



AGENDA
TOWN CENTER COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE
WEDNESDAY, FEBRUARY 16, 2022
5:30 PM
DESTIN CITY HALL ANNEX CHAMBERS

- 1. CALL TO ORDER**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
 - A) Minutes- April 21, 2021**
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
 - A) Development Projects and City Projects Update**
 - B) FY22 Work Plans**
- 6. COMMITTEE MEMBER COMMENTS/QUESTIONS**
- 7. PUBLIC COMMENTS**
- 8. NEXT MEETING DATE: March 16, 2022**

Any person requiring a special accommodation at this hearing because of a disability or physical impairment should contact the City Clerk at (850) 837-4242 at least 48 hours prior to the hearing. If a person decides to appeal any decision made with respect to any matter considered at such meeting, such person will need a record of the proceeding and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. (Sec. 286.0105, Florida Statutes)

**MINUTES
TOWN CENTER COMMUNITY
REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
APRIL 21, 2021 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Wernet called the meeting to order at 5:30 PM on Wednesday, April 21, 2021 at the Destin City Hall Boardroom with the Pledge of Allegiance immediately following.

2. ROLL CALL:

Members Present

Lockwood Wernet
Michele Sandstead
Delores Morrell
Matthew Sweetser

Staff Present

Kim Montgomery Deputy City Clerk
Daniel Butler Planner
Louis Zunguze CD Director
Don Smith City Engineer
Krystal Strickland, Finance Director
Kyle Bauman City Attorney

2. APPROVAL OF MINUTES: January 20, 2021

Motion by Committee member, Sandstead seconded by Committee member Morrell to approve the January 20, 2021 meeting minutes as corrected, passed 5-0.

3. OLD BUSINESS:

➤ **Development Projects Update**

Mr. Butler informed the members that currently, Chick-fil-a and the Destin Water Users (DWU) Project are the only two active projects in their district.

Committee member Sandstead asked what DWU project is, and Chairman Wernet provided the information.

4. NEW BUSINESS:

➤ **Town Center CRA Master Plan**

Mr. Butler informed the members that it has been several years since their Master Plan was updated, even though there have been some suggested revisions throughout those past few years. And staff is asking if they prefer to review and update the Plan for consistency with the Comprehensive Plan in meetings or to have staff go ahead and make the updates as requested in the past, then bring it back for their review.

Committee member Sweetser questioned the reference to a High School in the plan and if it was a High School or the Charter School that was sought. According to the Chairman, back when they first started working on the plan, they were informed by the then staff that if there is anything they wanted in their district, it was good to have it in the plan. And is why it doesn't specify either one, just that a school was a need.

Chairman Wernet made the motion to direct staff to incorporate the comments made over the years and to update the Master Plan to coordinate with the Comprehensive Plan. Committee

member Sandstead provided the second. With no further discussion, the Chairman called for the vote and the motion passed 4-0.

➤ **2020 Work Plans**

Mr. Butler informed the members that this is just informational at this point and staff is outlining the goals and objectives that support the work plans. Noting that staff will keep them updated as the projects move forward.

Chairman Wernet mentioned that at this time, there is no action to take on their work plans.

Committee member Sweetser mentioned that he has had a few people ask him if there have been any studies done regarding the Linear Park being under the power lines and if it would affect health.

According to Mr. Zunguze, in his experience, there are many cities that have parks, such as this proposed linear park, and he has never heard of any such side effects.

➤ **Gulf Power Linear Park Update**

Mr. Butler informed the members that in October and November of 2020, the preliminary scope of work for the Linear Park was presented to the Parks & Recreation Committee and this committee for a recommendation to City Council to direct staff to draft a Request for Bid for the project's schematic design. And both committees voted unanimously for the recommendation to Council for their consideration. Adding that this park is now identified as a Capital Improvement Project and staff will keep everyone up-to-date on its progress.

There was some general discussion regarding the location of the park and what would be included in the initial estimate regarding the long range funding. According to the City Engineer, Don Smith, he will gather all the information on the cost projections and provide it at their next meeting.

➤ **Cross Town Connector Update**

The City Engineer provided the Agency members with an update of the status of the Crosstown Connector (CTC). He provided a short Power Point Presentation of the background of the project and how currently it is at a 30% status, with the following goals that have been met:

- June 1, 2020 – City Council approved the redesign of the CTC from a 4-lane to a 2-lane roadway.
- October 19, 2020 – City entered a contract with Atkins for redesign.
- February 2021 – Atkins provided 30% plans for review and comment.



CTC Design Element:

- Boulevard Style Roadway with a large, landscaped median.
- Benning Intersection Proposed All Way Stop, as directed by City Council.
- Beach Intersection Proposed Roundabout.
- Open Space – Possible Linear Park.



Committee member Sweetser asked about the status of the ROW that has not been purchased. According to Mr. Smith, staff has plans to get approval from Council for the scope of fees necessary to start on the portion of the ROW that is left to obtain for the completion of the project.

According to Ms. Strickland, the city has executed FDOT's \$2.7M grant to fund the acquisition of the right of ways necessary and the city is waiting for FDOT to execute their portion of the grant application. And after that, staff will ask City Council for permission to purchase the last two parcels needed.

There was additional discussion about how the right-of-access, once the project is finished, will take the additional burden off the local streets that are now being used to avoid Highway 98. As well as the future improvements to the Stahlman Ave./Highway 98 intersection.

