

# Infrastructure Surtax Citizen Oversight Board

November 19, 2024

5:30 pm

County Administration Building - Grace Knight Conference Room

12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

Pages

1. Call to Order
2. Introduction of New Member - David Yorkowitz
3. Approval of the Regular and Consent Agendas
4. Approval of Minutes 1
5. Consent Agenda
  - 5.1 Accept 3rd Qtr. (Apr., May, Jun. , 2024) Wild Spaces Public Places Expenditures for xxx
  - 5.2 Accept 3rd Qtr. (Apr., May, Jun. , 2024) Infrastructure Expenditures for xxx
  - 5.3 FY 23 Annual Surtax Audit Findings Attestation Reports 5
6. Review of Quarterly Wild Spaces Public Places Municipal / County Expenditures for 3rd Qtr. (Apr., May, Jun., 2024)
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  - 6.2 Alachua
  - 6.3 Archer
  - 6.4 Gainesville
  - 6.5 Hawthorne
  - 6.6 High Springs
  - 6.7 LaCrosse
  - 6.8 Micanopy

6.9	Newberry	
6.10	Waldo	
7.	Review of Quarterly Infrastructure Municipal / County Expenditures for 3rd Qtr. (Apr., May, Jun., 2024)	
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11.	Date/Time/Location of Next Meeting	

12. Attendance Report

24

13. Adjournment

## **Infrastructure Surtax Citizen Oversight Board**

Date: July 22, 2024  
Time: 5:30 pm  
Location: County Administration Building - Grace Knight Conference Room  
12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

### **1. Call to Order**

The meeting was called to order at 5:30 p.m.

Alachua County Members Present: Jill Cunningham (Vice Chair), Eric Drummond (Chair), Jack Kulas, and Nancy Wilkinson (alternate)

City of Gainesville Members Present: Mary Lou Hildreth (alternate), Makyla Mafi, and David Ruiz

Incorporated Cities (not Gainesville) Members Present: Ross Ambrose

Members Absent: Steve Howard and David Yorkowitz (alternate)

Staff Present: Gina Peebles

Other Municipal Staff Present: Betsy Waite

Outside Counsel: Patrice Boyes (absent)

:

### **2. Introduction of New Members - Mary Lou Hildreth and David Yorkowitz**

Mary Lou Hildreth was welcomed and introduced herself.

### **3. Approval of the Consent and Regular Agendas**

David Ruiz made a motion to approve the Regular and Consent agendas as presented; Jill Cunningham second; unanimous approval; motion carried.

### **4. Approval of Minutes**

Ross Ambrose made a motion to approve the April 29, 2024 minutes as presented; Jack Kulas second; unanimous approval; motion carried.

### **5. Consent Agenda**

- 5.1 Accept 2nd Qtr. (Jan., Feb., Mar. 2024) Wild Spaces Public Places Expenditures for Archer, Hawthorne, LaCrosse, Micanopy, and Waldo**
- 5.2 Accept 2nd Qtr. (Jan., Feb., Mar. 2024) Infrastructure Expenditures for Alachua County, Alachua, Archer, Hawthorne, High Springs, and LaCrosse**
- 6. Review of Quarterly Wild Spaces Public Places Municipal / County Expenditures for 2nd Qtr. (Jan., Feb., Mar. 2024)**
  - 6.1 Alachua County**

David Ruiz made a motion to approve the quarterly Alachua County report as presented; Ross Ambrose seconded; unanimous approval; motion carried.
  - 6.2 Alachua**

The Oversight Board requested clarification for the City of Alachua's "Cash on Hand" reported.

Ross Ambrose made a motion to approve the quarterly Alachua report as presented; David Ruiz seconded; unanimous approval; motion carried.
  - 6.3 Gainesville**

The Oversight Board discussed how a jurisdiction determines whether to spend 2017 vs. 2023 for their expenditures. Ms. Waite responded that funding has been planned for certain projects for both 2017 and 2023 surtax funding for the City of Gainesville.

