



January 3, 2024

Infrastructure Surtax Advisory Committee
Meeting

The regular meeting of the Okaloosa County Infrastructure Surtax Advisory Committee (ISAC) was called to order at 10:00 am on the first floor, Board of County Commission Chambers, located in the Okaloosa County Courthouse at 101 James Lee Boulevard East, Crestview, FL 32536.

Members present were: District 4 representative: Chairman Matthew Turpin; District 1 representative: Larry Ward; District 3 representative: Hannah Wilburn.

Also present were: Jason Autrey, Public Works Director; Major David R. Allen, Okaloosa County Sheriff Office (OCSO) Administration Bureau Chief; Captain Ron Kimble, Okaloosa County Sheriff Office (OCSO); Craig Coffey, Okaloosa Deputy County Administrator; Jordan Stephens, Senior Finance Director, Office of Management & Budget (OMB); JD Peacock II, Okaloosa Clerk of Courts; Scott Bitterman, County Engineer; Carisse LeJeune, Surtax Project Manager; Roy Petrey, Engineering Manager; Stephen Blalock, Project Engineer; Brad Embry, Okaloosa Clerk of Court Chief of Staff; Joshua Allen, Okaloosa County Clerk of Court Board Services Director; Melissa Wilson, Surtax Project Coordinator.

Opening Remarks and Approval of Previous Meeting Minutes

The meeting was opened by Chairman Matthew Turpin. Mr. Craig Coffey stated that the meeting had been properly noticed in accordance with section 286.011, Florida Statutes on November 29, 2023.

Chairman Turpin inquired if there were any public speaking cards or comments, but none were noted.

Approval of Previous Meeting Minutes

Chairman Turpin called for a vote regarding the approval of the meeting minutes. Ms. Hannah Wilburn made the motion, and it was seconded by Mr. Larry Ward. The motion passed unanimously with a 3-0 vote.

Election of ISAC Committee Chairman and Vice Chairman

Ms. LeJeune stated that pursuant to Resolution No. 21-212, the Infrastructure Surtax Advisory Committee needed to conduct an election for two-year terms of the Chairman and Vice Chairman roles. Resolution No. 21-212 also states that both the current Chairman and Vice Chairman are eligible for reelection, or other members may be nominated to serve. Chairman Turpin announced that he would be happy to continue to serve as Chairman and Mr. Jeff Fanto also informed Ms. LeJeune prior to the meeting that he would like to remain in the Vice Chairman role. Mr. Ward made the motion to approve both Chairman Turpin and Vice Chairman Fanto remain in their current roles for another 2-year term, and it was seconded by Ms. Wilburn. The motion passed unanimously with a 3-0 vote.

Public Comments

None.

Presentations

Public Safety Driving Pad and Pole Barn for OCSO Training Facility – Presented by Major David R. Allen.

Chairman Turpin opened the floor for the presentation. Mr. Jason Autrey introduced Major David R. Allen, Administration Bureau Chief, Okaloosa County Sheriff Office (OCSO) to present the committee with the Okaloosa Public Safety Driving Pad and Pole Barn request for funding considerations. Major Allen proposed a \$850,000 project, including a 300' x 600' (4.13 acre) paved area, a 40 x 60 x 14 roof-only pole barn with a concrete pad, land clearing, drive pad lighting, and roadway access. The agency, already a training site for 25 plus law enforcement and corrections agencies, plans to enhance services. The driving pad could host certification training for county entities, reducing costs and travel time. It would also facilitate the "Teen Driver Challenge" and serve as a staging area for public safety agencies during disaster recovery.

Chairman Turpin inquired if the land is currently owned by the county and what the timeframe to completion would be. Mr. Autrey confirmed county ownership of the land and a 6-month completion timeframe.

Chairman Turpin entertained a motion to approve. The motion was made by Mr. Ward and seconded by Ms. Wilburn. The motion was approved with a vote of 3-0.

Project Updates

Chairman Turpin initiated the discussion for project updates.

A. Project List Update –

Ms. LeJeune summarized several projects that have made significant progress.

- a. John King Road Widening (ST000004) / District 1 –
We are making progress with ROW acquisition. We have already acquired one parcel for Temporary Construction Easement and two more parcel purchase agreements are pending.
- b. Carmel & Beal Intersection Improvements (ST000010) / District 4 –
The FDOT grant agreements and surtax funding match for both the Carmel & Beal Intersection Improvements project and the John King Road Improvements project for construction has been approved by the Board of County Commissioners.
- c. County Road 2 Widening and Resurfacing (ST000014) / Districts 1 & 3 –
Both the State Appropriation funding and surtax funding match has been approved by the Board of County Commissioners and construction is underway.
- d. Northwest Crestview Bypass (ST000015) / District 1 –
The Alternative Corridor Evaluation Report (ACER) is complete and we have received comments back from FDOT. We anticipate the report going before the Board of County Commissioners in February 2024 for consideration.
- e. Dirt Road Stabilization (ST000021) / Districts 1 & 3 –
So far, lime-rock stabilization has covered 73.84 miles of dirt roads and 40.3 miles have been chip-sealed and asphalt stabilized. We anticipate approximately 60 additional miles will be lime-rock stabilized by the end of 2024.
- f. Santa Rosa Boulevard (ST000024) / District 2 –
Plans for 30% design is complete and 60% design plans are underway.

