COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Agenda

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

1. **Call Meeting to Order**
2. **Approval of Minutes**

    Item # 2024-2564
    Approval of Minutes from June 20, 2024 meeting

3. **Persons to Appear**
4. **Financial Report**

    Item # 2024-2606
    Community Redevelopment Agency Financial Reports

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

Approval of Minutes from June 20, 2024 meeting

MEETING DATE	PREPARED BY
July 18, 2024	Clerk's Office

1. Call Meeting to Order

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

Members Present:

Council Member, Ward 4, Seat I Shari Sebastiao
Council Member, Ward I, Seat I Mike Cusack
Council Member Ward IV, Seat II Casey Powell
Council Member Ward II, Seat II Roxanne Meiss
Council Member, Ward II, Seat I Marilynn Farrow
Council Member Ward III, Seat II Jeff Snow

Members Absent:

Mayor Heather Lindsay
Council Member Ward I, Seat II Matt Jarrett
Council Member, Ward III, Seat I Gavin Hawthorne

Members of the Public in Attendance

Donna Long, Robert Leek, David Farrow, George Schwartz, Mike Keyser, Wayne S, Tom Powers, Vernon Compton, Pam Mitchell, Buddy Fisher, Chris Lambert, Jason LaRossa, Carmen Reynolds, Jake Nowland, Jimmy Messick, Theresa Messick, Tom Wallen, Cassandra Sharp

Staff in Attendance

City Manager, Randy Jorgenson
Assistant City Manager, Ed Spears
City Attorney, Alex Andrade
City Clerk, Molly Turnes
IT Systems Analyst, Brittney Ballard
Public Information Officer, Bethany Anderson
Planning Director, Tim Milstead
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell
Budget Coordinator, Laura McDill

2. Approval of Minutes

Item # 2024-2493
Approval of Minutes from May 16, 2024 meeting

ACTION: Motion to Approve by Jeff Snow; second by Roxanne Meiss;

	Motion passed - 6:0
YEAS:	Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

3. Persons to Appear

No Persons to Appear

4. Financial Report

Item # 2024-2546
Community Redevelopment Agency Budget Reports

ACTION:	Motion to Approve by Marilynn Farrow; second by Shari Sebastiao;
	Motion passed - 6:0
YEAS:	Casey Powell, Mike Cusack, Roxanne Meiss, Marilynn Farrow, Jeff Snow, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Councilwoman Farrow had questions about the financial report
Budget Coordinator, Laura McDill reported to council

5. New Business

Item # 2024-2549
Whittle Property Improvements

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao;
	Motion passed - 6:0
YEAS:	Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Councilman Snow reported to council on the Whittle Property

Improvements
Council and Mr. Spears discussed briefly

6. **Communications From Council Members & Mayor**
No communications

7. **Adjournment**
The meeting adjourned at 05:44 PM.

Mayor	Date
City Clerk	Date

Agenda Item # 2024-2606

Community Redevelopment Agency Financial Reports

MEETING DATE	PREPARED BY
July 18, 2024	Laura McDill, Budget Coordinator

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. CRA I Budget 05_2024
2. CRA II Budget 05_2024
3. CRA III Budget 05_2024

CRA I DOWNTOWN
FY 2024

(Fund 111)

	acct. #		FY 2024 BUDGET	FY 2024 YEAR To DATE as of 5/31/2024	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	$ 900	$ 4,100	Promotional Revenue
	360-10-00	Misc. Revenues	$ 5,019	$ 633	$ 4,386	Misc. Revenue
	361-10-00	Interest Income	$ -	$ 890	$ (890)	Interest
	366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
	381-01-00	Transfer from General Fund	$ -	$ -	$ -	
	389-90-01	Balance Forward	$ -	$ -	$ -	FYE 2022 Balance Forward
		REVENUE TOTALS	**$ 149,892**	**$ 142,296**	**$ 7,596**	

	acct. #	OTHER EXPENSES	FY 2024 BUDGET	FY 2024 YEAR To DATE as of 5/31/2024	Balance	Description
EXPENSES	32-00	Audit	$ -	$ 7,500	$ (7,500)	
	34-00	Other Contractual Services	$ 15,823	$ -	$ 15,823	
	43-00	Utility Services	$ 22,019	$ 8,110	$ 13,909	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	$ 1,636	$ 364	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	$ 35,686	$ 14,314	Façade Improv.
	91-01	Transfer to General Fund	$ -	$ -	$ -	
	99-99	Contingencies	$ -	$ -	$ -	
		OTHER EXPENSE TOTALS	**$ 149,892**	**$ 53,499**	**$ 96,393**	
		EXPENSE TOTALS	**$ 149,892**	**$ 53,499**	**$ 96,393**	

CRA II NORTH
FY 2024

(Fund 112)

acct. #		FY 2024 BUDGET	FY 2024 YEAR To DATE as of 5/31/2024	Balance	Description
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	$ -	$ 338	$ (338)	Interest
366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
381-01-00	Transfer from General Fund	$ -	$ -	$ -	
389-90-01	Balance Forward	$ -	$ -	$ -	
	REVENUE TOTALS	**$ 16,941**	**$ 17,279**	**$ (338)**	

Dept. 552

	OTHER EXPENSES				
31-03	Professional Services	$ -	$ -	$ -	
34-00	Other Contractual Services	$ 10,000	$ 9,994	$ 6	
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	$ -	$ -	$ -	
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	$ 6,941	$ -	$ 6,941	
	EXPENSE TOTALS	**$ 16,941**	**$ 9,994**	**$ 6,947**	

CRA III SOUTH
FY 2024

(Fund 113)

acct. #		FY 2024 BUDGET	FY 2024 YEAR To DATE as of 5/31/2024	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	$ -	$ 124	$ (124)	Interest
366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
381-01-00	Transfer from General Fund	$ -	$ -	$ -	
389-90-01	Balance Forward	$ -	$ -	$ -	
	REVENUE TOTALS	**$ 4,849**	**$ 4,973**	**$ (124)**	

Dept. 552

	OTHER EXPENSES				
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**	