The City Engineer also informed the members of the Council Workshop scheduled for May 10th at 5:30 p.m. on this subject.

➤ **Capital Projects Funding**

Ms. Strickland provided the members with an overview of the Capital Projects list, which consist of 40 different currently active projects budgeted for FY-21 and some additional ones Council directed staff to add to the list. She explained they are broken down in categories required by the Auditor General which are:

- Renewal & Replacement
- General Government
- Public Safety
- Physical Environment
- Parks & Recreation
- Vehicle Purchases

She provided the members with an example of the Replace & Renewal Fund and how each year, the city is required to have a certain amount money set aside to maintain all the facilities and upgrade vehicles as needed. Also, the city receives funds from the State of Florida from the Gas Tax. And there are two different gas tax categories.

- Gas Tax #1 the city receives is strictly used for roads, sidewalks and streetlighting.
- Growth Necessitated and Comprehensive Plan Related Projects:
 - Gas Tax #2 – Traffic issues – Comprehensive Plan Traffic Issues, which will help with the Cross Town Connector project
 - Development Growth Impact Fees
- Council Directed Projects:
 - Beach Acquisition
 - Cross Town Connector
 - Undergrounding of electricity
- Other Capital Projects:
 - CR-H is the Harbor CRA-AC
 - Capt. Royal Melvin Heritage Park & Plaza (CRMHP)
 - Clement Taylor Park Renovations - will start after the CRMHP is further along as part of the requirements from the grants.
 - CR-T – Linear Trail Park

She explained how she is working with the Grants & Projects Manager to try and obtain a grant from the State of Florida – Recreation Trail Program funded by FDEP and they will apply for it next year since this year's grant deadline expired in February. Additionally, staff is looking into other funding opportunities and she will be bringing that information to them at their next meeting. She also went over

several other projects the city has received grants for and some that did not get funded for this FY year. As well as covering the Revenue and Expenditures for the city.

She also explained the Fund Balance for the Town Center CRA, and how it is still at a negative \$2.2M because the General Fund has been paying the Town Center's debt service for some time. However, it is projected that the Town Center should be able to start paying the city back next year. And staff will be bringing a proposal on exactly how much the Town Center CRA needs to be balanced along with the projects that are desired to be accomplished. And additionally, the debt should be paid off in 2037, a year before it is to sunset.

Committee member Sweetser questioned what the \$35k Park Impact Fee Project fund is for. According to Ms. Strickland, that amount was budgeted for a storage building to be purchased to assist staff because of the abundance of Softball tournaments that take place at the Morgan Sports Center. Adding that the location of the one being used now may eventually be used for Pickle Ball Courts.

The Chairman asked about the line item #19 for the Vintage sidewalk that does not have a project number. According to Ms. Strickland, there is a Development Order for the Vintage Apartments where they gave the City \$290k as a mitigation type program. And the Community Development team is waiting on some items to get finalized before the city can move forward with the ROW work.

Mr. Zunguze explained this a contribution for public improvements and once the period for performance has past, staff will do their work to finalize the project and use the funds for the sidewalks.

5. COMMITTEE MEMBER REPORTS:

Committee member Sandstead – Thanked staff getting the owner of the land that was cleared out and cleaned between her antique shop and the U.S. Post Office.

Committee member Sweetser – Asked if anything can be done about the back of the property that is for sale that includes the Dollar General Store and Olde Time Pottery. According to Mr. Zunguze, that is next, and staff will be working closely with the City Attorney to try as best as possible to get the owner to do something, within his rights, to help improve the appearance of that general area.

7. DIRECTOR'S REPORT:

According to Mr. Zunguze, Harbor Capacity Study is currently underway, and the Steering Committee is meeting monthly. He informed the members that at the meeting last month, they came up with a list of issues that they would like to see addressed in the harbor area such as, parking and water quality. And they will continue to work on those and other issues prior to making recommendations to Council. Also, the Harbor Capacity Study will really start this summer once the busy tourist season gets going for the professionals to be able to survey and determine the necessary results of the study.

Mr. Zunguze also informed the Agency members that City Council has authorized the funding for staff to update the Land Development Code. After which, staff will be bringing it before them to outline how they should proceed with the Town Center.

➤ **Next meeting is May 19, 2021.**

ADJOURNMENT:

Having no further discussions, the meeting was adjourned at 6:55 PM.

Adopted and approved _____ day of _____ 2021.

Lockwood Wernet, Chairman

Kim Montgomery, Deputy City Clerk

CITY OF DESTIN – COMMUNITY DEVELOPMENT



AGENDA ITEM

MEETING DATE: February 16, 2022

BOARD/COMMITTEE: Town Center Community Redevelopment Agency Advisory Committee

TYPE OF AGENDA ITEM: Presentation

OUTLINE NUMBER: 5.A.

TO: Town Center Community Redevelopment Agency Advisory Committee

THRU: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney
Lance Johnson, City Manager

FROM: Steve O'Connor, Principal Planner

DATE: February 11, 2022

SUBJECT: Development Projects and City Projects Update

I. BACKGROUND: This report includes updates on the Development Projects in the Harbor Community Redevelopment area and active City Projects. Provided is the list of projects which are approved and under review process.

