

**MINUTES
TOWN CENTER COMMUNITY
REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
JULY 20, 2022 - 5:30 PM
DESTIN CITY HALL BOARDROOM**

1. CALL TO ORDER:

Chairman Wernet called the meeting to order at 5:30 PM on Wednesday, July 20, 2022, at the Destin City Hall Annex Council Chambers with the Pledge of Allegiance immediately following.

2. ROLL CALL:

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>
Lockwood Wernet	Alexander Santos	Kim Montgomery Deputy Clerk
Michele Sandstead	Matthew Sweetser	Steven O'Connor
Delores Morrell		Krystal Strickland
Dorothy Robinson		Jeffrey Cozadd Grants & Projects Mgr.

2. APPROVAL OF MINUTES:

April 20, 2022 & May 18, 2022

Motion to approve the minutes of the April 20, 2022, meeting was made by Committee member Morrell with Committee member Sandstead providing the second. The motion passed 4-0.

Motion to approve the minutes as amended of the May 18, 2022, meeting was made by Committee member Morrell with Committee member Sandstead providing the second. The motion passed 4-0.

3. OLD BUSINESS:

➤ **Utility Undergrounding Commitment – Krystal Strickland**

Ms. Strickland briefly explained that part of the update for the Town Center Master Plan is to include the commitment to budgeting funds to help with the cost of the Utility Undergrounding project, as well as other projects in the district they would like to have accomplished. She explained by projections, the Town Center CRA should have \$14-\$16M at time of sunset and now is a good time to implement those projects into the Master Plan.

She provided the members with an overview of the Town Center's Proforma showing the bank account balance with line items of expenditures and revenues and staff is requesting the members make a commitment of \$4.5M towards the Utility Undergrounding project.

Committee member Sandstead made the motion to recommend the CRA commit \$4.5M to the Town Center CRA District Master Plan for funding the Utility Undergrounding project with Committee member Morrell providing the second. The motion passed 4-0.

➤ **Budget Calendar**

Ms. Strickland informed the members that there is one more budget workshop on August 11, 2022, then the Millage rates are due to Property Appraiser and when dates of public hearings will be in September.

➤ **Capital Projects Status Report**

According to Ms. Strickland, she will be providing the status reports to them at every meeting with updated information, regardless if she can attend the meeting, and briefly went over each category and explained what each are for.

There was a discussion regarding the upcoming budgeted funds for the following years that are being set aside for the Linear Park.

Mr. Cozadd explained appropriations of \$270k in grant funds with an additional \$270k to be matched by the city will go towards the design for the first three phases of the project. This will include the necessary right-of-way acquisitions and easements with Phase I estimated to start in a couple of years.

Committee member Sandstead asked if this committee and the public will be able to provide input for the design features.

According to Mr. O'Connor, they will, and this will be an item added to their agenda when the time comes for them to review the plans, as well as any public comments will be considered in order for the members to make their recommendations to Council. He briefly spoke of the potential hinderances that will come into play with the easements, noting that some areas of the park may not be any wider than 20-feet in width. However, the goal for both the design engineers and staff will use best management practices to develop the park as best as it can possibly be designed.

Committee member Robinson asked for a map of the location of the project diagraming the potential park. Mr. O'Connor agreed to provide one the members.

➤ **Operations Financial Report**

Ms. Strickland informed the members that this is informational purposes and explained what the status of the Financials are through May 31st, which is at 67% of the fiscal year.

Chairman Wernet briefly explained the reasoning as to why the Town Center owes money to the General Fund, so that Committee member Robinson would be up-to-speed on what happened in the past with the property value decline, almost a decade ago.

➤ **Holiday Decorations –**

Ms. Strickland explained that there are not any funds set aside for holiday decorations for this year however, now it the time to set aside funds for the 2023 budget. For informational purposes, she explained the Harbor CRA Advisory Committee has been allocated \$50k for purchasing decorations, and she will create a line item account for theirs in the 2023 budget.

