



COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Agenda

June 26, 2025
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2025-3313
 - Approval of Minutes from May 22, 2025 meeting
- 3. Persons to Appear**
- 4. Financial Report**
 - Item # 2025-3407
 - CRA Financial Reports
- 5. New Business**
 - Item # 2025-3413
 - Operation Safety Cone
- 6. Communications From Council Members & Mayor**
- 7. 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 May 22, 2025 meeting

MEETING DATE	PREPARED BY
June 26, 2025	Clerk's Office



COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Minutes

May 22, 2025
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:31 PM.

Members Present:

Council Member Ward IV, Seat II Casey Powell
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward II, Seat I Marilyn Farrow
Council Member Ward III, Seat II Robert Leek
Council Member Ward I, Seat II Tom Powers
Council Member, Ward IV, Seat I Ashley Fretwell
Council Member Ward II, Seat II Larry McKee

Members Absent:

Council Member, Ward III, Seat I Gavin Hawthorne

Members of the Public in Attendance

Pam Mitchell, Shari Sebastiao, David Farrow

Staff in Attendance

City Manager, Ed Spears
City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Planning Director, Tim Milstead
Events Coordinator, Jay Conrad
Ec. Dev. Director, Stephen Prestesater
ACM, Sandra Woodbery
Chief of Police, Jennifer Frank

2. Approval of Minutes

Item # 2025-3240

Approval of Minutes from the April 17, 2025 Meeting

ACTION:	Motion to Approve by Marilyn Farrow; second by Robert Leek; Motion passed - 7:0
YEAS:	Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Tom Powers, Ashley Fretwell, Larry McKee
NAYS:	None

ABSTAIN: None

3. Persons to Appear

Public input was provided by: Pam Mitchell (Arts and Culture Foundation and the Women's Club)

Wanting to create a children's performance theater; amphitheater.

Submitted their letter of intent to Impact 100, are in the process of filling out their application and are requesting a letter of support from Council.

Referred to CIB and then will come back to Council.

4. Financial Report

Item # 2025-3303
CRA's P&L Reports

ACTION: Motion to Approve by Robert Leek; second by Larry McKee;
Motion passed - 7:0
YEAS: Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Tom Powers, Ashley Fretwell, Larry McKee
NAYS: None
ABSTAIN: None

5. New Business

Item # 2025-3293
Accepting the Findings of the Annual CRA Audit

ACTION: Motion to Approve by Larry McKee; second by Casey Powell;
Motion passed - 7:0
YEAS: Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Tom Powers, Ashley Fretwell, Larry McKee
NAYS: None
ABSTAIN: None

Item # 2025-3304
Food Truck Pad at Carpenter's Park

ACTION: Motion to Approve by Tom Powers; second by Larry McKee;
Motion - 7:0

YEAS: Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Tom Powers, Ashley Fretwell, Larry McKee
NAYS: None
ABSTAIN: None

City Manager, Ed Spears, EDC, Stephen Prestesater & Events Coordinator, Jay Conrad reported to council regarding the proposed food truck pad at Carpenter's Park.

- CRA II to fund these improvements

6. Communications From Council Members & Mayor

No additional communications from Council.

7. Adjournment

The meeting adjourned at 05:53 PM.

Mayor

Date

City Clerk

Date



Agenda Item # 2025-3407

CRA Financial Reports

MEETING DATE

June 26, 2025

PREPARED BY

Laura McDill, Budget
Coordinator

BACKGROUND

CRA 111, 112, and 113 P&L's for April 2025

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. CRA 111 04_2025
2. CRA 112 04_2025
3. CRA 113 04_2025

**CRA I DOWNTOWN
FY 2025**

(Fund 111)

			FY 2025	FY 2025		
				YEAR To DATE as of		
			BUDGET	4/30/2025	Balance	Description
acct. #						
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 116,121	\$ 108,432	\$ 7,689	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 54,442	\$ 54,442	\$ (0)	Estimated tax billing
	348-xx-xx	Promotional	\$ 5,000	\$ 5,810	\$ (810)	Promotional Revenue
	360-10-00	Misc. Revenues	\$ -	\$ -	\$ -	Misc. Revenue
	361-10-00	Interest Income	\$ -	\$ 65	\$ (65)	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ 38,881	\$ -	\$ 38,881	Funds brought forward from FY2024
REVENUE TOTALS			\$ 214,444	\$ 168,749	\$ 45,695	

