



CITY COUNCIL
Regular Meeting Minutes

September 12, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 05:39 PM.

Members Present:

Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward IV, Seat II Casey Powell
Council Member, Ward I, Seat I Mike Cusack
Council Member Ward I, Seat II Matt Jarrett
Council Member, Ward II, Seat I Marilynn Farrow
Mayor Heather Lindsay
Council Member, Ward IV, Seat I Jason Vance
Council Member Ward III, Seat II Jeff Snow

Members Absent:

Members of the Public in Attendance

Sherry Chapman, Donna Long, Jerry Couey, Judy Morrison, Mike Morrison, Troy Spradlin, Brian McGuire, Buddy Fisher, Vernon Compton, Florence Brand, Vicki McKee, Reni Johnmeyer

Staff in Attendance

City Attorney, Alex Andrade
Asst. City Clerk, Melissa Short
Asst. City Clerk, Molly Turnes
IT Systems Analyst, Hunter Green
Public Information Officer, Bethany Anderson
Budget Coordinator, Heidi Sroka
Planning Director, Tim Milstead
Director of Economic Development, Ed Spears
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Invocation

Pastor Troy Spradlin,
Margaret Street Church of Christ

3. Pledge of Allegiance

4. Approval of Minutes

Item # 2023-1816

August 8, 2023 Regular Council Meeting

ACTION: Motion to Motion to Approve as
Amended by Marilynn Farrow; second by
Casey Powell;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Two corrections:

Section 17 of the August 8, 2023, Meeting minutes,
Councilwoman Farrow requested the meeting minutes be
corrected to include the project name: "Light at Magnolia and
Stewart Street".

Section 21 of the August 8, 2023, Meeting minutes,
Councilwoman Farrow requested the meeting minutes be
corrected. Ms. Farrow stated the minutes "recognized Heidi
Sroka as Interim Clerk for signing checks... but we also have
other Interim Clerks that I think should be named in the minutes
and that is Krystal Nowlin, Melissa Short and Molly Turnes".
All members approved of the changes.

5. Approval of Agenda

ACTION: Motion to Approve as Amended by Matt Jarrett; second by
Roxanne Meiss;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Summary:

Mayor Linday recommended adding the RFP for City Manager Headhunter as a
discussion item to the agenda, not making a decision on the proposals, but
indicating when it should be discussed at a future meeting.

Councilman Jarrett recommended adding an action item for Ms. Sharp's Business
Facade Improvement Grant on the agenda, previously discussed at a prior
meeting.

Councilman Snow recommended pulling Item 2023-1792- Time Limit - off of the
consent agenda and move to further discuss under Councilman Snow's Section.
Councilwoman Farrow recommended pulling Item 2023-1780 -off of the consent

agenda and move to further discuss under Mayor Lindsay's Section.
Councilman Powell recommended adding discussion of the Resolution and contract for Scott Collins' potential employment to be added to the Ordinances and Resolutions Section.

6. Recognitions, Proclamations & Awards

Item # 2023-1880

Pensacola State College Proclamation

Mayor Heather Lindsay read a proclamation in honor of
Pensacola State Collage.

Mayor Heather Lindsay also recognized the City Staff for the
hard work during the transitional times.

7. Public Hearings/Meetings

No Public Hearings/Meetings.

8. Invited Speakers

No Invited Speakers.

9. Persons to Appear

Persons to Appear was provided by: Riley Wayne Perantoni and Christian

10. General Consent Agenda

ACTION: Motion to Approve as Amended by Casey Powell; second by
Gavin Hawthorne;

Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

2023-1792 Time Limit & 2023-1780 MPD COLA Increase were removed from
General Consent Agenda prior to motion.

Item # 2023-1817

General Consent Agenda

Item # 2023-1847

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

Item # 2023-1848

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

Item # 2023-1849
SEPA - Milton Community Market - 9/23/23 Ongoing

Item # 2023-1850
SEPA - Love & Lights Fundraiser Dinner 10/7/23

Item # 2023-1851
SEPA - Blackwater Bash - 3/17/24

Item # 2023-1852
SEPA - Oktoberfest 2023 - 9/30/23

Item # 2023-1853
SEPA - Milton's Blackwater Holiday Fest - 12/9/23

Item # 2023-1765
Renewal Contract with Liberty Partners

Item # 2023-1766
Florida Government Finance Officers Conference

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

Item # 2023-1792
Time Limit For Public Input

Item # 2023-1613
FY 2023 Business Improvement Program Cycle 7 - Mama Latte's Coffee Shop

Item # 2023-1861
RFP 2023-16 Milton Downtown Waterfront Marina, Residential & Mixed Use
Development Opportunity