Jill Cunningham made a motion to approve the quarterly Gainesville report as presented; Makyla Mafi seconded; unanimous approval; motion carried.
  - 6.4 High Springs**

The Oversight Board requested additional clarification on the following:

    1. Were the certified playground chips (\$2,500) for a new playground or maintenance for an existing playground;
    2. Debt Service Interest Payment (\$5,028.64);
    3. Were 2017 surtax funds used to purchase the Canoe Outpost? If so, the sale of the vans (\$8,926) should be posted to 2017 revenues.

4. What is the total estimated cost for the Catherine Taylor Park Douglass Community Center (\$415,000+\$169,085)?

Jill Cunningham made a motion to table the quarterly High Springs report until additional clarification is received; Ross Ambrose seconded; unanimous approval; motion carried.

#### **6.5 Newberry**

David Ruiz made a motion to table the quarterly Newberry report pending clarification on the distinction between 2017 or 2023 expenditures and whether the renovation sand, paint, and irrigation is capital or operating; Ross Ambrose seconded; unanimous approval; motion carried.

### **7. Review of Quarterly Infrastructure Municipal / County Expenditures for 2nd Qtr. (Jan., Feb., Mar. 2024)**

#### **7.1 Gainesville**

Ross Ambrose made a motion to approve the quarterly Gainesville report as presented; Jack Kulas seconded; unanimous approval; motion carried.

#### **7.2 Micanopy**

Ross Ambrose made a motion to table the Micanopy report pending clarification on what was done at the Thrasher Warehouse Museum for \$3,200; David Ruiz second; unanimous approval; motion carried.

#### **7.3 Newberry**

David Ruiz made a motion to approve the quarterly Newberry report as presented; Ross Ambrose seconded; unanimous approval; motion carried.

#### **7.4 Waldo**

Ross Ambrose made a motion to approve the quarterly Waldo report as presented; Jack Kulas seconded; unanimous approval; motion carried.

### **8. Old Business**

#### **8.1 City of High Springs Pickleball Ribbon Cutting**

The City transferred their Pickleball Ribbon Cutting expense to their General Fund.

#### **8.2 City of Newberry Multipurpose Fields**

The City responded that this expense was an invoice for civil engineering from JBPro for the drainage design of their multi-purpose fields.

**9. Public Comment (3 Minutes)**

None.

**10. New Business**

**Report Updates**

The Oversight Board discussed proposed changes to the quarterly report format including column width adjustments, adding gridlines, consistency in reporting, and sending the reports to the Oversight Board in Excel for those who prefer to review in that format.

**Resolution Update**

Chair Drummond suggested requesting the Board of County Commissioners update our Resolution to change quorum to 50%+1 or four, whichever is less. This will be added to our next agenda for discussion.

**11. Date/Time/Location of Next Meeting**

The next meeting will be held on Nov. 19, 2024 at 5:30 p.m. in the Grace Knight Conference Room.

**12. Attendance Report**

**13. Adjournment**

The meeting was adjourned at 6:45 p.m.



## Annual Infrastructure Surtax Audit Findings Attestation

I, Robert A. Bonetti, FAS Director (printed name) hereby certify that the  
City of Alachua (name of city, town, or County) FY 23 audit, covering the  
period of Oct. 1, 2022 through September 30, 2023 was completed by an independent auditor and that  
no findings were made with regard to Infrastructure Surtax expenditures.



Signature

07-31-24

Date





# Annual Infrastructure Surtax Audit Findings Attestation

I, Todd Hutchison (printed name) hereby certify that the  
Alachua County, FL (name of city, town, or County) FY 23 audit, covering the  
period of Oct. 1, 2022 through September 30, 2023 was completed by an independent auditor and that  
no findings were made with regard to Infrastructure Surtax expenditures.

