



**AGENDA  
TOWN CENTER CRA ADVISORY COMMITTEE  
MEETING  
WEDNESDAY, APRIL 16, 2025  
5:30 PM  
DESTIN CITY HALL ANNEX CHAMBERS**

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AGENDA APPROVAL**
- 3. APPROVAL OF MINUTES**
  - A) March 19, 2025 Minutes**
- 4. CURRENT BUSINESS**
  - A) Development and City Projects Update**
- 5. COMMITTEE MEMBER COMMENTS/QUESTIONS**
  - A) Lockwood Wernet - Chair**
  - B) Margie Avery - Vice Chair**
  - C) Corlene Ziegler**
  - D) Kyle Davis**
  - E) Iris Bethea**
  - F) Preston Green**
  - Linear Trail Lighting**
- 6. PUBLIC COMMENTS**
- 7. NEXT MEETING DATE: May 21, 2025**

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  
MARCH 19, 2025 - 5:30 PM  
DESTIN CITY HALL ANNEX CHAMBERS**

**1. CALL TO ORDER:**

Chairman Wernet called the meeting to order at 5:30 PM on Wednesday, March 19, 2025, at the Destin City Hall Annex Council Chambers with the Pledge of Allegiance immediately following.

**2. ROLL CALL:**

**Members Present**

Lockwood Wernet  
Corlene Ziegler  
Margie Avery  
Iris Bethea  
Preston Greene

**Members Absent**

Kyle Davis

**Staff Present**

Kim Montgomery Deputy Clerk  
Daniel Butler Principal Planner

**3. AGENDA APPROVAL:**

**Motion by Chairman Wernet to amend the agenda to add Council member Sandy Trammell under Current Business, Item A., with Committee member Ziegler providing the second, the motion passed 5-0.**

**4. MINUTES FOR APPROVAL: February 19, 2025**

**Motion by Chairman Ziegler to approve the minutes of the February 19, 2025 meeting as written with Committee member Green providing the second. The motion passed with a 5-0 vote.**

**5. CURRENT BUSINESS:**

➤ **Sunshine Laws/Public Records Act - Councilmember Sandy Trammell**

- Briefed the members with information regarding the Sunshine Laws.
- Discussed Robert’s Rules of Order and how items that are not on the agenda cannot be discussed and recommended in the form of a motion, and as a result, is why they now include the agenda approval at the beginning of the meeting for members to add items for discussion and possible recommendation to City Council.
  - Chair may make and second motions.
  - Members should use “Point of Order” to refocus discussion when needed.
  - Motions require a motion, a second, discussion, and vote.
  - Items requiring motions must be on the agenda, otherwise, discussion only.

- Spoke of the need for the members to attend their monthly meetings and how she was tasked by the Council to get the committees fully vested with members, have quorums to be able to meet, and have functioning committee meetings.
  - Attendance & Communication
  - Meeting Prep:
    - Monthly meetings are the third Wednesday of each month.
    - Submit agenda items by the first Wednesday of each month..
    - Respond to attendance emails, lack of quorum can cancel meetings.
    - Direct any questions or requests to staff (Daniel, Cindy).
    - Meeting materials, including budget info, are available online.
- Explained how the minutes are just a summary of what was discussed however their motions are verbatim.
- Spoke of how once a motion for a recommendation is made, even if they vote against it, if it passes, they as a committee stand behind the recommendation and are not to speak against it, especially to the City Council.
- Introduced the staff members and their duties to the new committee members.
- Explained the necessary timeline to get items to staff to be placed on their next meeting agenda for discussion.
- Spoke of their Town Center CRA Master Plan and encouraged the members to get familiar with it.

## ➤ **Code of Ethics**

- Members must complete and submit a signed Code of Ethics form.

- **Key Principles:**

- Represent all citizens, not personal or business interests.
- Avoid using city roles for personal benefit (e.g., parking privileges or influence).
- Maintain open-mindedness and prioritize what's best for Destin as a whole.
- Avoid behavior that violates public trust (e.g., intoxication during meetings).
- Do not exercise individual authority outside of official meetings.
- Support committee decisions once made by consensus, even if you dissented.
- If dissenting, request that your reasoning be included in the official minutes.

## ➤ **Sunshine Law & Public Records**

- Applies to all meetings, emails, texts, and documents related to city business.

### ➤ **Important Rules:**

- Use city email accounts only—avoid personal accounts.
- Never hit "Reply All" on city email communications.
  
- Forward any personal texts or messages related to city business to your city email.