Item # 2023-1788
Pensacola Perdido Bay Estuary Program Contribution Request

Item # 2023-1706
Unified Development Code Update

Item # 2023-1780
Milton Police Department Pension COLA Increase

11. Ordinances & Resolutions

Item # 2023-1857
Resolution 1575-23 Schedule of Fees for FY 2024

ACTION: Motion to Approve by Matt Jarrett; second by Jeff Snow;
Motion passed - 8:0
YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance, Matt Jarrett
NAYS: None
ABSTAIN: None

Resolution 1575-23 read into record by Attorney Alex Andrade

Item # 2023-1858
Resolution 1576-23 Capital Improvements Program

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 8:0
YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance, Matt Jarrett
NAYS: None
ABSTAIN: Heather Lindsay

Resolution 1576-23 read into record by Attorney Alex Andrade

Item # 2023-1859
Ordinance # 1991-23 Wage Rates 1st Reading

ACTION: Motion to Approve as Amended by Casey Powell; second by Matt Jarrett;
Motion passed - 8:0
YEAS: Casey Powell, Marilyn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance, Matt Jarrett
NAYS: None
ABSTAIN: None

Ordinance# 1991-23 read into record by Attorney Alex Andrade.

Public input concerning c. Ordinance # 1991-23 Wage Rates 1st Reading was provided by: Pam Mitchell, spoke on contract #82 has listed as Executive Director of Main Street Milton and asked for typo to be corrected.

Item # 2023-1874

Ordinance # 1992-23 UDC Update Ordinance 1st Reading

ACTION: Motion to Approve by Jeff Snow; second by Marilyn Farrow;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Ordinance# 1992-23 read into record by Attorney Alex Andrade.

Item # 2023-1876

Resolution No. 1577-23 for ARPA, Parks & Fire Funding

ACTION: Motion to Approve by Casey Powell; second by Jason Vance;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: Heather Lindsay

Resolution # 1577-23 was read into record by Attorney Alex Andrade.

**PROPOSED DRAFT RESOLUTION 1578-23 SCOTT COLLINS
EMPLOYMENT CONTRACT**

ACTION: Motion to Approve as Amended Authorizing the City Attorney to Execute the Employment Contract with Start Date of October 2, 2023 with Scott Collins by Marilyn Farrow; second by Matt Jarrett;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Summary:

Proposed Draft Resolution: The City of Milton Affirming it's Desire to to re-enter negotiations with City Manager Candidate Scott Collins was read into record by Attorney Alex Andrade. Council authorized the City Attorney to amend the employment contract with Mr. Collins by correcting any scribes' errors or typos. Non-material edits were not authorized to be made without Council approval. Council authorized Attorney Andrade to amend the contract to stipulate revisiting the residency requirements beginning in 2025. The amendments authorized would not require the contract to come back before the Council for execution.

Public input concerning City Council Authorizing the City Attorney to execute the employment contract with Mr. Collins was provided by: Sherry Chapman, Casandra Sharp, Victoria McKee, Pam Mitchell & Vernon Compton.

12. City of Milton Events

Jay Conrad reported to the council.

Council Recessed at 6:58PM

Council Reconvened at 7:14PM

13. Public Information Officer Report

PIO Monthly Report

Public Information Officer, Bethany Anderson, reported to the Council.

14. Finance, Planning Board

No Report.

15. Administration, Emerald Coast Regional Council

Councilwoman Farrow reported to Council.

Item # 2023-1791

Former City Clerk Comp Time

ACTION:

Motion to Approve by Marilyn Farrow;
second by Casey Powell;

Motion passed - 6:2

YEAS:

Casey Powell, Marilyn Farrow, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance

NAYS: Mike Cusack, Matt Jarrett
ABSTAIN: None

Summary:

Council agreed to offer the former City Clerk, Dawn Molinero, severance in the amount of \$2,225.68 if a waiver of liability is signed (agreement and release).

Public input concerning Former City Clerk Comp Time was provided by: Pam Mitchell, Sherry Chapman & Howard Steele.

Item # 2023-1860

Additional 29 Bores Required by FDEP

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 8:0
YEAS: Casey Powell, Marilynn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance, Matt Jarrett
NAYS: None
ABSTAIN: None

Item # 2023-1875

Recommended Pay Increases for Interim City Manager and City Clerks

ACTION: Motion to Approve Pay Increases for Interim City Manager and City Clerks by Marilynn Farrow; second by Casey Powell;
Motion passed - 8:0
YEAS: Casey Powell, Marilynn Farrow, Mike Cusack, Gavin Hawthorne, Jeff Snow, Roxanne Meiss, Jason Vance, Matt Jarrett
NAYS: None
ABSTAIN: None

Council voted for Chief Tindell's pay increase as Interim City Manager duties will continue through January 2024, when Mr. Collins becomes fulltime.