OTHER EXPENSES						
EXPENSES	32-00	Audit	\$ 7,500	\$ -	\$ 7,500	
	34-00	Other Contractual Services	\$ 16,000	\$ -	\$ 16,000	
	43-00	Utility Services	\$ 22,700	\$ 7,579	\$ 15,121	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	\$ 2,500	\$ 495	\$ 2,005	Christmas lighting maintenance/Electrical Repair
	49-19	Tax Rebate Incentive Prog	\$ -	\$ -	\$ -	Tax Rebate Incentive Program
	49-34	Property / Fire Tax	\$ 745	\$ 706	\$ 39	Fire Fee
	52-00	Operating Supplies	\$ -	\$ -	\$ -	Misc.
	53-00	Materials / Repair & Supplies	\$ -	\$ -	\$ -	
	54-00	Dues & Subscriptions	\$ 5,000	\$ 2,954	\$ 2,046	Dues & Subscriptions
	63-20	Magnolia Hall Roof Replacement	\$ 20,000	\$ 14,732	\$ 5,268	Magnolia Hall Roof Replacement
	64-00	Capital Outlay	\$ -	\$ -	\$ -	
	64-27	Downtown Project Expense	\$ 90,000	\$ 27,501	\$ 62,499	
	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	\$ 15,000	\$ 35,000	Façade Improv.
	91-01	Transfer to General Fund	\$ -	\$ -	\$ -	
	99-99	Contingencies	\$ -	\$ -	\$ -	
EXPENSE TOTALS			\$ 214,445	\$ 68,967	\$ 145,478	

**CRA II NORTH
FY 2025**

(Fund 112)

			FY 2025	FY 2025		
				YEAR To DATE as		
				of		
				4/30/2025	Balance	Description
acct. #			BUDGET			
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 14,769	\$ 15,181	\$ (412)	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 7,622	\$ 7,622	\$ (0)	Estimated tax billing
	348-xx-xx	Promotional	\$ -	\$ -	\$ -	Promotional Revenue
	361-10-00	Interest Income	\$ -	\$ 21	\$ (21)	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ -	\$ -	\$ -	
REVENUE TOTALS			\$ 22,391	\$ 22,825	\$ (434)	

Dept. 552

			OTHER EXPENSES			
EXPENSES	31-03	Professional Services	\$ -	\$ -	\$ -	
	34-00	Other Contractual Services	\$ 10,000	\$ -	\$ 10,000	
	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	\$ 12,391	\$ -	\$ 12,391	
EXPENSE TOTALS			\$ 22,391	\$ -	\$ 22,391	

**CRA III SOUTH
FY 2025**

(Fund 113)

CRA III SOUTH FY 2025 (Fund 113)			FY 2025	FY 2025		
acct. #			BUDGET	YEAR To DATE as of 4/30/2025	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 4,555	\$ 3,487	\$ 1,068	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 1,751	\$ 1,751	\$ 0	Estimated tax billing
	348-xx-xx	Promotional	\$ -	\$ -	\$ -	Promotional Revenue
	361-10-00	Interest Income	\$ -	\$ 10	\$ (10)	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Balance Forward	\$ -	\$ -	\$ -	
REVENUE TOTALS			\$ 6,306	\$ 5,248	\$ 1,058	

Dept. 552

		<u>OTHER EXPENSES</u>				
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	\$ 6,305	\$ -	\$ 6,305	
EXPENSE TOTALS			\$ 6,305	\$ -	\$ 6,305	