II. DISCUSSION: Below are the Development and City Projects within the Harbor CRA.

DEVELOPMENT PROJECTS

Under Review Projects

- **Palm Street Town Homes- 21-25-SP & 21-26-MS**
- **Status:** Under Review

This project is a Major Development with a Major Subdivision proposing 66 Town home units along Palm Street.

Completed Projects

- **Chick-Fil-A- 21-11-SP**
- **Status:** Approved

This was an application for a Major Development Order. The project consists of demolishing the existing retail shopping center and redeveloping the property into

a new Chick-Fil-A restaurant with a drive-thru. The existing store on Highway 98 will close when this project concludes.

- **Destin Water Users- 21-12-SP**
- **Status:** Approved

This was an application for a Major Development Order. The project consists of demolition construction of 3 buildings and a parking garage within the DWU WWTP Campus for more hardened facilities for existing staff and equipment.

CITY PROJECTS

- **Airport Road Curve Improvements- Near 1000 Airport Rd.**
- **Status:** Complete

This project improved the curve along Airport Road by improving the visibility of the curve and adding increased friction asphalt on the curve.

- **Pedestrian Pathway- Linear Park, Jewel Melvin Park to Mattie M Kelly Blvd**
- **Status:** In Concept phase

This project is proposing a linear park with pedestrian amenities within the Gulf Power Easement Jewel Melvin Park.

- **Palm Street Extension**
- **Status:** Complete

This project extended Palm Street from Highway 98 North to the new apartments of the Vintage Destin Development.

- **Mattie M. Kelly Blvd- South Extension**
- **Status:** Under Construction

This project is to connect Mattie M. Kelly Blvd with Highway 98 to serve the New “Charles Apartments” complex.

- **Highway 98 Landscaping Project – Airport Road to Marler Bridge**
- **Status:** Under design

This project will provide some landscaping within the US Highway 98 corridor to help make the area aesthetically pleasing.

- **Highway 98 Project Development and Environmental (PD&E) Study- Airport Road to Marler Bridge.**
- **Status:** Included with FDOT’s 5-year PD&E Plan

The PD&E Study will look at FDOT's role in congestion mitigation of US Highway 98 between Airport Road and the Marler Bridge.

- **Stormwater Master Plan Update**
- **Status:** 95% complete; tentatively presenting to City Council in February

Although this is for the entire city, it will impact stormwater mitigation within the Town Center CRA district. This plan is underdevelopment currently and should be brought forward to the Committee in March or April.

As the Development Projects and City Projects are under review, Staff will continue to provide updates to the Town Center CRA at their monthly meetings.

- A. **Link to Strategic Goals / Objectives:** n/a
- B. **Effect on Budget (EOB):** n/a
- C. **Level of Service (LOS):** n/a