- Two or more members cannot discuss city business outside a public meeting (even casually at restaurants or events).
  - Violations include heavy penalties: fines, potential jail time, and ethics violations.
  - Public records include any form of documentation (notes, maps, photos, software).
  - Be cautious with informal comments or offensive notes—even handwritten ones are public records.
- **Curing a Violation:** If you mistakenly discuss committee business with another member, disclose the discussion openly at the next meeting to correct the record.
- **Voting Conflicts**
- **Definition:** Occurs when a member, or someone closely related, stands to gain or lose financially from a committee decision.
    - **Action Required:**
      - Declare the conflict before voting.
      - Fill out and submit the appropriate disclosure form.
      - Conflict details are attached to the meeting minutes for transparency.
    - **Guidance:** When in doubt, contact the city attorney or staff liaison
- **Committee Operations & Planning**
- **Work Plan & Annual Report:**
    - Begin drafting work plans to review in September.
    - Finalize and submit in November to align with the city’s budgeting timeline.
    - Work plans can be short-term or multi-year projects.
  - **Structure of Work Plans:**
    - Strategic Goal
    - Objective
    - Performance Objective
    - Measurable Outcomes
    - Action Plan
    - Process Improvement (review/monitoring)
    - Stakeholders (internal/external)
    - Process Owner (person responsible for tracking progress)
  - **Examples Discussed:**
    - Christmas lights, 5K runs, banners, Linear Park support, grant searches, etc.
  - **Projects & Ideas:**
    - Use their Master Plan as a foundation for project ideas.
    - Members can bring up community concerns or ideas—e.g., safety improvements—but should clarify if they fall under this committee's scope
- **CRA Focus and Coordination**
- **Committee Role:**
    - Advise on Town Center CRA development aligned with the master plan.
      - Focus on projects that benefit the entire Town Center area.
      - Work can include events, improvements, advocacy, and funding support.

- **Collaboration:**
  - Other committees (Parks & Rec, Public Works & Safety) may be involved in overlapping projects.
  - Joint meetings are allowed when relevant to multiple groups.
  - Advocacy and relationship-building (e.g., with Parks Foundation or other stakeholders) are encouraged.

## **Fundraising & Budget**

- **Spending CRA Money:**
  - Fundraisers must be pre-approved by Council to earmark funds properly.
  - Otherwise, funds go into the general fund and may not be retrievable quickly.
- **Existing Projects:**
  - Example given – Main Street Banners on the street poles. The committee can revisit or expand existing efforts, using staff knowledge of past projects.

## **Final Notes**

- The City Council is eager for the CRA Advisory Committee to propose meaningful projects.
- Members are encouraged to think outside the box while staying within the master plan and Sunshine guidelines.
- Read the CRA Master Plan, brainstorm actionable goals, assign process owners, and ensure all goals are documented in the work plan.

### **6. February Development and City Projects - Update Daniel Butler**

Mr. Butler provided a brief summary of the upcoming projects that are currently under review in the district.

- Cross Town Connector
- Linear Pathway

### **7. MEMBER COMMENTS:**

- **Chairman Wernet**
  - Work Plan/Annual Report
    - Examples of work plan items was provided to the new members with instructions to have them added under their name to discuss.
- **Committee member Green** – Commented that he is a lifelong resident of Destin, and how his family has been in the restaurant business, and currently he is the owner of Crackings, and is excited for opportunity to make Destin better.
- **Committee member Ziegler** - Spoke of how she is now the Commander at the Destin American Legion and retired Postmaster from the Destin USPS.
- **Committee member Avery** – Commented that she owns a business locally and work from home as an accountant.
- **Committee member Bethea** – Commented that she is the owner of Destin Roofing, Inc., and is looking forward to learning the process and hopefully it can be helpful to the community.

**8. ADJOURNMENT:**

Having no further discussions, the meeting was adjourned at 7:10 PM.

Adopted and approved \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Lockwood Wernet Chairman

\_\_\_\_\_  
Kim Montgomery Deputy City Clerk

CITY OF DESTIN – COMMUNITY DEVELOPMENT



# AGENDA ITEM

**MEETING DATE:** April 16, 2025

**BOARD/COMMITTEE:** Town Center Community Redevelopment Agency Advisory Committee

**TYPE OF AGENDA ITEM:** Presentation

**OUTLINE NUMBER:** 4.A.

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**TO:** Town Center Community Redevelopment Agency Advisory Committee

**THRU:** Kimberly Kopp, City Attorney  
Steve O'Connor, Deputy Community Development Director

**FROM:** Jesse Hernandez, Planner

**DATE:** April 4, 2025

**SUBJECT:** Development and City Projects Update

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**I. BACKGROUND:** This report includes updates on the Development Projects in the Town Center 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 Town Center CRA in the month of March.

