



## EXECUTIVE COMMITTEE MEETING Regular Meeting Minutes

September 5, 2023  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

### 1. Open Meeting

The meeting was called to order at 05:36 PM.

#### **Members Present:**

Council Member, Ward III, Seat I Gavin Hawthorne  
Council Member Ward III, Seat II Jeff Snow  
Council Member Ward II, Seat II Roxanne Meiss  
Council Member, Ward I, Seat I Mike Cusack  
Council Member, Ward II, Seat I Marilyn Farrow  
Council Member Ward IV, Seat II Casey Powell  
Council Member Ward I, Seat II Matt Jarrett

#### **Members Absent:**

Council Member, Ward IV, Seat I Jason Vance

#### **Members of the Public in Attendance**

Pam Michell, China Holcombe, Chris Parker, Donna Long, Orrin Smith, Gwen Sachar, Katrina Snider, Tom Powers, Vernon Compton, Shari Sabastiao, Cindea Booth, Theresa Messick, Steve Dobbs, Davis Farrow, and Robert Leek

#### **Staff in Attendance**

City Attorney, Alex Andrade  
Assist. City Clerk, Melissa Short  
IT Systems Analyst, Ashley Johnston  
Public Information Officer, Bethany Anderson  
Asst. Planner, Ian Rehrig  
Director of Economic Development, Ed Spears  
Public Works Director, Joe Cook  
Events Coordinator, Jay Conrad  
Chief of Police, Tony Tindell

### 2. Invocation

Item # 2023-1865  
Pastor Bill Wright,  
Bible Way Baptist Church, Milton

### 3. Pledge of Allegiance

### 4. Approval of Agenda

**ACTION:** Motion to Approve as modified by Jeff Snow; second by Roxanne Meiss;

Motion passed - 6:1

**YEAS:** Casey Powell, Marilyn Farrow, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** Mike Cusack

**ABSTAIN:** None

Item # 2023-1862 Bid Opening for ITB 2023.13 Sportsplex Basketball Courts Park and Rec moved under Parks & Recreation, Community Improvement Board.

Postpone Item # 2023-1860 Additional 29 Bores Required by FDEP was postponed for further discussion.

Move up Item # 2023-1613 FY 2023 Business Improvement Program Cycle 7 - Mama Latte's Coffee Shop before City of Milton Events.

## 5. **Recognitions, Proclamations & Awards**

Item # 2023-1863  
Suicide Prevention Month Proclamation

Item # 2023-1864  
Opioid Epidemic Awareness Proclamation

## 6. **Public Hearings/Meetings**

No Public Hearings/Meetings.

## 7. **Invited Speakers**

Item # 2023-1866  
Rachelle Burns,  
EscaRosa Suicide Prevention Coalition  
Region 1 Florida Suicide Prevention Coalition Director  
Rachelle Burns was not present to speak.

Item # 2023-1867  
Chaplain Bill Wright,  
Share Your Heart  
Chaplain Bill Wright, Share Your Heart  
Reported to Council

## 8. **Persons to Appear**

Persons to Appear was provided by: Riley Wayne Perantoni and Karra Graber

## 9. **Ordinances & Resolutions**

No Ordinances & Resolutions.

## 10. City of Milton Events

Item # 2023-1847

OAFA - Remote Area Medical Clinic - 12/2/23

**ACTION:** Motion to Approve by Jeff Snow; second by  
Marilynn Farrow;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1848

SEPA - Cornhole Tournament for MHS Cheerleading Fundraiser - 10/7/23

**ACTION:** Motion to Approve by Mike Cusack; second  
by Casey Powell;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1849

SEPA - Milton Community Market - 9/23/23 Ongoing

**ACTION:** Motion to Approve by Jeff Snow; second by  
Gavin Hawthorne;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1850

SEPA - Love & Lights Fundraiser Dinner 10/7/23

**ACTION:** Motion to Approve by Marilynn Farrow;  
second by Gavin Hawthorne;

Motion passed - 7:0

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**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1851

SEPA - Blackwater Bash - 3/17/24

**ACTION:** Motion to Approve by Matt Jarrett; second by Casey Powell;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1852

SEPA - Oktoberfest 2023 - 9/30/23

**ACTION:** Motion to approve by Jeff Snow; second by Gavin Hawthorne;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Item # 2023-1853

SEPA - Milton's Blackwater Holiday Fest - 12/9/23

**ACTION:** Motion to Approve by Marilyn Farrow; second by Mike Cusack;

Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Events Coordinator, Jay Conrad reported to Council

Public Input from Robert Leek in regards to the date for the Fall Festival.

## 11. Finance, Planning Board

Item # 2023-1706

Unified Development Code Update

**ACTION:** Motion to Move forward UDC by Mike Cusack; second by Casey Powell;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Councilman Michael Cusack reported no additional updates for planning.

Councilman Michael Cusack requested the engineering costs breakdown from BDI and inquired about additional fees related to the RFIs/ permitting.

Public Works Director, Joe Cook reported to the Council and explained the RFI and the permitting process stating no additional costs were incurred. Additionally, Mr. Cook agreed to provide BDI's engineering breakdown at the Agenda Workshop.

## 12. Administration, Emerald Coast Regional Council

No Report for Emerald Coast Regional Council

Item # 2023-1765

Renewal Contract with Liberty Partners

**ACTION:** Motion to Approve by Marilyn Farrow;  
second by Jeff Snow;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Councilwoman Marilyn Farrow reported to the Council.

