

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

May 20, 2021

**THURSDAY
10:23 A.M.**

**WEBEX KEN ROGERS MEMORIAL CHAMBERS
WEST PALM BEACH, FL**

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

MEMBERS:

Kimberly Weston
Maria Antūna- absent
Debra Chandler – via Webex
Lewis Crampton – Absent
Patrick Franklin – Absent
Sandra Hammerstein
Glen Harvie – via Webex
Christopher Hopkins – Absent
Rex Kirby
Frank Lewis- via Webex
Denise Palmatier
John Smith – via Webex
Christine Thrower-Skinner
Lee Waring via Webex

COUNTY STAFF:

Sherry Brown, Director, Office of Financial Management & Budget (OFMB)
Michael Jones, Senior Assistant County Attorney
Eric McClellan, Division Director IV, Facilities Development and Operations

ADMINISTRATIVE STAFF:

Danielle Freeman, Deputy Clerk, Clerk of the Circuit Court & Comptroller's Office

Michael Jones, Senior Assistant County Attorney, stated that the County approved a new ordinance that would resolve the quorum issues. Additionally, he stated that a finding from the in-person attendees was needed to allow those via Webex to participate.

MOTION to allow remote participation by committee members due to extraordinary circumstances involving the COVID-19 pandemic. Motion by Christine Thrower-Skinner, seconded by Rex Kirby and carried 5-0. Maria Antuna, Lewis Crampton, Patrick Franklin, and Christopher Hopkins absent.

3. ELECT CHAIR AND VICE CHAIR –

Sherry Brown, OFMB Director, stated that they had been unable to elect a new chair and vice chair due to quorum conflicts and she asked for nominations for chair and vice chair.

MOTION to appoint Rex Kirby as chair and Denise Palmatier as vice chair of the Infrastructure Surtax Independent Citizen Oversight Committee. Motion by Christine Thrower-Skinner, seconded by John Smith, and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins absent.

4. APPROVE MINUTES – AUGUST 20, 2020, NOVEMBER 19, 2020 AND FEBRUARY 18, 2021

MOTION to approve the August 20, 2020, November 19, 2020 and February 18, 2021 minutes. MOTION by Debra Chandler, seconded by Denise Palmatier and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins were absent.

5. APPROVE TRANSFERS PRESENTED AT NOVEMBER 19, 2020 AND FEBRUARY 18, 2021

a. Parks

- 1. Type 2: Glades Pioneer Park Athletic Field Renovation**
- 2. Type 3: Duncan Padgett Park Picnic Area Improvements**
- 3. Type 3: Glades Pioneer Park Asphalt Repair and Expansion**
- 4. Type 3: Sunset Cove Amphitheater Stage Renovations**

b. Engineering

- 1. Type 2: Seminole Dr. over LWDD Lat. 16 Canal (934319)**
- 2. Type 2: Okeechobee Blvd.& Sapodilla Avenue**

c. FD&O

- 1. Type 3: PBSO Headquarters R/R**

Ms. Brown stated that there were several transfers that needed a formal vote.

MOTION to approve the budget transfers. Motion by Christine Thrower-Skinner, seconded by Debra Chandler and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins were absent.

6. REVENUE REPORT

Ms. Brown gave a brief overview of details provided within the Revenue Report backup documentation and some of the following points were made:

- There were less collections due to the COVID-19 pandemic. As the economy picked back up, there should be increased revenue towards the end of the year.
- The budget was 12 percent less than it was in the previous fiscal year, and no projects/plans were impacted. The budget would continue being monitored on a month-to-month basis with estimates of the collections being above budget.

Rex Kirby asked if the current revenue report was posted through February only.

Ms. Brown stated that:

- The report reflected strong numbers overall considering COVID-19's effect on the economy.
- Revenue percentages maybe slightly lower due to the startup of new businesses not requiring remittance on a monthly basis.

7. EXPENSE REPORT

a. Presentation by Jacobs Project Management Co.