Todd  
Hutchison

Digitally signed by Todd  
Hutchison  
Date: 2024.10.01  
15:53:58 -04'00'

10/01/2024

Signature

Date



## Annual Infrastructure Surtax Audit Findings Attestation

I, Dennis Nguyen (printed name) hereby certify that the  
City of Gainesville (name of city, town, or County) FY 23 audit, covering the  
period of Oct. 1, 2022 through September 30, 2023 was completed by an independent auditor and that  
no findings were made with regard to Infrastructure Surtax expenditures.

*Dennis Nguyen*

Signature

Jul 31, 2024

Date

# Annual Infrastructure Surtax Audit Findings Attestation 7-31-2024

Final Audit Report

2024-07-31

Created:	2024-07-31
By:	Kendal Lambert (lambertkk@cityofgainesville.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAj95NY_OFXFB_8WRsqKsDRkRUTaeGHFBL

## "Annual Infrastructure Surtax Audit Findings Attestation 7-31-2024" History

-  Document created by Kendal Lambert (lambertkk@cityofgainesville.org)  
2024-07-31 - 5:47:26 PM GMT
-  Document emailed to Dennis Nguyen (NguyenDD@cityofgainesville.org) for signature  
2024-07-31 - 5:47:41 PM GMT
-  Email viewed by Dennis Nguyen (NguyenDD@cityofgainesville.org)  
2024-07-31 - 6:09:02 PM GMT
-  Document e-signed by Dennis Nguyen (NguyenDD@cityofgainesville.org)  
Signature Date: 2024-07-31 - 6:09:08 PM GMT - Time Source: server
-  Agreement completed.  
2024-07-31 - 6:09:08 PM GMT



## Annual Infrastructure Surtax Audit Findings Attestation

I, John Martin (printed name) hereby certify that the  
City of Hawthorne (name of city, town, or County) FY 23 audit, covering the  
period of Oct. 1, 2022 through September 30, 2023 was completed by an independent auditor and that  
no findings were made with regard to Infrastructure Surtax expenditures.

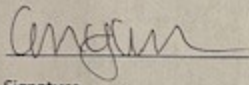
  
Signature

10/02/2024  
Date



### Annual Infrastructure Surtax Audit Findings Attestation

I, CHOI CHOI (printed name) hereby certify that the  
Town of Lacrosse (name of city, town, or County) FY 23 audit, covering the  
period of Oct. 1, 2022 through September 30, 2023 was completed by an independent auditor and that  
no findings were made with regard to Infrastructure Surtax expenditures.

  
Signature

9-30-2024  
Date

**From:** [Diane Wilson](#)  
**To:** [Gina Peebles](#)  
**Cc:** [Jeremy Marshall](#)  
**Subject:** Re: ISOB Questions  
**Date:** Tuesday, July 23, 2024 11:16:15 AM  
**Attachments:** [AC\\_logo-150ppi\\_b0554e81-2d50-477d-8264-0219cbd8ac34.png](#)  
[Home2\\_44a3d51e-b983-4237-8082-72394e0032c7.png](#)  
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[insta\\_150ppi\\_5be81f1b-b06b-49ca-b309-54edd0545f55.png](#)  
[youtube\\_150ppi\\_0da7ed3a-56a8-459c-b04c-ed8dfa1a388a.png](#)  
[county\\_news\\_150ppi\\_14250fe5-78c3-4aa5-b059-283cc85fd4ea.png](#)  
[Outlook-4ixbznmu.png](#)

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Good morning Gina,

I hope you're doing well. All of these refer to WSPP.

1. Playground Chips were used at Douglass Community Center as part of the renovation.
2. The Debt Service Interest payment is the mid-year interest payment for the Canoe Outpost borrowing. Interest is paid every 6 months with principal paid annually in conjunction with one interest payment.
3. The borrowing paid for the Canoe Outpost and WSPP funds are used to repay the loan. The revenue from the sale of the vans was appropriately recognized when received, which is 2024.
4. The estimate for the Douglass Community Center is \$415,000.