Agenda Item # 2025-3413

Operation Safety Cone

MEETING DATE

June 26, 2025

PREPARED BY

Jennifer Frank, Police Chief

BACKGROUND

Program:	Operation Safety Cone
Location:	Milton city limits
Partners:	Local ice cream businesses (to be determined)
Date(s):	July 2025
Program description:	The Operational Safety Cone program is a community initiative led by the police department aimed at promoting safety and positive behavior among local youth. Throughout the month, officers distribute free ice cream cone coupons to children who demonstrate safe habits, such as wearing helmets while biking, using crosswalks to cross the street, or picking up litter. This program encourages young people to make responsible choices while rewarding them for their efforts, fostering a safer, more engaged community. By recognizing and celebrating these positive actions, the program strengthens the relationship between law enforcement and the youth in our city, while reinforcing the importance of safety in everyday life.
Benefits:	The Operational Safety Cone program offers numerous benefits to the community. It strengthens the relationship between law enforcement and local youth through positive, trust-building interactions that reinforce the principles of community policing. By rewarding safe and responsible behavior, officers are seen as approachable role models rather than enforcers, helping to foster mutual respect. The program also increases engagement in the Community Redevelopment Area (CRA), as youth receive and redeem their free ice cream cone coupons at participating local businesses. This not only brings families into the CRA but often results in additional purchases by caregivers for siblings or themselves, providing a welcome boost to small, locally owned establishments and further supporting economic development in the area.
Equipment / Supplies:	200 Laminated ice cream cone "tickets" 200 Ice creams

Expense(s):	Tracking sheet – location only TBD – Based on cost of ice cream cones \$25 - Thermal laminating pouches \$25 – Printing expense for cone tickets
--------------------	---

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. Operation Safety Cone MPD - 2025 - CRA



MILTON POLICE DEPARTMENT

5451 Alabama Street, Milton Florida, 32570

T: 850-983-5423, F: 850-983-5420

<https://www.miltonfl.org/185/Police-Department>



CHIEF JENNIFER M. FRANK

	MPD COMMUNITY PROGRAM
Program:	Operation Safety Cone
Location:	Milton city limits
Partners:	Local ice cream businesses (to be determined)
Date(s):	July 2025
Program description:	The Operational Safety Cone program is a community initiative led by the police department aimed at promoting safety and positive behavior among local youth. Throughout the month, officers distribute free ice cream cone coupons to children who demonstrate safe habits, such as wearing helmets while biking, using crosswalks to cross the street, or picking up litter. This program encourages young people to make responsible choices while rewarding them for their efforts, fostering a safer, more engaged community. By recognizing and celebrating these positive actions, the program strengthens the relationship between law enforcement and the youth in our city, while reinforcing the importance of safety in everyday life.
Benefits:	The Operational Safety Cone program offers numerous benefits to the community. It strengthens the relationship between law enforcement and local youth through positive, trust-building interactions that reinforce the principles of community policing. By rewarding safe and responsible behavior, officers are seen as approachable role models rather than enforcers, helping to foster mutual respect. The program also increases engagement in the Community Redevelopment Area (CRA), as youth receive and redeem their free ice cream cone coupons at participating local businesses. This not only brings families into the CRA but often results in additional purchases by caregivers for siblings or themselves, providing a welcome boost to small, locally owned establishments and further supporting economic development in the area.

Equipment / Supplies:	200 Laminated ice cream cone “tickets” 200 Ice creams Tracking sheet – location only
Expense(s):	TBD – Based on cost of ice cream cones \$25 - Thermal laminating pouches \$25 – Printing expense for cone tickets
Media:	🔥 Operation Safety “Cone” is Coming to Milton! 🔥 This July, the Milton Police Department is launching Operation Safety Cone, a fun and rewarding way to celebrate kids who make safe choices! Throughout the month, Milton police officers will be on the lookout for children <i>caught being safe</i>. That means things like: ✓ Wearing a helmet while biking or scootering ✓ Using crosswalks properly ✓ Buckling up in the car ✓ And many other smart safety behaviors! When spotted, kids will receive a Safety Cone Ticket, which they can redeem for a FREE ice cream cone at [PENDING BUSINESS NAME], located at [PENDING ADDRESS] in Milton! This sweet initiative is proudly co-sponsored by the Milton Police Department, City of Milton CBA and [PENDING BUSINESS NAME], working together to encourage and reward positive habits in our community’s youth. So kids — stay safe, and you just might get “ticketed”... for a treat!
Prior Program Images:	

2016-06-03 / Front Page

'Operation Safety Cone'

Police initiative encourages students to play it safe

By Tory Jones Bonenfant

toryb@eagletimes.com



Ella Prebish, 8, receives a "ticket" from Windsor Detective Jen Frank for safely using the crosswalk on Thursday, June 2. — TORY JONES BONENFANT

WINDSOR — Windsor Police Detective Jen Frank spotted Hunter Picknell, 8, wearing his bicycle helmet out in his yard on Thursday, June 2, after school had let out. She leaned out the window of her cruiser.

"You're wearing a helmet. You know what that means?" the detective asked.

