



## Community Improvement Board Regular Meeting Agenda

January 27, 2026  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Invocation & Pledge of Allegiance**
- 3. Review and Approval of Agenda**
- 4. Approval of Minutes**
  - Item # 2026-3835
  - Approval of Minutes from 10/28/2025 meeting
- 5. Agenda Items**
  - Item # 2026-3839
  - CRA Riverwalk Masterplan Follow-Up
  - Item # 2026-3840
  - Milton Marina Update
  - Item # 2026-3841
  - Ordinance No. 14-25 - Revision to the code pertaining to the Community Improvement Board
  - Item # 2026-3842
  - Safe Streets For All Update
  - Item # 2026-3843
  - LMS Application and Update for FDEM Watershed Grant
- 6. Old Business**
- 7. New Business**
  - Item # 2026-3844
  - New City Planner - Jacob Hullett
  - Item # 2026-3845
  - Courthouse RFP Award Review
  - Item # 2026-3846
  - Discussion on Willing Street One-Way
- 8. Public Input**
- 9. 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*



Agenda Item # 2026-3835

## Approval of Minutes from 10/28/2025 meeting

### MEETING DATE

January 27, 2026

### PREPARED BY

Stephen Prestesater, Director  
of Economic Development

### BACKGROUND

### SUMMARY

### RECOMMENDATION

### ATTACHMENTS

1. CIB Meeting Minutes 10-28-2025



## City of Milton

### Community Improvement Board Meeting

October 28, 2025, 5:30 p.m.

#### MINUTES

The City of Milton Community Improvement Board meeting was called to order at 5:30 P.M. on October 28, 2025. Present at the meeting were Chairman Vernon Compton, Board Members, Ms. Deb Becker, Mrs. Ella Payne, Mr. Paul Kilmartin, and Mr. Howard Steele. Mr. Stephen Prestesater, Director of Economic Development, and Mr. Tim Milstead, Planning Director for the City, were 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 Chairman, Vernon Compton at 5:30 p.m. He welcomed those in attendance. It was noted that a quorum was achieved.
- II. Mr. Compton called for review and approval of the agenda. Motion made by Mr. Kilmartin, Seconded by Mr. Steele. No discussion. Motion passed unanimously.
- III. Mr. Compton called for any additions, deletions, or changes to the minutes of the meetings for August 26, 2025. Mr. Compton called for a motion to approve. Mr. Steele made a motion, seconded by Mrs. Becker. No discussion. Motion passed unanimously.
- IV. Chairman Compton discussed agenda item # 2025-3623, CRA Riverwalk Master Plan – Follow Up from August Meeting. Mr. Prestesater highlighted items on the Pro's and Con's sheet. The Mews and the West Florida Railroad Museum – Historic Milton Village were discussed in length. Walkability, street scaping, lighting, signage, brick pavers, kid's activities, and possible one-way streets were all top items. The name change was discussed as the railroad museum is far more than just that these days. With several historic structures being added, it would make sense to change the name to allow for better recognition and representation of the historic area. Mr. Compton agreed and said he would send Mr. Prestesater the name that was approved by the Historical Society and the Museum. As for the Mews, it was noted that additional public discussion is needed to seek feedback and suggestions to ensure the one-way streets such as Willing Street receive full support from the community. Additional discussion was had regarding other roads. No vote was needed for this recap.
- V. Chairman Compton discussed agenda item #2025-3625, CRA Riverwalk Master Plan - Continued. Chairman Compton turned the discussion over to Mr. Prestesater. Mr. Prestesater discussed the five items that would be discussed and explained the need to wrap up review of the Riverwalk Masterplan

in a timely manner as the city was waiting to hear if it received the CPTA grant award. If so, this information from the review would be used in the redevelopment of the masterplan.

- i. First item up is number 6, the Riverfront Village Marina. Mr. Prestesater noted that the site shown is also the only deep-water port along the Blackwater River, highlighting its need to be at this location. CIB members discussed keeping this vision the same as this site makes sense for this type of use. Storage and space are key elements to consider.
- ii. Number 1, adjacent to the Marina is the Art & Culture Center. Mr. Prestesater noted that conversations of an Art & Culture Center were discussed prior while referencing the Judicial Complex. CIB members during this time noted that the Old Courthouse should also include some sort of Art & Culture Center. Mr. Prestesater said another center would be great if that is the intent of the board. He did explain though the elevation of the site and how it is in the flood plain, making it difficult for an insured structure. Not impossible, but very difficult. Mr. Compton noted that the Masterplan should call for an Art & Culture Center. If it made more sense to be at the Judicial complex, then we should look at that. As long as it calls for one to be in the masterplan is the main point. As for this site, something that supports the marina is the key take away.
- iii. Number 15, the Riverfront Village, a bold and wonderful concept for increased density as stated by Mr. Prestesater. The site, however, is the current wastewater treatment facility. The issue we face is that upon demolition, FEMA will mandate that the site is not used for redevelopment purposes. Mr. Prestesater noted that this was not known in 2013, nor 2015. Now knowing what we know, the best use for this site as it is the lowest elevation site is a regional stormwater park. Additional discussion was had by the board regarding stormwater parks in Pensacola and Tallahassee. Mr. Compton noted that the pump station and water tank that will remain from the wastewater treatment facility should be esthetically pleasing. Not just an industrial look, but one that blends well with the new park. The board agreed this is the direction we need to go in for number 15.
- iv. Number 9, Preservation Park. Mr. Prestesater noted that most of this property is owned by the Water District and also the Keep Santa Rosa Beautiful/ Butterfly Park. The goal is to work with the organizations to open up trails along the riverfront. Mr. Milstead noted that the city is working with the State to extend trail systems through our corridor. The city will actively look to extend its trail system, and this area would be great to be incorporated. Additional conversation was had about multimodal trail systems in the city. The board agreed to keep this as a green space.
- v. Number 4, Milton Gateway and Visitor Center. Still site of the old SRC Probation office, is a perfect central location for a welcome center as noted in the current Masterplan. Mr. Prestesater provided a design concept that staff came up with and provided to the board for their review. The board noted that this is a no brainer and agreed to keep it in the plan.

