

**REPORT OF THE COMMITTEE OF THE WHOLE WORKSHOP OF
THE ESCAMBIA COUNTY BOARD OF COUNTY COMMISSIONERS**

FEBRUARY 13, 2020

Present: Commissioner Steven L. Barry, Chairman, District 5
Commissioner Jeffrey W. Bergosh, District 1
Commissioner Lumon J. May, District 3
Commissioner Douglas B. Underhill, District 2
Janice Gilley, County Administrator
Alison Rogers, County Attorney
DeLana Allen-Busbee, Administrative Specialist, Clerk and Comptroller's Office
Krykyt Fisher, Office Assistant III, Clerk and Comptroller's Office
Shamara Jernigan, Agenda Program Coordinator, County Administrator's Office

Absent: Commissioner Robert D. Bender, Vice Chairman, District 4

Location: Ernie Lee Magaha Government Building, Board Chambers, First Floor
221 Palafox Place, Pensacola, Florida

Report prepared by: DeLana Allen-Busbee

AGENDA ITEMS

1. Call to Order

Chairman Barry called the Committee of the Whole (C/W) Workshop to order at 9:14 a.m.

2. Was the Meeting Properly Advertised?

The C/W was advised by DeLana Allen-Busbee, Administrative Specialist, Clerk and Comptroller's Office, that the meeting was advertised in the *Pensacola News Journal* on February 8, 2020, in the Board's weekly meeting schedule.

AGENDA ITEMS – Continued

3. Introduction of MyGovernmentOnline

A. Board Discussion – The C/W viewed and discussed a PowerPoint presentation, which was also provided in hard copy, entitled *Escambia Implementation Overview, One Software System for Accountability and Transparency*, presented by Ryan Hutchinson, Chief Technology Officer at South Central Planning and Development Commission (SCPDC):

(1) Was advised by Mr. Hutchinson that:

- SCPDC is not a private company and is an Economic Development District or Continuity of Government created in 1978
- Their funding comes through services provided to other government agencies
- MyGovernmentOnline (MGO) operates in its own enterprise fund and is completely self-sustaining
- The software has been in use since 2006 with hundreds of implementations in 14 states
- The software is currently being used by the Escambia County Permitting, Planning and Zoning, and Code Enforcement departments
- The City of Pensacola uses the software for building permits with other modules to follow
- There are many benefits to an integrated system for both the jurisdictions and the public
- The framework of the software is not a singular module, and some aspects include integrated feature groups and strong mobile support for the public and field staff
- The software also increases transparency and accountability

(2) Heard discussion from Commissioner Barry, County Administrator Gilley, and Mr. Hutchinson regarding the current GPS service used on County vehicles and the integration of those features into the new software;

(3) Heard comments from Commissioner May and Ms. Gilley concerning a cost analysis and working with IT on the project;

(4) Heard comments from Commissioner Barry regarding the need for the tools to be user friendly, and was advised by Mr. Hutchinson that the software is constantly being improved and improvements are rolled out at no additional cost;

(Continued on Page 3)

AGENDA ITEMS – Continued

3. Continued...

A. Continued...

- (5) Discussed the software's potential impact on County departments, such as Fleet, and its potential to identify both efficiencies and inefficiencies, as well as other features;
- (6) In response to inquiry from Commissioner Bergosh, was advised by Mr. Hutchinson that no security or data breach has ever been traced back to MGO software;
- (7) Heard positive feedback from County staff currently utilizing aspects of MGO, including Horace Jones, Development Services Director, Andrew Holmer, Development Services Manager, and Tim Day, Environmental Programs Manager;
- (8) Discussed integrating the data from Live Link into the new system and hiring a temporary employee or intern to help facilitate this process using enterprise funds;
- (9) Heard positive feedback from the Board regarding the implementation of MGO, and was advised by Mr. Hutchinson that implementation can begin as early as March, with other parts taking from three months to one year to become fully active; and
- (10) Discussed current costs/programs that could be eliminated by the use of MGO and how that would improve the return on investment; and

B. Board Direction – None.

AGENDA ITEMS – Continued

4. Progress Update on the New Correctional Facility

A. Board Discussion – The C/W:

- (1) Heard an update on the new Correctional Facility from Cassie Boatwright, Facilities Director, including the following information:
 - The facility is nearing 70% completion, to date about 62% of the budget has been expended, and the project remains on budget
 - There are several milestone dates that must be met to complete the project and move into the facility in 2020
 - Substantial completion has an aggressive timeline to be able to meet early August of 2020
 - Currently substantial completion is tracking to be over 67 days from the original completion date
 - The building commissioning deadlines are required for move in and they have been split into two phases in order to speed up commissioning of the building
 - The remaining commissioning of the systems is slated to be completed by August of 2020
 - A construction punch list will have to be completed and is being handled in multiple phases to avoid waiting until the end of the project and is targeted for September of 2020
 - Afterwards, there is a 60 day window to ensure the building is ready for occupancy, therefore occupancy is anticipated for November of 2020
- (2) Heard information from Chief Rich Powell, Corrections Director, regarding the transition plan, which is in draft, including a load test that will be done once the building is turned over to Corrections and a field demo on software and locking systems;
- (3) Heard comments and inquiry from Commissioner Underhill regarding the repurposing of commercial area in the vicinity of the new facility, protecting Commissioner May's TIF (Tax Increment Financing), and his thoughts on it being a good time to ask for interest from developers and not missing opportunities for economic development in the area;
- (4) Heard comments from Commissioner Barry regarding looking at any revenue loss to Commissioner May's TIF and finding ways to compensate the Community Redevelopment Agency for the loss;

