



## Community Improvement Board Regular Meeting Agenda

January 28, 2025  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Review and Approval of Agenda**
- 3. Approval of Minutes**
  - Item # 2025-3017
  - Approval of Minutes from the November 26th, 2024 meeting.
- 4. Agenda Items**
  - Item # 2025-3020
  - Appoint CIB Chairman
  - Item # 2025-3021
  - City Sidewalks in CRA 1
  - Item # 2025-3022
  - Expansion of Architectural Lights in CRA 1
- 5. Public Input**
- 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*



# Approval of Minutes from the November 26th, 2024 meeting.

MEETING DATE	PREPARED BY
January 28, 2025	Clerk's Office Stephen Prestesater, Director of Economic Development



## City of Milton

### Community Improvement Board Meeting

November 26, 2024, 5:30 p.m.

#### MINUTES

The City of Milton Community Improvement Board meeting was called to order at 5:30 P.M. on November 26<sup>th</sup>, 2024. Present at the meeting were Chairwoman Cassandra Sharp, Board Members, Mrs. Deb Becker, Mrs. Cynthia Smith, and Mr. Howard Steele. Mr. Prestesater, Director of Economic Development for the City was present at the meeting. 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 5:31 p.m. She welcomed those in attendance. It was noted that a quorum was achieved.
- II. Chairwoman Sharp called for any additions, deletions, or changes to the meeting agenda. Mrs. Becker made a motion to approve the agenda, seconded by Mr. Steele. No objection was noted.
- III. Chairwoman Sharp called for any additions, deletions, or changes to the minutes of the meetings of June 25, 2024. Mrs. Smith made a motion to approve the minutes, seconded by Mrs. Steele. No objection was noted.
- IV. Mr. Prestesater provided updates to the board regarding the CRA approval to pave the Turtle Parking Lot, Item # 2024-2908. should be completed by mid-December.
- V. Mr. Prestesater provided an update regarding pressure washing that has been taking place in CRA 1, and the new pressure washing trailer that our Streets Department has built to expedite this project throughout the city. Mr. Prestesater also noted that if there are areas the board is aware of that we may have missed, to please let him know so our teams can get back out to them.
- VI. Mr. Prestesater gave an update on the South River Walk expansion. At the time, engineering for the project had been awarded. The project will extend south of the Riverwalk and terminate at the City docks at Jernigan's Landing. An update will be provided once we hear from the engineering firm.
- VII. Mr. Prestesater discussed the Sprit of Community Award as requested by Mrs. Sharp. The Award was approved by the CIB, staff is reviewing to determine what the award will look like. Mrs. Becker identified a window cling would be great for businesses, and Mrs. Sharpe noted that a sign would be good to inspire others. A certificate awarded by the CRA/ Council would be good for public

recognition. Mr. Prestesater noted that for public recognition is important and that we would work to have a press release sent out with pictures of people as noted by Mrs. Becker. Mr. Prestesater noted that this would need to go before the CRA for funding approval. Mrs. Sharpe noted that it would be important to know how many awards would be given out each year, and Mr. Steele noted that he agreed with that statement. Mrs. Becker stated that she thought it would be good to have the award given out quarterly. Staff would review this information and establish a cost estimate to be presented to the CRA. Mr. Prestesater said he would pull this information together and provide an update.

