



COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Agenda

April 18, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2024-2352
 - Approval of Minutes from March 21, 2024 meeting
- 3. Persons to Appear**
- 4. Financial Report**
 - Item # 2024-63
 - CRA Financial Report
- 5. Communications From Council Members & Mayor**
- 6. 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 # 2024-2352

Approval of Minutes from March 21, 2024 meeting

MEETING DATE

April 18, 2024

PREPARED BY

Molly Turnes, City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. 2024 3 21 CRA Meeting Minutes



COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Minutes

March 21, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:30 PM.

Members Present:

Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward IV, Seat II Casey Powell
Council Member Ward III, Seat II Jeff Snow
Council Member, Ward II, Seat I Marilyn Farrow
Council Member Ward I, Seat II Matt Jarrett
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward 4, Seat I Shari Sebastiao
Mayor Heather Lindsay

Members Absent:

Members of the Public in Attendance

Brian McGuire, Gwen Sachar, Cassandra Sharp, David Farrow, Vernon Compton, Tom Powers, Joy Powers and Teressa Messick

Staff in Attendance

City Manager, Randy Jorgenson
City Attorney, Alex Andrade
City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Director of Economic Development, Ed Spears
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2024-2279

Approval of Minutes from February 15, 2024

ACTION:	Motion to Approve by Jeff Snow; second by Gavin Hawthorne; Motion passed - 8:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None
ABSTAIN: None

3. Persons to Appear

No Persons to Appear

4. Financial Report

Item # 2024-2294
CRA Financial Report

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

Item # 2024-2301
2023 CRA Annual Report

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

Economic Development Director, Ed Spears reported to
Council

5. Communications From Council Members & Mayor

Councilman Hawthorne reported to council in regard to CIB voting unanimously for the reconstruction of Oak Street. Since it's in the CRA, Councilman Hawthorne inquired if the council needs to do something formally since the CIB wants this done expeditiously. Council discussed. Mayor Lindsay suggested having the City

Manager send a letter. City Manager Randy Jorgenson agreed to write a letter with the Mayor's signature.

6. Adjournment

The meeting adjourned at 5:38pm.

Mayor

Date

City Clerk

Date



CRA Financial Report

MEETING DATE

April 18, 2024

PREPARED BY

Administration Department
Heidi Sroka, Budget Coordinator

**CRA I DOWNTOWN
FY 2024**

FY 2024

FY 2024

as of 2/2/2024

(Fund 111)

	acct. #		BUDGET	YEAR To DATE as of 2/29/2024	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 93,840	\$ 93,840	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 46,033	\$ 46,033	\$ -	Estimated tax billing
	348-xx-xx	Promotional	\$ 5,000	\$ -	\$ 5,000	Promotional Revenue
	360-10-00	Misc. Revenues	\$ 5,019	\$ -	\$ 5,019	Misc. Revenue
	361-10-00	Interest Income	\$ -	\$ 402	\$ (402)	Interest
	366-10-00	Misc. Donations	\$ -	\$ 100	\$ (100)	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ -	\$ -	\$ -	FYE 2022 Balance Forward
	REVENUE TOTALS		\$ 149,892	\$ 140,375	\$ 9,517	

EXPENSES	OTHER EXPENSES					
	32-00	Audit	\$ -	\$ -	\$ -	
	34-00	Other Contractual Services	\$ 15,823	\$ -	\$ 15,823	
	43-00	Utility Services	\$ 22,019	\$ 4,901	\$ 17,118	Gulf Power / Willing St. power poles
	46-00	Repair & Maintenance	\$ -	\$ -	\$ -	R&M
	48-00	Promotional	\$ -	\$ -	\$ -	Advertisement
	48-01	5k Run	\$ -	\$ -	\$ -	
	48-02	Bands on the Blackwater	\$ -	\$ -	\$ -	
	48-03	Movie Night	\$ -	\$ -	\$ -	
	48-06	Other Events	\$ -	\$ -	\$ -	
	48-08	Water Festival	\$ -	\$ -	\$ -	
	49-00	Misc. Expense	\$ 2,000	\$ -	\$ 2,000	Christmas lighting maintenance/Electrical Repair
	49-19	Tax Rebate Incentive Prog	\$ -	\$ -	\$ -	Tax Rebate Incentive Program
	49-34	Property / Fire Tax	\$ 550	\$ 567	\$ (17)	Fire Fee
	52-00	Operating Supplies	\$ -	\$ -	\$ -	Misc.
	53-00	Materials / Repair & Supplies	\$ -	\$ -	\$ -	
	54-00	Dues & Subscriptions	\$ -	\$ -	\$ -	Dues & Subscriptions
	61-02	Easement-Sidewalk	\$ -	\$ -	\$ -	Easement-Sidewalk
	64-00	Capital Outlay	\$ -	\$ -	\$ -	
	64-27	Downtown Project Expense	\$ 59,500	\$ -	\$ 59,500	
	82-08	SRC-July 4th Fireworks	\$ -	\$ -	\$ -	
	82-09	Misc. Grants in Aid	\$ -	\$ -	\$ -	Support for Special Events (SR Arts/Etc.)
	82-19	Façade Grant	\$ 50,000	\$ 9,000	\$ 41,000	Façade Improv.
	91-01	Transfer to General Fund	\$ -	\$ -	\$ -	
	99-99	Contingencies	\$ -	\$ -	\$ -	
	OTHER EXPENSE TOTALS		\$ 149,892	\$ 14,468	\$ 135,424	
	EXPENSE TOTALS		\$ 149,892	\$ 14,468	\$ 135,424	

