

MINUTES
NICEVILLE COMMUNITY REDEVELOPMENT AGENCY (CRA) BOARD
MEETING
September 21, 2023
5:00 p.m.

CRA Commissioners Nodjomian, Alley, Donahoo, and Williams were present. Commissioner Schaetzle attended by conference call. Chairman Henkel was out of town on business, so could not attend. Also present were CRA Executive Director, David Deitch; City Attorney, Dixie Powell; City Clerk, Dan Doucet; CRA Manager, Ammy Hanson; CRA Consultant, Dr. Bill McCartney; Deputy City Clerk Wendy Farmer; Deputy City Clerk and Finance Director, Steven Rausch; Information Technology and Purchasing Director, Chad Morris, and two other attendees.

CALL TO ORDER

The meeting of the CRA Board was called to order by Commissioner Alley at 5:00 p.m. and roll call confirmed the above-listed attendance of all member of the Board of the Niceville CRA, except Chairman Henkel for reasons mentioned above.

APPROVAL OF MINUTES:

CRA Regular Board Meeting, June 13, 2023

Commissioner Nodjomian motioned for approval of the minutes. Commissioner Donahoo seconded. No discussion followed.

COMMISSION VOTE: SCHAETZLE – YES; ALLEY – YES; DONAHOO – YES; WILLIAMS – YES; NODJOMIAN – YES. MOTION PASSED.

ACTION ITEMS:

- Approval of FY2023 – 2024 Budget; recommend budget be sent to City Council and Okaloosa County.

Commissioner Alley read the first action item as shown above.

Commissioner Williams motioned approval of the FY24 Budget. Commissioner Donahoo seconded. Are there any questions, asked Commissioner Alley?

Commissioner Nodjomian asked, Dr. McCartney, can you break down for us the different services that are going to be provided by the two different consultants, the landing engineering and the village engineering? Dr. McCartney replied, yes sir. I'd be glad to. Commissioner Nodjomian said, it's kind of odd that it's the exact same dollar amount. Dr.

McCartney explained the services were to be provided as a result of a settlement agreement. Commissioner Nodjomian asked, so AVCON's bid was actually over \$350,000? Dr. McCartney said AVCON's bid was initially \$375 thousand and change. We went through it and took out some services that we don't know will be needed, and now they're within budget, in fact a little under budget, said Dr. McCartney. No further discussion.

COMMISSION VOTE: ALLEY – YES; DONAHOO – YES; WILLIAMS – YES; NODJOMIAN – YES; SCHAEZLE – YES. MOTION PASSED.

- AVCON Task Order, Scope of Work, Fee Schedule

Commissioner Alley read the action item as shown above, and asked for a motion so there could be a discussion.

Commissioner Nodjomian motioned approval. Commissioner Williams seconded.

Commissioner Alley asked Dr. McCartney to speak about the action item. Dr. McCartney introduced himself as consultant to the Niceville Community Redevelopment Agency, and thanked Commissioner Alley. This item consists of two parts. It was the result of a selection process with AVCON Design firm. There are two documents, said Dr. McCartney. Dr. McCartney described the contract and the scope of work and the fee schedule that goes with it. It consists of seven pages. We had met with AVCON on three separate occasions. It is consistent with the S&ME plan that was done about a year ago. Legal is here if you have any questions, but we recommend the scope and the fee schedule to begin as soon as possible, probably the first of October, said Dr. McCartney. Commissioner Nodjomian asked what's the period of performance?

Mr. Lee Lewis introduced himself as being with AVCON. To the Commissioner's question, if you look at the exhibit A scope, we put target time frames for workshops and things we want to put on the calendar right out of the gate. We want to get those on the calendar and keep the project rolling. In general, we're looking at a 12-month design schedule. There's going to be some permitting time in there that is hard to estimate with stormwater, utilities, and things like that. We expect to have bidding documents in well under 12 months. I think that's consistent with what I'm hearing from the planning team, said Mr. Lewis. That's what I'm hearing too, said Commissioner Nodjomian. Discussion followed about the FY24 billing and the timing for starting construction. Mr. Lewis said I expect we'll be done in the July to August timeframe.

Commissioner Alley asked what exactly is included in the design phase? Mr. Lewis said there are a number of steps where we will be dealing directly with the CRA, looking for input, providing you options, providing alternatives. The first part of this is going to be a lot of data collection. Once you get into task 2, you guys would get seven 30 percent design documents, that we would review with you to show you where we're headed and show you what's included. Then we would take input you would have, refine those to 60 percent and

do it again, refine those to 90 percent, and do it again. That would lead to the permitting documents, said Mr. Lewis. Commissioner Alley asked, are you going off of the S&ME plan that we already have? We have a master plan already and then we're going to go into a new design phase? Mr. Lewis said, what you have by S&ME is a concept, with very little detail in that concept. We're talking about meeting with each of the utility providers, looking at underground corridors, deciding where they will be established to facilitate the plan. How are we going to preserve the trees? One of the things we wanted to do, right out of the gate, is a little bit of a refinement of the concept itself. More discussion followed.

Commissioner Alley asked, do you think it is conceivable that we could be breaking ground within 18 months? Mr. Lewis said, I think that is certainly conceivable. No further discussion.

COMMISSION VOTE: ALLEY – YES; DONAHOO – YES; WILLIAMS – YES; NODJOMIAN – YES; SCHAETZLE – YES. MOTION PASSED.

DISCUSSION ITEMS:

- Aquatic Center Steering Committee Update

Ms. Ammy Hanson introduced herself as City staff, and said we had an Aquatic Center meeting on September 14th, and all of our committees are working very hard on coming up with their ideas. We're still researching sites and that obviously will be one of the biggest things. We looked at a new facility that was just built in Hampton, Virginia. It's called the Hampton Aquaplex. We put that on our social media. It's a bit similar to the large regional facility we're currently hoping to be able to provide for the area.

Commissioner Nodjomian said, the big issue is, depending on where this is sited, this may no longer be a CRA project, because there's a good chance we're not going to be inside the CRA. Correct, said Ms. Hanson. Once that decision is made, it may no longer be a topic for us to discuss, said Commissioner Nodjomian. Yes, replied Ms. Hanson. No further discussion.

- Commercial Real Estate Proposal Old Town Historic Area Update

Dr. McCartney said, as you'll remember, the CRA Board authorized us to RFQ, actually it turned out to be Statements of Interest, for commercial real estate firms to work closely with our new engineering consultant, in siting the identified and targeted businesses in the Community Redevelopment Area. We did advertise. We sent it out to commercial real estate firms. We advertised it in the paper. We only got one proposal back, and it wasn't a project-specific proposal. It was more about the history of that individual firm. Commissioner Williams, Ms. Hanson, and I are on the selection committee. We decided that one proposal was not representative of the potential out there for real estate firms. So, based on our recommendation, we're going to go ahead and re-advertise. It will be advertised in the paper. It will also be advertised in the Florida Redevelopment Newsletter.

We're also going to send out copies to individual real estate firms that are recommended to Ms. Hanson, said Dr. McCartney. Commissioner Williams said, I think extending the deadline would be an opportunity to enhance better competition and also for other brokers to get involved if they have some interest in it. Dr. McCartney said, I agree. I don't think one firm is representative. We also have due dates to review those before our November meeting, and we will report back at that time.

Commissioner Nodjomian said, I believe this is not a budgeted line item because I believe they would be paid through their sales commission? Exactly, said Dr. McCartney. The City would provide them a listing. They would work with AVCON to provide the site requirements for those various businesses. AVCON hopefully has a line item in their proposal to work with a real estate firm.

Dr. McCartney said, there was some discussion initially about sale vs. lease. By sale, you put the property back on the tax role, and the taxes on all of those properties go directly back to the CRA, because it's an increase over the taxable value established with the County. As long as the CRA exists, said Commissioner Nodjomian. Dr. McCartney said, yes and that's 2036 unless you all kill it. So, 13 more years, said Commissioner Nodjomian. Dr. McCartney said, keep in mind that the concept that we presented originally won the state redevelopment award. You have a pretty good investment in the property that's down there now.

Dr. McCartney said, we met with the Landing consultants, KG Development. They're off and running. They're going to do a good job and they should have something to bring back to the CRA Board early, near the first of the year. Commissioner Nodjomian asked, where's their version of this? Where's their detail contract with scope and line items and deliverables? Dr. McCartney said, they have two task orders that have been issued under the settlement agreement. One is for \$50,000 for the offshore facility. The other one is not to exceed \$250,000. I think it's not going to take all of that. More discussion followed.

Commissioner Alley said I have a question, going back to the real estate. Are we talking about selling off portions of the real estate? We're talking about selling all of the individual properties to individual businesses. Then those funds would go back to the City, to reimburse the City for their capital outlay, as well as go back on the tax rolls to provide annual revenue through the CRA as long as it exists, said Dr. McCartney. More discussion followed.

Commissioner Nodjomian asked Mr. Deitch, what are you planning to do with the excess engineering dollars from the agreement? A discussion followed. Dr. McCartney said the funds have to be used within the CRA. It has to be in the CRA budget and within the CRA plan, said Dr. McCartney. Okay said Mr. Deitch. Let's find another idea, said Commissioner Nodjomian.

The Board discussed the date and time for the next CRA Board meeting. The Board decided the meeting would be at 5 p.m. on November 14, 2023. Commissioner Alley said I will be out of town that week, just for your information, so I will not be here.

Commissioner Nodjomian asked Mr. Doucet can you or Ms. Farmer work with the Youth Council to move that Youth Council meeting to 4 p.m.? Mr. Doucet replied yes sir.

Dr. McCartney asked if any of the Council members are planning on attending the Florida Redevelopment Association annual meeting in Ponte Vedra in October? I know the Mayor is planning on going. He's on their board of directors now. Commissioner Nodjomian said I planned on going but my schedule shifted. Dr. McCartney said Ms. Hanson is going. Commissioner Alley said she'll do a good job for us. Commissioner Nodjomian asked, remind me of the dates? Is it October 25th? It is 25-27 October, replied Ms. Hanson. I have a major function that night, said Commissioner Alley.

There being no further business, the meeting adjourned at 5:24 p.m.

COMMISSION CHAIRMAN

ATTEST:

RECORDING SECRETARY

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