- VIII. The Board reviewed the City Sidewalk and Bike Path Map to discuss having additional sidewalks installed in CRA 1. Mr. Prestesater noted that funds are allocated for this project in the CRA 1 budget. He also provided a summary of the 2022 CRA Plan and explained the City's current Sidewalk and Bike Path master plan and how CRA 1 funds could be used to reprioritize this plan to accommodate and expedite new construction of sidewalks in CRA 1. Next, Mr. Prestesater provided an excel file showing streets in the CRA, distances of each street, current concrete rates, and ADA width. When you multiply these you get rates for each street, and Mr. Prestesater asked the board to review the information to prioritize which streets we should have sidewalks paved first. Mr. Steele noted that the priority should be necessity and safety for those using the streets to walk to the store. Mr. Prestesater noted that Dr. Martin Luther King Drive does not connect, Mrs. Sharpe said connectivity should be the priority. Mr. Prestesater requested approval to move this project forward to be presented to the CRA. Mrs. Becker made a motion, seconded by Mrs. Smith. No objections were noted and the motion passed.
- IX. Mr. Prestesater discussed the importance of lighting and how if we are to have sidewalks installed, lighting should be done at the same time. The city currently has one remaining architectural acorn at a cost of \$4,000 per unit, and that the wait for these items from our current vendor is 26 months. Alternatives are being reviewed. Mrs. Sharp noted that she believed there were CDBG funds available from a grant 10 years prior to pay for lighting throughout the entire Canal Street corridor. Mrs. Sharp also asked about what ECRC is doing about sidewalks and bike paths. Mr. Prestesater said he would look both of these items and noted that his recommendation is to move this item, #2024-2913 forward Motion made by Mrs. Smith and seconded by Mrs. Becker. No objections were noted and the motion passed.
- X. The Board reviewed item # 2024-2914, which was noted that it is no longer a new item and is now an update as the CRA had approved this item prior to this meeting. The paving of the Imogene Parking Lot is to be completed at the same time the Turtle lot is done. Mrs. Sharp asked that we look at making a spot near the elevator be marked for compact and for ADA. Mr. Prestesater said he will bring that up to the team. Nothing else was added.
- XI. Additional Items to Discuss: Mr. Steele asked if we have an update regarding the old courthouse and if we would be reconnecting Oak Street. Mr. Prestesater explained that he was informed by the county that an update would be discussed in January and that he would be meeting with the county in December and this item would be brought up for discussion. Mr. Steele also brought up stormwater management and that the ultimate goal should be to remove all stormwater from the Blackwater River.
- XII. The meeting in December was discussed to be cancelled as it fell on Christmas Eve and that the board would meet again in January
- XIII. Mr. Prestesater wanted to make note and clarify that the CIB Charter states that if your attendance drops below 50%, your seat becomes grounds for dismissal. Mrs. Sharp noted that she believes that

grounds for being removed is what it states and that she said it had happened multiple times last year, but the board votes to allow those members to stay. She also noted that members have been better at attending this year, Mr. Prestesater noted that it is understandable as life happens. This discussion was simply a reminder of the charter and to ensure we didn't lose any members due to lack of attendance.

XIV. With no further business to discuss, the meeting was adjourned at 6:20 p.m.

Respectfully submitted, Mr. Stephen Prestesater, Director of Economic Development



Agenda Item # 2025-3020

## Appoint CIB Chairman

### MEETING DATE

January 28, 2025

### PREPARED BY

Stephen Prestesater, Director  
of Economic Development

### BACKGROUND

In December of 2025, Cassandra Sharp resigned for personal reasons as the Chair of the CIB. As our meeting in December was cancelled, we have not appointed a new chairman to the role.

### SUMMARY

City Staff has reached out to a member of the CIB, Mr. Vernon Compton, who has served on multiple boards and committees with the City. Staff asked if this was something Mr. Compton would be interested in this role. Mr. Compton had noted he would be happy to serve and is honored to have been asked.

### RECOMMENDATION

Staff recommends appointing Mr. Vernon Compton as the new Chairman of the CIB.

### ATTACHMENTS

None



Agenda Item # 2025-3021

# City Sidewalks in CRA 1

## MEETING DATE

January 28, 2025

## PREPARED BY

Stephen Prestesater, Director  
of Economic Development

## BACKGROUND

On November 26th, 2024, Item #2024-2912, City Sidewalks and Bike Path Map Review was added for discussion. It was noted that the goal identified in the 2022 CRA Plan was to improve the appearance of the CRA, eliminate hazardous conditions in the CRA, provide convenient parking in the CRA, and foster cooperation with the County Government.

