



**AGENDA
PUBLIC WORKS/SAFETY COMMITTEE
TUESDAY, JULY 12, 2022
5:30 PM
DESTIN CITY HALL ANNEX CHAMBERS**

- 1. CALL TO ORDER**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
 - A) June 14, 2022 Minutes**
- 4. NEW BUSINESS**
 - A) Committee Discussion of 1/2 Penny Surtax Allocation for FY23, call for recommendations**
- 5. CONTINUING BUSINESS**
 - A) Stormwater/Floodplain Issues, Public Comments**
 - B) Public Works/Emergency Management Update - July 2022**
- 6. DISCUSSION**
 - A) Jim Wood, Chair**
 - B) John Green, Vice-Chair**
 - C) Marcie Bell**
 - D) Mark Brown**
 - E) Sam Perman**
 - F) John Stephens**
 - G) Tom Weidenhamer**
- 7. PUBLIC COMMENTS** (Comments from the public on any matters considered at the meeting, or on any matters not on the agenda)

Any person requiring a special accommodation at this hearing because of a disability or physical impairment should contact the City Clerk at (850) 837-4242 at least 48 hours prior to the hearing. If a person decides to appeal any decision made with respect to any matter

considered at such meeting, such person will need a record of the proceeding and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. (Sec. 286.0105, Florida Statutes)

**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE
MEETING MINUTES
TUESDAY, JUNE 14, 2022 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE:

Chairman Wood called the Public Works/Public Safety Committee to order on Tuesday, June 14, 2022, at 5:30 p.m., with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

James T. Wood, Jr.
John Green
Tom Weidenhamer
Sam Perman
John Stephens
Marcie Bell

Members Absent

Staff

Rey Bailey City Clerk
Michael Burgess PW Director
JT Hart PW Deputy Director
Krystal Strickland, Finance Director

3. APPROVAL OF MINUTES: May 10, 2022

Motion to approve the minutes of the May 10, 2022 minutes was made by Committee member Bell with Committee member Weidenhamer providing the second. The motion passed 6-0.

4. NEW BUSINESS:

➤ **Undergrounding Utilities Presentation – Marc Porter/Sheff Wright**

Mr. Burgess briefly introduced the presenters of the project to the members.

Ms. Strickland handed out a map depicting seven phases for the project noting that the initial phase will be Highway 98 from the Marler Bridge to Airport Road, explaining the reasoning being this corridor is the most critical since it's the ingress and egress to and from the city and the plan is to get the major businesses and restaurants online first, so that in the event of an emergency and the power is out, they can help support the communities needs for food and supplies. She then explained the next 6 phases and the locales of each.

Mr. Sheff Wright briefly explained the details of the project from his prospective and his duties.

Mr. Marc Porter presented a brief PowerPoint Presentation to the members detailing the project and the timeline.

A series of Q & A's took place amongst the members and Mr. Wright, Mr. Porter and Ms. Strickland regarding the timeline for each phase of work, how the substations would be connected and effected, and how the duct banks are planned to be protected from vehicular accidents, replacement of street lighting and how they're connected and a case scenario, if they were to get flooded. There was also a discussion on possible infrastructure rebates and cost savings for the city for replacing the old

equipment. The transmission lines and how those would be connected was discussed at length. Also, if private roads are included in the project and how the funding from a special assessment would have to be voted by the citizens before it can be endorsed for the final phase.

➤ **2022-2023 Work Plans**

After some minor corrections were noted to the document, Chairman Wood stated that both he and Vice Chairman Green would sign the document and then have the presentation scheduled to present to City Council.

Motion by Committee member Perman, seconded by Committee member Bell to approve the current 2022/2023 Work Plans. The motion passed 6-0.

➤ **Speed Hump Requests – Kelly & Hickory Streets**

Mr. Burgess explained that some residents of those street have approached the city concerning speeding and staff from the Engineering Division went to the location and deployed a speed monitoring device for a sample period. The analysis from that period showed that the highest speed on the roadway was 87 mph and met the requirements of the 85-percentile. He further explained that the cost would be near \$10k for 2 speed tables and signs.

Motion by Committee member Bell to recommend City Council direct staff to install 2 speed tables on Hickory Street with Committee member Weidenhamer providing the second. The motion passed 6-0.

➤ **Stormwater Issues - Public Comments**

The Chairman opened the meeting for public comment, with no one being present, he closed this public portion of the meeting.