After a discussion of the cost of decorations and where they will be stored when not in use, **Committee member Robinson made the motion to request the CRA Board set aside \$50k in the 2023 budget for the purchase of decorative holiday lights for the Town Center CRA Advisory Committee, with Committee member Sandstead providing the second. The motion passed 4-0.**

The members discussed several options to improve the decorations on Main Street and agreed to have the Public Works Director and the Parks & Recreation Director to work together with the Finance Director to determine if there are any funds available to allocate towards ordering additional rope lighting to wrap the banner poles or up-lighting set up on them in the Town Center CRA District along the Mains Street area this holiday season. The Public Works Director suggested he work closely with Committee member Sandstead, as a liaison to the committee, for any decisions because of the timeliness to get any items ordered without having to bring it back to them for discussion and decisions. The members all agreed for Committee member Sandstead work with Mr. Burgess. He also mentioned they have several 25-foot trees that were purchased last year and how the colors of the bulbs can be changed out to make them different every season.

Motion by Chairman Wernet to recommend the CRA Board allocate any excess funds for holiday decorations to be used to light up Main Street this holiday season, with Committee member Sandstead providing the second. The motion passed 4-0.

➤ **2021 Audit**

Ms. Strickland informed the members the Auditor General for the State now requires a stand-alone audit report for the CRA districts review and approval. However, since in the past, it has been hard getting quorums for this committee, their report has already been presented to the CRA for their approval. Additionally, the report is basically informational only with no action needed from them.

➤ **Development Projects Update**

Mr. O'Connor brought to the members attention that the development map now includes projects from the Harbor CRA as well. Explaining for timeliness purposes, it is easier for staff to have one map with all the projects in both districts than having to create two separate maps and two reports. Additionally, the monthly updates will be a month behind because of their deadlines to get the information loaded into CivicClerk and reviewed for approval by the City Manager and his staff.

Chairman Wernet inquired about the DO exemption for Alvin's Island.

According to Mr. O'Connor, the exemption for their development order process is because they are significantly reducing the size of the building and not building in the original footprint. Therefore, the total impacts are significantly reduced, which makes them meet the criteria for a development order exemption.

Committee member Sandstead questioned what the Domo restaurant is and where it would be located. According to Mr. O'Connor, this is going in the old Popeye's restaurant, and they determined they needed a larger walk-in cooler, so they are asking for an exemption for a larger cooler. She then asked if there was any news regarding the Old Time Pottery shopping center being bought by Publix. According to Mr. O'Connor, he has not heard anything new as far as the discussions between the two parties for purchase.

4. COMMITTEE MEMBER REPORTS:

- **Committee member Sandstead** – Informed everyone she attended the June 23rd Budget Workshop held by Council and recommended everyone should attend one to better understand the process. She stated that at the public comment portion, she did encourage Council to fill their empty seats. Additionally, she asked them if there are any extra funds they could allocate to the committee, it would be appreciated.

Lastly, she spoke of the conflicting information on the website for applicants regarding requirements to volunteer to serve on the committee and feels that it needs to be clearer for who can be volunteers for the *at large* requirements. Possibly having Council change those requirements to anyone who either lives, works, or owns property in Destin city limits. Adding that she knows some people that own property but don't reside in the city limits.

- **Committee member Robinson** – Agrees that Council should fill their empty seats so there are enough members to have a quorum to meet.

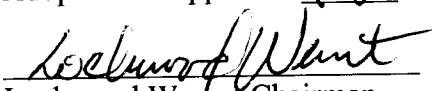
- **Chairman Wernet** – Welcomed Committee member Robinson and spoke of being sorry that Committee member Sweetser can no longer attend but he understands the circumstances. He thanked staff for their hard work at putting their materials together. As for the financials, this information had been lacking in the past and is very appreciative for the monthly budget updates.

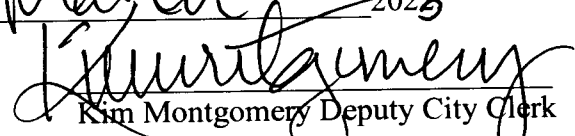
5. **PUBLIC COMMENTS:** Chairman Wernet opened this portion to the public for comment. With no comment, he closed the public portion of the meeting.

6. ADJOURNMENT:

Having no further discussions, the meeting was adjourned at 6:30 PM.

Adopted and approved 15th day of March 2023


Lockwood Wernet Chairman


Kim Montgomery Deputy City Clerk