During this meeting, it was discussed that funds have been allocated for FY25 in the CRA 1 budget to fund projects such as sidewalks and bike paths. Staff had reviewed the streets in the CRA 1 district and provided an excel spreadsheet breaking down each road and the cost to install a sidewalk based on factors such as length, width, and concrete rates.

It was discussed and voted on that the CIB would review this and move it forward for CRA approval.

## SUMMARY

The staff has identified that connectivity is a key focus and that streets such as Dr. MLK Jr. Drive are lacking this connectivity. Also, Willing Street and Pine Street have been discussed as lacking proper connectivity to parks and businesses.

Our goal is to work through the list provided, cross-check it with what the City's master sidewalk and bike path plan has already, and re-prioritize streets to the top ten streets the CIB would like to see sidewalks installed on first.

The Small Cities CDBG Grant Cycle will open up in September. The City is currently working through on as part of a Broad, Quinn, and Okaloosa St. revitalization project. If approved to apply for another, City Staff will do so.

## RECOMMENDATION

Approve a plan to go before the CRA that identifies the top ten streets the CIB would recommend having sidewalks installed.

## ATTACHMENTS

1. CRA 1 Sidewalk Expansion Estimates

2. 2nd Amendment - BID TAB - Eagle Environmental
3. CRA Sidewalks

## CRA 1 Sidewalk Expansion Estimates

(Concrete projected cost is \$10.36 SqFt)

Street:	Street to:	On Street:	Length:	Width:	Total SqFt:	Projected Costs:	Current City Priorities:	Notes:
Pine St.	Santa Rosa St.	Elmira St.	203	5	1015.00	\$ 10,515.40		
Pine St.	Escambia St.	Combs St.	746	5	3730.00	\$ 38,642.80		
Santa Rosa St.	Oak St.	Pine St.	410	5	2050.00	\$ 21,238.00		
Escambia St.	Oak St.	Pine St.	404	5	2020.00	\$ 20,927.20		
Pike St.	Oak St.	Pine St.	404	5	2020.00	\$ 20,927.20		
Walton St.	Oak St.	Pine St.	402	5	2010.00	\$ 20,823.60		
Pike St.	Canal St.	Oak St.	341	5	1705.00	\$ 17,663.80		
Escambia St.	Caroline St.	Oak St.	398	5	1990.00	\$ 20,616.40		
Santa Rosa St.	Caroline St.	Oak St.	394	5	1970.00	\$ 20,409.20		
Walton St. & Hill St.	Pine St.	Henry St.	871	5	4355.00	\$ 45,117.80		
Combs St.	Gill Bass Park	Hill St.	258	5	1290.00	\$ 13,364.40		
Doc. MLK Dr.	Caroline St.	Alice St.	644	5	3220.00	\$ 33,359.20		
Doc. MLK Dr.	Alice St.	W Walker St.	807	5	4035.00	\$ 41,802.60		
Mary St.	Alice St.	W Walker St.	802	5	4010.00	\$ 41,543.60		
W Walker St.	Canal St.	Mary St.	762	5	3810.00	\$ 39,471.60		
Canal St.	W Walker St.	Canal St. & Henry St.	239	5	1195.00	\$ 12,380.20		
Jasmine St.	Mary St.	Doc. MLK St.	306	5	1530.00	\$ 15,850.80		
Mary St.	Caroline St.	Jasmine St.	1042	5	5210.00	\$ 53,975.60		
Mary St.	Berryhill Rd.	Margaret St.	526	5	2630.00	\$ 27,246.80		Berryhill School
Margaret St.	Blk Water Trail	Mary St.	264	5	1320.00	\$ 13,675.20		Connect to Trail
Margaret St.	Mary St.	MLK Dr.	315	5	1575.00	\$ 16,317.00		Berryhill School
Margaret St.	MLK Dr.	Canal St. & Henry St.	307	5	1535.00	\$ 15,902.60		Berryhill School
Willing St. - Jer. Lnd.	Willing St.	Pine St.	200	5	1000.00	\$ 10,360.00		
Pine St. - Jer. Lnd.	Pine St.	Willing St.	320	5	1600.00	\$ 16,576.00		
Doc MLK Dr.	Caroline St.	Elva St.	292	5	1460.00	\$ 15,125.60		
Elva St.	Stewart St.	Bruner. St.	213	5	1065.00	\$ 11,033.40		
Elva St.	Bruner St.	Mary St.	326	5	1630.00	\$ 16,886.80		
Elva St.	Mary St.	Doc. MLK St.	325	5	1625.00	\$ 16,835.00		
Elva St.	Doc. MLK St.	Canal St. & Henry St.	328	5	1640.00	\$ 16,990.40		
Total Projected						\$ 665,578.20		