Let me know if you have any questions.

Thanks,  
Diane



**Diane Wilson, CGFO**

Finance Director

City of High Springs

[dwilson@highsprings.us](mailto:dwilson@highsprings.us)

386-454-6206

*Our office hours are Monday through Thursday from 7:00 am to 6:00 pm.*

---

**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Tuesday, July 23, 2024 10:17 AM  
**To:** Diane Wilson <[dwilson@highsprings.gov](mailto:dwilson@highsprings.gov)>  
**Cc:** Jeremy Marshall <[jmarshall@highsprings.gov](mailto:jmarshall@highsprings.gov)>  
**Subject:** ISOB Questions

At last night's Infrastructure Surtax Oversight Board (ISOB) meeting, they requested additional clarification on the following:

1. Were the certified playground chips (\$2,500) for a new playground or maintenance for an

- existing playground;
2. Debt Service Interest Payment (\$5,028.64);
  3. Were 2017 surtax funds were used to purchase the Canoe Outpost? If so, the sale of the vans (\$8,926) should be posted to 2017 revenues.
  4. What is the total estimated cost for the Catherine Taylor Park Douglass Community Center (\$415,000+\$169,085)?

Thanks!



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**From:** [Dallas Lee](#)  
**To:** [Gina Peebles](#)  
**Subject:** Re: ISOB Questions  
**Date:** Tuesday, August 6, 2024 12:49:34 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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The expenses are related to the capital construction of our new baseball fields at Jimmy Durden Park.

Dallas Lee, CGFO, SHRM-CP, CPM  
City of Newberry | Assistant City Manager/CFO

\*\*Sent from mobile device. Please excuse brevity and/or typos.\*\*

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**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Tuesday, August 6, 2024 10:05:05 AM  
**To:** Dallas Lee <[DLee@NewberryFL.gov](mailto:DLee@NewberryFL.gov)>  
**Subject:** RE: ISOB Questions

**WARNING -External Email.** Do not click links or open attachments unless verified.

Just following up...

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**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Tuesday, July 23, 2024 10:20 AM  
**To:** Dallas Lee <[DLee@NewberryFL.gov](mailto:DLee@NewberryFL.gov)>  
**Subject:** ISOB Questions

At last night's Infrastructure Surtax Oversight Board (ISOB) meeting, they tabled your quarterly report pending clarification on the distinction between 2017 or 2023 expenditures and whether the renovation sand, paint, and irrigation is capital or operating (maintenance). Please advise. Thanks!



**Gina Peebles, CPRP**  
Assistant County Manager - Chief of Staff  
County Manager's Office  
12 SE 1st Street • Gainesville • FL • 32601  
352-337-6279 (office) • 352-538-8265 (mobile)



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**From:** [Sara Owen](#)  
**To:** [Gina Peebles](#)  
**Subject:** RE: Infrastructure Surtax Oversight Board Question  
**Date:** Tuesday, August 6, 2024 3:59:31 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)  
[image008.png](#)

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It was the control panel for their lift station. So, it would be considered a repair that has a useful life of greater than 5 years.

Sara

---

**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Tuesday, August 6, 2024 1:30 PM  
**To:** Sara Owen <[SOwen@micanopytown.com](mailto:SOwen@micanopytown.com)>  
**Subject:** RE: Infrastructure Surtax Oversight Board Question

Can you be more specific...was it a repair or something else???

---

**From:** Sara Owen <[SOwen@micanopytown.com](mailto:SOwen@micanopytown.com)>  
**Sent:** Tuesday, August 6, 2024 1:25 PM  
**To:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Subject:** RE: Infrastructure Surtax Oversight Board Question

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Hi there! That's correct. It was for the museum.