"Ice cream!" was his immediate reply, beaming a smile from under his helmet. "I'm being safe!"

Frank and other officers on the Windsor Police Department have launched "Operation Safety Cone," a program that encourages local children from kindergarten to grade 6 to practice safety.

Picknell said he always wears his helmet when he is supposed to. Frank issued the boy a special "ticket" with the image of a safety cone, which he can redeem at Boston Dreams on State Street for a free ice cream cone.

"It's positive behavior reinforcement," Frank said.

Frank, who serves as the Windsor Police Department's school resource officer, said that sometimes people tend to think of police as only arriving when people make poor decisions. With this program, she has noticed children putting effort into being seen by police officers practicing safe decisions such as using crosswalks.

Students in the area can earn tickets when they are spotted by a police officer and "caught being good" or "caught being safe," said Frank, who organized the event for a second year.

The "safety cone" incentive, sponsored by the Windsor Police Department and Boston Dreams, is intended to provide positive reinforcement for making safe decisions such as choosing to wear a helmet when riding a bicycle or scooter, using the crosswalk to cross the road, and wearing a seatbelt when riding in a car, Frank said.

"We're trying to tie it in with school initiatives: respect, responsibility, safety," said Frank. "We are trying to showcase safety, since it's the last time we will interact with students [during the school year], before the summer."

It also ties in with a recent Click-It or Ticket campaign to encourage elementary school students to always buckle their seatbelts, she said.

"I think it's a wonderful idea," said Karen Husband, co-owner of Boston Dreams.

Frank pre-purchased 20 cones for the project, and the restaurant doubled that, donating 40 more cones toward the project.

"The more we can connect with kids as summer arrives [the better]," Husband said.

About a half-dozen students have turned in their tickets so far, and the project has just begun, she said.

Officers in Windsor each have a limited number of "safety cone" tickets that they can give out, which expire on July 1.

Police officers gave out a few more on Thursday afternoon, including one to 8-year-old Ella Prebish, whom Frank had seen using the crosswalk earlier that day.

"You get one of those cone things if you're being safe ... you get to go to Boston Dreams," Ella said.

At this time, the project does not include any tickets or positive reminders for students caught displaying less-than-safe behaviors, but Frank said that she may consider doing that for future Operation Safety Cone programs.

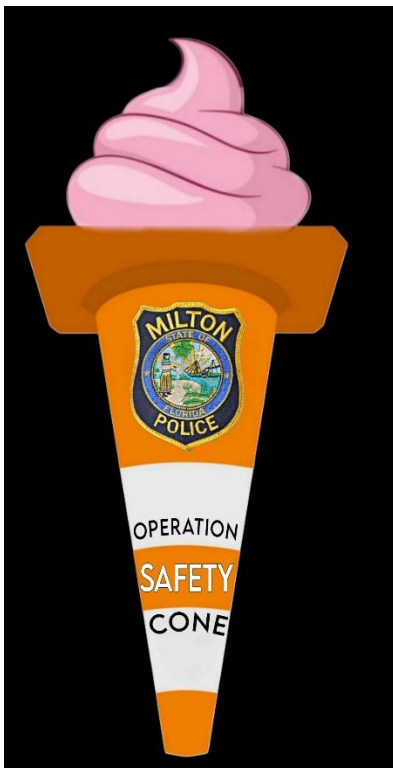
The project will continue for the next three weeks, as police officers in the town of Windsor spot safe behaviors and issue the tickets to children in Windsor, West Windsor, and Brownsville for being safe.

The WPD also has summer programs taking place over the next several weeks.

"We're really active," Frank said.

They include a Ride-Along program where students in the Windsor school community can ride with a police officer in a cruiser for up to two hours, responding to calls; a Cadet Program where police cadets can visit law-enforcement-related environments such as correctional facilities to get an "inside look at law enforcement," and a Safety Day where children can interact with Windsor Fire Department, police department vehicles and a Dartmouth-Hitchcock Advanced Response Team (DART) helicopter, she said.

A Guns and Hoses kickball game is also planned between police and fire personnel and community members, and that usually takes place in late summer, she said. The event will be a fundraiser for the town's Fire Explorers and Police Cadet programs.



Supporting business name / logo
will go here



(Youth Name)

was "TICKETED" for



(Youth Name)

was "TICKETED" for
