

**OKALOOSA COUNTY  
INFRASTRUCTURE SURTAX  
ADVISORY COMMITTEE**

**2019 Annual Report**



Respectfully Submitted, November 2019:  
Katie Sharon, Chair  
Infrastructure Surtax Advisory Committee

## Infrastructure Surtax Advisory Committee – 2019 Annual Report

---

The effective date of the financial information contained in this report is November 1<sup>st</sup>, 2019.

The Okaloosa County Infrastructure Surtax Advisory Committee (ISAC) is comprised of five (5) members, each of whom must be an elector residing in Okaloosa County, Florida. Each member of the Board of County Commissioners shall appoint one member of the Committee. Of the members first appointed by the Board, the District One, District Three and District Five Commission appointees shall serve for an initial two (2) year term which each shall terminate on December 31, 2020; the District Two and Four Commission appointees shall be appointed for initial terms of four (4) years which each shall terminate on December 31, 2022. Thereafter, the Committee members shall be appointed for terms of four (4) years. All members of the Committee shall be eligible for reappointment.

Each year the Chairman and Vice Chairman of the Committee shall be elected by majority vote of the members, serving for one year commencing on October 1<sup>st</sup>.

Meeting Date/Time: At least twice per year, or as needed

Meeting Location: Okaloosa County Administration Building

### INFRASTRUCTURE SURTAX ADVISORY COMMITTEE MEMBERS, 2019:

Katie Sharon (Committee Chair)

Appointed by Commissioner Nathan Boyles (Dist. 3)

Jim Foreman (Vice Chair)

Appointed by Commissioner Charles K. Windes (Dist. 5)

Henry Berry

Appointed by Commissioner Graham Fountain (Dist. 1)

Brig. Gen. (Ret) Robert Buhrow

Appointed by Commissioner Carolyn Ketchel (Dist. 2)

Matt Turpin

Appointed by Commissioner Trey Goodwin (Dist. 4)

The Infrastructure Surtax Advisory Committee (Committee) is pleased to submit to the Okaloosa County Board of County Commissioners the Committee's Annual Report for 2019.

**Highlights and Summary of Action Items**  
(Excerpts from meeting minutes)

**January 24, 2019**

- The committee voted unanimously to recommend Board approval of the Sheriff's Training Facility project in the amount of \$2,400,000.
- The committee voted unanimously to recommend Board approval of the following eight (8) listed projects, in the amounts shown:
  1. 6<sup>th</sup> Avenue Area (Port Dixie) Stormwater Enhancements (\$622,000).
  2. Beachview Drive Drainage Improvements (\$456,000).
  3. Commons Drive Improvements (\$400,000).
  4. John King Widening & Intersection Improvements (\$100,000 for initial design) that will be tasked out to a consultant.
  5. Santa Rosa Boulevard Stormwater & Roadway Improvements, for initial consultant efforts to design and install beach park crosswalks, (\$280,000).
  6. Standish Court Stormwater Enhancements (for which the State has allocated approximately \$400,000) for County matching share (\$400,000).
  7. Crestview Southwest Bypass which is to be completed in phases, therefore unique from the other projects.
  8. Redwood Avenue & John Sims Parkway Intersection Improvements, a 2-piece project, intersection improvements and sidewalks, (\$350,000).

**February 28, 2019**

- The committee voted unanimously to recommend Board approval to hire a project manager to administer the surtax projects and funding.
- The committee voted unanimously to recommend Board approval to fund the Southwest Crestview Bypass project in the amount of \$2,000,000, to fund the John King Widening and Intersection Improvements project in the additional amount of \$450,000, and to fund the Carmel & Beal Parkway project for the cost of developing a County Improvement Grant Program (CIGP) application in the amount of \$25,000.

**March 21, 2019**

- The committee voted unanimously to approve the identification of \$688,279 of Surtax funds as the 50% CIGP match for improvements to the Carmel and Beal Parkway Intersection.

**April 25, 2019**

- The new Surtax Project Manager was introduced, and the committee was updated on project status and funding. No votes were taken by the Committee.

## Infrastructure Surtax Advisory Committee – 2019 Annual Report

---

### May 16, 2019

- The Sheriff's office presented perspective on the four categories for Public Safety surtax funding, 1. Emergency Services/Communications Equipment, 2. Fleet Improvements, 3. Headquarters Improvements, and 4. School Safety, and brought forward a request for funding of live stream video equipment for schools and a prisoner transport van. The committee voted unanimously to recommend Board approval of \$44,778 for live stream video equipment and \$42,558 for the prisoner transport van.
- After a presentation by the representative of Hilltop Securities regarding review of financial plan options for the SW Crestview Bypass, the committee voted unanimously to recommend Board approval of review of financial plan options.
- As an adjunct to the financial plan discussion, the committee voted unanimously to recommend Board approval of a \$25 million allocation to the SW Crestview Bypass.

### June 19, 2019

- Staff provided updates on numerous projects and funding, and substantial update of the SW Crestview Bypass project. No votes were taken by the Committee.

