

**SALES SURTAX CITIZENS' OVERSIGHT COMMITTEE MEETING  
FEBRUARY 23, 2021**

The Sales Tax Surtax Citizens' Oversight Committee met on February 23, 2021, in the Training Room at the School District Central Administration Complex, located at 202 Highway 85 North, Niceville, Florida.

**Committee Members Present**

Michelle Anchors, Chairman; Monica Autrey; Jason Belcher; Mike Carroll; Jacob Foreman; Bernard Johnson; Vince Mayfield; James Puckett; Marcus Wilson (via telephone, joining at 4:20 p.m.).

**Others Present**

Marcus Chambers, Superintendent, C. Jeffrey McInnis, Esq., Attorney to the Board; Steve Horton, Assistant Superintendent, MIS; Rita Scallan, Chief Financial Officer; Julie Perry, Director, Budgeting and Financial Services; and Bill Smith, Program Director, Facilities Planning.

Ms. Anchors called the meeting to order at 4:00 p.m., for the purpose of organizing and receiving preliminary reports related to the School District's Half-Cent Capital Outlay Sales Surtax Program.

Each of the Committee Members introduced themselves and briefly described their background and interest in serving on the Committee. Mr. Chambers acknowledged those in attendance and introduced District staff.

Ms. Anchors stated that the responsibility of the Committee is to make certain that the proceeds of the sales surtax are being used in accordance with School Board Resolution 21-01, dated January 25, 2021.

Mr. McInnis explained that as an advisory body to the School Board the Committee is bound by the provisions of Florida's Sunshine Law and Public Records Law. He provided an overview of the Sunshine and Public Records laws and advised the Committee members not to have communication with each other in regard to Committee business outside of the publicly advertised meetings. He addressed questions and comments from Committee Members.

Mr. Wilson joined the meeting via telephone.

A motion was made by Mr. Belcher to authorize Mr. Wilson to participate via telephone. The motion was seconded by Mr. Johnson and carried unanimously.

In an effort to establish a meeting schedule, Ms. Anchors recommended that the Committee meet on March 23, 2021, and April 27, 2021, beginning at 4:00 p.m. Additional meeting dates will be determined at a later date.

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Mrs. Scallan, Chief Financial Officer, provided an overview of the sales tax estimates and potential funding mechanisms for the District's sales tax projects.

Steve Horton, Assistant Superintendent, Operational Services, provided an overview of the District's Total Program Management services. He stated that the Committee Members will be provided a list of projects to be completed over the next ten years. School safety and security projects and critical roofing needs have been prioritized and will be some of the first projects addressed. He stated that the District's website will include a dashboard detailing the sales tax projects that will be completed over the next ten years. Mr. Horton noted that based on a recent audit finding of another school district, the purchase of new school buses will not be funded from the sales tax proceeds but, rather, funded from other capital funding sources that are now available due to the sales tax.

Superintendent Chambers thanked those in attendance and reiterated that the District's goal is to be transparent and accountable regarding the use of the sales surtax proceeds. He thanked the Committee Members for their critical role in that process.

The meeting was adjourned at 5:21 p.m.

Mari McGowan, Recorder

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Michelle Anchors, Committee Chairman