



CITY COUNCIL
Regular Meeting Minutes (CORRECTED)

October 8, 2024
6:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 06:40 PM.

Members Present:

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

Members Absent:

Council Member, Ward I, Seat I Mike Cusack

Members of the Public in Attendance

Cindy Smith, Donna Long, Clare Tomney, Larry McKee, Robert Leek, Pam Mitchell, Buddy Fisher, Nelida Hinchey, Lauren Odgers, Tom Powers, Cassandra Sharp, Jimmy Messick, Theresa Messick, John Loftis, Alex P., Carol B Rich, Sherry Chapman, Tracy Hamilton

Staff in Attendance

City Manager, Ed Spears
City Attorney, Alex Andrade
City Clerk, Molly Turnes
IT Systems Analyst, Brittney Ballard
Planning Director, Tim Milstead
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell
HR Director, Nicki Vickery
Economic Dev. Director, Stephen Prestesater

2. Invocation & Pledge of Allegiance

Elijah Purcell

(moment of silence) No Invocation

3. Approval of Minutes

Item # 2024-2736
September 5, 2024 Regular Council Meeting Minutes

ACTION:	Motion to Approve by Matt Jarrett; second by Shari Sebastiao; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

4. Approval of Agenda

ACTION:	Motion to Approve by Casey Powell; second by Marilynn Farrow; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Councilwoman Farrow's Item from the Work Session "*Discussion: Importance & Opportunity for Singing of National Anthem Prior to Youth Games*" was moved under Parks and Rec Report for discussion.

5. Public Announcements, Awards, Proclamations & Recognitions

No Public Announcements, Awards, Proclamations & Recognitions

6. Public Hearings

Item # 2024-2735
Simmons Rezoning Request - Munson Highway
Planning Director Tim Milstead reported to council.
No public comment

7. Invited Speakers

Item # 2024-2820
Tappie Villane - Election Update
Santa Rosa County Supervisor of Elections, Tappie Villane gave a general election update.

8. Persons to Appear

Public input was provided by: Cindy Smith, Robert Leek, Cassandra Sharp, Pam Mitchell, Lauren Odgers

9. Ordinances & Resolutions

Item # 2024-2761

Resolution #2024-38 FGU Utility Membership

ACTION: Motion to Approve by Jeff Snow; second by Shari Sebastiao;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

City Attorney, Alex Andrade read Resolution #2024-38 into the record

Item # 2024-2722

Ordinance #16-24 Simmons Rezoning -Munson Highway **2nd Reading**

ACTION: Motion to Approve by Jeff Snow; second by Roxanne Meiss;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

City Attorney, Alex Andrade read Ordinance #16-24 into the record (Second Reading)

Item # 2024-2723

Ordinance #17-24 Simmons FLUM - Munson Highway **2nd Reading**

ACTION: Motion to Approve by Matt Jarrett; second by Shari Sebastiao;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

City Attorney, Alex Andrade read Ordinance #17-24 into the record (Second Reading)

Item # 2024-2806

Ordinance #20-24 Architectural Design Standards in CRA Areas **First Reading**

ACTION:	Motion to Approve by Shari Sebastiao; second by Roxanne Meiss; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

City Attorney, Alex Andrade read Ordinance #20-24 into the record (First Reading)

10. City of Milton Events

Item # 2024-2804

OAFA - MHS Halloween Movie Night

ACTION:	Motion to Approve by Jeff Snow; second by Matt Jarrett; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Events Coordinator, Jay Conrad reported to council

Item # 2024-2805

SEPA / OAFA - Santa Rosa County Veteran's Day Parade & Ceremony 2024
(November 11)

ACTION:	Motion to Approve by Jeff Snow; second by Marilynn Farrow; Motion passed - 7:0
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YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilynn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad reported to council

Item # 2024-2807

SEPA - St. Mary's Winterfest 2024 (December 6 & 7)

ACTION: Motion to Approve by Jeff Snow; second by
Shari Sebastiao;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilynn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad reported to council

Item # 2024-2808

Revised Form - Outside Agency Funding Application (**action item**)

ACTION: Motion to Approve by Jeff Snow; second by
Casey Powell;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilynn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Events Coordinator, Jay Conrad reported to council

11. Public Information Officer Report

No Report

12. Planning Board

No Report

13. Administration, Emerald Coast Regional Council

Councilwoman Farrow reported to council.

Item # 2024-2760

Americans with Disabilities Act (ADA) Policy (**action item**)

ACTION:	Motion to Approve by Marilynn Farrow; second by Gavin Hawthorne; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

HR Director, Nicki Vickery reported to council

Item # 2024-2797

2025 Proposed Holiday Schedule (**action item**)

ACTION:	Motion to Approve by Marilynn Farrow; second by Casey Powell; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Item # 2024-2798

2025 Proposed Council Meeting Schedule (**action item**)

Item discussed at the work session.
City Clerk, Molly Turnes will provide council with an updated
calendar reflecting moving the 3rd Thursday Work Session to the
following week when both meetings fall in the same week.

