



AGENDA

Niceville Community Redevelopment Agency (CRA) Board Meeting

July 8, 2025

5:00 PM

- 1. Call to Order**
- 2. Approval of Minutes**
 - a. March 10, 2025 Regular Board Meeting**
- 3. Agenda Modifications**
- 4. Agenda Items**
 - a. Old Town Landing Phase I Bid Update**
 - b. Turkey Creek Capital Improvements Plan – Action Requested**
- 5. Public Comment on Agenda Items**
- 6. Next Meeting – TBD**
- 7. Adjournment**



2.a

MEETING MINUTES
NICEVILLE COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD
CITY OF NICEVILLE, FLORIDA
MARCH 10, 2025

CRA Vice-Chairman Schaetzle called the meeting to order at 5 PM. CRA Commissioners Nodjomian, Alley, Donahoo, and Stauffer were present. Chairman Henkel was out of town on business and unable to attend. Also present were Niceville City Manager, David Deitch; CRA Manager, Kristen Shell; and Interim City Clerk, Wendy Farmer. There were three members in the audience.

1. Call to Order

2. Approval of Minutes

a. February 11, 2025 Regular Board Meeting

Commissioner Donahoo moved approval and Commissioner Stauffer seconded. Commissioner Nodjomian abstained due to not attending the meeting in question or dialing in.

Commission Vote: Nodjomian-abstained; Schaetzle-yes; Alley-yes; Donahoo-yes; Stauffer-yes. Motion passed

3. Agenda Modifications

Mr. Deitch added discussing the logo font color, stating there was one with blue font and one with black font for them to choose from.

Commissioner Alley moved to accept the black font and Commissioner Stauffer seconded. Commissioner Nodjomian stated he preferred the blue font. He did not think another color needed to be added to the branding. Commissioner Stauffer also stated he preferred the blue font.

Commission Vote: Nodjomian-no; Schaetzle-no; Alley-yes; Donahoo-no; Stauffer-no. Motion failed

Commissioner Nodjomian moved to accept the blue font and Commissioner Donahoo seconded. No one spoke for or against.

Commission Vote: Nodjomian-yes; Schaetzle-yes; Alley-no; Donahoo-yes; Stauffer-yes. Motion passed

4. CRA Manager's Report

a. Old Town Landing Phase 3 Request for Proposals (RFP) Discussion and Request for Direction

Ms. Shell explained the RFP had been issued and closed with no submissions. She stated the big ask did not work. She felt it was the timing with the dock and pier and parking. She asked for guidance as to what to do next with the RFP; do we issue the same RFP, make changes, go in a different direction, or put it on hold? She gave a couple of options: have the property appraised, sacrifice something on our end, or sell the property. Discussion followed regarding developer feedback, options of change, and possibility of selling. Commissioner Nodjomian stated selling is the least desirable option. He said not to be discouraged, they have worked hard on this. We will never assemble this much water front property again. Ms. Shell stated the dock and pier parking needed to be figured out, even if Phase 3 does not get done. Commissioner Alley stated she did not want to sell any more property. If we have to wait, we wait and work on the parking. Discussion followed.

5. Public Comment on Agenda Items

Doug Tolbert, 709 Mullet Creek Run, asked if there had been any consideration for low budget parking or parking for a food truck area? A semi-permeable parking space could be added so you would not have to worry about retention ponds. This would create an area for food trucks with power availability, it would be a short-term interim solution. Commissioner Alley stated there was power available. Mr. Deitch said this would not be hard to do, but it would need to be graded. Commissioner Nodjomian stated this could all be done in house.

Janet Austermann, 115 Edge Avenue, stated she liked the blue font for the logo as well. She was also in agreeance with having a good truck area and added you could use the oak trees for shading to sit under. She then asked for clarification on the floating part of the dock and if oak trees would be left for shade? Mr. Deitch replied the floating dock is where the boat will come up to the dock and drop off passengers. Commissioner Nodjomian reassured her that preservation of the trees would be discussed.

6. Next Meeting – April 8, 2025

7. Adjournment

Commissioner Stauffer moved to adjourn and Commissioner Alley seconded.