**2025 BID FORM**  
**ITB 2022.10 Concrete Curbing/Driveway/Sidewalk Annual Contract**

ITEM	UNIT PRICE
<b>1. Concrete Curb (layback or FDOT Type F)</b>	
a. Remove and replace existing curb	\$ <u>33.60</u> / L.F.
b. New curb	\$ <u>30.00</u> / L.F.
<b>2. Sidewalks</b>	
a. 4" Thick	\$ <u>9.22</u> / S.F.
b. 6" Thick (including driveways)	\$ <u>9.91</u> / S.F.
<b>3. Mobilization Charge (applies to any work less than 50 linear feet of curb or 150 square feet of flat work)</b>	\$ <u>1,200.00</u> / E.A.

**License #** CGC1530940

**Acknowledgement of Addendums:** \_\_\_\_\_ *(list numbers or N/A)*

**Additional Costs, Special Exceptions, Notes or Comments:**

---

---

---

---

---

---

---

---

***The undersigned agrees to the above terms and conditions.***

**BIDDER:** Eagle Environmental Consulting Services of FL Inc.

Company Name

Address/City/Zip

Phone  
Chris Posey

Email  
 \_\_\_\_\_

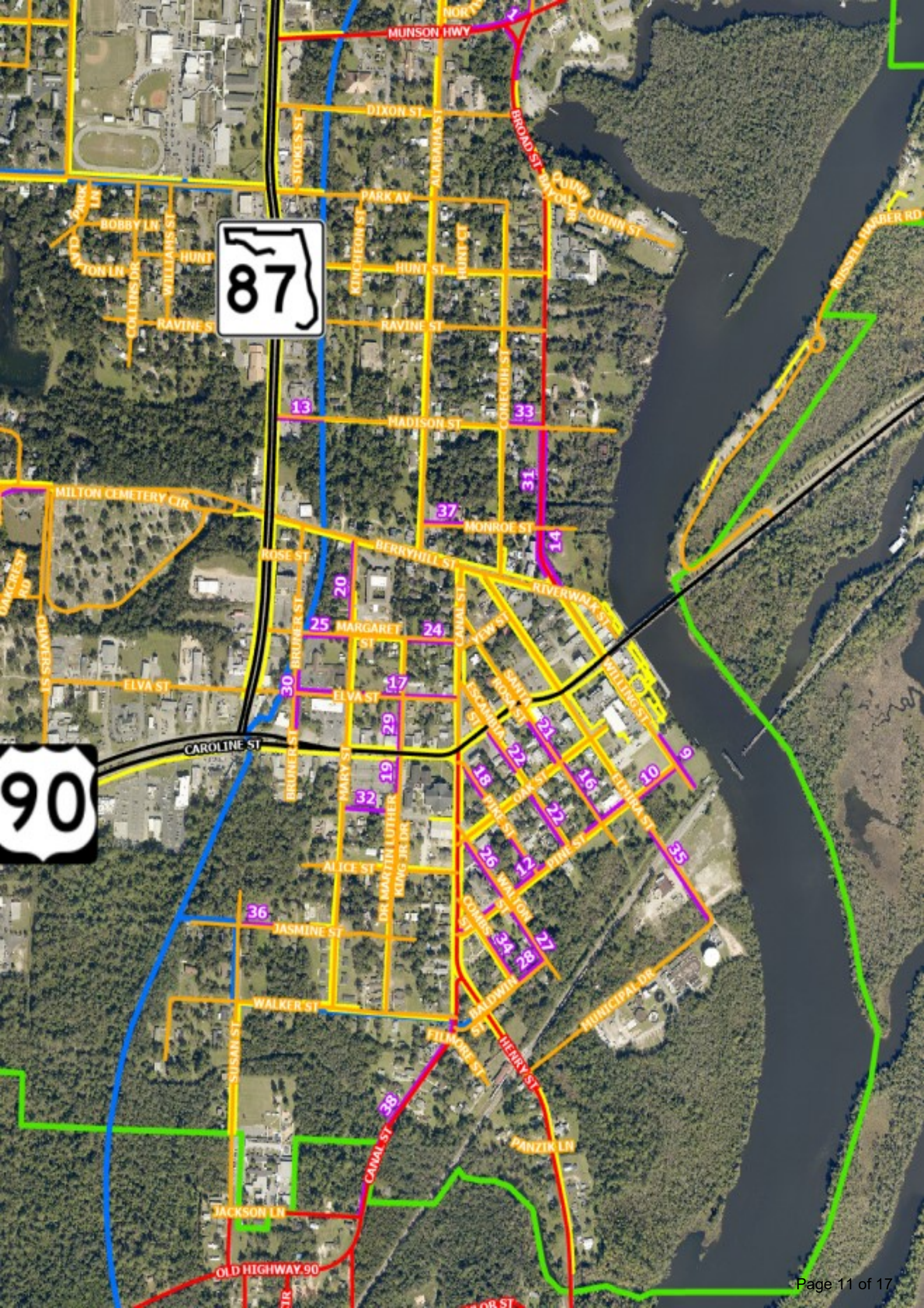
Contact Name

Title

Company Representative Signature

10/01/2024

Date





Agenda Item # 2025-3022

# Expansion of Architectural Lights in CRA 1

## MEETING DATE

January 28, 2025

## PREPARED BY

Stephen Prestesater, Director  
of Economic Development

## BACKGROUND

On November 26th, 2024, the CIB met and discussed the expansion of architectural lighting in the CRA 1 district. It has come to city staff's attention that lighting in our downtown area is lacking along our intermodal corridors and we have received numerous complaints over the years that our current lighting is not sufficient.

At this meeting, the CIB approved moving forward with a plan to increase lighting in the CRA. Staff had stated that we would review our current vendor, a list of our current inventory, and work to develop a plan that works in tandem with the expansion of sidewalks in the CRA.

Since this meeting, staff has learned that the lights that are currently installed are the original acorn lamps and that these models are no longer in production and parts cannot be received for maintenance. It has been recommended that we replace all of our lamps with the newly updated LED Acorn Lamps.

Cost per lamp is roughly \$4,000 and this would be the new LED models.

The Small Cities CDBG Grant Cycle will open up in September. The City is currently working through on as part of a Broad, Quinn, and Okaloosa St. revitalization project. If approved to apply for another, City Staff will do so.

## SUMMARY

Currently, the city has 20 original architectural acorn lamps in use. If we were to replace all of these at once, the cost would be \$80,000. As this would deplete our CRA 1 budget, it is recommended we develop a long-term plan that allows the city to replace our existing lamps over time, and provide for new lamps to be installed in connection with new sidewalks.

The staff looks to the CIB to help determine a replacement and installation plan. Tim Milstead, City Planner is here to help with this process.