Sara

Sara S. Owen, ICMA-CM, CMC  
Town Administrator  
Town of Micanopy  
706 NE Cholakka Blvd., PO Box 137  
Micanopy, FL 32667-0137  
352-466-3121 Town Hall  
352-466-4912 Fax  
[www.micanopytown.com](http://www.micanopytown.com)



Town of \_\_\_\_\_  
**Micanopy**  
Florida

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by phone, in person or in writing.

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**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Tuesday, August 6, 2024 10:05 AM  
**To:** Sara Owen <[SOwen@micanopytown.com](mailto:SOwen@micanopytown.com)>  
**Subject:** RE: Infrastructure Surtax Oversight Board Question

Just following up...

---

**From:** Gina Peebles <[gpeebles@alachuacounty.us](mailto:gpeebles@alachuacounty.us)>  
**Sent:** Thursday, July 18, 2024 6:58 AM  
**To:** sowen <[sowen@micanopytown.com](mailto:sowen@micanopytown.com)>  
**Subject:** Infrastructure Surtax Oversight Board Question

I received the following question from an Oversight Board member on your quarterly report. Please advise. Thanks!

What was the expense of \$3,200 for in Micanopy for the Thrasher Warehouse Museum?



**Gina Peebles, CPRP**

Assistant County Manager - Chief of Staff  
County Manager's Office  
12 SE 1st Street • Gainesville • FL • 32601  
352-337-6279 (office) • 352-538-8265 (mobile)



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**From:** Gina Peebles  
**Bcc:** Andi Christman; arringtonkla@yahoo.com; Betsy Waite; Damon Messina; davidjrutz@gmail.com; David Yorkowitz (dave.auditor@yahoo.com); edcenter@att.net; Eric Drummond (edrummond2000@yahoo.com); gatorjillc@gmail.com; Jack\_Kulas@hotmail.com; Juan Parada; legal@boyeslaw.com; Makyla Mafi; mayorhildreth@aol.com; Nancy Wilkinson (nwillkin21@gmail.com); Patrice Boyes (pboyes@BoyesLaw.com); Ross Ambrose (Ross@WestSideStories.com); Stephen Howard (showard36@cox.net); tamararobbinsjm@cox.net  
**Subject:** Proposed Quarterly Report Changes  
**Date:** Tuesday, July 23, 2024 10:38:03 AM  
**Attachments:** cddclp\_image001.png  
 cddclp\_image002.png  
 AC\_1000-150ppi\_b0554e81-2d50-477d-8264-0219cbd8ac34.png  
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 county\_news\_150ppi\_14250fe5-78c3-4aa5-b059-283cc85fd4ea.png

Please see below for a proposed report update as proposed by a Surtax member for discussion at our Nov. 19 meeting.

Wild Spaces Public Places	
FY 2024 2nd Qtr Expenditures Report (Jan. 1, 2024 - Mar. 31, 2024)	
<b>Alachua County</b>	
<b>Quarterly Revenue</b>	
<b>Received: \$</b>	<b>Cash on Hand: \$</b>
<b>\$4,065,958.69</b>	<b>\$39,762,328.93</b>
<b>2017 Cash Remaining:</b>	
<b>\$ \$22,731,939.24</b>	<b>2023 Cash Remaining: \$ \$17,030,389.69</b>

Current Layout

Wild Spaces Public Places	
FY 2024 2nd Qtr Expenditures Report (Jan. 1, 2024 - Mar. 31, 2024)	
<b>Alachua County</b>	
<b>Quarterly Revenue</b>	
<b>Received: \$</b>	<b>Cash on Hand: \$</b>
<b>\$4,065,958.69</b>	<b>\$39,762,328.93</b>
2017 Starting Q1 Balance	2023 Starting Q2 Balance:
<b>\$23,286,221.41</b>	<b>\$17,077,748.31</b>
<b>Plus</b> Revenue/Adjustments in	<b>Plus</b> Revenue/Adjustments in
Q2	Q2
\$ -	\$ -
<b>Less</b> Q2 Expenditures	<b>Less</b> Q2 Expenditures
\$ 554,282.17	\$ 47,358.62
2017 Ending Balance	2023 Ending Balance
<b>\$22,731,939.24</b>	<b>\$17,030,389.69</b>