Commission Vote: Nodjomian-yes; Schaetzle-yes; Alley-yes; Donahoo-yes; Stauffer-yes. Motion passed

There being no further discussion, the meeting adjourned at 5:35 PM.

COMMISSION CHAIRMAN

ATTEST:

RECORDING SECRETARY

MinutesCRA03102025

UNAPPROVED



4.a



July 1, 2025

208 North Partin Drive
Niceville, FL 32578

PROCUREMENT SERVICES

TO: David Deitch, City Manager

FROM: James Walters, Procurement Director

SUBJECT: Recommendation Regarding Single Attendance at Mandatory Pre-Bid Meeting – Niceville Landing Phase I Project

The City of Niceville issued an Invitation to Bid (ITB) for the **Niceville Landing Phase I Project**, a long-anticipated and high-visibility capital improvement. The solicitation includes a **mandatory pre-bid meeting**, which was held earlier today, **July 1, 2025 at 10:00 a.m.**, as advertised. Unfortunately, **only one contractor attended** the meeting, which renders them the only eligible bidder under the terms of the solicitation.

This situation raises important considerations regarding competition, public perception, and procurement integrity.

Current Timeline:

- **Pre-Bid Meeting:** July 1, 2025
- **Bid Close Date:** July 23, 2025
- **Next City Council Meeting:** July 8, 2025

Recommendation:

Given the nature of the project and the limited response, I recommend we **issue an addendum to extend the solicitation timeline and reschedule the pre-bid meeting**, making it **optional** rather than mandatory. This would allow additional contractors the opportunity to participate while maintaining fairness and transparency.

Should we proceed with a single bidder, we risk:

- Limited competition,
- Missed opportunity for potentially better pricing or solutions,
- Questions during the award process or future audits regarding competition sufficiency.

By extending the timeline:

- We can broaden interest and allow additional firms time to adjust schedules,
- Maintain the integrity and competitive intent of the ITB process,



July 1, 2025

208 North Partin Drive
Niceville, FL 32578

- Offer Council the opportunity to provide input at the July 8th meeting prior to any final determination.
-

Next Steps (if approved):

- Prepare and issue **Addendum 1**:
 - Reopening pre-bid meeting (to be held on TBD)
 - Making it **optional** (clearly stating that prior attendees remain eligible)
 - Extending bid close date accordingly (suggest July 30 or later)
-

Please advise whether you would like Procurement Services to proceed with the extension and addendum, or hold for City Council discussion on July 8th. We are ready to take immediate action based on your direction.

v/r

James

A handwritten signature in black ink, appearing to read "James Walters", is written over the printed name.

James Walters, CPM, ACM
Purchasing Director
City of Niceville
208 Partin Drive N.
Niceville, FL. 32578
850-279-6436 x 2001



June 16, 2025

208 North Partin Drive
Niceville, FL 32578

PROCUREMENT SERVICES LEGAL NOTICE (Revised)

ADVERTISEMENT FOR BIDS

Sealed Electronic Bids for the construction of the Niceville Landing Phase I Project will be received by the City of Niceville until 2:00 p.m. local time on July 23, 2025, through the City's e-Procurement Portal, [Central Bidding - Buying Services: City of Niceville](#), at which time the bids received will be publicly opened and read. If conducted via a virtual meeting, access details will be posted on the Portal. A sealed paper submittal will not be accepted.

Bidders shall submit the Bid Form, Bid security, Trench Safety Act certification, conflict of interest disclosure, and other documents as required by the bid package via the e-Procurement Portal. Physical Bid securities (e.g., certified check or bank money order), if applicable, shall be delivered to Mr. James Walters, CPM, ACM, Purchasing Director, Procurement Services Department, 208 Partin Drive North, Niceville, FL 32578, prior to the bid submission deadline.

Copies of the bid package, documents, requirements, scope of service, and all other pertinent information, including addenda, necessary to electronically submit a complete bid response, may be obtained electronically from the Issuing Office, the City of Niceville Procurement Services website at [solicitations & Notices | Niceville, FL](#), and on the City's e-Procurement Portal, Central Bidding.

All questions shall be directed in writing to Mr. James Walters, CPM, ACM, Purchasing Director, at jwalters@nicevillefl.gov, with the subject line "Questions - ITB 25-04 Niceville Landing Phase I Project." The last day for questions will be July 10, 2025, at 5:00 p.m. DIRECTING QUESTIONS TO ANY OTHER STAFF, AGENT, REPRESENTATIVE, OR EMPLOYEE OF THE CITY IS PROHIBITED AND WILL RESULT IN SUBMITTAL BEING DISQUALIFIED.

To streamline its bid system and enhance the integrity of its bid openings, the City of Niceville is switching to an online service with Central Bidding for competitive solicitations. This will simplify the bidding process and enhance the transparency of all contracts administered by the City of Niceville. Current or potential City of Niceville vendors can join Central Bidding for free. Vendors not registered in Central Bidding are highly encouraged to register now. Vendors registered in Central Bidding will receive automatic email notifications for City of Niceville solicitations matching your goods or services, and you can submit bids or proposals electronically in Central Bidding.

No bids will be received after the time and date specified for the opening.

The City of Niceville, Florida, reserves the right to reject any and all proposals and to waive any and all non-substantial irregularities in Proposals received whenever such waiver or rejection is in the best interest of the City.

REVISION: A mandatory pre-bid conference is scheduled for Tuesday, July 1, 2025, at 10:00 a.m. in the Conference Room at the City of Niceville, 208 N Partin Drive, Niceville, Florida. Attendance is required to submit a bid.



4.b

**CURRENT FLORIDA COMMUNITIES TRUST
TURKEY CREEK PARK MANAGEMENT PLAN
CAPITAL PROJECTS**

Neal Site



01-1S-23-1730-0000-054F

The approved development improvements for the Neal Site include the renovation of the existing house for utilization as a Community Resource Center. In addition, an 800 square foot new canoe/launch/recovery facility and 400 square foot observation and fishing deck will be developed at the edge of the property on Turkey Creek. Additional improvements will include limited additional parking and bike racks. Additionally, 0.5 acres of the site will be planted with native upland vegetation including species noted in the landscaping and Mini Storage Plans. The water access facilities funding is awaiting approval in a FRDAP grant application by the 2020 Florida Legislature. Neal Site approval plans are found in Exhibit G-1.

(NOTE "Exhibit G-1")



Mini Storage Site



01-1S-23-1730-0000-053C and 01-1S-23-1730-0000-0370

Most of the improvements to the project sites will occur on this 8.6 acre tract. Basically, there are two general types of improvements, one to restore the site and a second to develop active/passive recreational facilities. (See Exhibit G-2)

In terms of restoration of the Mini Storage Site, the City will construct a French drain below the cleared hillside and channel all seeping waters into a single stream which will flow into a City owned quarter acre pond site. Three hundred linear feet of at least a four (4) foot wide stream channel with shallow sloped shoreline planted with native wetland plantings on two (2) foot centers. Natives will be selected based on the final design conditions of the water conveyance system i.e. if the system is to remain wet or if it will be alternating wet and dry conditions. The City will work with FCT staff in the design and extensive permitting phase of the project on the design, and the type and number of native plants to be installed in the stream/shoreline system.

Vegetation such as blue flag iris, broadleaf arrowhead, pickerelweed, hairawn muhy, swamp sunflower, *Canna flaccida*, scarlet rosemallow, *Rudbeckia*, Walter's viburnum, and Virginia willow will be planted.

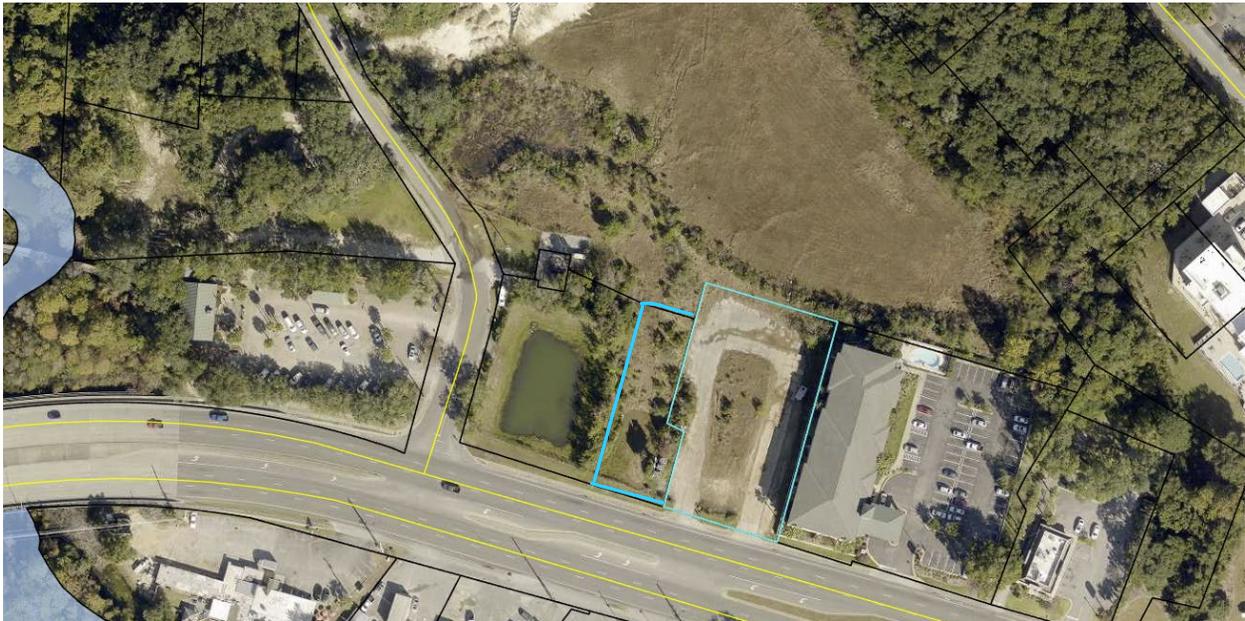
Additionally, 4.5-acres of the site will be planted with native upland and wetland vegetation such as live oaks, magnolia, long leaf pine, hickory and gum plants planted on approximately fifteen (15) foot centers for trees and eight (8) foot center for mid-understory species. The City will work with FCT staff in finalizing the type and density of native upland and wetland vegetation to be planted using natural community inventory and plant survey to be conducted. In addition to restoring the Mini Storage Site, the City intends to develop a 200 seat natural setting amphitheater, picnic tables, and gazebos for recreational use. The amphitheater will be approximately 1.2 acres of grassed lawn with space to seat 200 patrons. The site can also be used as an open playfield. There will be gazebos and picnic tables to allow for passive recreation. The site is adjacent to city sidewalks and the Turkey Creek Boardwalk. The site will include bike rack, a drinking fountain will be located next to the parking area, and bathrooms are available across the parking lot at the Turkey Creek Pavilion. Trash receptacles will be provided. It is acknowledged by the City of Niceville that any proposed modifications to the Management Plan and/or undertaking any site alterations or physical improvements that are not addressed in the City's approved Management Plan will require prior FCT review and approval.



STORMWATER

The only modification to the existing stormwater flows and treatment will occur from the Mini Storage site. All stormwater from this site will discharge into a new quarter acre City stormwater detention/retention pond facility to be constructed on the Safe Mini Storage site. The City will work with FCT staff in the design and permitting phase of the stormwater facilities. Any future proposed stormwater facilities onsite will be designed to provide recreational open space and wildlife habitat in a park like setting; with shallow slopes for safety and to provide littoral zone, and without any fences. However, the regional stormwater pond on Bell 'A' parcel will not have public access due to public safety and trespassing issues on the adjacent private property.

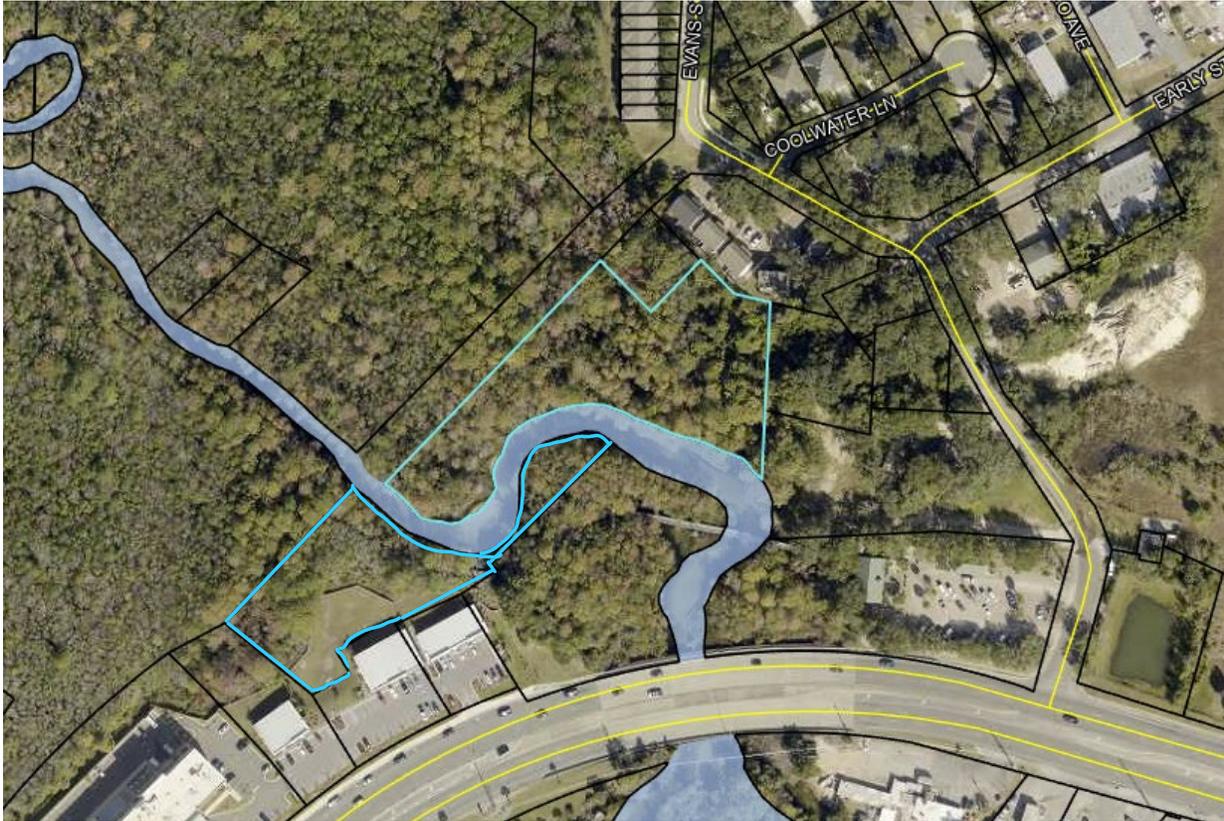
Hardees Site



01-1S-23-1730-0000-053G and 01-1S-23-1730-0000-053F

An approved site plan for improvements to the Hardees site is provided as Exhibit G-3. The Hardees site is proposed to provide support facilities to the entire Turkey Creek Park. As designated a substantial area of the park will be provided for vehicle parking. Around the site perimeters will be located public use facilities, trail connections, a small playground, and public assembly facilities including a special gathering fire pit. The Hardees site will basically serve as the entrance to the park.



Bell B Site

01-1S-23-1730-0000-0550 and 01-1S-23-0000-0036-0000

The only proposed improvements on the site is to restore an eroded area along Turkey Creek. This will be accomplished by City plantings of native vegetation, primarily titi and other wetland species.

Implementation Schedule								
Location	Activity	Cost	Funding Source	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
North Park	Interpretive Display	\$300	Completed					
Ruckel Site	<ul style="list-style-type: none"> Nature Trail with Swinging Bridge Benches Interpretive Signs 	In Kind	Volunteers	Programmed	Programmed	Complete Complete	Programmed	Complete
Neal Site	<ul style="list-style-type: none"> Renovation Resource Center Canoe Launch Fishing Platform Observation Deck 0.5 acre upland planting 	\$100,000 \$20,000 \$15,000 \$8,000 \$2,000	City Revenues and In Kind City Revenues and In Kind City Revenues or Grants Grants and In Kind City Revenues and In Kind	Programmed	Programmed Programmed Programmed	Completed Completed Completed Completed		
Mini Storage	<ul style="list-style-type: none"> French Drain 300' Stream Restoration/Planting 4.5 Acres Upland Wetland Plantings Picnic Tables and Gazebos Amphitheater and Stage Construct .25 acre holding pond Interpretive Kiosks/Displays Walking Trail 	\$60,000 \$40,000 \$58,700 \$12,000 \$100,000 \$25,000 In Kind \$50,000	Stormwater Utility Revenues Stormwater Utility Revenues City Revenues and Donations City Revenues or Grants City Revenues and In Kind City Revenues and In Kind City Staff City Revenues and In Kind	Engineering Permitting Programmed Programmed Permitting Programmed Programmed	Engineered Permitting Programmed Programmed Permitting Programmed Programmed	Programmed Engineering Programmed Completed Engineering Completed Completed	Programmed Programmed Programmed Programmed Programmed	Complete Complete Complete Complete Complete
Hardees Site	<ul style="list-style-type: none"> Parking Lot Playground Trail Head Fire Pit and Seating Picnic Facilities Site Preparation 	\$100,000 \$20,000 \$3,000 \$8,000 \$12,000 \$10,000	City Revenues City In Kind City In Kind City In Kind City Revenues City In Kind	Unkown for this site, awaiting purchase of property.				
Bell B Site	<ul style="list-style-type: none"> Shoreline Stabilization Vegetation Plantings 	\$10,000 \$5,000	City In Kind City Revenues	Programmed Programmed	Completed Completed			

OTE: All projects, estimates and funding sources as presented in current Management Plan.

**PROPOSED FLORIDA COMMUNITIES TRUST
TURKEY CREEK PARK MANAGEMENT PLAN
CAPITAL PROJECTS**

Proposed Improvements Plan for Turkey Creek Management Plan Update

Project	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	FY 30/31	FY 31/32
Pavillion Parking Lot Paving and Stormwater Improvements			Design \$63,000 Construction \$500,000				
Hardees Site Parking and Stormwater Improvements		Design \$63,000 Construction \$450,000					
Kayak Drop Off Access Road and Parking	Design \$37,000 Construction \$246,000						
Playground and Interactive Displays				Design \$23,000 Construction \$700,000			
Future Park (Ecological Restoration and Trails)					Design and Construction		









File: C:\Users\BFB\OneDrive\Documents\Drawings\24-78 Turkey Creek.DWG Last Save: 5/23/2025 11:27 AM Last saved by: RBF
 Last Plotted by: Brian Farmer Plot Style: --- Plot Date: 06/2025 8:25 AM Plotter used: KIP 870

KAYAK DROP OFF ACCESS
AND NEW PARKING

KAYAK DROP OFF
AND NEW SIDEWALK

STORMWATER FOR
NEW PARKING

NEW FENCE

11 SPACES
PLAYGROUND
INTERACTIVE DISPLAY
AREA

38 SPACES

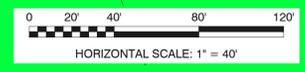
PROPOSED ASPHALT
PARKING LOT

REPLACE EXISTING
STORMWATER PIPES
WITH BACKWARDS
SLOPE TO HAVE
POSITIVE DRAINAGE

FUTURE PARKS AND
RECREATION

STORMWATER FOR
NEW PARKING

±83 NEW
PARKING
SPACES



JENKINS ENGINEERING, INC.
 73 EGLIN PARKWAY NE, SUITE 203
 FORT WALTON BEACH, FLORIDA 32548
 PHONE 850.837.2448
 FAX 850.837.2450
 JECIVIL.COM
 C.O.A. NO. 9927 L.B. NO. 8081



MATTHEW H. ZINKE, P.E.
 FL REGISTRATION NO. 57642

REV	DATE	DESCRIPTION
1		
2		
3		
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8		

CITY OF NICEVILLE
 TURKEY CREEK
 NICEVILLE, FLORIDA
 FCT GRANT EXHIBIT
NOT VALID UNLESS BEARING ENGINEER'S ORIGINAL SIGNATURE

JOB: 24-78
 DATE: 06/05/2025
 DESIGNED: BF/MZ
 DRAWN: BF

BAR IS ONE INCH ON ORIGINAL
 0 1'
 IF NOT ONE INCH ON THIS SHEET
 ADJUST SCALES ACCORDINGLY

DRAWING NUMBER
 1 OF 1

SHEET NUMBER
C01