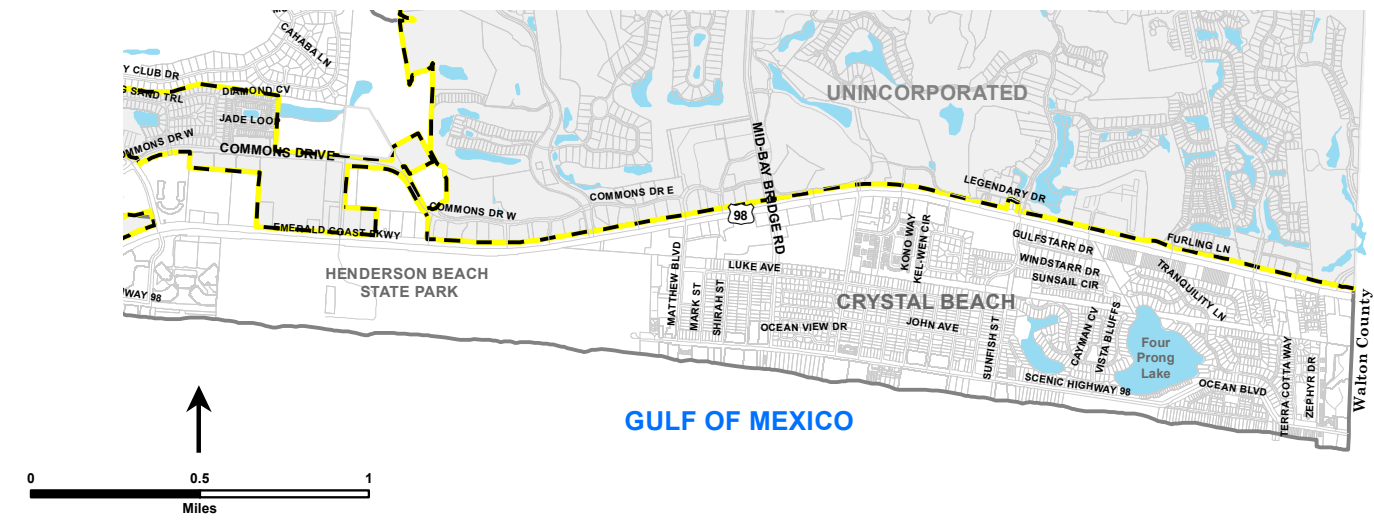
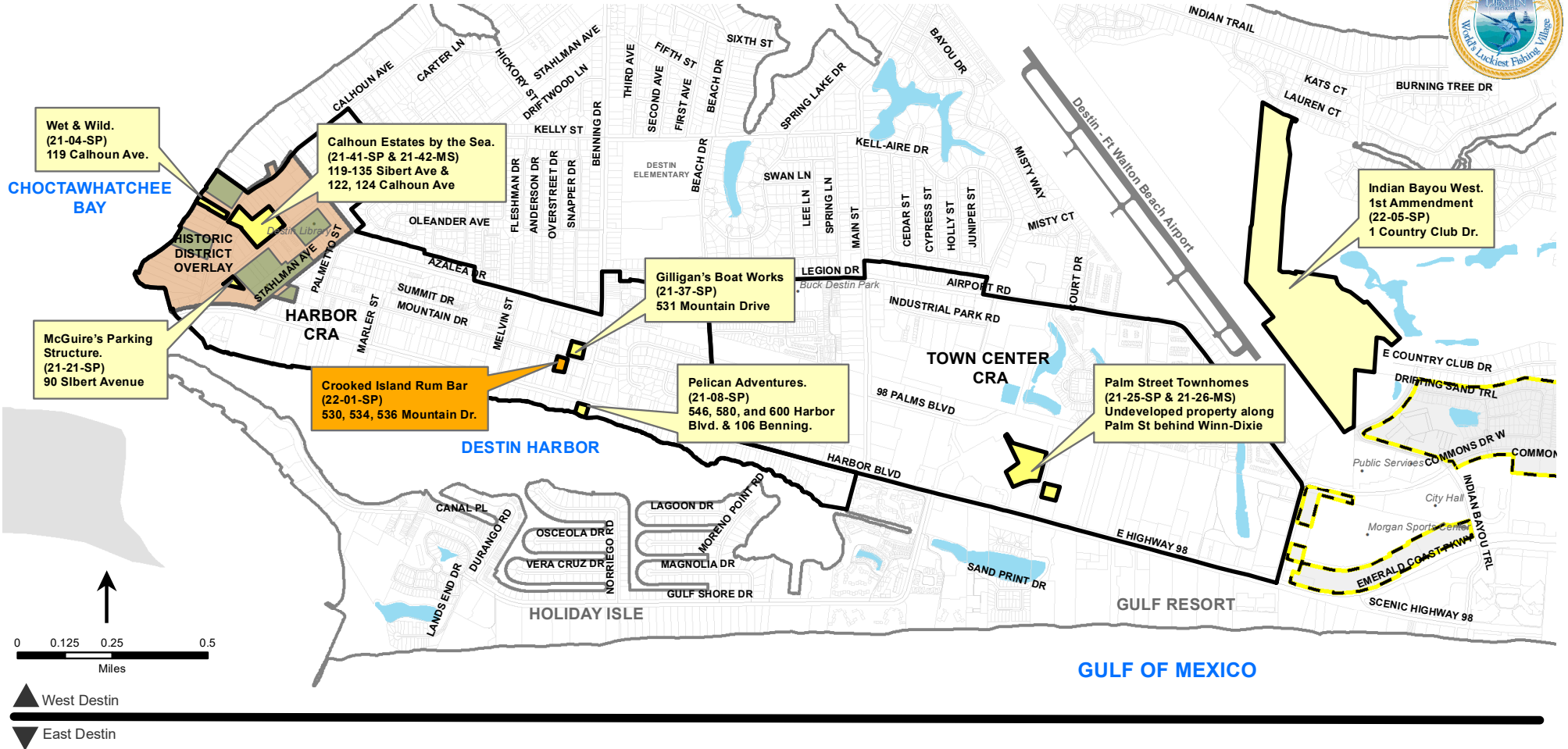
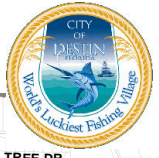
III. **CONCLUSION:** This is an informational item.

IV. **RECOMMENDED MOTION:** None

Attachments:

