Community Improvement Board
Regular Meeting Agenda

March 26, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. **Welcome and Call to Order**
2. **Approval of the Agenda**
3. **Approval of the Minutes**

    Item # 2024-2344
    Approval of Minutes from February 27, 2024, meeting

4. **Agenda Items**

    Item # 2024-2345
    Downtown Directional Signage

    Item # 2024-2346
    CRA Design Standards

    Item # 2024-2347
    Alcohol Ordinance - Imogene/Churches

5. **Open Forum**
6. **Old Business**
7. **New Business**
8. **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 # 2024-2344

Approval of Minutes from February 27, 2024, meeting

MEETING DATE	PREPARED BY
March 26, 2024	

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. CIB Meeting Minutes 2-27-24 - DRAFT

City of Milton

Community Improvement Board Meeting

February 27, 2024, 5:30 p.m.

MINUTES

The City of Milton Community Improvement Board meeting was called to order at 5:30 P.M. on February 27th, 2024. Present at the meeting were Chairwoman Cassandra Sharp, Board Members Ms. Deb Becker, Mr. Paul Kilmartin, Mrs. Cynthia Smith, Mr. Kaiden Spurlock, and Mr. Howard Steele. City Councilman Gavin Hawthorne was also in attendance. City Staff present included Mr. Jacob Hullett 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 5:30 p.m. She welcomed those in attendance. It was noted that a quorum was achieved.

II. Chairwoman Sharp asked two new Board members, Mrs. Smith, and Mr. Steele to introduce themselves. Both gave a brief introduction.

III. Chairwoman Sharp called for any additions, deletions, or changes to the meeting agenda. Chairwoman Sharp rearranged the order of the items as follows: #6 and 7, #8 and (and #10 and 11 were switched in order. Mr. Kilmartin made a motion to approve the agenda as amended. Mr. Steele seconded the motion. The motion passed unanimously.

IV. Chairwoman Sharp called for any additions, deletions, or changes to the minutes of the previous meeting. Ms. Becker made a motion to approve the minutes without objection. No objection was noted.

V. After a brief discussion, the members agreed that the regular meeting date and time would remain the fourth Tuesday of each month at 5:30 p.m.

VI. Chairwoman Sharp called on Mrs. Deborah Potter from First Presbyterian Church of Milton to discuss their upcoming event. Mrs. Potter advised that the "Mother's Day Market" will be on Saturday, May 11th. They requested volunteers to help with the event and have a special need to refrigerated cooler space for 24-48 hours to store their completed Mother's Day Baskets. Anyone wishing to help can contact Mrs. Potter at the church or via their Facebook Page.

VII. Mr. Spears presented the 2023 CRA Annual Report. The report is required annually by state law. Mr. Spurlock made a motion to recommend the report to the CRA Board. Mr. Kilmartin seconded the motion. The motion passed unanimously.

VIII. Mr. Spears review the various CRA projects for FY 2024 that were completed or upcoming.

IX. Chairwoman Sharp introduced the concept of design standards for development in the CRA. Mr. Hullett advised that many communities have standards that vary from basic guidelines to strict requirements. The Board requested staff develop some basic standards for each CRA district.

X. The Board then discussed the Imogene Theatre and the church that purchased the property. There is a concern that new churches in the urban core could limit the Alcohol Overlay District that allows sale and consumption of alcohol in a specific area. The goal is to develop codified language that would welcome new churches to the area but prohibit them from blocking alcohol sale or consumption in the overlay district. Mr. Hullett stated he would review the regulations.

XI. Chairwoman Sharp asked if staff was aware of any movement by Santa Rosa County to dispose of the Old Courthouse. Mr. Spears advised that he was not aware of an RFP or bid process. The Chair discussed the need to move forward with the reconstruction of Oak Street, directly behind the Old Courthouse now that the portable buildings have been removed. Mr. Kilmartin make a motion to ask the City Council to request that Santa Rosa County move forward expeditiously with the reconstruction of Oak Street. Ms. Becker seconded the motion. The motion passed unanimously.

XII. Open Forum – There were no speakers in Open Forum.

XIII. Old Business – Mr. Spears advised that the Fisher-Hamilton Building was still in use by the Public Defender's Office. Mr. Hullett advised that the tree grant the City applied for late last year had been awarded. All thanked Mr. Vernon Compton for assisting with that application. Mr. Hullett also advised that the tree inventory has been completed for the entire City.

XIV. New Business – None.

Mr. Spears advised that the next regularly scheduled meeting would be March 26th, 2024.

XV. With no further business to discuss, the meeting was adjourned at 6:55 p.m.

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