### July 17, 2019

- The Sheriff presented information on the proposed county-wide communications system and asked for approval for funding a consultant to assist with managing the process of design and implementation of the system. The committee voted unanimously to recommend Board approval of up to \$110,000 to hire a consultant.
- HDR, Inc., the SW Crestview Bypass consultant, presented a comprehensive update of the status of the various project phases.

### August 15, 2019

- The Sheriff presented a funding request for items related to the Mass Notification System for installations installed in conjunction with Okaloosa County Schools. After discussion, the committee voted unanimously to recommend Board approval of up to \$1,623,040 subject to confirmation of School Board participation.
- The Sheriff described on-campus communication issues for School Resource Officers (SROs) due to outdated radios and dead zones. The committee voted unanimously to recommend Board approval of up to \$43,680 for 56 Motorola 7550E portable radios for SROs.
- The Sheriff presented information regarding needed tactical and safety equipment. After discussion, the committee voted unanimously to recommend Board approval of \$131,595 for purchase of the described equipment.
- The County Administrator updated the Committee on the status of the Bond market and refinancing consideration, and the status of the Triumph Gulf Coast term sheet.

**September 19, 2019**

- The County Administrator updated the Committee on the status of the Triumph term sheet. No votes were taken by the Committee.

## **Projects Status**

(As of 11/1/19)

- 6<sup>th</sup> Street Area Stormwater – Design for the project has been slowed due to a significant number of conflicts with utilities, especially water and sewer. Preliminary design work also revealed additional segments of the system that needed replacement. \$622,000 in surtax funding was allocated, and is largely unspent (aside from administration costs) due to the use of pre-allocated CIP funding for design. \$128,750 in CIP funding remains to complete the design and aid with construction. An additional funding request is forecasted in 2020 for construction.
- Beachview Drive Stormwater – Design for this project has been similarly slowed by utility issues; in this case, substantially due to conflicts with gas mains. There are also complications related to locating the outfall through a narrow right-of-way and a steel bulkhead. \$456,000 in surtax funding was allocated, and is largely unspent due to use of pre-allocated CIP funding for design. \$121,323 in CIP funding remains to complete the design and aid with construction.
- Commons Drive Signalization – Design is complete, bids received, and the project is expected to begin soon. Full completion is expected by the beginning of the summer season, despite the project expanding to include milling and resurfacing of over a half mile of roadway, including the Triumph Drive roundabout. \$400,000 in surtax funding was allocated; \$23,624 has been spent on design and administration for the project. The surtax funding is augmented by a \$100,000 developer contribution through the City of Destin, and an additional \$500,000 in CIP funds for resurfacing. A recommendation for approval of additional funds is being requested to complete the project.
- John King Road Improvements – Design is 30% complete. Finding available property to accommodate stormwater needs while attempting to minimize right-of-way impacts to existing businesses is providing a significant challenge. \$550,000 in surtax funding was allocated; \$24,057 has been spent on design and administration for the project. \$76,422 of the \$300,000 CIP funding was spent for design, \$1,115,000 in grant funds for construction is also available. An additional funding request is forecasted in 2020 for R/W acquisition and construction.
- Redwood Avenue Improvements – Survey work for this proposed intersection improvement project is substantially complete. Changes in the project scope are likely; a private development project for the southeast corner is in its due diligence

## Infrastructure Surtax Advisory Committee – 2019 Annual Report

---

and design process. Staff is coordinating with the developer to assure the future design of the intersection is accommodated.

\$350,000 in surtax funding was allocated for sidewalk between John Sims and Valparaiso Blvd.; \$18,471 has been spent on design and administration. No other funding sources are currently allocated for this project; however, an additional funding request is forecasted in 2020 for construction improvements.

- Santa Rosa Blvd. Crosswalks - Design is complete and out for bids. Assuming an acceptable bid is received, full completion of the project is expected by the beginning of the summer season.  
\$280,000 in surtax funding was allocated; \$36,842 has been spent on design and administration. No other funding sources are currently allocated for this project, and it's anticipated that additional funds may be needed to complete construction of the project.
- Standish Court Stormwater – The design is complete; however, there are potential constructability issues in a section of the project within which the County was apparently never granted easements. Staff is considering all options available to resolve the issue. It is causing a delay.  
\$400,000 in surtax funding was allocated; \$75,904 has been spent on design and administration. An additional \$420,000 in grant funding has been designated for the project construction.
- Sheriff's Office Training Facility - Design is complete, bids received, and the contract negotiations are underway with the low bidder. Construction is expected to be underway soon.  
\$2,400,000 in surtax funding was allocated; \$891,830 has been spent on civil and architectural design, installation of a lead-trap system throughout the shooting ranges, and purchase of a contiguous 40 acre tract of land.
- Southwest Crestview Bypass – Design for this multi-phase project is either complete, or fully underway. Phases I-III have recently commenced construction. Design coordination is ongoing with the Florida Department of Transportation (FDOT) for the connection of the County's construction both north and south of the FDOT-constructed I-10 interchange. Acquisition of rights-of-way is expected to begin soon. \$2,000,000 in surtax funding was initially allocated. A bond refinancing, secured by the local government ½ cent sales tax, was recently completed, adding an additional \$25,000,000 in funding for the project; bond payments from surtax funds in the amount of approximately \$1.33M annually is expected to begin in FY 2020. Other fund sources for the project include grant funds, CIP funds, TIF funds, committed funds in the amount of \$8,000,000 from the City of Crestview, and the recently approved \$64.1M Triumph grant.
- Carmel & Beal Intersection Improvements – A consultant was engaged to assist with an application FDOT for a grant under the County Incentive Grant Program (CIGP). That application process is complete, and awaiting response from FDOT.

