# COMMUNITY REDEVELOPMENT AGENCY
## Regular Meeting Agenda

July 17, 2025
5:30 PM
6738 Dixon Street
Milton, FL 32570

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

   Item # 2025-3341
   Approval of Minutes from the June 26, 2025 meeting

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

   Item # 2025-3445
   CRA P&L Reports through May 2025

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 the June 26, 2025 meeting

| MEETING DATE | PREPARED BY |
| --- | --- |
| July 17, 2025 | Clerk's Office |

COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Minutes

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

1. **Call Meeting to Order**
The meeting was called to order at 05:30 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 Marilynn Farrow
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward I, Seat II Tom Powers
Council Member, Ward IV, Seat I Ashley Fretwell
Council Member Ward II, Seat II Larry McKee
Mayor Heather Lindsay

**Members Absent:**
Council Member Robert Leek

**Members of the Public in Attendance**
Donna Long, David Farrow, Vernon Compton, Pam Mitchell, Jerry Mitchell, Jimmy Messick, Theresa Messick, Matt Posner, Shari Sebastiao

**Staff in Attendance**
City Manager, Ed Spears
City Clerk, Molly Turnes
IT Systems Analyst, Brittney Ballard
Planning Director, Tim Milstead
Ec. Dev. Director, Stephen Prestesater
Chief of Police, Jennifer Frank

2. **Approval of Minutes**

Item # 2025-3313
Approval of Minutes from May 22, 2025 meeting

| | |
|---|---|
| **ACTION:** | Motion to Approve by Marilynn Farrow; second by Gavin Hawthorne; Motion passed - 7:0 |
| **YEAS:** | Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Tom Powers, Ashley Fretwell, Larry McKee |
| **NAYS:** | None |

| | |
|---|---|
| **ABSTAIN:** | None |

**3. Persons to Appear**

Public input was provided by: Pam Mitchell

**4. Financial Report**

Item # 2025-3407
CRA Financial Reports

| | |
|---|---|
| **ACTION:** | Motion to Approve by Marilynn Farrow; second by Casey Powell; Motion passed - 7:0 |
| **YEAS:** | Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Tom Powers, Ashley Fretwell, Larry McKee |
| **NAYS:** | None |
| **ABSTAIN:** | None |

**5. New Business**

Item # 2025-3413
Operation Safety Cone

| | |
|---|---|
| **ACTION:** | Motion to Approve by Casey Powell; second by Ashley Fretwell; Motion passed - 7:0 |
| **YEAS:** | Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Tom Powers, Ashley Fretwell, Larry McKee |
| **NAYS:** | None |
| **ABSTAIN:** | None |

Chief Jennifer Frank reported to council

**6. Communications From Council Members & Mayor**

No additional communications

**7. Adjournment**

The meeting adjourned at 05:40 PM.

_______________________________ Mayor

_______________________________ Date

| | |
|---|---|
| City Clerk | Date |

Agenda Item # 2025-3445

# CRA P&L Reports through May 2025

| MEETING DATE | PREPARED BY |
|---|---|
| July 17, 2025 | Laura McDill, Budget Coordinator |

## BACKGROUND

## SUMMARY

CRA III, 112, 113 P&L Reports through May 2025

## RECOMMENDATION

## ATTACHMENTS

1. CRA 111 05_2025
2. CRA 112 05_2025
3. CRA 113 05_2025

## CRA I DOWNTOWN
### FY 2025
### ( Fund 111 )

| | acct. # | | FY 2025 BUDGET | FY 2025 YEAR To DATE as of 5/31/2025 | Balance | Description |
|---|---|---|---|---|---|---|
| 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 | $ 6,910 | $ (1,910) | 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** | **$ 169,849** | **$ 44,595** | |

| | | ***OTHER EXPENSES*** | | | | |
|---|---|---|---|---|---|---|
| EXPENSES | 32-00 | Audit | $ 7,500 | $ 7,500 | $ - | |
| | 34-00 | Other Contractual Services | $ 16,000 | $ 2,200 | $ 13,800 | |
| | 43-00 | Utility Services | $ 22,700 | $ 8,637 | $ 14,063 | 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 | $ 541 | $ 1,959 | 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 | $ 30,000 | $ 20,000 | Façade Improv. |
| | 91-01 | Transfer to General Fund | $ - | $ - | $ - | |
| | 99-99 | Contingencies | $ - | $ - | $ - | |
| | | **EXPENSE TOTALS** | **$ 214,445** | **$ 94,771** | **$ 119,674** | |

## CRA II NORTH
### FY 2025

### ( Fund 112 )

| | acct. # | | FY 2025 BUDGET | FY 2025 YEAR To DATE as of 5/31/2025 | Balance | Description |
|---|---|---|---|---|---|---|
| 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 )**

| | acct. # | | FY 2025 BUDGET | FY 2025 YEAR To DATE as of 5/31/2025 | 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

| | | ***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 | $ 6,305 | $ - | $ 6,305 | |
| | | **EXPENSE TOTALS** | **$ 6,305** | **$ -** | **$ 6,305** | |