VI. Public Input: No public input.

VII. No Old Business

VIII. New Business. Mr. Prestesater presented a draft proposal drafted by staff highlighting the City's Qualified Opportunity Zone opportunity. The city has the county's only Opportunity Zone approved by the fed and the state and for years, has not been capitalizing on it. Mr. Prestesater proposes this draft be

finalized and distributed for capital investment opportunities and hopes to have this out for 2026. This item was simply informational and administrative; no vote or approval was needed.

- IX. With no further business to discuss, Mr. Compton called for a motion to adjourn the meeting. Mr. Steele made the motion and seconded by Mr. Kilmartin. The meeting was adjourned at 6:57 p.m.

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



Agenda Item # 2026-3839

## CRA Riverwalk Masterplan Follow-Up

### MEETING DATE

January 27, 2026

### PREPARED BY

Stephen Prestesater, Director  
of Economic Development

### BACKGROUND

### SUMMARY

1. Full review of the Riverwalk Pros and Cons Sheet.
2. Review of what the Board still needs to review: Implementation, Design Guidelines, and Zoning Improvements.

### RECOMMENDATION

### ATTACHMENTS

1. Riverwalk Masterplan Review Sessions – Pros & Cons



## **Riverwalk Master Plan Review Sessions – Wants & Dreams**

The goal of this document is to review each item listed in the Riverwalk Master Plan and provide updates to the CRA. Focus on the vision of the Master Plan, what we want.

### #12: County Judicial Complex

- Arts & Culture Center
- Children's Museum
- Mixed use commercial and residential
- Demolish it (depending on costs to restore and safety issues as a result of asbestos)
- Low-income housing

### #11: Willing Street Mall

- Mixed use commercial in courthouse or in parking structure
- Amphitheatre
- Bathrooms
- Sidewalks, decorative lighting, bumpouts for roads, green space, shade, trees, landscape design

### #10: Riverwalk South

- Extending the boardwalk with safety features
- Stormwater – Underground cell at Jernigan's and wet pond at southernmost properties
- Wet pond with a fountain and trail – Eye Catching
- Shade – natural or structures such as sails
- A Draw for businesses
- Paddle boarding, kayaking – water sports

### #14: Marina & Banquet Hall

- Banquet Hall and meeting space
- Restaurant – fish house style
- Increased wet slips and dock space – south end extension

- Dry slips
- High end RV park
- Fuel, water, power
- Extension for recreational use over to the vacant parcel – wetland parcel
- Paddle boarding, kayak rentals to downtown

#### #13: Broad Street

- Mixed use residential
- Board walk extension
- Green space, picnic and family areas
- Connectivity

#### #5: Riverwalk Hotel

- Hotel with meeting spaces
- Connectivity with boardwalk
- The need for hotel as NAS Whiting brings in people from all over
- Something to showcase our city – anchor or focal point for north end of Willing
- Bike path and bridge across blackwater river
- Activation of Willing Street River Side space
- Extend the Riverwalk Rd. Brick path up beyond the Hotel to extend the outdoor seating space

#### #2: Blackwater Quarter

- Keep the vision of the Brick use seating area from the current masterplan
- Activate restaurants or a food court supported by food trucks
- Continue connectivity for a bridge to the east end of the river
- Bump-outs or pull-ins on Willing Street
- Possible one lane for full closure (to be discussed a a public forum)
- Outdoor patio lighting

#### #16: The Mews

- Redevelop similar to Garden St. In Pensacola.
- Mixed use
- Small commercial shops for start-ups
- Smaller residential with higher density
- Walkability – street scape, trees, wider sidewalks
- Brick paver use
- Possible one-way streets

#### #17: West Florida Railroad Museum – Historic Milton Village

- Walkability – street scape, trees, sidewalks around the area, lighting
- Kids activities
- Museums throughout the area to highlight the historical significance of the village
- Signage/ Wayfair