PROPOSED Layout

This becomes Starting Balance for Quarter 3

Same sort of changes for 2023 Info at the top of the page. Perhaps this makes sense for accounts (cities/county) where the \$\$\$ are higher. Say TOP 5 including:

- \* Alachua County
- \* Gainesville
- \* Alachua
- \* Newberry
- \* Hawthorne



**Gina Peebles, CPRP**  
 Assistant County Manager - Chief of Staff  
 County Manager's Office  
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## **RESOLUTION 22-105**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION 20-78 ESTABLISHING THE WILD SPACES PUBLIC PLACES CITIZEN OVERSIGHT BOARD; ESTABLISHING A SURTAX REVENUE OVERSIGHT BOARD; ESTABLISHING A SUNSET DATE; ESTABLISHING THE MEMBERSHIP OF THE OVERSIGHT BOARD; ESTABLISHING THE RESPONSIBILITIES AND DUTIES OF THE OVERSIGHT BOARD; PROVIDING FOR THE TERM OF THE OVERSIGHT BOARD; ESTABLISHING PROCEDURES FOR THE CONDUCT OF MEETINGS AND OPERATION; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on May 10, 2016, the Board of County Commissioners of Alachua County ("Board") adopted Ordinance 16-06 to impose a voter approved local government infrastructure surtax (the "Wild Spaces Public Places Surtax") to be utilized by Alachua County and the municipalities within Alachua County to acquire and improve conservation lands and create, improve and maintain parks and recreational facilities within Alachua County; and

**WHEREAS**, a referendum on said surtax was held on November 8, 2016, and the voters of Alachua County approved the Wild Spaces Public Places Surtax; and

**WHEREAS**, the ballot language for the referendum calls for 'Citizen Oversight'; and

**WHEREAS**, on March 28, 2017, the Board adopted Resolution 17-36 to establish the Wild Spaces Public Places Citizen Oversight Committee; and

**WHEREAS**, on August 11, 2020, the Board amended its Wild Spaced Public Places Citizen Oversight Committee Policy by repealed and replaced Resolution 17-36 with Resolution 20-78; and

**WHEREAS**, the Board now wishes to further amend the membership and scope of duties of the Citizen Oversight Board by repealing and replacing Resolution 20-78 with this Resolution; and

**WHEREAS**, on March 22, 2022, the Board adopted Ordinance No 2022-08, which, if approved by the electorate of Alachua County at the referendum to be held on November 08, 2022, will repeal and replace the Wild Spaced Public Places Surtax with a new 1.0 cent Infrastructure Surtax (the "New Local Government Infrastructure Surtax"); and

**WHEREAS**, this Resolution shall apply to the Wild Spaces Public Places Surtax and, if approved by referendum on November 8, 2022, then it also shall automatically become applicable to the New Local Government Infrastructure Surtax.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:**

**Section 1. Recitals.** The Board finds that the recitals set forth above are true and correct and are hereby incorporated into this Resolution.

**Section 2. Oversight Board Established.** The Board of County Commissioners of Alachua County, Florida (Board) hereby establishes the Local Government Infrastructure Surtax Citizen Oversight Board (Oversight Board).

**Section 3. Sunset.** The Oversight Board will sunset when the funds generated by the Wild Spaces Public Places Surtax and, if approved by referendum, the funds generated by the New Local Government Infrastructure Surtax, are fully expended. As used herein, the surtax revenue generated by the Wild Spaces Public Places Surtax and the New Local Government Infrastructure Surtax shall collectively be referred to herein as the "Surtax Revenue".