- g. West Highway 98 Stormwater Improvements (ST000025) / District 4 –
We have recently acquired the Step One parcel on West Hwy 98, which is an integral part of the Wynnehaven Beach Road Stormwater project.
- h. Live Oak Church Road Intersection Improvements (ST000028) / Districts 1-
Bridge construction is being done in-house with County Public Works staff and they have completed the south side of the bridge and are now working on the north side and making progress.
- i. OCSO Data Management System (ST000034) / Districts 1-5 –
This project is moving along and the contractor is currently working on Milestone 2.

Ms. LeJeune invited questions and discussion on the projects, but none were raised.

B. SW Crestview Bypass Funding Summary –

Mr. Autrey noted there has been a lull in construction due to the holidays. He advised the last span of beams have been set and the project is ahead of schedule overall. POI to create new update in the next couple of weeks. No questions noted.

C. Webpage Dashboard –

Ms. LeJeune presented and reviewed the updated project dashboard on the website, offering insights into its features, including information on active projects, budgets, surtax expenditures, grants, and additional funding sources. The dashboard also highlights completed projects, which are categorized by districts and expenditures, providing an interactive map for users.

No questions noted.

D. Annualized Funding Projection –

Ms. LeJeune presented an overview of the annualized funding projections as of December 15, 2023.

No questions were posed.

Agenda Items and Discussions

Chairman Turpin initiated the Staff Reports discussion.

A. Annual Report Fiscal Year (FY) 2023 –

Ms. LeJeune summarized Resolution No. 21-212 on projects and costs. Mr. Autrey praised the presentation, emphasizing its financial importance. In FY23, the County collected \$22,004,325 in discretionary half-cent Infrastructure sales tax, with \$1,530,318 in investment earnings, totaling \$23,534,643. Since inception, the fund accumulated \$93,965,377, spending \$10,548,215 in FY23, and \$34,253,698 overall. The remaining fund balance is \$59,711,678, with encumbered costs at \$77,109,041. Unencumbered fund balance is \$24,655,394 (excluding Debt Service through 12/15/23, amounting to \$7,799,058).

Mr. JD Peacock commended the ISAC committee, Surtax staff, and the team for their outstanding work. He discussed the upcoming Public Safety project for a new jail facility, stressing the need to leverage Surtax for funding.

Chairman Turpin asked for a motion for approval of the FY23 Annual Report. Ms. Wilburn made the motion and seconded by Mr. Ward. The motion passed with a vote of 3-0.

B. Okaloosa Lane Realignment & Improvements Project (ST000038) / District 1 –

Mr. Autrey informed the committee the Board of County Commissioners (BCC) approved a Chestnut Ave E. parcel purchase on December 5, 2023, for realigning Okaloosa Lane, creating a direct connection between Highway 90 and Redstone Ave. The project, brought to the BCC before ISAC's consideration, has ample funds in Surtax reserves. Staff seeks a \$1.6M allocation from FY24 Surtax Reserves for design, permitting, CEI, construction, right-of-way, and culvert rehabilitation, including contingency.

Chairman Turpin confirmed no resident objections or transactions to date. A motion to approve by Mr. Ward and seconded by Ms. Wilburn passed unanimously with a vote of 3-0.

C. SR 85 Crestview Evening Relief: 3rd NB Lane from Live Oak Church Road to ByPass / District 1 –

Ms. LeJeune introduced Mr. Scott Bitterman, who explained the County will be applying for an FDOT TRIP grant to expedite the SR 85 Crestview Evening Relief Project, constructing a 3rd northbound lane to the bypass with a \$4.1 million total project cost. Mr. Autrey clarified that it addresses congestion but isn't a complete solution. Chairman Turpin asked if the Air Force Base (AFB) had any objection to the project, and Mr. Autrey mentioned the AFB's letters of support. Ms. Wilburn inquired about an additional turn lane, and Mr. Bitterman affirmed, noting property acquisition below appraised value for a stormwater pond. Ms. Wilburn expressed concerns about redirecting SR 85 traffic, and Mr. Bitterman explained that PJA has more capacity than 85/Live Oak.

Chairman Turpin called for a motion to approve the request. Ms. Wilburn made the motion, which was seconded by Mr. Ward. The motion passed unanimously with a 3-0 vote.

D. Surtax Project Coordinator Reclass –

Ms. LeJeune requested to reclassify the vacant position of Surtax Project Coordinator to a Design Engineer dedicated to Surtax projects, supported by Mr. Autrey, who emphasized the design capacity gain for project advancement and its alignment with the twenty-five (25) active surtax funded projects. He further noted that the support extends to ongoing surtax projects, with five in construction and eleven anticipated to begin construction in 2024, showcasing the program's robust and forward-looking nature. Chairman Turpin acknowledged the sensitivity to overhead, clarifying that this reclassification doesn't qualify as overhead.

Chairman Turpin asked for a motion to approve, and Mr. Ward made the motion, seconded by Ms. Wilburn. The committee unanimously approved the request, highlighting the program's success and its significant impact.

Office of Management and Budget

None.

Clerk of Court and Comptroller

None.

Open Discussion

Mr. Craig Coffey conveyed plans to approach the committee for funding on the new jail facility and extended an invitation for them to join a tour of the current jail facility later this year.

Schedule Next Meeting

The next meeting is scheduled at 10:00 am on Wednesday, March 6th, 2024 in the South portion of the County, location to be determined.

Adjournment

Chairman Turpin motioned to adjourn, seconded by Ms. Wilburn and Mr. Ward. Motion approved 3-0.

The meeting adjourned at 11:01 am.

Respectfully Submitted,

Melissa Wilson

Surtax Project Coordinator