

Panama City Infrastructure Surtax Oversight Committee

8/29/2017 - Minutes

1. **Call To Order And Roll Call.**

City Clerk Darlene Hachmeister called the roll with the following members present: Ms. Tanya Hill, Ms. Denise Rowan, Mr. Harvey George, Mr. Vic Jones. Also present: City Manager Jeffrey Brown. Ms. Claire Sherman was not present.

2. **History Of Infrastructure Surtax.**

The City Manager explained in detail the history of the Infrastructure Surtax and what the monies can be used for. He referenced the Florida Statute, chapter 212.055 sections 1 A-E. He explained the focus would be on water and sewer projects. The roll of the committee is to review the expenditures the City made and verify the Florida Statute rules are followed. If expenditures are determined not to be Surtax expenditures the funds will come from the City's general funds or Utilities reserves. He explained the meetings will be quarterly.

3. **Role Of Committee Members.**

The City Manager explained that the role of the committee members is to look at the expenditures after the fact and verify that the funds were spent appropriately.

4. **Adopted FY 16-17 And FY 17-18 Budget For Infrastructure Surtax.**

The City Manager explained that there will be approximately \$4 million in the projections per the state and there will be 9 months in this budget year. October 1st to September 30 is the fiscal year. This budget year will be from January to September. No money has been spent to date.

The Committee discussed the East Avenue bridge project. The City authorized a payment to Bay County to be the lead agency with FDOT for bridge design. The City will pay the required local match of 25%, approximately \$64,000.00.

5. **Election Of Chairman And Vice Chairman.**

Mr. George moved to approve Dede Rowan to be the Committee Chairman. Ms. Hill seconded the vote and on a roll call vote Committee Members Dede Rowan, Harvey George and Vic Jones voted "YEA". "NAYS": None. The City Clerk certified the motion passed by a 4-0 vote.

Ms. Hill moved to approve Mr. George to be the Committee Vice Chairman. Mr. Jones seconded the vote and on a roll call vote Committee Members Dede Rowan, Tanya Hill, Harvey George and Vic Jones voted "YEA". "NAYS": None. The City Clerk certified the motion passed by a 4-0 vote.

6. **Discussion Of Public Records Laws And Government In The Sunshine.**

The Committee and the City Manager discussed following Robert's Rules of Order. They verified that the Committee needs to have a motion and a second with a vote that can be recorded. The City Manager said that the City would assist with the agendas and getting the Committee the expenditures in advance. The Committee will have an approval of minutes from the last meeting on the agendas. He explained that this is a review committee not an advisory committee. The Committee can assume that anything they email or write to the City is a public record and that they should retain any notes they take. The City Manager advised they not have conversations about these projects with each other, outside of the committee meetings.

The City Manager said If an error in expenditures is discovered, the Committee would inform the City Clerk of the error to be corrected. The Committee needs a majority vote to agree to the error and correction.

This is not a financial disclosure Committee. The meetings are public, will be advertised and on the City's website.

The Committee members introduced themselves.

Ms. Tanya Hill is a social worker in Panama City, has two children and is a lifelong resident currently in the Glenwood area.

Ms. Dede Rowan practices real estate law and has a title company, has three children and is a lifelong resident of Panama City currently residing in the Cove. She previously worked in governmental law as the Assistant County Attorney for the Cedar Grove area, Planning Commission, Code Enforcement and Advisory Council.

Mr. Harvey George is a retired restaurant owner, Gwendolyn's, a retired real estate broker, a retired stage hand and rigger in the Lyric Chicago Opera. He and his wife are from Panama City and he served 8 years on the Civil Service board, lastly as a Code Enforcement Officer.

Mr. Vic Jones is originally from Mississippi, has a degree in Engineering and has worked 25 years at Gulf Power and did 18 years of international travel for Merrick Industries selling capital equipment. He is now retired. He currently lives in St. Andrews and is on the board of the St. Andrews Historical Museum. He enjoys woodworking and has five grandchildren in town.

The City Manager thanked them all for serving the City and citizens by being on the Committee. He said they plan to meet quarterly.

The City Clerk read the terms of the Committee members. The appointments from Ward 1 and Ward 3 shall serve until December 31, 2018. The appointments from Ward 2 and Ward 4 shall serve until December 31, 2019.

7. Adjournment.

There being no further business the meeting adjourned at 4:39 p.m.