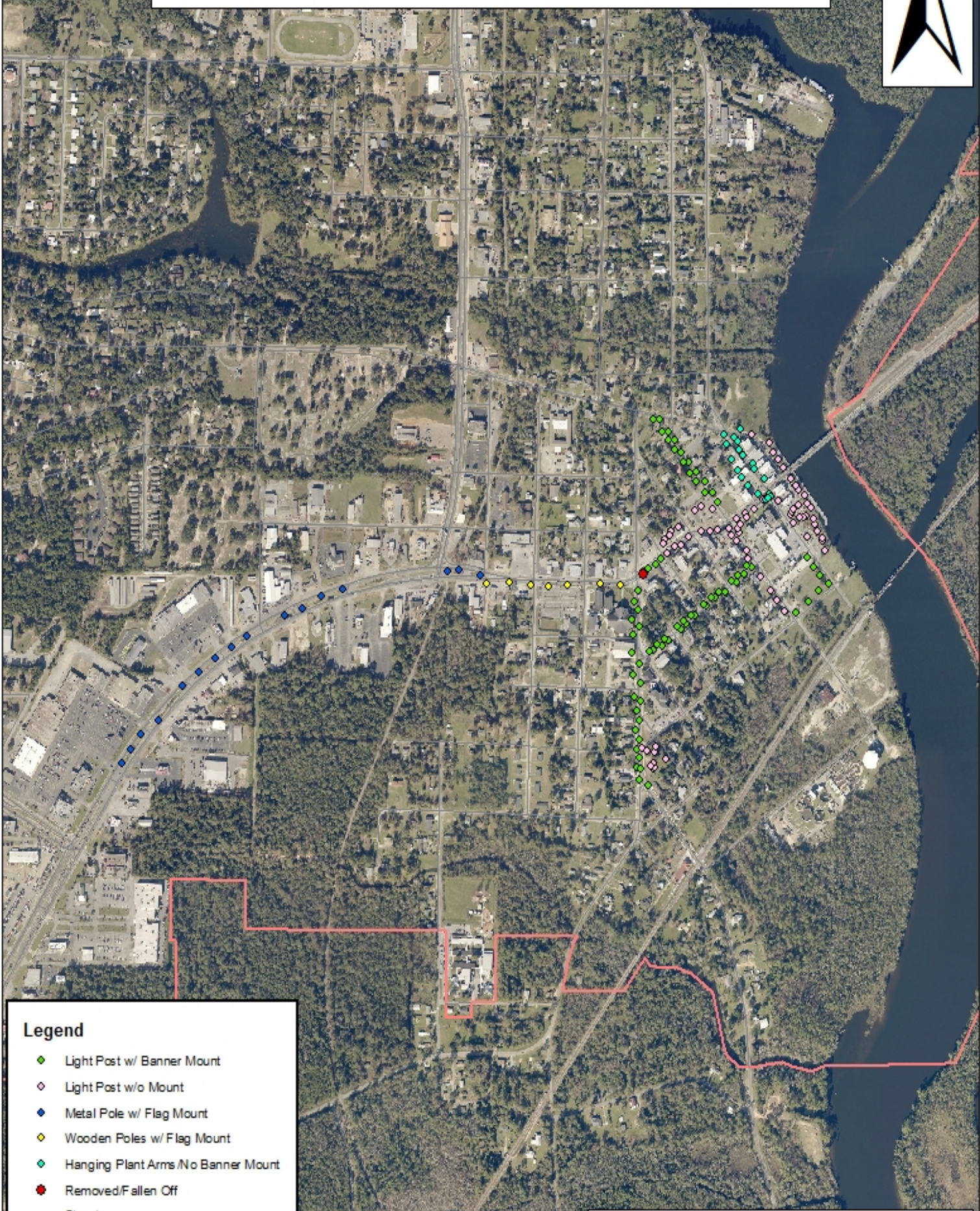
## RECOMMENDATION

Staff recommends moving a long-term plan of action to the CRA for the replacement of our existing lamps, and the installation of new lamps when sidewalks are installed.