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AGENDA ITEMS – Continued

4. Continued...

A. Continued...

- (5) Was advised by County Administrator Gilley that a Master Plan of the corridor will be on the agenda for the February 20, 2020, Board meeting and heard information from Chips Kirschenfeld, Natural Resources Management Director, regarding the area currently being remediated for lead contamination;
- (6) Heard comments from Commissioner Barry and Commissioner Underhill concerning enhancements and an injection of capital and resources into the Englewood Boys and Girls Club south of Fairfield that were discussed and committed to previously by the Board; discussed ironing out what the Board's intentions are and what the needs are; and
- (7) Heard comments from County Administrator Gilley regarding the facility being on time and under budget (with the new date), and was advised that she will work with Director Boatwright to look for opportunities to save money and bring a number to the Board; and

B. Board Direction – None.

COMMISSIONER MAY WAS ABSENT DURING DISCUSSION OF THIS ITEM

AGENDA ITEMS – Continued

5. Custodial Services Review

A. Board Discussion – The C/W heard a brief update on custodial services from Cassie Boatwright, Facilities Director, and

(1) Was advised by Director Boatwright that:

- The previous custodial services contract expired in April and new bids were submitted to the Board back in June
- The bids were rejected and the current vendor is being utilized on a month-to-month basis
- A new solicitation has been created, mirroring what Director Mike Rhodes did in Parks and Recreation
- Multiple zones have been created to solicit additional bids from various vendors, especially the small and minority vendors
- Cleaning times are being ramped up and down depending on the facility's needs and that is being built into the contract to ensure that during the summer the additional use at the community centers can be accommodated
- Staff has been developing a very detailed daily, weekly, and monthly checklist to audit what the vendor is actually doing in order to hold back payment for non-performance
- Various options have been looked at, including analyzing outsourcing, in-house, and temporary employees

(2) Upon inquiry from Commissioner May, was advised by Director Boatwright that she would ensure that local preference is being included in the procurement and a Request for Proposals would be brought back to the Board; and

B. Board Direction – None.

AGENDA ITEMS – Continued

6. Perdido Beach Access #4

A. Board Discussion – The C/W viewed slides related to an update on Perdido Key Beach Access presented by Tim Day, Environmental Programs Manager, and the CW:

(1) Was advised by Mr. Day that:

- In February of 2014, the site was acquired with funding assistance from United States Fish and Wildlife Services and in November of 2018 a conditional use approval was granted
- The approval was appealed by the neighboring condominium and it is still in circuit court
- On February 5, 2020, the project received approval through the Development Review Committee (DRC) and it will provide 31 parking spaces and 4 handicap parking spaces
- The DRC approval is subject to appeal until February 20, 2020
- The probable cost of construction, based on the paving and drainage agreement, is \$402,509, with no funding source identified as of now
- Staff needs direction on a funding source to proceed

(2) Was advised by County Attorney Rogers that at this point there is no legal prohibition on proceeding with any aspect of the project, but there is a case that is currently pending in circuit court, and Legal does anticipate that an appeal will be filed on the Development Order;

(3) Heard additional comments from County Attorney Rogers regarding the process if an appeal on the Development Order is filed, as well as advice that the project will proceed at the Board's own risk if activity takes place and money is expended prior to a resolution of legal proceedings;

(4) Heard comments from Commissioner Barry regarding his opinion that proceeding with demolition of the current structure and improving/prepping the site would only leave the site in a better condition than it began; heard agreement from County Attorney Rogers that she is not concerned with the demolition and preparation aspect, as well as comments on the broad nature of the appeal that was already filed; and was advised by Mr. Day that demolition and prep would constitute as much as 2/3 of the cost of the project;

(Continued on Page 8)

AGENDA ITEMS – Continued

6. Continued...

A. Continued...

- (5) Heard comments from Commissioner Bergosh regarding his support for opening the beach access and his ideas for various funding sources that could make sense for the project, including his proposal to use a portion of the funds from the sale of approximately 100 acres to Navy Federal Credit Union;
- (6) Heard comments from Commissioner Underhill concerning his support of the removal of the existing asphalt and unsuitable soil, as well as concerns over opening the access in regards to legal actions, Fish and Wildlife concerns, costs, and the Defenders of Wildlife in relation to the risk of permitting on the island being halted;
- (7) Discussed using discretionary Local Option Sales Tax from District 2 as matching funds to what the Board identifies, and heard comments from Commissioner Underhill regarding his unwillingness to use those funds as he has other more pressing needs in the pockets of poverty in his district; and
- (8) Heard consensus from the Board and staff direction regarding moving forward with the demolition and site preparations aspect of the project (as well as an RFP [Request for Proposals] for the same) and discussed the item being brought back at the next business meeting so that the whole Board could identify and vote on a funding source; and

B. Board Direction – None.

COMMISSIONER MAY WAS ABSENT DURING DISCUSSION OF THIS ITEM

7. Adjourn

Chairman Barry declared the C/W Workshop adjourned at 10:58 a.m.