

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

NOVEMBER 16, 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, Chair
Timothy Stapleton
Christine M. Thrower-Skinner
Lee Waring, Vice Chair
Kimberly Weston

COUNTY STAFF PRESENT:

Sherry Brown, Director IV, Office of Financial Management and Budget (OFMB)
Alicia DeAbreu, Division Director II, 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 10:00 a.m.

2. Roll Call

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

Absent: Frank Lewis, Timothy Stapleton, and Kimberly Weston

For the benefit of the clerk, the chair asked the members to identify themselves while making and seconding the motions.

Mr. Smith and Ms. DeAbreu reviewed the quorum requirements for the Surtax committee.

Mr. Smith explained the various project types that were listed on the agenda.

(CLERK'S NOTE: Kimberly Weston joined the meeting after roll call.)

3. Approve Minutes- August 17, 2023

MOTION to approve the August 17, 2023, minutes. Motion by Debra Chandler, seconded by Lee Waring, and carried 10-0.

(CLERK'S NOTE: The Expense Report was taken up at this time.)

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 expenditures. Mr. Jordan noted that there had been a significant increase in expenditures for the Engineering, Facilities Development and Operations (FDO), and the Parks and Recreation departments since the last meeting. He explained that the program summary report listed the expenses associated with different departments and projects.

In response to an inquiry by Mr. Kirby, Mr. Jordan stated that the expenditures reflected the complete total, which did not include the total committed funds.

A discussion continued regarding a report that tracked the total committed funds.

Ms. Hammerstein inquired about whether future projects were in the procurement process.

Steve Carrier, Assistant County Engineer, stated that the future projects were either in the selection process, the procurement process, or had been delayed due to lack of staff and consultant availability.

A discussion took place regarding how the project size affected the ease of completing future projects.

(CLERK'S NOTE: The revenue report was taken up at this time.)

(CLERK'S NOTE: The order of the agenda was restored at this time.)

4. Revenue Report

Ms. Brown provided the following updates:

- Approximately \$643 million surtax dollars had been collected in 2023.
- There had been a monthly increase in the month-to-month collections.
- The surtax was projected to end a year earlier than originally planned.

Responding to an inquiry about the percent of budget increase, Ms. Brown said the 1.7 percent budget increase was a result of the variants from the previous year.

Ms. Skinner asked about the status of the future sales tax, and Ms. Brown stated that there was no status available at that time.

6. Budget Transfers/Project Presentations

a. Parks and Recreation

1. Type 3: 24-01 Gramercy Park Expansion

Bob Hamilton, Division Director I of Parks and Recreation, delivered a slide presentation highlighting the updates of the neighborhood center. Mr. Hamilton explained the funding and responded to a question regarding a funding source for maintaining the facility after completion.

MOTION to approve to the Type 3: 24-01 budget transfer. Motion by Christine Thrower-Skinner, seconded by Debra Chandler, and carried 10-0.

b. Engineering and Public Works

1. Type 1: 23-12 Resurfacing - Woolbright Rd from Congress Ave to Federal Hwy
2. Type 1: 23-13 Resurfacing - Sandy Run from 120th PI N to Jupiter Farms Rd
3. Type 1: 23-14 Resurfacing - Eldorado Dr from Pee Hokey Dr to Muck City Rd
4. Type 1: 23-15 Resurfacing - Seville St from Pee Hokey Dr to Muck City Rd
5. Type 1: 23-16 Resurfacing - Joe Louis Blvd from Dead End to Muck City Rd
6. Type 1: 24-02 Resurfacing - Seacrest Blvd from Gulfstream Blvd to Hypoluxo Rd
7. Type 1: 24-03 Resurfacing - Lake Ida Rd from Congress Ave to Swinton Ave
8. Type 1: 24-04 Resurfacing - SW 8th St from SW 65th Ave to Boca Rio Rd
9. Type 2: 24-01 Drainage - Various Other Locations Countywide

Steve Carrier, Assistant County Engineer, delivered a slide presentation on the drainage projects. He discussed the infrastructure barriers and the need for metal pipe repairs. He continued to discuss areas that had been affected by sinkhole and pothole damages.

Ms. Skinner asked if the municipality was responsible for resurfacing the Type 1 project for Woolbright Road, and Mr. Carrier stated that the County would be handling the resurfacing because although the road was in the jurisdiction of the municipality, it was owned by the County.

Discussion continued.

MOTION to approve the Type 2:24-01 Draining. Motion by Debra Chandler, seconded by Christine Thrower-Skinner, and carried 10-0.

c. FDO

Bobby Jagoo, Project Manager, FDO, delivered a slide presentation regarding the Homeless Resource Center. He discussed the public outreach that was conducted to inform local residents of the project, the funding sources, and the project timeline.

Ms. Skinner asked if the substation referenced in the slide was a PBSO substation, and Mr. Jagoo confirmed that it was.

In response to a question by Mr. Smith, Mr. McClellan highlighted the qualifications for receiving services at the center.

Mr. McClellan clarified that the substation was not a physical PBSO substation, but rather a field station.

7. Other Committee Business

Ms. Brown previewed highlights from a presentation that would be delivered at an upcoming BCC Workshop meeting regarding the budget, which included surtax dollars.

A discussion ensued regarding the increase of projects costs due to COVID-19.

8. Public Comment

No public comments were made.

9. Adjourn

MOTION to adjourn. Motion by Debra Chandler, seconded by Lee Waring, and carried 10-0.

At 10:44 a.m., the chair declared the meeting adjourned.

APPROVED:

Chair/Vice Chair