1. January Development Projects Under Review
2. City Wide Projects February 2022
3. January Approved Projects

January 2022 – Development Projects Under Review



City Limit Line

New Development Project
Applications Received

Development Projects
Under Review

Zerbe-Calhoun Historic
District Overlay

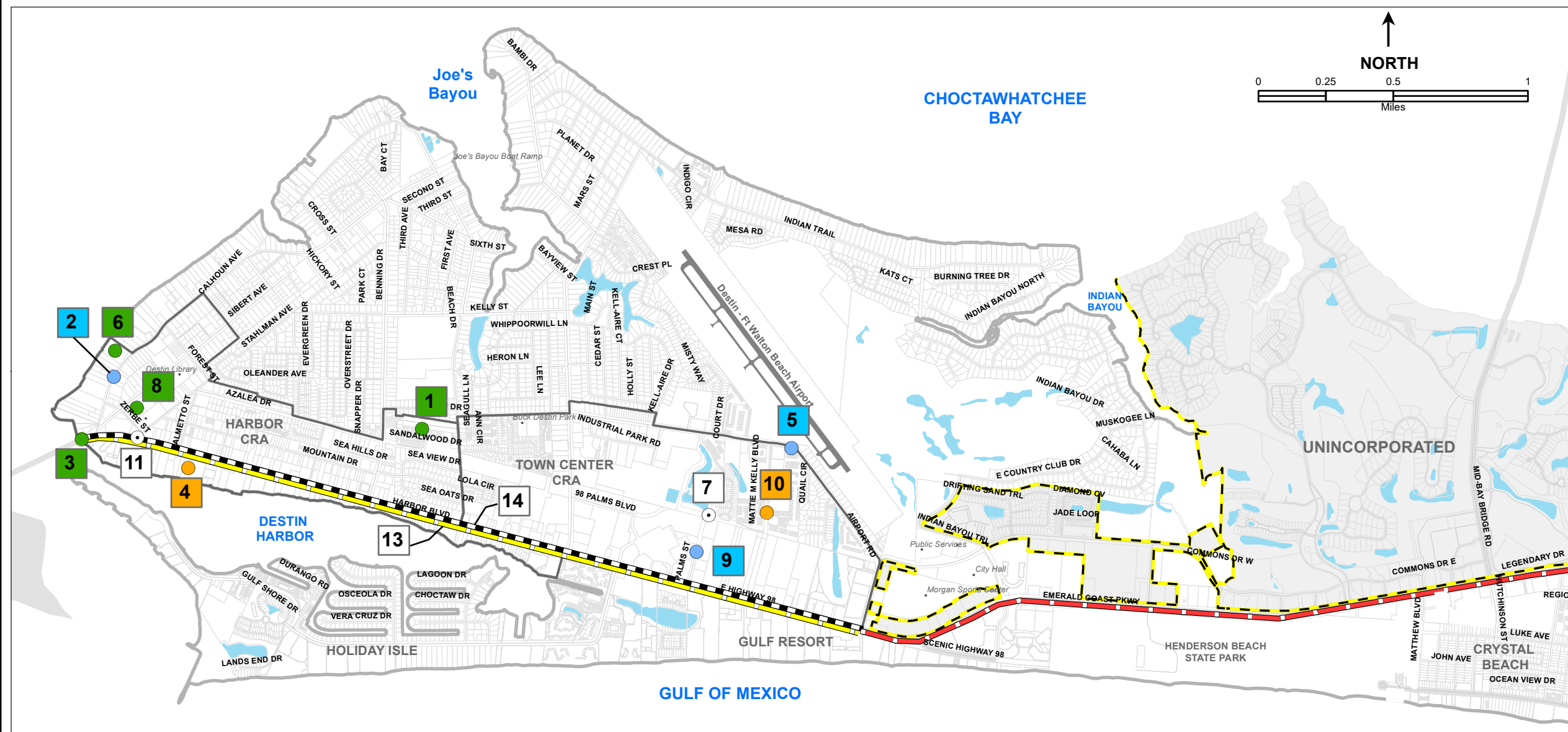
Existing Municipal
Facilities



City Projects February 2022

