



WORK SESSION Agenda

June 11, 2024
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call to Order**
- 2. Review of City Council Regular Meeting Agenda for June 11th**
- 3. Update on Previous Matters Discussed**
 - Item # 2024-2486
 - Boat Anchored in Blackwater River
- 4. New Business**
 - Item # 2024-2529
 - Set Time for the Saturday, July 20th Budget Workshop
 - Item # 2024-2540
 - Letter to ECRC Chair
- 5. Public Participation & Discussion**
- 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 # 2024-2486

Boat Anchored in Blackwater River

MEETING DATE

June 11, 2024

PREPARED BY

Molly Turnes, City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2024-2529

Set Time for the Saturday, July 20th Budget Workshop

MEETING DATE

June 11, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. FY2025 Budget Calendar



Budget Planning Calendar Fiscal Year 2024/2025

2024

Jan	Budget Calendar Prepared. Public Hearings selected (opposite School Board & County).
Mar 29	Budget Office provides each department Budget Worksheets and Instructions.
April 29	Capital Improvement Project Requests are due
May 3	Merit Worksheets for each department due from Human Resources. Department Budgets due to Budget Coordinator.
May 20-31 ...	Departmental Budget reviews with City Manager and/or Dept. Heads.
June 3	Property Appraiser provides <u>estimate</u> of total assessed non-exempt property. Property Appraiser provides City Parcel Data for calculation of Fire Assessments.
June 20	Council discusses Millage.
July 1	Property Appraiser provides Certificate of Property Value (DR-420, DR-420TIF).
July 9	Council approves Millage. Council approves Annual Fire Resolution. DRAFT Budget Summary presented to Council.
July 10	City provides Fire Assessment data and Resolution to Property Appraiser.
July 20	Budget Workshop with City Council
Aug 2	(on or before Aug 2) Budget Office, through the City Manager, certifies DR-420, DR-420TIF, & DR-420MMP Advise Property Appraiser of: 1. Prior Year Millage Rate 2. Current Year Proposed Millage Rate 3. Current Year Rolled-Back Rate 4. Date, Time, Place of 1st Public Hearing for the Tentative Budget
Aug 13	Department Budgets presented at Council WS
Aug 23	(on or before Aug 23) Property Appraiser mails the proposed property tax (TRIM).



Budget Planning Calendar Fiscal Year 2024/2025

2024 continued

- Sept 5** 1st Public Hearing on Tentative Budget (at 6:30).
Resolution: Tentative Millage Rate
Resolution: Tentative Budget
Ordinance: Budget (1st Read)
Ordinance: Pay Table/Position Schedule (1st Read)
- Sept 9** Finance Advertisements appear in News Paper
Ordinance: Pay Table/Position Schedule
- Sept 16** Budget Coordinator's 2 TRIM Advertisements appear in News Paper
Notice of: Budget Hearing Advertisement (or Prosed Tax Increase)
Budget Summary Advertisement
- Sept 19.....** 2nd Public Hearing to Adopt Final Millage Rate and Budget (at 6:00).
Resolution: CIP Plan
Resolution: Final Millage Rate
Resolution: Final Budget
Ordinance: Budget (2nd Read)
Ordinance: Pay Table/Position Schedule (2nd Read)
- Sept 22** (within 3 days of Final Hearing)
Deliver Final Millage Rate Resolution to Property Appraiser
Deliver Final Millage Rate Resolution to Tax Collector
Fax Final Millage Rate Resolution to Department of Revenue
- Oct 1** Start of Fiscal Year 2024-2025
- Oct 18** (within 30 days of 2nd Final Public Hearing on Budget)
Mail DR-487 to DOR- Property Tax Oversight Program



Agenda Item # 2024-2540

Letter to ECRC Chair

MEETING DATE

June 11, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. City of Milton Letter to ECRC Chair Feb 2024 Events and Process Improvements



City of Milton

June 11, 2024

Chair Kasey Cuchens, Board of Directors
Emerald Coast Regional Council

Re: ECRC/Joint TPO Events on February 1-3, 2024, and Process Improvements

Madam Chair:

The City of Milton has been a dues-paying member of the Emerald Coast Regional Council (ECRC) and the Florida-Alabama Transportation Planning Organizations (TPO) for the past forty years. The City benefits from their valuable assistance, funding, and planning, which enhance the quality of life for our citizens.

However, the February ECRC/Joint TPO Events revealed a serious lack of judgement and oversight exercised by the Chief Executive Officer (CEO) in decision-making. While the meetings and Metropolitan Planning Organization Advisory Council (MPOAC) workshop served a public purpose, there were extravagant and unnecessary expenses associated with the weekend's events. The total expenditure for the weekend was \$202,252, which included, for example, the event coordinator fees of \$117,656, the band fees of \$12,993, and photography fees of \$9400.

The ECRC Board was not asked to approve these expenses but was merely informed at its August 23, 2023, meeting by the CEO that the weekend would include "a little special event there. Entertainment provided by myself" and at its November 13, 2023, meeting that there was going to be "a major, major, major announcement. You will not want to miss this event." The \$202,252 expenses and itemization were only revealed following the event, in reply to a public records request.

On April 17, 2024, the ECRC Board of Directors voted to have the ECRC Executive Committee (Exec Cmte) investigate these expenses. While the investigation revealed that the CEO and staff under the CEO's direction followed the procurement policies in place at the time but amounts exceeding the existing \$150,000 spending limit were obscured in different line items within the budget.

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The Exec Cmte will present some process improvements about event expenditures at the June 20 ECRC Board meeting. The City recognizes these steps as progress towards increased expectations for accountability and transparency by the CEO. Nevertheless, the CEO's spending limit of \$150,000 for non-event items is excessive and needs to be reduced to no more than \$100,000.

In addition, certain entertainment acts were considered by some of the attendees as unsuitable for a government-funded event. At the May 6, 2024, Exec Cmte meeting, the CEO justified the entertainment acts by saying, "...we didn't have an opportunity to proof the entertainment." This is evidence of a lack of oversight by the CEO.

Many of the decisions made by the CEO for this event were inappropriate for a leader of this significant public-funded organization. The decision-making in putting on the events was inconsistent with certain fundamental values listed on ECRC's website such as integrity and accountability. The City of Milton expects the CEO to take ownership of the lack of judgement and oversight and to issue a formal apology to the ECRC Board. The City of Milton hopes to be able to restore its trust in the CEO's leadership.

Respectfully,

Mayor Heather Lindsay, City of Milton

cc: The Honorable Governor Ron DeSantis

cc: Jerod Perdue, Florida Department of Transportation Secretary, jerod.perdue@dot.state.fl.us