

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

FEBRUARY 16, 2023

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

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

MEMBERS:

Maria Antuña
Debra Chandler
Patrick Franklin
Sandra Hammerstein
Glen Harvie
Rex Kirby, Chair
Frank Lewis
Denise Palmatier, Vice Chair
Erica Palmisano
John Smith
Christine Thrower-Skinner
Lee Waring
Kimberly Weston

COUNTY STAFF PRESENT:

Sherry Brown, Director IV, Office of Financial Management and Budget (OFMB)
Alicia DeAbreu, Division Director II, OFMB
Michael Jones, Chief Assistant County Attorney

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

Jillian Zalewska, Deputy Clerk

1. Call to Order

The chair called the meeting to order at 10:00 a.m.

2. Roll Call

Present: Maria Antuña, Debra Chandler, Patrick Franklin, Glen Harvie, Rex Kirby, Frank Lewis, Denise Palmatier, John Smith, Christine Thrower-Skinner, and Lee Waring

Absent: Sandra Hammerstein, Erica Palmisano, and Kimberly Weston

3. Approve Minutes – November 17, 2022

MOTION to approve the November 17, 2022, minutes. Motion by Christine Thrower-Skinner, seconded by Debra Chandler, and carried 10-0.

4. Revenue Report

Sherry Brown, Director IV of OFMB, provided an update on the revenue report via slideshow presentation. She said that the numbers for FY 2022 had been finalized and the sales tax amount was \$119 million, which was approximately 20 percent higher than in the prior fiscal year. She also noted that interest earnings to date were \$3.8 million and had increased due to higher interest rates. She projected that the sales tax program would end a year earlier than originally planned.

5. 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. He provided details about the increase in expenditures since the committee's last quarterly meeting.

Mr. Kirby inquired about the major focus of expenditures.

Fernando Delgado, Director of Capital Improvements, said that the expenditures represented a culmination of years-long renovation and expansion projects, with a majority of the projects being renovations.

Assistant County Engineer Steve Carrier explained that most of the projects involved roads and bridges. He noted that the County had been affected by supply chain issues and difficulties with some annual contractors who had ceased work due to lack of profit. He said that the County had chosen to re-bid many of the annual contracts.

Mr. Chandler asked about the effect of the federal infrastructure bill.

Mr. Carrier said that the County was seeking grant funds to cover expenses that were not met by sales tax revenue.

Mr. Kirby asked if there had been any discussion of extending the sales tax program.

Ms. Brown explained that budgets had been increased and she was hopeful that the County would be able to access federal monies to help cover any gaps in funding. She also stated that it might be necessary to issue a small bond toward the conclusion of the five-year capital plan to ensure completion of all projects.

6. Budget Transfers/Project Presentations

a. Parks

i. Type 1: Lake Ida Park 4th Roadway Repairs

ii. Type 2: Morikami Lake Biwa Pavilion Replacement

Bob Hamilton, Division Director I of Parks and Recreation, provided information about the two transfers.

Ms. Brown informed the committee that a vote was needed to approve the transfer for the Morikami Lake Biwa Pavilion Replacement.

MOTION to approve the Type 2 transfer for the Morikami Lake Biwa Pavilion Replacement. Motion by Debra Chandler, seconded by Lee Waring, and carried 10-0.

Mr. Hamilton delivered a presentation about the Lake Lytal Family Aquatic Center replacement project and the partnership between Parks and Recreation and the YMCA.

Mr. Waring inquired about the risk incurred by the County if the YMCA decided not to move forward with the project.

Mr. Hamilton responded that the YMCA needed the facility to continue their operations, but the County could proceed without their involvement if necessary.

Ms. Chandler asked about diversification of the recreational amenities.

Mr. Hamilton explained that the competitive pool would remain, but a recreational component would be added.

In response to a question posed by Mr. Kirby, Mr. Hamilton said that a long-term land lease with the YMCA was in place.

b. Engineering

Type 2: Cresthaven Boulevard from Jog Road to Military Trail

Mr. Carrier delivered a presentation about the Cresthaven Boulevard resurfacing project. He discussed the proposal to advance funding to FY 2023 from FY 2024 and increase funding from \$300,000 to \$600,000.

In response to a question by Mr. Kirby, Mr. Carrier explained that the increase was tied solely to escalating project costs.

MOTION to approve use of the contingency and advancement of the funds to FY 2023 from FY 2024. Motion by Christine Thrower-Skinner, seconded by Debra Chandler, and carried 10-0.

c. FDO

Eric McClellan, Division Director IV of Facilities Development and Operations (FDO), provided an overview of the FDO projects funded for FY 2023 and highlighted the following:

- the annual \$2.55 million allocation for housing units for the homeless and for low- and extremely low-income individuals;
- renovations to the homeless shelter in Pahokee;
- an award to the Belle Glade Housing Authority;
- countywide renovations to achieve compliance with Americans with Disabilities Act (ADA) requirements;
- a final appropriation for the replacement of Palm Beach County Sheriff's Office (PBSO) vehicles;
- the Governmental Center renewal and replacement project;
- renewal and replacement of County buildings;
- the courthouse build-out and renovation project; and
- the addition of a PBSO substation serving the central western region of the county.

Ms. Chandler inquired why the PBSO vehicles were not purchased through the PBSO budget, and Mr. McClellan responded that the County was responsible for all constitutional officer facilities.

Ms. Chandler noted that a substantial portion of the budget was allocated to PBSO.

Ms. Antuña asked how many vehicles would be replaced with the allotted funds.

Mr. McClellan said 16 to 20 vehicles would be purchased with the funds.

Mr. Waring inquired how the County planned to proceed once the surtax program ended.

Ms. Brown explained that the purpose of the funds was to address projects that had not progressed during the recession.

In response to a question from Mr. Kirby, Ms. Brown said that a vehicle used for road patrol lasted approximately three years.

Mr. McClellan said that PBSO was the only constitutional officer whose vehicles were funded through the surtax.

Mr. Lewis asked Mr. Carrier about the process for monitoring damage to roadways caused by construction projects.

Mr. Carrier said that the roads were designed to withstand traffic.

Mr. Lewis asked if the County could review the condition of the roads upon completion of a project.

In response to a question posed by Mr. Lewis, Ms. Brown stated that the Morikami facility was owned by the County.

MOTION to approve the budget transfer. Motion by Debra Chandler, seconded by Lee Waring, and carried 10-0.

7. 2022 Annual Report

Ms. Brown presented the annual report and noted that it included a list of projects that were completed during FY 2022.

MOTION to approve the 2022 Annual Report. Motion by Christine Thrower-Skinner, seconded by Debra Chandler, and carried 10-0.

8. Other Committee Business

(CLERK'S NOTE: Denise Palmatier and Christine Thrower-Skinner left the meeting.)

Ms. Brown discussed elections for chair and vice chair and stated that members' terms lasted for three years. She also said that updated ethics training was required.

Mr. Kirby said that when a construction project caused damage to a road, the usual practice was to overlay the affected areas.

Mr. Smith explained that there were several impact fees designed to take care of construction-related repair costs.

Mr. Lewis inquired about the process for a community to request repaving after completion of a project.

Mr. Kirby responded that the County determined where the funds were applied.

Chief Assistant County Attorney Michael Jones noted that he did not think impact fees could be utilized for resurfacing in that context.

9. Public Comment

There were no public comments.

10. ADJOURN

MOTION to adjourn. Motion by Glen Harvie, seconded by Debra Chandler, and carried 8-0.

At 10:58 a.m., the chair declared the meeting adjourned.