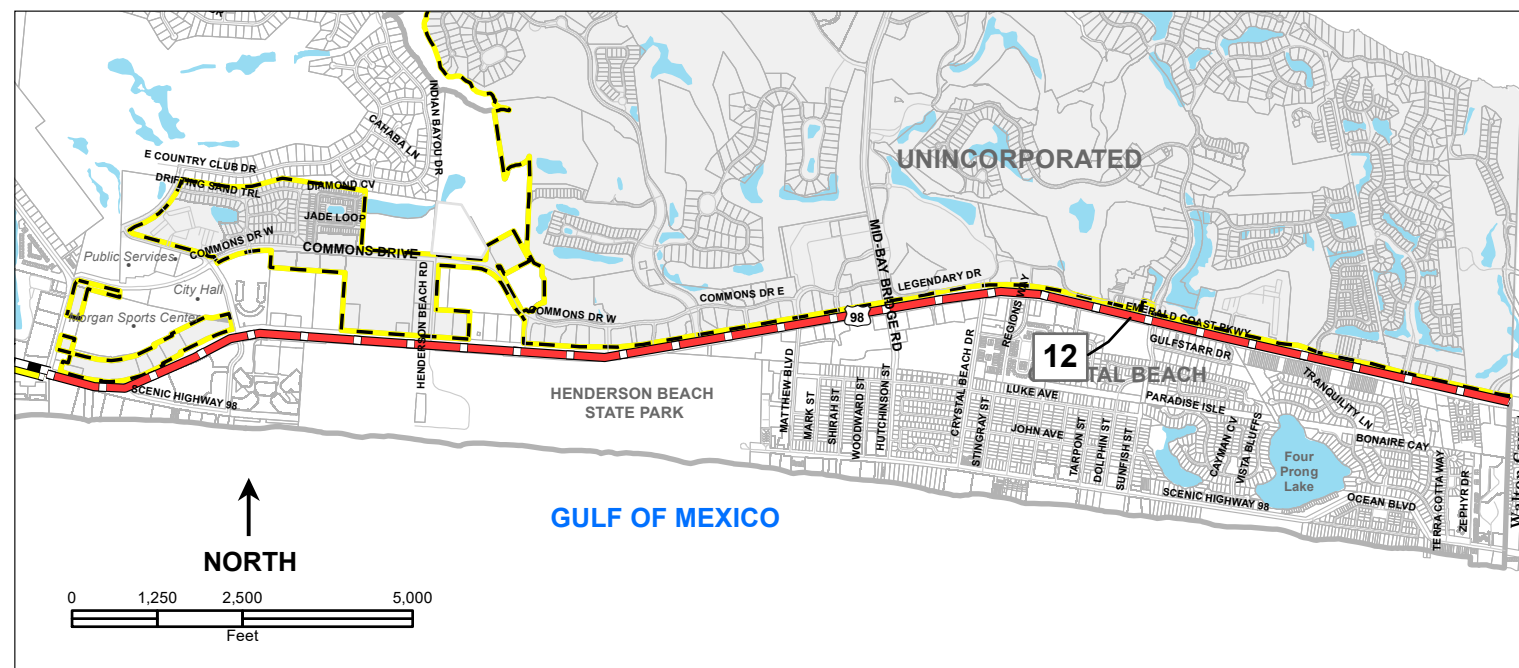
LEGEND

- Under Construction
- Under Design
- Other Projects
- Completed Projects
- Landscaping Project
Airport Rd. to Walton Co.
- Landscaping Project
Airport Rd. to Marler Bridge
- (PD&E) Study Hwy. 98
Airport Rd. to Marler Bridge
- City Limit Line



▲ West Destin

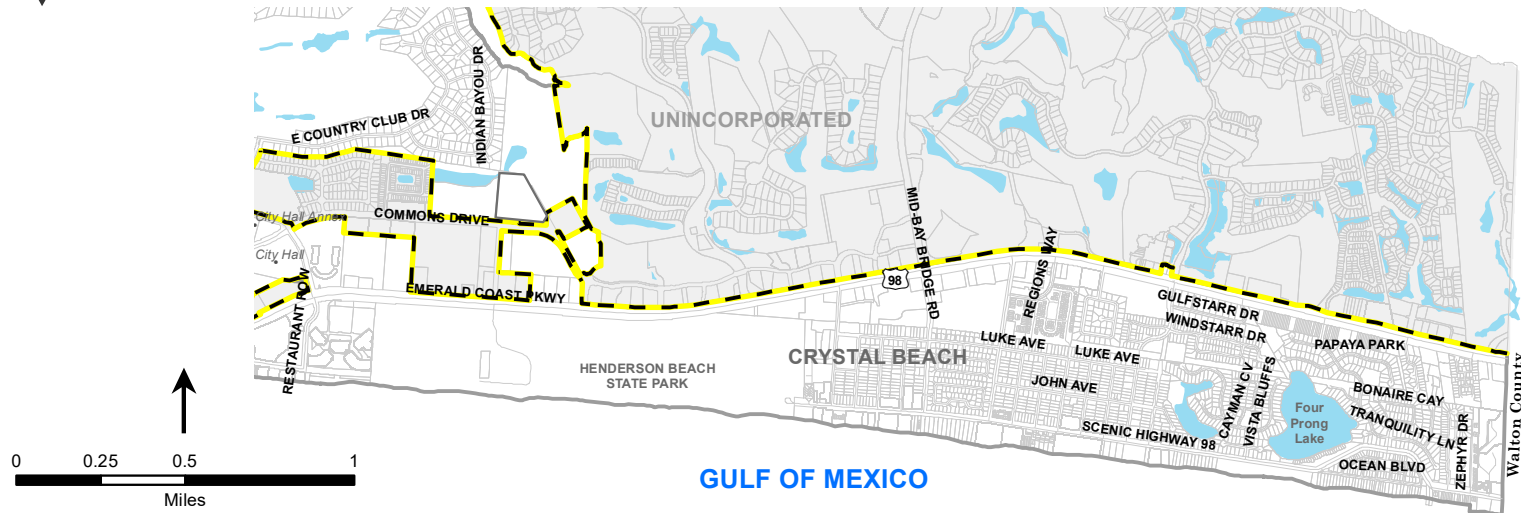
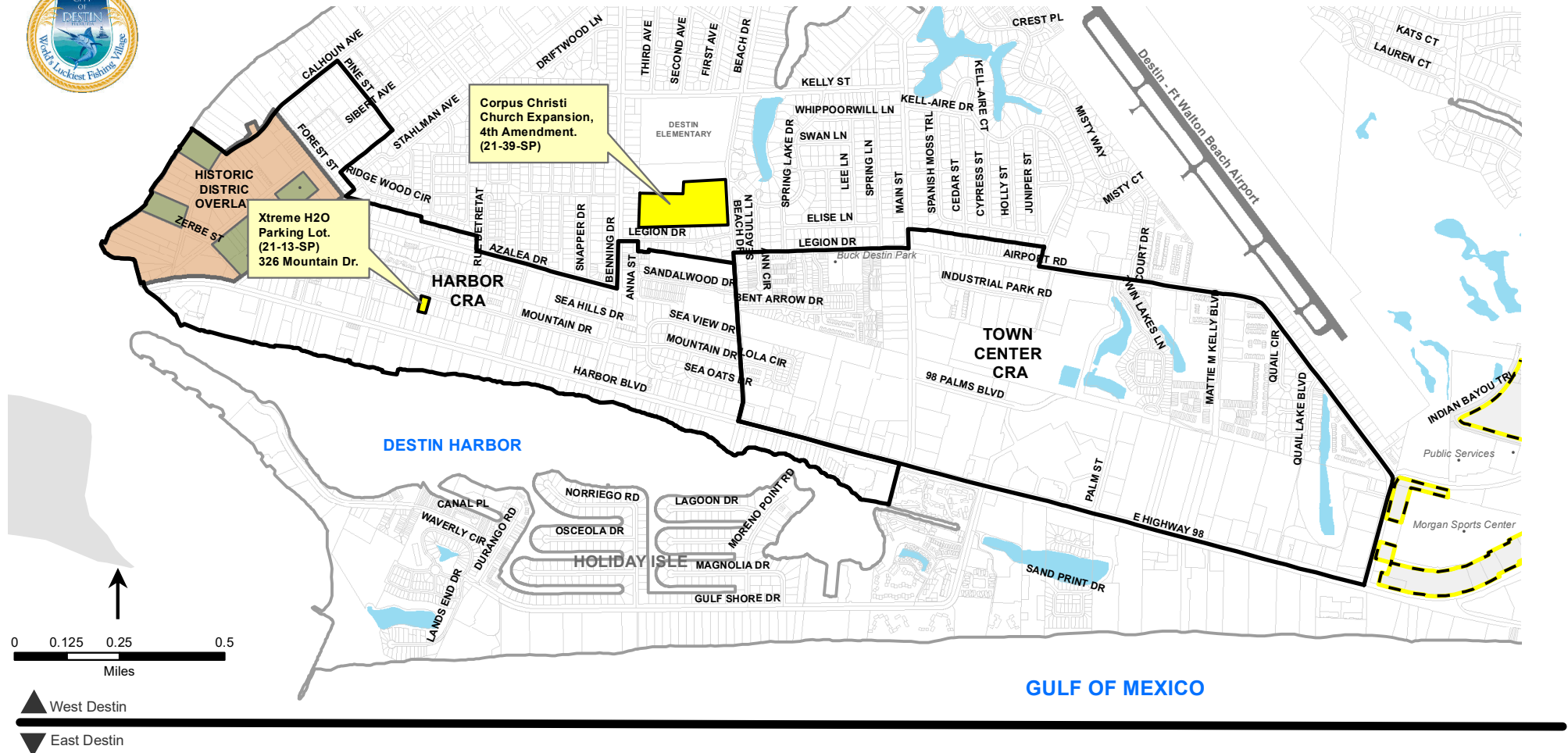
▼ East Destin



