



Community Improvement Board Regular Meeting Agenda

October 24, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
 - Item # 2023-2034
 - Approval of Minutes from September 26, 2023, meeting
- 4. Invited Speakers**
 - Item # 2023-2035
 - Panhandle Butterfly House
 - Item # 2023-2036
 - First Presbyterian Church
 - Item # 2023-2037
 - Ghost Walk
 - Item # 2023-2038
 - Milton Businesses Highlights
 - Item # 2023-2039
 - Weber's Skate Track
- 5. Agenda Items**
 - Item # 2023-2040
 - Review of CIB Ordinance and Attendance Requirements
 - Item # 2023-2041
 - CRA Updates, Zoning Discussion
 - Item # 2023-2042
 - CRA 2024 Budget Project Ideas
 - Item # 2023-2043
 - City Website - Downtown/CRA/Historic District Presence
 - Item # 2023-2044
 - Whittle Property Art Project
 - Item # 2023-2045
 - Willing Street
 - Item # 2023-2046
 - New Sidewalks
- 6. Open Forum**
- 7. Old Business**
- 8. New Business**

9. Adjournment

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105



Agenda Item # 2023-2034

Approval of Minutes from September 26, 2023, meeting

MEETING DATE

October 24, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

Approval of Minutes

ATTACHMENTS

1. CIB Meeting Minutes 9-26-23 - DRAFT



City of Milton

Community Improvement Board Meeting

September 26, 2023, 5:30 p.m.

MINUTES

The City of Milton Community Improvement Board meeting was called to order at 5:33 P.M. on August 22nd, 2023. Present at the meeting were Chairwoman Cassandra Sharp, Board Members Ms. Deb Becker, Mr. Cole Brunner, Mrs. Laura Spencer-Coleman, Mr. Kaiden Spurlock, Mr. Paul Kilmartin, and Mrs. Shari Sebastiao. City Councilmen Jeff Snow, Gavin Hawthorne and Councilwomen Marilynn Farrow and Roxanne Meiss were also in attendance. City Staff present included Mr. Tim Milstead and Mr. Ed Spears. These minutes are a synopsis of the actions taken at the meeting and are not intended as verbatim minutes.

- I. The meeting was called to order by Chairwoman Sharp at 5:42 p.m. She welcomed those in attendance. It was noted that a quorum was achieved.
- II. Chairwoman Sharp called for any additions, deletions, or changes to the meeting agenda. Mrs. Sebastiao made a motion to approve the agenda without objection. No objection was noted.
- III. Chairwoman Sharp called for any additions, deletions, or changes to the minutes of the previous meeting. It was noted that there was a typographical error in section XII. Mr. Spears recorded the correction. Mrs. Sebastiao made a motion to approve the agenda as amended without objection. No objection was noted.
- IV. Mr. Spears gave a presentation entitled “TIF 101” that detailed how Tax Increment Financing works and is calculated. The Board asked questions and discussion followed.

Chairwoman Sharp called on the Board for their ideas for potential projects for FY 2024 in the CRA. Mr. Kilmartin stressed the importance of a productive reuse of the old courthouse. Ms. Becker felt an update to the Riverfront Master Plan was a priority. Mr. Milstead advised that an update was being planned for the near future. Mr. Bruner would like to see programs that drive commerce downtown. Mrs. Sebastiao stated that sidewalks and downtown lighting, especially on the Riverwalk were a priority for her. Mr. Spurlock discussed the need for trees to provide shade and streetlights. Mrs. Spencer-Coleman discussed the need for a productive project at the former Berryhill School property and the need to address dilapidated building throughout downtown. Mrs. Sebastiao discussed the need for a public restroom downtown. Chairwoman Sharp discussed overall aesthetics, continual clean-up of litter and maintaining the landscaping.

The Board asked if the City could create a fun flyer to remind our citizens of the basics of code

requirements – things like take in your trash cans, mow the Right of Way, height of grass, don't blow debris into the street, etc. that could be shared in print, and electronic media. Mr. Spears advised that he would coordinate with the City's Public Information Officer. The Board also requested a schedule of the Sheriff's Work Crew and City Staff for cleaning and maintenance of landscaping downtown. Mr. Spears stated that he would provide the information. The Board also requested some before/after type images of a few blocks downtown to show what improvements such as paint, new awnings, etc. might look like. Mr. Spears stated that that could be provided.

Chairwoman Sharp then discussed the possibility of an art installation in the downtown area. Displays of historic photo's at the Whittle Property, The original mural that was on the building but demolished, old downtown photo's, etc. Mr. Spears stated that staff could develop some concept art to show what it might look like. Ms. Becker discussed a "mill town" type sculpture or images. The Board then discussed a musical playground concept. Staff showed images of the new musical playground in Pensacola.

Mr. Vernon Compton came forward to discuss the possibility of the City applying for a tree grant. He advised that there was an up to \$75,000 grant to plant new trees and remove invasive species. He agreed to provide the information to staff for review. Mr. Compton volunteered to assist the City in writing the grant if requested. Mr. Kilmartin made a motion to recommend the City/CRA pursue the grant. Mrs. Sebastiao seconded the motion. The motion passed unanimously.

- V. Open Forum – Mr. Compton thanked the City for the numerous new sidewalk under construction. He highlighted the various businesses in Milton that received recognition from the IN Weekly as part of the "Best on the Coast" contest. He specifically mentioned the Blackwater Bistro and Beardless Brew Haus. He requested the City highlight the businesses that received awards.

Councilwoman Marilyn Farrow stated that she enjoyed the TIF presentation and the brainstorming activity.

- VI. Old Business – None

- VII. New Business – None. Mr. Spears advised that the next meeting would be on October 24th, 2023.

- VIII. With no further business to discuss, the meeting was adjourned at 7:00 p.m.

Respectfully submitted, Mr. Edward E. Spears, Economic Development Director