➤ **Operational Update:**

- Purchase of a Utility Tractor w/loader and backhoe attachments
- 6 School Zone Beacons for DES was approved and purchased
- Two Variable Message Board were purchased -ARPA Funding
- Draft Solid Waste Franchise Ordinance went for 1st reading to Council

➤ **Project Updates**

- Construction of new offices space at the Maintenance Shop – Underway
- Sidewalk grinding/repairs are underway
- Installation of initial Gulf Shore Drive Swale are finished, and it worked perfectly
- Speed tables on Calhoun Avenue are complete
- Legion Drive sinkhole – complete
- US 98 Median Improvements are underway
- Pavement Assessment for 2022 is complete

- Sidewalk Assessment for 2022 is complete
- Signage Assessment for 2022 is complete

➤ **Emergency Management Update**

- Hurricane Season started June 1st and there is already a low pressure out in the Caribbean but looks to be heading westward.
- Trailer was purchased to house the new water pumps

5. MEMBER COMMENTS:

- **Committee member Green** – Reported that no one ever stops at the stop sign at Bayou Drive, Bambi and Indian Trail area. And feels that another sign with flashing lights should be installed there before a child get hit.
- **Committee member Bell** – Asked if the concrete curbing cut on Holiday Isle she reported about last month has been investigated yet. According to Mr. Hart he did take a look at it and has called in the concrete contractor to go look and come up with a solution to make that area safer. She then asked Mr. Burgess if he got a response regarding the flashing pedestrian signs. According to Mr. Burgess, the signs they inquired about are not FDOT approved signs. She inquired if the requests for We Love Our Children signs had a time limit. According to Mr. Burgess, there is not a limit, and anyone can ask for one to be installed anytime.
- **Chairman Wood** asked about their deadline for the surtax funds. According to Ms. Strickland they need to have their projects before the budget workshop on June 23m 2022 in order to get funded.

6. ADJOURNMENT:

Having no further business at this time, the meeting adjourned at 6:40 p.m.

Adopted and approved this _____ day of _____ 2022.

James T. Wood, Jr. Chairman

Rey Bailey, City Clerk

CITY OF DESTIN – COMMUNITY DEVELOPMENT



AGENDA ITEM

MEETING DATE: July 12, 2022

BOARD/COMMITTEE: Public Works / Public Safety Committee

TYPE OF AGENDA ITEM: Council Discussion Item

OUTLINE NUMBER: 4.A.

TO: Public Works / Public Safety Committee

THRU: Michael Burgess, Public Services Director
Lance Johnson, City Manager

FROM: Krystal Strickland, Finance Director

DATE: July 7, 2022

SUBJECT: Committee Discussion of 1/2 Penny Surtax Allocation for FY23, call for recommendations

I. BACKGROUND: The Okaloosa 1/2 Penny Infrastructure Surtax (Oka 1/2 Penny) will be collected for the 10-year period beginning January 2019. On May 2, 2022, Council moved to commit 5% of the projected collections of the Oka 1/2 Penny to be planned and budgeted by the Public Works and Safety Committee, which will equate to approximately \$800,000.

Staff request the Public Works and Safety Committee propose projects to expend the \$800,000. Preferably, the funds will be expended on a "Pay-Go" process, to avoid the need to borrow funds (and pay interest).

The amount available to budget for FY 2023 is \$271,634. Unspent amounts rollforward and become available to budget the following year.

II. DISCUSSION:

Attached is a sample project plan with a sample capital project request sheet for \$100,000 for intersection safety enhancements.

TYPICAL Capital Budgeting Timeline:

October - March: Committees discuss and plan projects

April: Capital Project Request forms for next fiscal year are DUE to the Budget Director

May: City Manager reviews proposed projects

June: City Council reviews proposed projects in Workshop(s)

August: Tentative Budget (including 5-year Capital Improvement Plan) are posted for Citizens to Review

September: Budget is Adopted

A. Link to Strategic Goals / Objectives:

B. Effect on Budget (EOB):

C. Level of Service (LOS):

D. Legislative Sponsor:

III. CONCLUSION: Staff request recommendations to expend Okaloosa 1/2 Penny Infrastructure Surtax in FY 2023 in an amount not to exceed \$271,634.

IV. RECOMMENDED MOTION:

Attachments:

1. 2022 0531 Public Works and Safety
Oka Half Projections

Public Works & Safety Committee Project Expense & Timing Projection

last updated: 7/7/2022 4:58 PM

Projections by Year	Actuals				Projections							TOTAL
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Oka 1/2 Penny	918,383	1,175,280	1,728,654	1,605,761	1,600,000	1,648,000	1,697,440	1,748,360	1,800,810	1,854,830	477,618	16,255,136
Interest	-	179	1,665	2,759	2,100	2,100	2,100	2,100	2,100	2,100	2,100	19,303
Revenue (cash in)	918,383	1,175,459	1,730,319	1,608,520	1,602,100	1,650,100	1,699,540	1,750,460	1,802,910	1,856,930	479,718	16,274,439
5% for Public Works & Safety Committee Projects	45,919	58,773	86,516	80,426	80,105	82,505	84,977	87,523	90,146	92,847	23,986	813,722
Project #1 TRSAF Intersection Safety					100,000							100,000
Project #2 To be described						40,000						40,000
Project #3 ***						90,000						90,000
Project #4 ***							200,000					200,000
mark											383,722	383,722
Expenses (cash out)	-	-	-	-	100,000	130,000	200,000	-	-	-	383,722	813,722
Balance Forward	45,919	104,692	191,208	271,634	251,739	204,244	89,221	176,744	266,890	359,736	(0)	(0)