1. Crosstown Connector (Beach to Benning).
 - * 2. [Zerbe/Calhoun Pedestrian Project Phase I, Zerbe/Sibert to Clement Taylor Park.](#)
 3. Zerbe/Calhoun Pedestrian Project Phase II (boardwalk under the bridge)
 4. Capt. Royal Melvin Heritage Park, 206 Harbor Blvd.
 - * 5. [Airport Road Curve Improvements, near 1000 Airport Rd.](#)
 6. Clement Taylor Park Improvements, 131 Calhoun Ave.
 7. Pedestrian Pathway – Linear Park, Jewel Melvin Park to Mattie M Kelly Blvd (Gulf Power Easement), Concept
 8. Sibert Ave Parking Lot Improvements, 108 Sibert Ave.
 - * 9. [Palm St Extension, Vintage Destin – D.O. 19-08.](#)
 10. Mattie M Kelly Blvd South Extension, The Charles – D.O. 20-02.
 11. Hwy 98 at Stahlman Ave Signalization Project
 12. Hwy 98 Landscaping Project – Airport Rd. to Walton County Line
 13. Hwy 98 Landscaping Project – Airport Rd to Marler Bridge
 14. Hwy 98 Project Development and Environmental (PD&E) Study Hwy 98 – Airport Rd to Marler Bridge
 15. Stormwater Master Plan
- * Completed Projects



January 2022 - Approved Projects



LEGEND

- City Limit Line
- Approved Projects
- Zerbe-Calhoun Historic District Overlay
- Existing Municipal Facilities

CITY OF DESTIN – COMMUNITY DEVELOPMENT



AGENDA ITEM

MEETING DATE: February 16, 2022

BOARD/COMMITTEE: Town Center Community Redevelopment Agency Advisory Committee

TYPE OF AGENDA ITEM: Presentation

OUTLINE NUMBER: 5.B.

TO: Town Center Community Redevelopment Agency Advisory Committee

THRU: Louis Zunguze, Community Development Director
Kimberly Kopp, Land Use Attorney
Lance Johnson, City Manager

FROM: Steve O'Connor, Principal Planner

DATE: February 11, 2022

SUBJECT: FY22 Work Plans

I. BACKGROUND: The Town Center CRA Advisory Committee is tasked with reviewing and updating the Town Center CRA Work Plans regularly to ensure items continue to meet the requirements and goals outlined in the **Destin Town Center Community Redevelopment Plan**. The included Work Plans need to be reviewed and **rolled** over to FY22.

II. DISCUSSION: Below are the selected **FY2022 Work Plan** items for the TCCRA Advisory Committee, and the City projects which will incorporate the work plan items:

- 1. Plan/Design Gulf Power Easement (Lockwood Wernet)**
 - a. Provide input and recommendation for the conceptual plan
- 2. Landscape Improvements for TCCRA (Michele Sandstead)**
 - a. Work with community members to fund landscaping improvements along Airport Rd.
- 3. Review & Revise TCCRA Master Plan (Delores Morrell)**
 - a. Review and recommend updates to the goals of the Town Center CRA Master Plan
- 4. Grant Research for available Grants**
 - a. Seek grant funding opportunities to help fund TCCRA projects

As City projects related to the Work Plans progress, Staff will provide updates to the TCCRAAC at their scheduled monthly meetings.