2024 Holiday Schedule

ACTION: Motion to Approve 2024 Holiday Schedule by Marilynn Farrow; second by Jason Vance;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

16. Parks & Recreation, Community Improvement Board

Item # 2023-1862

Bid Opening for ITB 2023.13 Sportsplex Basketball Courts

ACTION: Motion to Approve Award to ITB 2023.13 Sportsplex Basketball Courts to Panhandle Grading & Paving, Inc. by Gavin Hawthorne; second by Jeff Snow;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Summary:

Councilman Hawthorne reported to the Council.

Motion made to award to Panhandle Grading & Paving, Inc. in the amount of \$762,009.68 for the base bid for the Sportsplex Basketball Courts project.

Public Works Director, Joe Cook reported to the Council that the city has moved \$250,000 into the SportsPlex budget to complete the project, starting construction no later than December 2023.

17. LEAP

No report.

18. Board of Adjustments

No Report.

Councilman Jarett added action item: Business Facade Improvement Grant for Cassandra Sharp back onto the agenda (it was on a previous agenda)

Summary: Director of Economic Development, Ed Spears, reported to council on the Business Facade Improvement Grant Application for Cassandra Sharp.

The item for the window and door wood rot replacement project at the old post office went before the Council at a previous meeting. Mr. Spears stated the Council would be obligating \$4,000 out of next year's appropriation, subject to the budget process.

ACTION: Motion to Approve by Matt Jarrett; second by Roxanne Meiss;
Motion passed - 7:1

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

- 19. Historic Preservation Board, Transportation Planning Organization**
No Report.
- 20. Growth, Development & Annexation, Tourist Development Council**

Residential Facade Grant Program Review

ACTION: Motion to Approve by Jeff Snow; second by Mike Cusack;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Summary:

Planning Director, Tim Milstead, reported to the Council.

Existing priority criteria:

- 1) 1st time applicants
- 2) Projects in the designated historic district
- 3) Projects in historically significant structures
- 4) Projects considered to be candidates for demolition within 12 months

Additionally, regarding historic structures: Buildings will be evaluated based on historical architectural significance with priority given to buildings with inappropriately applied facades that cover original details or are unsightly and/or out of scale.

The council requires repayment of funds if property is sold within one year of project completion. Council also voted to include equal priority/ consideration of low income candidates and to raise the maximum grant amount to \$5,000.

Public input concerning Residential Facade Grant Program Review was provided by: Theresa Messick, Cassandra Sharp

Item # 2023-1631

Review of the City of Milton Business Improvement Grant Program

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 8:0

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

Summary:

Director of Economic Development, Ed Spears, reported to Council on the application changes.

Noted changes that were made to the Business Improvement Grant Program were: The Facade Grant up to \$2500 would require no match. Any dollar amount above that requires a dollar for dollar match.

Additional major changes were one grant per year per eligible property owner and one grant per fiscal year per tenant.

Public input concerning Review of the City of Milton Business Improvement Grant Program was provided by: Cassandra Sharp

ITEM# 2023-1792 Time Limit for Public Input

ACTION: Motion to Approve as Amended time limit for public speaking by Jeff Snow; second by Gavin Hawthorne;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Councilman Snow reported to council and amended agenda item 2023-1792 to:

1 opportunity to speak for 4 minutes per agenda item.

21. Pensacola Perdido Bay Estuary Program

Item # 2023-1879

Estuary Program Update

Vernon Compton reported to Council.

22. Public Works

No Report.

23. Mayor Report: Public Safety, Ordinance Committee

ACTION: Motion to Approve by Matt Jarrett; second by Casey Powell;
Motion passed - 8:0

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

NAYS: None

ABSTAIN: None

Summary:

Mayor Lindsay reported to the council.

Item 2023-1780 Milton PD COLA Increase was pulled off the consent agenda by Councilwoman Farrow.

Chief Tindell explained MPD has 1% now and are seeking another 1% for a total of 2%, going into effect October 2024.

Mayor Lindsay asked for two items to be added to the Agenda Workshop:

- 1) Council to consider ways Al Brewton can be recognized.
- 2) Policy on when we authorize comments to the press.

24. City Attorney's Report

Attorney Alex Andrade reported to the Council.

Attorney Andrade to meet with the Milton Employees Union to negotiate their master agreement.

RFP for City Manager Headhunter will be put on Agenda Workshop.

25. City Clerk's Report

No Report.

26. City Manager's Report

No Report.

27. Public Input

No Public Input.

28. Adjourn

The meeting adjourned at 08:21 PM.