Item # 2023-1766

Florida Government Finance Officers Conference

**ACTION:** Motion to Approve by Marilyn Farrow;  
second by Matt Jarrett;  
Motion passed - 7:0

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**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett  
**NAYS:** None  
**ABSTAIN:** None

Item # 2023-1791  
Former City Clerk Comp Time

**ACTION:** Motion to Approve former City Clerk comp time requested to be paid by signing a waiver by Jeff Snow; second by Matt Jarrett;  
Motion passed - 5:2

**YEAS:** Casey Powell, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett  
**NAYS:** Marilyn Farrow, Mike Cusack  
**ABSTAIN:** None

City Attorney Alex Andrade reported to the Council.

The motion was approved and the item was moved forward to the Council Meeting for further discussion.

Public input concerning former City Clerk comp time was provided by: Heidi Sroka, Cindea Boothe, Pam Mitchell, Joe Cook, and Dana Barger  
Councilman Jeff Snow made the first motion to provide payment and sign a release of liability or waiver of any claims the former City Clerk has against the City.

Councilman Mike Cusack amended the motion to provide payment without any stipulations; the second motion failed.

**ACTION:** Motion to pay without any stipulations former city clerk comp time by Mike Cusack; second by Marilyn Farrow;  
Motion failed - 2:5

**YEAS:** Marilyn Farrow, Mike Cusack  
**NAYS:** Casey Powell, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett  
**ABSTAIN:** None

Item # 2023-1815  
Bid Opening for ITB 2023.15 Milton Force Main Interconnect Materials

**ACTION:** Motion to Approve by Marilyn Farrow; second by Matt Jarrett;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett  
**NAYS:** None  
**ABSTAIN:** None

Item # 2023-1860  
Additional 29 Bores Required by FDEP

**ACTION:** Motion to Approve by Casey Powell;  
second by Matt Jarrett;  
Motion passed - 5:2

**YEAS:** Casey Powell, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** Marilyn Farrow, Mike Cusack

**ABSTAIN:** None

Councilwoman Marilyn Farrow reported to the Council.  
Councilwoman Marilyn Farrow requested clarification on this item and was forwarded for further discussion.

Item # 2023-1862  
Bid Opening for ITB 2023.13 Sportsplex Basketball Courts

Mayor Heather Lindsey wanted to add a recommendation for pay increases for the Interim City Manager and City Clerks at the next Council Meeting.

**ACTION:** Motion to Approve by Gavin Hawthorne;  
second by Casey Powell;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Councilman Gavin Hawthorne and Joe Cook reported to the Council

**13. Parks & Recreation, Community Improvement Board**

Councilman Gavin Hawthorn reported to the Council

**14. LEAP**

No Report.

**15. Board of Adjustments**

Councilman Matthew Jarrett reported to Council.

**16. Historic Preservation Board, Transportation Planning Organization**

No Report.

**17. Growth, Development & Annexation, Tourist Development Council**

Item # 2023-1631

Review of the City of Milton Business Improvement Grant Program

**ACTION:** Motion to Approve as amended by Jeff Snow; second by Matt Jarrett;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Public input was provided by: Ed Spears, David Farrow, Vernon Compton, Steve Dobbs, Robert Leek, and Thersa Messick  
Amended motion was made by Councilman Jeff Snow to allow no match opportunity up to \$2,500 for awnings, exterior paint, and exterior doors.

Item # 2023-1686

Residential Facade Grant Program Review

**ACTION:** Motion to Approve by Marilyn Farrow; second by Mike Cusack;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Ian Rehrig reported to the Council.

Item # 2023-1613

FY 2023 Business Improvement Program Cycle 7 - Mama Latte's Coffee Shop

Item # 2023-1792

Time Limit For Public Input

**ACTION:** Motion to Approve by Jeff Snow; second by Matt Jarrett;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

Councilman Jeff Snow reported to the Council to move this item forward for further discussion.

RFP 2023-16 Milton Downtown Waterfront Marina, Residential & Mixed Use  
Development Opportunity

**ACTION:** Motion to Approve by Jeff Snow; second by  
Gavin Hawthorne;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None  
Ed Spears, Director of Economic Development reported to the  
Council.

**18. Pensacola Perdido Bay Estuary Program**

Item # 2023-1788  
Contribution Request

**ACTION:** Motion to Approve by Jeff Snow; second by  
Casey Powell;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None

**19. Public Works**

No Report.

**20. Mayor Report: Public Safety, Ordinance Committee**

Item # 2023-1780  
Milton Police Department Pension COLA Increase

**ACTION:** Motion to Approve by Mike Cusack; second  
by Marilynn Farrow;  
Motion passed - 7:0

**YEAS:** Casey Powell, Marilynn Farrow, Mike  
Cusack, Gavin Hawthorne, Jeff Snow,  
Roxanne Meiss, Matt Jarrett

**NAYS:** None

**ABSTAIN:** None  
Captain Mike Cline and Chief Tony Tindell reported to the  
Council.  
Council suggested revisiting this item in a year.

**21. City Attorney's Report**

No Report.

**22. City Clerk's Report**

No Report.

**23. City Manager's Report**

No Report.

**24. Public Input**

Public Input was provided by: Rily Wayne Perantoni

**25. Adjourn**

The meeting adjourned at 08:12 PM.