

**MINUTES
MID-BAY BRIDGE AUTHORITY
THURSDAY, APRIL 19, 2018**

**DESTIN CITY HALL BOARD ROOM
4200 INDIAN BAYOU TRAIL
DESTIN, FLORIDA**

I. OPENING

Mr. Neilson opened the regular meeting of the Mid-Bay Bridge Authority at approximately 9:00 a.m. with the Invocation which was followed by the Pledge of Allegiance.

Members present were: James D. Neilson, Jr.
 Gordon E. Fornell
 Parker Destin
 Robert Griggs (arrived after Treasurer's Report vote)
 Bryant Paulk, FDOT Ex officio, non-voting

One Authority position has been vacant since September 21, 2017

Also present: Van Fuller Executive Director
 DC Matthews Legal Counsel
 Cathy Demoreski Administrative Assistant

II. INTRODUCTION OF VISITORS

Mr. Neilson welcomed visitors and members of the press. In attendance were Bob Kellner, HDR Engineering and Mike Griffith, The Bay Beacon.

III. APPROVAL OF MINUTES

A. Regular Meeting – March 15, 2018

A motion to approve the March 15, 2018 Regular Meeting Minutes was made by Mr. Destin with a second by Mr. Fornell and a 3-0 vote was taken for approval.

IV. TREASURER'S REPORT

Mr. Destin presented the Treasurer's Report for March 2018. Account balances were:

FNBT.com	\$	121,572.93
Regions	\$	42,530,812.72

Mr. Destin made a motion to accept the Treasurer's Report for March 2018 with a second by Mr. Fornell and a 3-0 vote was taken for approval.

V. EXECUTIVE DIRECTOR

Mr. Fuller explained that the semi-annual debt service payment would be made on April 1, 2018 and be reflected in the balance on the April 2018 Treasurer's Report to be presented next month.

A. Traffic Operations. Mr. Fuller reported the traffic fluctuation is characteristic for this time of year and both traffic and revenue on the system continue to be in line with the traffic engineer's projections.

- 1. FY2017 Traffic Engineer's Annual Report.** Mr. Fuller presented the FY2017 reported which was prepared by Jacobs Engineering, the Authority's Traffic and Revenue consultant. He reported that the information provided in the report supports the FY2017 audited financial statement.
- 2. Jacobs FY2018 T&R Retainer-Supplement No. 1.** Mr. Fuller presented a supplement to the FY2018 Scope of Services for additional unanticipated services in the amount of \$19,735.00.

A motion was made by Mr. Fornell with a second by Mr. Destin to approve Supplement No. 1 to the FY2018 Scope of Services in the amount of \$19,735 for additional Traffic and Revenue services required during 2018 and a 4-0 vote was taken for approval.

- 3. Service Contract – 2018 Tourist Season North Lakeshore Drive Ramp Closure.** Mr. Fuller explained that he and the Chairman have been in coordination with Okaloosa County Commissioner Kelly Windes, Administrator Greg Kisela, and Public Work Director Jason Autrey for the Authority to help mitigate the traffic congestion on White Point Road during the summer 2018 tourist season. At the request of Commissioner Windes, the Authority committed to closing the southbound entry/exit ramps at the North Lakeshore Drive interchange from approximately noon to 6:00 p.m. for 12-14 Saturdays beginning mid-May through mid-August. The Maintenance of Traffic (MOT) plan has been submitted to the FDOT and once the permitting process is complete, a Service Contract will be needed for VMS boards and barricade services to support this commitment. The cost to the Authority will be approximately \$25,000 for the season. The Okaloosa County Sheriff's office will have deputies on-site during the closures. Dialog and coordination will continue throughout the season to ensure efficiency.

A motion was made by Mr. Destin with a second by Mr. Fornell to approve the Service Contract for approximately \$25,000.00 in support of the North Lakeshore Drive southbound entry/exit ramps closures and VMS boards during the 2018 summer tourist season from approximately mid-May through mid-August 2018 and a 4-0 vote was taken for approval.

Mr. Fuller recommended the Authority consider the release an RFP for legal services. Notwithstanding the outstanding services historically and currently provided by Matthews & Jones, the timing is right with Ms. Stuntz's departure to ensure the Authority receives the best legal services available in Okaloosa County. The Chairman has notified Mr. Matthews of the Authority's intent.

A motion was made by Mr. Destin with a second by Mr. Griggs to release an RFP for legal services and a 4-0 vote was taken for approval.

B. FY2019 Budget. Mr. Fuller presented an overview of the Draft FY2019 Budget which reflects a \$15,000 reduction in expenses. He invited Authority members to bring any questions regarding the draft to him prior to the next meeting. In accordance with the Authority's enacting legislation, the annual budget must be presented annually to the Okaloosa County Board of County Commissioners prior to June 1. Consideration of the Authority's budget is on the Board of County Commissioners agenda for their May 15, 2018 meeting.

VI. LEGAL COUNSEL REPORT

Mr. Neilson welcomed Mr. Dana C. "DC" Matthews with Matthews and Jones as the new legal counsel to the Authority replacing Ms. Stuntz. Mr. Matthews thanked the Authority and looks forward to continuing the good and long standing relationship between his firm and the Mid-Bay Bridge Authority. Matthews and Jones is interested in continuing its relationship with the Authority and would like to opportunity to address any concern or issues with its representation. Mr. Fuller noted that Mr. Matthews has been extremely responsive and helpful in the short time working with the Authority.

VII. BOARD MEMBER COMMENTS

None

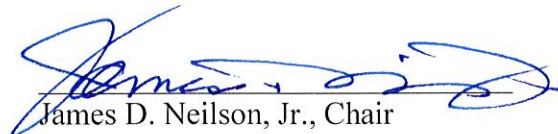
VIII. GENERAL DISCUSSION

The next regular meeting of the Authority will held **A WEEK EARLY** on **Thursday, May 10, 2018** at 9:00 a.m. in the Niceville City Hall Council Chambers, Niceville, Florida.

IX. ADJOURNMENT

The meeting adjourned at approximately 9:13 a.m.

Approved this 10th day of May 2018


James D. Neilson, Jr., Chair