Item # 2024-2799

Police Chief Recruitment (**action item**)

ACTION:	Motion to Approve by Jeff Snow; second by Shari Sebastiao; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

City Manager, Ed Spears reported to council and thanked Chief Tindell for his years of service to the City of Milton
Police Chief, Tony Tindell reported to council

Item # 2024-2802

Appointment of the Chair of the City Council Work Sessions **(action item)**

ACTION:	Motion to Approve by Marilynn Farrow; second by Shari Sebastiao; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

The Mayor will open the Work Session and then turn it over to the City Manager to lead the discussion.

Item # 2024-2811

Congratulations to Sandra Woodbery for Promotion to Assistant City Manager
City Council & staff congratulated Sandra Woodbery for promotion to Assistant City Manager

14. Parks & Recreation, Community Improvement Board

Councilman Hawthorne reported to council.

Discussion item from work session discussed "Importance and Opportunity for Signing of National Anthem Prior to Youth Games (Farrow)

*****CORRECTION- The Council showed consensus for the singing of the National Anthem before the youth games*****

15. LEAP

No report

16. Board of Adjustments

Councilman Jarrett reported to council

17. Historic Preservation Board, Transportation Planning Organization

Councilwoman Meiss reported to council

18. Growth, Development & Annexation, Tourist Development Council

Councilman Snow reported to council

Item # 2024-2651

FY 2025 City of Milton Business Improvement Grant Program **(action item)**

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Economic Development Coordinator, Stephen Prestesater reported to council
Funds for the Business Improvement Program are allocated annually via the budget process. The BIP was funded with \$20,000 from CRA I and \$25,000 General Fund Revenue in the FY 2025 Budget.
Council approved the reauthorization of the City of Milton Business Improvement Grant Program for Fiscal Year 2025 with the same rules and regulations as the FY 2024 program.

Item # 2024-2803

Revocable License for Daniel Powers - Westwood Drive (**action item**)

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Planning Director Tim Milstead reported to council
The wooden privacy fence that was constructed is supplementing an existing chain link fence that has been located within the right of way for many decades. The attached survey shows the location of the historical chain link fence in the right of way, which is about 6.5 feet from the top of the existing Westwood Drive curb line. The new privacy fence is just outside the historical chain link fence, but does not enclose the existing power pole at the northwest corner of the fence.

19. Finance, Public Works

Item # 2024-2753

Residential 2nd Garbage Can Charge (**action item**)

ACTION: Motion to Amend by Marilyn Farrow;
second by Casey Powell;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilyn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Motion was made to change the price to \$8 for the second can.
**The motion was then amended to reflect the original price
of \$9.68 for the second can.**

Item # 2024-2764

Splash Pad Open/Closing Dates (**action item**)

ACTION: Motion to Approve by Casey Powell;
second by Roxanne Meiss;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilyn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

**Council established the operation of the Splash Pad to be
from the first Tuesday in May through the first Sunday in
October annually.**

Item # 2024-2763

Community Clean-Up Program (**action item**)

ACTION: Motion to Approve by Casey Powell;
second by Shari Sebastiao;
Motion passed - 7:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Marilyn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

Council authorized the community clean-up program
The FY 2025 budget has funds for the "Dumpster Days Program"
and will realize savings from the Recycling Program that can be
utilized for this program.

Item # 2024-2809

Update on Approval of \$25M Gap Loan (**discussion item**)

Item was discussed during the work session

Item # 2024-2810

Invitation to Bid #2024-10 Effluent Disposal System and Sprayfields 1 & 2
(**action item**)

ACTION:	Motion to Approve by Casey Powell; second by Shari Sebastiao; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Council approved Chavers Construction as the lowest and most responsive bidder ITB 2024-10 and authorized a one-week period for staff to negotiate a contract for the project, subject to final approval of the contract by City Council at a Special Called Meeting for Thursday, October 17, 2024.

Item # 2024-2813

Installing lights at the new basketball courts (**information only item**)

Staff and Council discussed the installing of lights at the new basketball courts.

Cost from FPL to the City will be \$320/month for 10 years.

Item # 2024-2823

2024.04 Engineer Services – Blackwater Riverwalk Extension (reject proposal)
(**action item**)

ACTION:	Motion to Approve by Casey Powell; second by Shari Sebastiao; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Request for Proposal (RFP) was held on May 29, 2024. One proposal from AMI Consulting Engineers was received. Following receipt of the single proposal and a detailed

review of the 2017 design and permitting, it was determined that the existing design and permitting could be utilized.

Item # 2024-2822
2024.04 Engineer Services – Blackwater Riverwalk Extension Project (**action item**)

ACTION:	Motion to Approve by Casey Powell; second by Matt Jarrett; Motion passed - 7:0
YEAS:	Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

Council awarded a post-design professional service contract to Consor Engineers, LLC for the Blackwater Riverwalk Extension. \$67,864.00

- 20. **Mayor Report: Public Safety, Ordinance Committee**
Mayor Lindsay reported to council
- 21. **City Attorney's Report**
No Report
- 22. **City Manager's Business**
City Manager, Ed Spears reported to council
- 23. **Public Input**
No Public Input was provided
- 24. **Adjournment**
The meeting adjourned at 08:17 PM.

Mayor

Date

City Clerk

Date