**Section 4. Membership and Qualifications.** The Oversight Board shall consist of no more than seven (7) voting members plus three (3) alternate members and shall serve staggering four-year terms. All members must be residents of Alachua County. Four (4) of the members plus one (1) alternate will be appointed by the County, two will be Citizen at Large positions, one will be an Auditor or Accountant, and one will be a Florida licensed professional such as an architect or engineer; two (2) of the members plus one (1) alternate shall reside within the Gainesville city limits and will be appointed by the City of Gainesville; and one (1) of the members plus one (1) alternate will be recommended by the eight remaining incorporated cities and appointed by the County. Members may not be County or municipal elected officials or employees.

**Section 5. Oversight Board Liaison.** The County Manager shall appoint a County staff employee to serve as the staff of, and liaison to, the Oversight Board. The liaison shall be responsible for assisting the Chair of the Oversight Board in preparing and distributing meeting agenda, and shall be responsible for noticing all meetings, taking and preparing minutes of all meetings, serving as staff to the Oversight Board, providing reports to the Board, and any other duties and responsibilities designated by the County Manager.

**Section 6. Responsibilities and Duties.** The responsibility of the Oversight Board shall be to:

1. Assure citizens and elected officials that all Surtax Revenues, including those expended by the County and each municipality, are expended only for the purposes authorized by Ordinance 16-07 and Ordinance 2022-08, respectively.
2. Track overall expenditure of the Surtax Revenues.
3. The Oversight Board may perform a pre-expenditure review of proposed Surtax Revenue expenditures and projects at the request of the municipalities or the County and advise them if they are surtax eligible.
4. The Oversight Board shall review Surtax Revenue expenditures and shall provide a written financial report of said expenditures for presentation to the Board on at least a quarterly basis. The Oversight Board Liaison shall be responsible for presenting the Oversight Board's financial report to the Board.
5. If the Oversight Board believes that a project or expenditure of a municipality or the County is not eligible use of Surtax Revenue or that additional information is

necessary to make a determination, the Oversight Board may perform an in-depth audit of the expenditure(s) and request that the municipality or County making the expenditure provide additional supporting documentation. If the Oversight Board determines that Surtax Revenue was expended on ineligible project or use, the Oversight Board Liaison shall notify the staff of the offending municipality or County and advise them of the deficiencies to allow the appropriate staff to review and correct issues associated with the expenditure. If the offending municipality or County does not report to the Oversight Board, by the next regularly scheduled Oversight Board meeting, the steps being taken to remedy the identified deficiencies, then the Oversight Board may immediately report its findings to the Board of County Commissioners, as well as the governing body of the offending municipality, if applicable. If the Oversight Board finds that the municipality or the County is not taking appropriate steps to remedy the identified deficiencies, then the Oversight Board may immediately report its findings to the Board of County Commissioners, as well as the governing body of the offending municipality, if applicable. If the Board of County Commissioners determines that Surtax Revenue was inappropriately used for ineligible expenditures, the Board of County Commissioners shall demand repayment and may take all steps necessary to effectuate that demand.

6. The Oversight Board Liaison shall request that the municipalities and County must certify annually to the Oversight Board that there was an audit of the prior fiscal year's Surtax Revenue expenditures and there were no findings.

**Section 7. Operations.** The Oversight Board shall comply with this Alachua County Oversight Board Policy and the *Rules of Procedure for Meetings of the Alachua County Board of County Commissioners*. The Oversight Board may adopt by-law to the extent they do not conflict with this Resolution or *Rules of Procedure for Meetings of the Alachua County Board of County Commissioners*.

1. **Elections.** The Oversight Board shall annually elect one of its members as Chair, and such other officers as the Oversight Board deems necessary to meet its needs. Vacancies in offices shall be filled by election at the next regular meeting following the date the vacancy occurred.
2. **Meetings.** Meetings of the Oversight Board or any subcommittee thereof, shall be open to the public and the media and shall be conducted in compliance with the Sunshine Law, Section 286.011, Florida Statutes. The County Manager or his or her designee shall produce minutes of the meetings which shall be submitted to the Oversight Board for approval. The Oversight Board shall meet at least once per quarter, or more often as necessary.