## Infrastructure Surtax Advisory Committee – 2019 Annual Report

---

\$25,000 in surtax funding was allocated; \$15,914 has been spent on the consultant and administration for the project.

- Overbrook Area Stormwater Improvements – Preliminary design activities by the consultant for this project are well underway, having completed a basin delineation, hydrological and hydraulic models, and calibrating models with existing rainfall data. No surtax funding has been allocated to this project; it is currently solely funded by a Florida Department of Environmental Protection (FDEP) grant in the amount of \$250,000 for preliminary design, design and permitting. However the project has been identified as a County approved surtax proceeds project; \$1,747 in surtax funds have been spent on administration and additional funding is anticipated for the construction of stormwater improvements.
- Lloyd Street Area Stormwater Improvements – The design consultant has completed subsurface utility engineering (SUE) and video pipe inspection, staff is reviewing. A new Task Order is being drafted to complete design of expanded project limits. No surtax funding has been allocated to this project; it is currently solely funded by CIP funds designated for preliminary design activities. \$932 in surtax funds have been spent on administration; \$21,263 in CIP funding remains to complete the first phase of design work, and an additional funding request is forecasted in 2020 to complete the design and permitting.
- Millside Roadway Improvements – The design consultant is evaluating right-of-way needs for this dirt-to-pave project. No surtax funding has been allocated to this project; it is currently solely funded by CIP funds designated for design. \$721 in surtax funds have been spent on administration; \$20,004 in CIP funding remains to complete the initial right-of-way evaluation.
- Highway 2 Bridge & Roadway Improvements – The engineering consultant has completed preliminary design work, including surveying, geotechnical borings and bridge evaluation. The proposed project has been divided into four segments to allow a phased construction cost expenditure. No surtax funding has been allocated to this project; it is currently solely funded by CIP funds designated for preliminary design. \$756 in surtax funds have been spent on administration; \$38,456 in CIP funding remains to assist with cost of design work for the first selected phase(s). An additional surtax funding request is forecasted in 2020 for final design and construction of the first phase(s).
- Northwest Crestview Bypass – Planned as the natural extension of the Southwest Crestview Bypass project, this project is expected to begin a Project Development & Environmental (PD&E) study in 2020, with grant assistance from FDOT. No surtax funding has been allocated to this project; it currently has CIP funding in the amount of \$500,000 designated for the PD&E. \$524 in surtax funds have been spent on administration. An additional surtax funding request is forecasted in 2020 to complete the County’s match for the PD&E study.

## Infrastructure Surtax Advisory Committee – 2019 Annual Report

- Fleet Improvements for Improved Response – Created for specialty fleet equipment, one purchase (for a prisoner transport van) has occurred. Surtax funding was approved in the amount of \$42,558 specifically for the prisoner transport vehicle. \$43,066 in surtax funds has been spent for that vehicle and administration.
- SRO Equipment & Support – Some elements of this item include live stream video, mass notification system, improved communication radios and ballistic protection equipment. \$1,843,093 in surtax funding has been allocated; \$42,229 has been spent on live video feed equipment.
- Emergency Services Communication Equipment – The Sheriff’s Office has identified a need to improve communications in order to bring the County-wide communications system up-to-date with the latest reach and technological improvements. \$110,000 in surtax funding has been allocated for hiring a consultant to assist with identification and selection of appropriate technologies; a contract for the consultant is pending.

### **Summary and Additional Information**

- There are currently eighteen projects with surtax project (ST) numbers. Of those, sixteen are currently active, and two (Carmel & Beal Intersection and Northwest Crestview Bypass) are waiting for FDOT action. All current projects are from the County’s original approved surtax proceeds project list.
- As of 11/1/19, \$9,478,651 in surtax funds was allocated across thirteen of the eighteen projects (not including amortized bond funding for the Southwest Crestview Bypass). An additional \$1,801,474 was allocated to the projects from various grants, together with \$4,129,129 in other revenues (such as CIP funds, developer/municipal contributions, and TIF funds).
- Staff is recommending the Committee consider addition of the Meigs Drive Stormwater Improvements project to the County’s approved surtax proceeds project list.
- At its meeting on November 6<sup>th</sup>, the Committee voted unanimously to recommend funding up to an additional \$625,000 for the Sheriff’s Office Training Center, \$5,000 for additional funding for the Mass Notification System, and \$72,000 for six new K-9s, subject to confirmation that it was an authorized surtax expenditure.

This annual report reviewed and approved by the Infrastructure Surtax Advisory Committee.

  
Kathleen Sharon, Chair 12/4/2019