## ATTACHMENTS

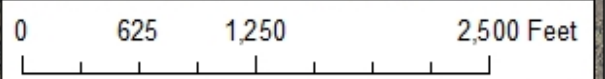
1. COM\_Light\_Posts\_wAerial
2. Tapered 16-Flute CF50 Composite Light Poles from Whatley

# City of Milton Light Poles with Banner and Flag Mounts



## Legend

-  Light Post w/ Banner Mount
-  Light Post w/o Mount
-  Metal Pole w/ Flag Mount
-  Wooden Poles w/ Flag Mount
-  Hanging Plant Arms /No Banner Mount
-  Removed/Fallen Off
-  Streets
-  County Boundary





# Composite Fluted (CF50) Whatley Light Poles



## Composite Fluted (CF50) Series

### WHATLEY CF50 LIGHT POLE OVERVIEW

Whatley composite, fluted CF50 tapered light poles are crafted with 16 flutes and a .14-inch per foot taper. The light pole is constructed of woven fiberglass filament combined with a thermosetting resin using an advanced resin transfer process that yields a light pole with exceptional strength and durability.

Direct-embed and anchor-base CF50 light pole models are available with mounting heights ranging from 6' to 17'. The engineered-composite pole is a durable, dent-resistant structure that will not rust, rot, or decay even when subjected to frequent moisture, salt, de-icing solutions, fertilizers, and other harsh conditions.

CF50 model light poles are available with decorative Whatley Xtreme elastomeric-urethane base covers that provide enduring beauty and long-lasting performance.

Trusted and time proven, the structural integrity of Whatley products makes them an ideal choice for use in high-traffic environments, such as busy streets,

boulevards, highways, parks, campuses, and on hike and bike trails.

Need a specification page? Visit the [Whatley Decorative Product Selector](#) to select your light pole and base cover.

WHATLEY COMPOSITE FLUTED (CF50) LIGHT POLE SIZING CHART:

## Composite Fluted (CF50)

Above Grade Shaft Length	Pole Weight lbs.	MAX EPA (sq ft)						
		90 MPH	100 MPH	110 MPH	120 MPH	130 MPH	140 MPH	150 MPH
6'	55	11.9	9.4	7.5	6.1	5.0	4.2	3.6
7'	58	11.9	9.4	7.5	6.1	5.0	4.2	3.6
8'	61	11.9	9.4	7.5	6.1	5.0	4.2	3.6
9'	64	11.9	9.4	7.5	6.1	5.0	4.2	3.5
10'	67	11.9	9.4	7.5	6.1	5.0	4.2	3.5
11'	70	11.9	9.4	7.4	6.0	4.9	4.1	3.4
12'	75	11.9	9.3	7.4	5.9	4.8	4.0	3.3
13'	78	11.9	9.2	7.3	5.8	4.7	3.9	3.2
14'	82	11.8	9.1	7.1	5.7	4.6	3.7	3.1
15'	86	11.7	9.0	7.0	5.6	4.5	3.6	3.0
16'	90	10.7	8.2	6.3	5.0	4.0	3.2	2.6
17'	95	10.4	7.9	6.1	4.8	3.8	3.0	2.4

*For any heights not listed or for greater wind load options, please contact Whatley. Also, for pole loads involving accessories such as banners and flower pots or having arm spans greater than 4', please contact Whatley for sizing verification.*

### Standard Color Codes

blk	Black	
dbz	Dark Bronze	
gry	Grey	

### Premium Color Codes

slv	Silver	
wht	White	
dgr	Dark Green	
htg	Hunter Green	

cc	Custom Color min. 3" x 3" color chip
ral	RAL color 4-digit RAL color code

## Have a question or need more information?

Discover ways to reach us and use what works best for you.

[CONTACT US](#)

[PRODUCTS AND SOLUTIONS](#) [CAREERS](#)

[ABOUT US](#)

[SITE MAP](#)

[RESOURCES](#)

[PRIVACY](#)

19845 U.S. Highway 76  
Newberry, SC 29108 USA  
1.877.959.7678

[LEGAL](#)

[CONTACT US](#)

---

### Cookie Preferences

© 2024 Valmont Industries, Inc.