The Chair shall preside and conduct meetings of the Oversight Board according to the *Rules of Procedure for Meetings of Alachua County Board of County Commissioners*.

3. **Agenda.** The Chair shall be responsible for the meeting agenda. The County Manager or designee shall serve as staff liaison to the Oversight Board and shall aid in preparing and distributing the agenda prior to the meeting. The County Manager or designee, or any member of the Oversight Board may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.



4. Subcommittees. Subcommittees comprised of members of the Oversight Board may be appointed by the Chair.
5. Quorum. A quorum will consist of no less than four members or alternate members. Recommendations and decision of the Oversight Board must be made by a majority vote of those present and voting.
6. Attendance. The attendance policy for the Oversight Board shall be in accordance with the attendance policy for boards and committees set forth in the Alachua County Commission's Rules of Procedure.
7. Compensation. Members of the Oversight Board shall receive no compensation for the performance of their duties and responsibilities.
8. Reports. The Oversight Board will compile information received from the County and municipalities. The Oversight Board will provide a final report prior to ceasing operations. The Oversight Board shall copy all reports and communications to the County Manager or designee for forwarding to the Chair of the County Commission. Any Oversight Board reports required by the Alachua County Commission's Rules of Procedure shall be submitted in accordance with said Rules.

**Section 8. Repeal.** Resolution 20-78, and any other resolution in conflict with this Resolution, is hereby repealed.

**Section 9. Effective Date.** This Resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session this 13th day of September, A.D., 2022.

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

By: *A. Wheeler*  
Marihelen Wheeler, Chair

ATTEST:

*Jess Irby*  
J.K. Jess Irby, Clerk

(SEAL)

APPROVED AS TO FORM

*David Forziano*  
David Forziano (Jan 24, 2023 11:29 EST)  
Alachua County Attorney











# Item #3, 22-0727, 09132022

Final Audit Report

2023-06-16

Created:	2023-06-15
By:	Steve Donahey (asd@alachuaclerk.org)
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-  Document created by Steve Donahey (asd@alachuaclerk.org)  
2023-06-15 - 8:12:31 PM GMT - IP address: 216.194.145.253
-  Document emailed to bocccchairsignature@alachuacounty.us for signature  
2023-06-15 - 8:13:03 PM GMT
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2023-06-16 - 1:33:59 PM GMT - IP address: 149.19.43.13
-  Signer bocccchairsignature@alachuacounty.us entered name at signing as Anna Prizzia  
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-  Document e-signed by Anna Prizzia (bocccchairsignature@alachuacounty.us)  
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-  Document emailed to jki@alachuaclerk.org for signature  
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2023-06-16 - 1:45:25 PM GMT - IP address: 216.194.145.253
-  Signer jki@alachuaclerk.org entered name at signing as J.K. "Jess" Irby, Esq.  
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-  Agreement completed.  
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# Member Attendance Report

## Infrastructure Surtax Citizen Oversight Board

Alachua County	Sep 25, 2023	Oct 24, 2023	Jan 22, 2024	Feb 26, 2024	Apr 29, 2024	Jul 22, 2024
Jill Cunningham	P	P	A	P	P	P
Eric Drummond	P	P	P	P	P	P
Steve Howard	P	P	A	P	P	A
Jack Kulas			P	P	P	P
Nancy Wilkinson (alternate)					P	P
<b>City of Gainesville</b>						
Makyla Mafi					P	P
David Ruiz	P	P	P	P	P	P
Mary Lou Hildreth						P
<b>Small Cities (not Gainesville)</b>						
Ross Ambrose					P	P
David Yorkowitz (alternate)					A	A