

INFRASTRUCTURE SURTAX OVERSITE COMMITTEE

Special Annual Report Dissussion Minutes

3rd Floor Conference Room
Administration Building
2300 Virginia Avenue, Fort Pierce, Florida

Friday, January 17, 2020
2:00 P.M. – 3:30 P.M.

Meeting Convened:

The meeting convened at 2:02 p.m.

Members Present: Carolyn Niemczyk – Chair
Kenneth Kroll – Vice Chair
DJ Ferguson
Jeffrey Lyons
Gayle Pike
Mike Monahan

Members Absent: Jane Rowley
Debbie Beutel

Also Present: Mark Satterlee, Deputy County Administrator
Don West, Public Works Director
Kim Graham, County Engineer
Selena Griffitt, Civil Engineer
Chris LeStrange, Road and Bridge Manager
John Frank, Assistant Road and Bridge Manager
Katherine Barbieri, Assistant County Attorney
Leslie Smith, Sr. Operations Specialist, Public Works

PUBLIC COMMENTS:

There were no public comments.

DISCUSSION AND ACCEPTANCE OF DRAFT ANNUAL REPORT:

- Mark Satterlee opened the meeting asking the members to pursue the draft report for accuracy. He also went over the guidelines and procedures for the upcoming meeting in which the report would be presented to the Board of County Commissioners.
- Gayle Pike noted that there were name misspellings on Page 19 & 22.
- DJ Ferguson suggested that the cover page should be prepared in a letter format to the Board of County Commissioners.
- DJ Ferguson suggested that the presenter should detail the responsibilities of the Committee members (oversee expenditures & reviewing reports, etc.)
- DJ Ferguson suggested that accronyms be spelled out to avoid miscommunication.
- All committee members agree on the format and information in the report.
- Mike Monahan suggested that the map of projects be revised for clarification.
- Mark Satterlee and committee members discussed how the report would be presented and who would be speaking. Carolyn Niemczyk will speak on behalf of committee members and Mark Satterlee would send her some possible speaking points that she may find useful.
- Mark Satterlee said the final report with changes would be ready for final review by the middle of next week and would be sent to committee members for review.

STAFF COMMENTS:

There were no staff comments.

COMMITTEE COMMENTS:

- Committee members had discussion on who will be attending, how to present at the meeting and possible suggestions for the presentation.
- Some mentioned changing the February 27th meeting to a different date but it was suggested to leave the date unless there would not be a quorum of members.

ADJOURNMENT:

At 2:38 p.m., the meeting adjourned.

Please note all PowerPoint presentations are available [here](#).