A. Link to Strategic Goals / Objectives: 1) Enhance Quality of Life

2) Improve Mobility and Connectivity

3) A Green and Sustainable Environment

4) Economic Development and Revitalization

5) Effective, Efficient, and Aesthetically Pleasing Infrastructure.

B. Effect on Budget (EOB): There is no anticipated impact on the City budget. These Work Plan items would be incorporated through programs that have already been budgeted by the City.

C. Level of Service (LOS): Certain Work Plan items could increase the level of service in the Town Center CRA.

III. CONCLUSION: These are current and future City projects that support the goals and objectives of the Town Center CRA Master Plan & the selected FY 2022 Work Plan items. City Staff will continue to update the Town Center CRA of such City projects and provide an opportunity for recommendations to City Council.

IV. RECOMMENDED MOTION: None

Attachments:

1. 2022 Work Plan A - Easement Trail Linear Park
2. 2022 Work Plan B - Implement Landscape Improvements
3. 2022 Work Plan C - Review and revise the Town Center CRA Plan
4. 2022 Work Plan D - Research Possible Grants for CRA Projects



City of Destin

Committee FY 2021 Work Plan

Strategic Goal:

3 IMPROVED MOBILITY AND CONNECTIVITY

Organizational Objective:

3A Implement Multiple Innovative Methods of Transportation Throughout the City

Performance Objective:

3A3 Implement Master Pathways Plan: Plan/Design Gulf Power Easement Trail/Linear Park

Measurable Outcome(s):

Outcomes	Fiscal Year		
	2020	2021	2022
Review and assist with creation of concept plan	100%		
Recommendation to CRA Board	100%		
Identify scope and funding source/input for 2019 budget	100%		
Construction of the pathway		50%	50%

Action Plan:

Task	Resource Needs (persons/organization)	Target Completion Date
Provide input, recommendations to staff concept plan	TC CRAAC & Staff	Winter/Spring
Conduct outreach to property owners	TC CRAAC & Staff	Spring/Summer
Review concept plan for park & trail	TC CRAAC & Staff	Summer
Review and recommend scope and plan to CRA Board	Staff/CRA Board	Fall

Process Improvement:

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Stakeholders:

Internal	External
- City Manager and CRA/CD Staff - CRA Board/City Council	- TC CRAAC Members - Residents, Business Owners, Property Owners in TC CRA
	Potential grant administrators

Process Owner: Lockwood Wernet, TC-CRAAC



City of Destin

Committee FY 2021 Work Plan

Strategic Goal:

5 ECONOMIC DEVELOPMENT AND REVITALIZATION

Organizational Objective:

5A Update and Implement Town Center CRA Master Plan

Performance Objective:

5A2 Implement landscape improvements for Town Center CRA

Measurable Outcome(s):

Outcomes	Fiscal Year		
	2020	2021	2022
Work with private partners to fund landscaping on Airport Road	50%		
Install landscaping on Airport Road	50%		

Action Plan:

Task	Resource Needs (persons/organization)	Target Completion Date
Provide input, approval for landscape plan	TC CRAAC/Staff/Owners	Complete
Assist in coordination of public/private partnership for landscape installation	TC CRAAC/Staff/Owners	Winter
Installation of landscaping for phase I	TC CRAAC/Staff/Partners	Winter/Spring

Process Improvement:

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Stakeholders:

Internal	External
City Manager and CRA/CD Staff	TC CRAAC Members
CRA Board	Residents, Business Owners, Property Owners in TC CRA
	Private partners (Trees on the Coast)

Process Owner: Michele Sandstead, TC-CRAAC



City of Destin

Committee FY 2021 Work Plan

Strategic Goal:

5 ECONOMIC DEVELOPMENT AND REVITALIZATION

Organizational Objective:

5A Update and Implement Town Center CRA Master Plan

Performance Objective:

5A4 Review and revise the Town Center CRA Plan

Measurable Outcome(s):

Outcomes	Fiscal Year		
	2020	2021	2022
Improved look of CRA		50%	50%
Improved property owner participation and cooperation	20%	30%	50%
Improved property values	Ongoing	Ongoing	

Action Plan:

Task	Resource Needs (persons/organization)	Target Completion Date
Conduct outreach to property owners and tenants	TC CRAAC/Staff/Owners	Spring/Summer
Complete revised plan and submit to Board/Council	TC CRAAC/Staff	Winter

Process Improvement:

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Stakeholders:

Internal	External
City Manager and CRA/CD Staff	TC CRAAC Members
CRA Board	Residents, Business Owners, Property Owners in TC CRA

Process Owner: Delores Morrell, TC-CRAAC



City of Destin

Committee FY 2021 Work Plan

Strategic Goal:

5 ECONOMIC DEVELOPMENT AND REVITALIZATION

Organizational Objective:

Performance Objective:

Research possible grants for CRA projects

Measurable Outcome(s):

Outcomes	Fiscal Year		
	2020	2021	2022
Seek grant funding for CRA projects	Ongoing	Ongoing	Ongoing

Action Plan:

Task	Resource Needs (persons/organization)	Target Completion Date
Research grants	TC CRAAC & Staff	Winter/Spring
Submit grant applications	TC CRAAC & Staff	Summer/Fall

Process Improvement:

Stakeholders:

Internal	External
City Manager and CRA/CD Staff	TC CRAAC Members

Process Owner: , TC-CRAAC