CRA II NORTH
FY 2024

FY 2024

FY 2024

as of 2/29/2024

(Fund 112)

	acct. #		BUDGET	YEAR To DATE as of 2/29/2024	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 11,366	\$ 11,366	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 5,575	\$ 5,575	\$ -	Estimated tax billing
	348-xx-xx	Promotional	\$ -	\$ -	\$ -	Promotional Revenue
	361-10-00	Interest Income	\$ -	\$ 155	\$ -	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ -	\$ -	\$ -	
REVENUE TOTALS			\$ 16,941	\$ 17,096	\$ -	

Dept. 552

EXPENSES	OTHER EXPENSES					
	31-03	Professional Services	\$ -	\$ -	\$ -	
	34-00	Other Contractual Services	\$ -	\$ -	\$ -	
	43-00	Utility Services	\$ -	\$ -	\$ -	Gulf Power / power poles
	46-00	Repair & Maintenance	\$ -	\$ -	\$ -	R&M
	48-00	Promotional	\$ -	\$ -	\$ -	Advertisement
	48-06	Promotional	\$ -	\$ -	\$ -	Advertisement
	49-00	Misc. Expense	\$ -	\$ -	\$ -	Christmas lighting maintenance/Electrical Repair
	49-18	Misc. Exp. / Bank Charges	\$ -	\$ -	\$ -	
	52-00	Operating Supplies	\$ -	\$ -	\$ -	Misc.
	53-00	Materials/Rep & Supplies	\$ -	\$ -	\$ -	
	54-00	Dues & Subscriptions	\$ -	\$ -	\$ -	Dues & Subscriptions
	61-01	Capital - Land Acquisition	\$ -	\$ -	\$ -	
	63-04	Carpenters Park	\$ -	\$ -	\$ -	Carpenters Park
	64-07	Capital - Misc. Equipment	\$ -	\$ -	\$ -	
	64-27	Project Expense	\$ -	\$ -	\$ -	
	82-09	Misc. Grants in Aid	\$ -	\$ -	\$ -	Support for Special Events
	91-00	Transfer to Other Funds	\$ -	\$ -	\$ -	
	91-01	Transfer to General Fund	\$ -	\$ -	\$ -	
	91-02	Transfer to Capital Projects	\$ -	\$ -	\$ -	
	590-01-00	Contingencies	\$ 16,941	\$ -	\$ 16,941	
EXPENSE TOTALS			\$ 16,941	\$ -	\$ 16,941	

CRA III SOUTH
FY 2024

FY 2024

FY 2024

as of 2/29/2024

(Fund 113)

	acct. #		BUDGET	YEAR To DATE as of 2/29/2024	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 3,253	\$ 3,253	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 1,596	\$ 1,596	\$ -	Estimated tax billing
	348-xx-xx	Promotional	\$ -	\$ -	\$ -	Promotional Revenue
	361-10-00	Interest Income	\$ -	\$ 55	\$ -	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ -	\$ -	\$ -	
REVENUE TOTALS			\$ 4,849	\$ 4,904	\$ -	

Dept. 552

EXPENSES	OTHER EXPENSES					
	31-03	Professional Services	\$ -	\$ -	\$ -	
	34-00	Other Contractual Services	\$ -	\$ -	\$ -	
	43-00	Utility Services	\$ -	\$ -	\$ -	Gulf Power / Power poles
	46-00	Repair & Maintenance	\$ -	\$ -	\$ -	R&M
	48-00	Promotional	\$ -	\$ -	\$ -	Advertisement
	48-06	Promotional	\$ -	\$ -	\$ -	Advertisement
	49-00	Misc. Expense	\$ -	\$ -	\$ -	Christmas lighting maintenance/Electrical Repair
	49-18	Misc. Exp. / Bank Charges	\$ -	\$ -	\$ -	
	52-00	Operating Supplies	\$ -	\$ -	\$ -	Misc.
	53-00	Materials/Rep & Supplies	\$ -	\$ -	\$ -	
	54-00	Dues & Subscriptions	\$ -	\$ -	\$ -	Dues & Subscriptions
	61-01	Capital - Land Acquisition	\$ -	\$ -	\$ -	
	64-07	Capital - Misc. Equipment	\$ -	\$ -	\$ -	
	64-27	Project Expense	\$ -	\$ -	\$ -	
	82-09	Misc. Grants in Aid	\$ -	\$ -	\$ -	Support for Special Events
	91-00	Transfer to Other Funds	\$ -	\$ -	\$ -	
	91-01	Transfer to General Fund	\$ -	\$ -	\$ -	
	91-02	Transfer to Capital Projects	\$ -	\$ -	\$ -	
	99-99	Contingencies	\$ 4,849	\$ -	\$ 4,849	
EXPENSE TOTALS			\$ 4,849	\$ -	\$ 4,849	