Jonathan Jordan, Principal/Senior Project Manager for Jacobs Project Management Company, gave a brief PowerPoint presentation on the Expense Report within the backup documentation.

An unknown committee member said that: there appeared to be a growing gap between revenue and expenditures. He asked if the funds were still dedicated to the process, design and construction.

Mr. Jordan said that about 192 million was committed to the budget. Ms. Brown added that those items were budgeted to be included in the 2021 plans.

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

a. Parks

1. **Type 2: Glades Pioneer Park Athletic Field Renovation**
2. **Type 3: Sunset Cove Amphitheater Stage Renovations**

Robert Hamilton, Director, Parks and Recreation Planning, Research, and Development gave a PowerPoint presentation on the budget transfers as provided within the backup documentation.

Responding to committee questions, Mr. Hamilton stated that:

- It was a combination of labor, supplies and scheduling conflicts.
- It took 2 months versus 2 weeks to receive a survey title report, and there were numerous minor delays on the design side including funding issues.
- Material costs and labor concerns escalated significantly.
- The dog park would be located on the empty parcel adjacent to the fire rescue station and it would include:
 - parking;
 - restrooms;
 - fitness and nature trail with fitness equipment; and
 - playgrounds.
- Other locations under review for the swimmer's programs included Santaluces Aquatic Complex, the City of Delray's Pompey Park, and Lake Lytal.
- Competitive swimming programs generated limited revenue, but it was not enough to run the facility.

Responding to committee questions, Ms. Brown said that:

- Staff was currently reviewing projects and assessing the budget to see what labor and material costs could be absorbed.
- Revenue decreased over the past year and staff continued to monitor potential revenue increases.
- The planned projects for the next 10 years were expected to generate \$800 million in revenue, but \$700 million was budgeted to create a contingency plan for additional funding to assist in maintaining the plan.

- Staff would review the projects determine what the overflow was, and then updates would be provided.
- Staff was reviewing how the American Rescue Plan dollars would be used.
- Swapping out projects using federal funds instead of surtax dollars would help.

b. Engineering

- 1. Type 1: Blue Heron Blvd. & Riviera FS #2 Signals**
- 2. Type 2: Hood Rd from Briarlake Dr. to W. of Turnpike**

Steve Carrier, Assistant County Engineer and Sandra Ospina, Professional Engineer gave a PowerPoint presentation detailing the budget transfers as outlined in the backup documentation.

MOTION to approve the budget transfers. Motion by Christine Thrower-Skinner, seconded by Denise Palmatier and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins were absent.

c. FD&O

- 1. Type 3: PBSO District 1 Substation and Marine Unit**

Isami Ayala-Collazo, FD&O Director gave a PowerPoint presentation detailing the budget transfer as provided in the backup documentation.

Christine Thrower-Skinner asked:

- what prompted the co-location of the Supervisor of Elections storage facility.

Responding to a committee question, Ms. Ayala-Collazo said that:

- A full analysis was completed on the the Supervisor of Elections' needs.
 - Staff reviewed the current facility's renovations.
 - The analysis showed that there would be more financial gain bringing the two operations together. Construction was expected to begin in late 2021.

MOTION to approve the budget transfer. Motion by Christine Thrower-Skinner, seconded by Debra Chandler and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins were absent.

9. ANNUAL REPORT

Ms. Brown stated that this item was not previously voted on due to quorum issues.

MOTION to approve the annual report. Motion by Christine Thrower Skinner, seconded by Debra Chandler, and carried 10-0. Maria Antuna, Lewis Crampton, Patrick Franklin, Christopher Hopkins were absent.

10. OTHER COMMITTEE BUSINESS

Debra Chandler congratulated Rex Kirby on his nomination.

11. PUBLIC COMMENT – None

12. ADJOURNMENT – 10:51

At 10:51 a.m., the chair declared the meeting adjourned.

APPROVED:

Chair/Vice Chair