AVAILABLE TO
BUDGET FOR

EXAMPLE

Complete the Capital Improvement Project Request Form and submit (via Public Works) to Budget Director by April each year (for June Council Review & September Adoption)

CAPITAL IMPROVEMENT PROJECT REQUEST**Other Capital Projects: Traffic Safety Improvements**

Project Manager: City Engineer

Proj1 TRSAF

Council Objective: Enhanced quality of life and safety for families.**Purpose and Justification:** Based on input from available data, law enforcement, emergency response, community, or council, these resources are needed to implement solutions to improve safety. **FY 2023 projects to improve intersection and traffic safety include addition of speed tables and enhanced crosswalk safety features (blinking signage).**

Capital Expenditure Overview						
		FY23	FY24	FY25	FY26	FY27
Estimated Project Costs		100,000				
TOTAL		\$ 100,000	\$ -	\$ -	\$ -	\$ -

Status:

Comprehensive Plan Policy:

Is this a Multi-Year Project:

If yes, what was/is the Project's initiation Date:

Operations & Maintenance (O & M) impact(s):**EXAMPLE****Impact on Level of Service:**

Current Year Total Funding Requirement:	
531000 Professional Svc	
Project Mgmt/Architects/Engineers	
561000 Land Acquisition	
563000 Infrastructure (Street/Sidewalk)	
564000 Machinery/Equipment/Fixtures (Signs)	
565000 Capital Project Expenditures	\$100,000
Other(s) (please list)	
TOTAL	\$100,000
Funding Source(s)	
12254500 PARKING FUND	
12953931 OKA 1/2 UNDERGROUNDING	
12957231 OKA 1/2 BEACH ACQ	
12954100 OKA 1/2 PUBLIC WORKS SAFETY	\$100,000
30054131 GAS TAX#1 RR ROADS	
30058585 RR GENERAL	
30554133 FDOT TRIP GRANT	
30557133 IMLS LIBRARY GRANT	
30557233 RESTORE PARK GRANT	
30557337 TDC BEACH ACQ GRANT	
30558500 GENERAL FUND CIP	
31552000 POLICE IMPACT FEES	
31553732 NPEB IMPACT FEES	
31553833 STRMWATER	
31554031 GAS TAX#2 COMP PLAN	
31554032 MULTI-MODAL IMPACT FEES	
31554132 ROAD IMPACT FEES	
31557132 LIBRARY IMPACT FEES	
31557232 PARK IMPACT FEES	
31557236 MORGANS KID PARK GRANT	
30553833 AMERICAN RESCUE PLAN	
TOTAL	\$100,000

Annual Operating Costs	
Personnel	
Contractual	
Operating Expenses	
RR Fund	
Debt Service	
TOTAL	\$0

of Additional FTEs

-



Public Works Update

Departmental Update

Currently have one vacancy (Maintenance Technician/Mechanic) – no qualified applicants to date (>1 year), Base Salary at \$15.50/hr.

Operational Update

Recent & Upcoming Council Agenda Items

- June 6 – Purchase of a Utility Tractor with loader and backhoe attachments, approved
- June 20 – Purchase of Six School Zone Beacon Systems for Destin Elementary, approved and ordered
- June 20 – Purchase of Two Variable Message Boards – ARPA Funding, approved and ordered
- July 11 – Solid Waste Franchise Ordinance, 1st Reading
- July 11 – Restriping of Luke and John Ave's
- August 1 – Flood Insurance Update, Risk Rating 2.0
- Letter from H&T, asphalt availability through end of fiscal year
 - ✓ Scenic 98 Resurfacing PO, on hold
 - ✓ No new POs for the remainder of the FY
- Rental of Stormwater System Cleaning Vac Truck, in process

Project Update

- Construction of additional Office Space at Shop, underway
- Sidewalk Grinding, completed
- US98 Median Improvements, underway – plant removal, irrigation, wells, pavers
- New Toy Trailer for pumping equipment, received
- New F150s (2) – Mid to Late July delivery
- New JD Tractor and New JD Loader – Mid August or earlier
- New Dump Truck - TBD
- New Brush Chipper – early August

Emergency Management Update

Operational Update

- Hurricane Season starts June 1
- Hurricane Guide for 2022, published on Facebook & Next Door, paper copies
- Staff has ordered a 3" trash pump, pump has been delivered