Irrigation Well Replacement

Mr. Hamilton said that:

- The project was originally funded for FY 2021 but the well had failed and it needed to be replaced immediately.
- A type 2 transfer was approved last FY and reserve funding from Parks and Recreation was used to complete the project.
- The \$25,738 funds remaining would be transferred back into the Parks and Recreation Reserve.

MOTION to approve the Type 1 budget transfer. Motion by Mark Elhilow and seconded by Lee Waring.

Chair Philip Ward inquired why the original budget was twice the actual amount spent on the project.

Mr. Hamilton said that the preliminary budget was higher because it took into account unplanned issues, but now that everything had gone according to plan the money would return to the reserves.

UPON CALL FOR A VOTE, the motion carried 11-0. Mary Evans, Rex Kirby, Christine Thrower, Michael Weiner, Kimberly Weston absent.

b. Engineering

1. Type 2: SR-7 (Whitehorse Dr. to Hypoluxo Rd.)

Assistant County Engineer Steve Carrier said that the Engineering Department contributed different components to the IST program, among which was street lighting.

Senior Professional Engineer Amy Harris said that:

- Old, high-pressure sodium lights were being replaced by LED lights throughout the county.
- An estimated 12,000 lights would be converted to LED in the next 10 years as part of the IST program.
- Florida Power & Light (FPL) owned a majority of the lights. The remaining lights were owned by Florida Department of Transportation (FDOT) and maintained by the County for a small compensation.
- The high mast towers that the County maintained were the only systems with electrical and mechanical components.
- There were 44 towers, each of which had about 3 high-pressure sodium lights.
- A total of 132 lights needed to be converted over to a conventional FPL lighting system.
- Once completed, the maintenance responsibilities held by the County would be transferred to FPL.
- An annual average of \$50,000 was spent on the maintenance of the towers.
- FDOT compensation to the County would increase by \$35,000 a year by putting in the new lighting system.
- If the \$106,000 funding currently earmarked for FY 2025 was moved to the current FY, the project could get underway.

6.b. – CONTINUED

- The installation of the new system would be scheduled around 2021.

In response to committee questions, Mr. Carrier said that the high mast lights were near the end of their service life and it was time to replace them.

Mark Elhilow inquired about the pre-hurricane protocols for the new poles.

Ms. Harris said that the hurricane protocol involved going to every tower during the pre-hurricane mode and bringing them down to lock them in place. She added that FPL was securing the pole lines through its hardening program and the chances of any hurricane impact on them were slim.

Debra Chandler inquired as to why the project was moved up so many years.

Ms. Harris said that in the past 6 months 2 towers had failed DOT's structural integrity inspection.

Mr. Carrier added that the towers were degrading faster than anticipated and posed a structural and safety issue.

Chair Ward inquired whether the existing project was the same as the original plan scheduled for FY 2025.

Mr. Carrier said that rehabilitating the towers was no longer feasible and staff now planned to have the design completed in FY 2019 and the lighting system replacement done in FY 2021.

In response to committee questions, Ms. Harris said that the number of lights was doubled to achieve the same level of brightness the current lights had.

In response to committee questions on longevity and durability, Mr. Carrier said that staff believed there would be a payback to the County within 7 to 8 years through energy and maintenance savings.

In response to committee questions, Ms. Harris said that the towers' electrical system was currently underground, but would convert to an overhead system under FPL.

6.b. – CONTINUED

MOTION to approve the Type 2 budget transfer. Motion by Debra Chandler and seconded by Denise Palmatier. Mary Evans, Rex Kirby, Christine Thrower, Michael Weiner, Kimberly Weston absent.

c. FD&O

FD&O Director of Capital Improvements Division Fernando DelDago said that:

- The Palm Beach County Sheriff's Office (PBSO) headquarters repair and renovation project was a multi-year IST funded project with a total budget of about \$38 million.
- PBSO had different divisions that worked closely together and needed to be centralized into one location to operate and react more efficiently.
- There were 7 phases to the PBSO project with each phase taking an average of 4 months.
- The challenge was to move divisions into new spaces while keeping them operational at all times.
- The floor layout took into account that there were areas with different levels of security and privacy.
- The evidence division would be moved and another division would take over that space.
- The building's electronics system, fire suppression and fire alarm systems needed upgrades.
- The facility included the 911 call center, which had a high need for infrastructure.
- The second floor had a smaller condensed plan, and the design was still under development.
- The smallest floor was the third floor, which included a larger multimedia room for observation and video conferencing.

6.c. – CONTINUED

- Phase 1 of the project entailed hardening the facility, which involved wrapping the building to isolate the existing skin of the new facility.
- The building would feature lighter colors and some landscaping would be removed to improve visibility.
- The roof would require extensive renovations.
- The renovation also involved adding steel reinforcement and impact windows.

7. DRAFT ANNUAL REPORT

Ms. Brown requested feedback on the annual report.

Chair Ward said that the report, which stated that the expenditures complied with the ballot language, was mostly informational.

Ms. Brown said that a final version of the annual report would be presented at the next official meeting.

8. OTHER COMMITTEE BUSINESS

Ms. Brown said that the Office of the Inspector General had issued its annual informational surtax report of the County and the municipalities and it was now available on its Web site.

9. ADJOURNMENT

At 10:54 a.m., the chair declared the meeting adjourned.

APPROVED: