

MEETING MINUTES
NICEVILLE COMMUNITY REDEVELOPMENT AGENCY (CRA)
COMMISSION
November 15, 2022
6:00 PM

CRA Chairman Henkel and CRA Commissioners Schaetzle, Alley, and Donahoo were present. Also present were CRA Director, Lannie Corbin; CRA Clerk, Dan Doucet; Dr. William McCartney; CRA Manager, Ammy Hanson; Purchasing Director, Chad Morris and Finance Director, Steven Rausch.

CALL TO ORDER

The meeting of the CRA Commission was called to order at 6:00 PM.

APPROVAL OF MINUTES

Regular Board Meeting September 8, 2022

Commissioner Schaetzle requested two revisions be made to the minutes:

1. On the approval of minutes, motion was made by Commissioner Nodjoman and seconded by Commissioner Donahoo;
2. Under Aquatic Review discussion please add Commissioner Donahoo's vote of yes.

COMMISSIONER ALLEY MOVED APPROVAL OF THE SEPTEMBER 8, 2022 AS AMENDED. COMMISSIONER SCHAETZLE SECONDED. COMMISSIONER VOTE: SCHAETZLE-YES; ALLEY-YES; HENKEL-YES; DONAHOO-YES. MOTION PASSED.

NEW BUSINESS

Approval of Fiscal Year 2023 Budget Amendment

Mrs. Hanson reviewed the amended CRA FY 2023 budget and asked for approval and submission to Okaloosa County as required.

Discussion followed.

COMMISSIONER SCHAETZLE MOTIONED APPROVE AMENDED FY 2023 CRA BUDGET AS PRESENTED AND TO SEND THE BUDGET TO OKALOOSA COUNTY. COMMISSIONER DONAHOO SECONDED. COMMISSIONER VOTE: SCHAETZLE-YES, ALLEY-YES. HENKEL-YES, DONAHOO-YES. MOTION PASSED.

Other Business – Discussion Items

AVCON Easement

Dr. McCartney informed the Commission about his meeting with Lee Lewis. They have agreed to a tentative agreement for the AVCON easement. AVCON will allow the CRA to have an easement on their existing parking lot, but would like to do a property swap. This swap would allow the CRA to have the entire parking lot, not just a 25' easement and provide AVCON with parking that would not be closed off once Bayshore has been rerouted.

RFP of Engineering / Certification and Selection Report

Three firms were short listed, unfortunately two of those firms have since withdrawn. We will have re advertised and will have presentations at the January meeting.

CRA Director

Dr. McCartney met with Chairman Henkel and CRA Director, Mr. Corbin. Dr. McCartney has a contract that expires September 1, 2023, Mr. Corbin requested that Dr. McCartney recruit statewide, an exclusive CRA Director.

Chairman Henkel spoke about the many people he has meet who are very knowledgeable and helpful. He feels the CRA is ready to move and hire a CRA Director. He has spoken to former FRA President, Jeff Burton and asked if he would be willing to coordinate a search for a director.

Commissioner Schaetzle would like someone to live locally to be the CRA Director, not in another part of Florida. Will a job description be created for this posting?

Chairman Henkel said yes; he will have general guidelines for the position. He hopes that any candidates would know what would be expected.

COMMISSIONER SCHAETZLE MADE MOTION TO ALLOW STAFF TO CREATE A JOB DESCRIPTION AND BEGIN SEARCHING FOR A CRA DIRECTOR. COMMISSIONER ALLEY SECONDED. COMMISSIONER VOTE: SCHAETZLE-YES, ALLEY-YES. HENKEL-YES, DONAHOO-YES. MOTION PASSED.

State Florida Redevelopment Association President's Award

Dr. McCartney informed the Commission that the CRA planning project, Old Town Landing, won the FRA's President Award. A press release was created and sent to all the local media outlets.

Commissioner Schaetzle suggested that Bay Life and Mid Bay News be contacted.

Discussion followed.

Update on Aquatic Center

Chairman Henkel informed the Commission of his meeting with Dr. McCartney, Trey Goodwin, Okaloosa County Commissioner, and Craig Coffey, Okaloosa County Administrator Deputy. The Aquatic Center Feasibility Study was sent to all local officials and key personnel. The meeting was good with good questions being asked and good comments.

Dr. McCartney discussed the letters were sent to mayors and chief officers of municipalities. Craig Coffey suggested we should figure out who is on board and any issues that might be of concern. Bill Smith, Okaloosa County School District, suggested we create an interlocal agreement, like Broward County has, for a consortium facility. He suggests a workshop for early next year, and invite all interested parties. This is a golden opportunity for a regional facility. Dr. McCartney attended the latest Triumph Gulf Coast board meeting. The new board members feel more local projects should be funded. If we can create an application with county, college, and school board signatures we might get the center funded. Plans will be circulated for review and comment.

Discussion followed.

Old Town Edge Avenue

Commissioner Alley asked if there was any progress on the consideration of Amanda Grandy's proposal for 114 Edge Avenue.

Jan Austermann of 115 Edge Avenue spoke to the Commission and asked if they would be able to provide any type of dates; begin construction, end construction?

Chairman Henkel informed her that we have sent out an RFP for proposals for engineering and landscape design for the entire Old Town area. Presentations will occur in January, 2023.

Dr. McCartney stated that the earliest start date for design would be March, 2023, early 2024 for construction contracts and around 2026 start work.

Ms. Austermann asked that she be informed once a schedule for construction begins.

Report of FRA Training

Chairman Henkel and Ammy Hanson have been attending the FRA Academy courses. They have completed half of the required courses and should receive their CRA certifications at next year's FRA annual conference.

The next meeting will be January 12, 2023 at 5 PM.

There being no further business, meeting adjourned at 6:40 PM.

COMMISSIONER ALLEY MOTIONED THE MEETING BE ADJORNED. COMMISSIONER DONAHOO SECONDED THE MOTION. VOTE: SCHAETZLE-YES; ALLEY-YES; HENKEL-YES; DONAHOO-YES. MOTION PASSED.

COMMISSION CHAIRMAN

ATTEST:

NICEVILLE CRA BOARD MEETING NOVEMBER 15, 2022

RECORDING SECRETARY

Minutes – CRA – 11-15-2022