## **I. DEVELOPMENT PROJECTS**

### **Under Review:**

**Project: Destin Linear Trail (DEV-001461-2024)**

**Project Location:** Power line easement between Airport Road and 98 Palms Blvd. **Parcel ID:** 00-2S-22-5330-0000-0870

**Status:** Corrections Report Sent March 14, 2025. Awaiting final easements.

Development of a multi-use path along the powerline easement connecting the Intersection of Airport Road and Commons to Jewel Melvin Park and 98 Palms Blvd.

**Project: Alvin's Island #11 (DEV-001487-2024)**

**Project Location:** 1073 Highway 98 East **Parcel ID:** 00-2S-22-0000-0024-0020

**Status:** Awaiting Resubmittal. Corrections Report Sent February 21, 2025.

The new construction of 12,600 SF gross floor area (GFA) of retail space which will replace the

previous Alvin's Island store that burnt down, which consisted of ~24,000 SF GFA.

**Project: Grace Lutheran Church Addition (DEV-001477-2024) Project Location:** 125

Main Street **Parcel ID:** 00-2S-22-0000-0011-0090

**Status:** Awaiting submittal of landscape plan.

Proposed 1,500 square foot addition to the existing church, with associated site work.

**Project: Cross Town Connector (SUB-001448-2024)**

**Project Location:** 209 Beach Drive. **Parcel ID:** 00-2S-22-0000-0009-0000

**Status:** Received preliminary plat approval. Awaiting final plat approval - Scheduled for April 7, 2025.

The proposed project consists of the completion of the final leg of the Destin Cross Town Connector which includes two park parcels and the ROW.

### Approved Projects

**Project: Cross Town Connector (DEV-001449-2024)**

**Project Location:** 209 Beach Drive. **Parcel ID:** 00-2S-22-0000-0009-0000

**Status:** APPROVED. DO-25-05

The proposed project consists of the completion of the final leg of the Destin Cross Town Connector which includes two park parcels and the ROW.

## II. CITY PROJECTS

**Cross Town Connector (Beach to Benning)**

**Status:** DO 25-05 issued. Under Construction.

This is the final segment of the overall Cross-Town Connector to provide a secondary East-West corridor through the City of Destin and provide pedestrian pathway connectivity between the east and west sides of the City.

**Hwy 98 Project Development and Environmental (PD&E) Study – Airport Rd to Marler Bridge.**

**Status:** On 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.

**Cross Town Connector Wayside Trail – Will span from Benning Dr eastward to Beach Dr**

**Status:** Under design / permitting.

This project will provide workout nodes, playgrounds, and dog parks throughout the span of the park.

**Airport Road / Industrial Park Road Median Improvements**

**Status:** Under design / permitting.

This project will provide needed updates to medians.

**Airport / Commons Pedestrian Signal Upgrade**

**Status:** Under design / permitting.

This project will provide upgrades to signal necessary to improve pedestrian safety and effectively control the flow of traffic.

**Buck Destin Park Restroom Relocation**

**Status:** Under construction

This project will relocate the previously approved modular bathroom facility, ADA sidewalks, and associated infrastructure to the southwest corner of the park.

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

D. **Legislative Sponsor:**

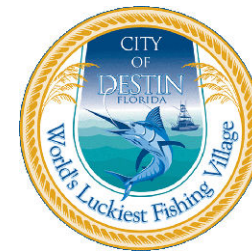
E. **Business Impact Statement:**

III. **CONCLUSION:** Informational Only Item

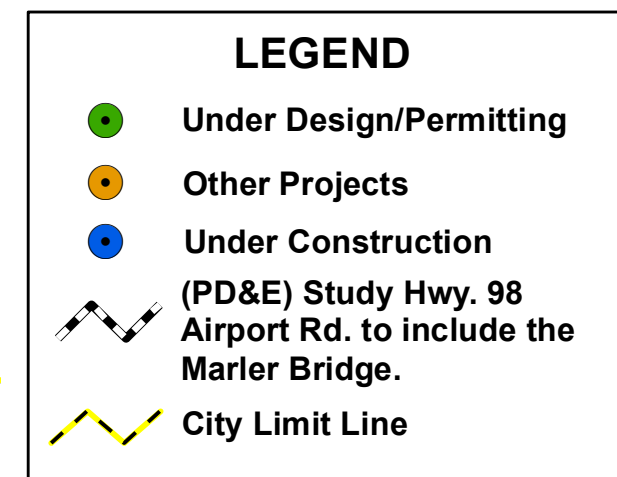
IV. **RECOMMENDED MOTION:**

Attachments:

1. City Projects March 2025
2. Development Projects March

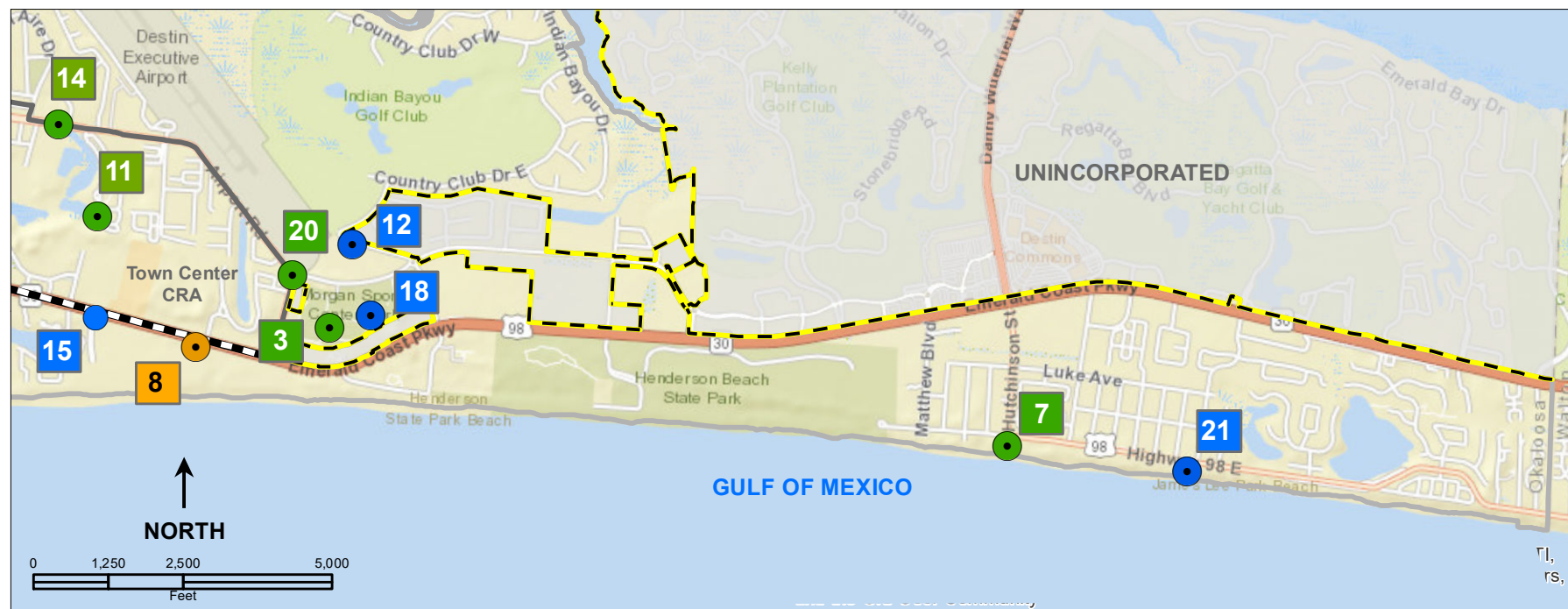


## City Projects March 2025



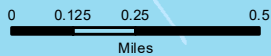
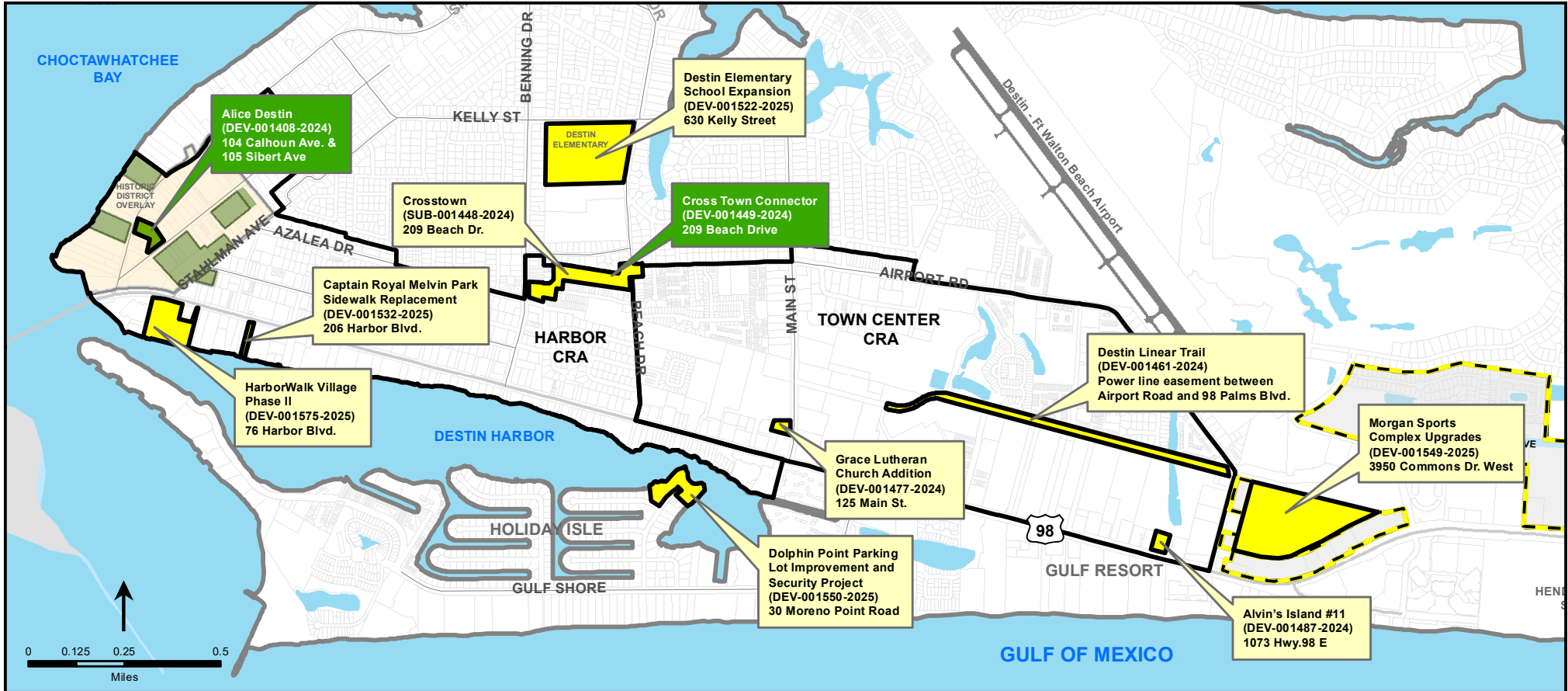
▲ West Destin

▼ East Destin



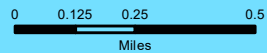
1. Crosstown Connector (Beach to Benning).
2. Zerbe/Calhoun Pedestrian Project Phase II (Boardwalk under the Bridge).
3. Morgan Sports Center – Bathroom, bathing cage and maintenance facility expansion.
4. Clement Taylor Park Improvements, 131 Calhoun Ave.
5. Sibert Ave Parking Lot Improvements, 108 Sibert Ave
6. Hwy 98 at Stahlman Ave Signalization Project.
7. The Shores at Crystal Beach Parking lot additions.
8. Hwy 98 Project Development and Environmental (PD&E) Study Hwy 98 – Airport Rd to include the Marler Bridge.
9. Mattie M. Kelly Park (FDEP).
10. CTC Wayside Trail.
11. Linear Trail.
12. Pickleball.
13. Norriego Point Park/Gulf Shore Drive Extension.
14. Airport Road/Industrial Park Road Median Improvements.
15. Utility Undergrounding (Marler Bridge to Airport Road).
16. Channel Maintenance Dredging.
17. Library Employee Parking Addition.
18. Morgan Sports Center – Field/Parking Lights.
19. Buck Destin Park- Bathroom Relocation.
20. Airport Drive/Commons Blvd. Pedestrian Signal Upgrade.
21. Tarpon Street Parking Lot Additions.
22. Sidewalk Replacement Captain Royal Melvin Park.
23. Mattie Kelly Park Drainage Outfall Project.

# March 2025 City Wide Development Projects



▲ West Destin

▼ East Destin



**LEGEND**

- City Limit Line
- New Development Project Applications Received
- Development Projects Under Review
- Development Orders Issued/ Applications Approved
- Zerbe-Calhoun Historic District Overlay
- Existing Municipal Facilities