#### # 6: The Riverfront Village Marina

- Accessibility, possible zoning allowance for golf carts
- Boat Storage and space
- Connectivity and walkability to downtown
- Maximizing the use of our deep water port

# 1: Art & Culture Center

- Needed in the Masterplan, but not at the site adjacent to the Marina
- Open this site up to allow more space for the Marina

#15: Riverfront Village

- Bold and wonderful concept, not feasible at the designated site
- Better use of location is a Stormwater Park
- Make sure the industrial usage of the tank and pump system and made to be esthetically pleasing and not detract from the park use

#9: Preservation Park

- Still desired at this location
- Work to expand trail systems and corridors with regional and state partners

#4: Milton Gateway and Visitor Center

- Still desired and needed at this location



Agenda Item # 2026-3841

# Ordinance No. 14-25 - Revision to the code pertaining to the Community Improvement Board

## MEETING DATE

January 27, 2026

## PREPARED BY

Stephen Prestesater, Director  
of Economic Development

## BACKGROUND

## SUMMARY

## RECOMMENDATION

## ATTACHMENTS

1. Ordinance 14-25 Community Improvement Board
2. CIB List To Be Updated

## ORDINANCE NO. 14-25

### AN ORDINANCE OF THE CITY OF MILTON, FLORIDA, REVISING IN ITS ENTIRETY SUBSECTION F. OF SECTION 3.2 OF ARTICLE 3 OF THE CITY OF MILTON'S UNIFIED DEVELOPMENT CODE PERTAINING TO THE CITY'S COMMUNITY IMPROVEMENT BOARD; PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

Be it ordained by the City Council of the City of Milton, Florida:

**Section 1. Findings.** In adopting this ordinance, the City Council of the City of Milton, Florida, finds and declares that revisions to the provisions in the Unified Development Code regarding the city's Community Improvement Board are necessary to promote the best interest of the city and its residents.

**Section 2. Revisions to the Unified Development Code of the City of Milton.** Subsection F. of Section 3.2 of Article 3 of the Unified Development Code is hereby repealed in its entirety and replaced with the following:

#### F. Community Improvement Board.

(1) *Powers and duties.* The Community Improvement Board ("CIB") shall:

- a. Act in an advisory capacity to the City Council in matters related to economic development and business activities in development and periodic updates of the city's economic development strategic plan and the city's comprehensive plan.
- b. Perform other duties as requested by the City Council or as considered advisable by the CIB and approved by the City Council.
- c. Make recommendations on ordinances, policies, short-term action plans, and resources allocated to business and economic development activities and programs of the city as requested by the City Council.
- d. Perform such other advisory duties granted by the City Council consistent with the business and economic development needs of the city. Identify actions to promote the economic health of the business community while preserving our unique characteristics as a welcoming riverfront community.
- e. Promote the hospitality and tourism industry in Milton; and foster businesses that serve and enjoy the loyalty of the Milton community.
- f. Identify programs, policies, and activities that can help the business community recover from any economic downturn.
- g. Pursue new and diversified businesses leveraging the CIB member's expertise, including the use of special zones, to address issues of concern.

(2) *Membership.* The CIB consists of seven members appointed as follows:

- a. One member from each ward appointed by the two councilmembers from that ward;

- b. One member to be appointed by the Mayor at-large; and
  - c. Two members to be appointed by the City Council at-large.
- (3) Qualifications. A CIB member must be a resident of Santa Rosa County or have a commercial business activity within the city limits of the City of Milton. No more than three members possessing expertise in any one of the following areas may be appointed to serve on the CIB at the same time:
- a. Financial Services (banking, investment, and insurance).
  - b. Technology and communications.
  - c. Professional services (lawyers, engineers, scientific, and architects).
  - d. Arts, culture, and recreation.
  - e. Construction and real estate.
  - f. Tourism to include Eco-tourism and lodging.
  - g. Marketing and public relations.
  - h. Historic Preservation.
  - i. Small business and retail centers.
- (4) Terms and attendance requirements. The members shall serve three-year staggered terms at the pleasure of the City Council and without compensation. If any member fails to attend, without cause, 50% of all meetings held during any calendar year from the date of appointment, the member's seat shall be declared vacant. A CIB member may be removed by a majority vote of the City Council.
- (5) Order of Business. At each meeting of the CIB, the following shall be the regular order of business:
- a. Invocation and Pledge
  - b. Roll Call
  - c. Minutes of Preceding Meeting
  - d. Public Hearings and Public Input
  - e. Old and New Business
  - f. Staff and Board Member Comments
  - g. Adjournment
- (6) Voting and formal action.
- a. Members of the CIB shall vote on all matters coming before the CIB. A member may abstain from voting only when a conflict of interest or the appearance of a conflict of interest exists pursuant to the City's Code of Conduct and Part III of Chapter 112 of the Florida Statutes. Any member who abstains shall: (i) publicly announce the nature of the conflict or perceived conflict prior to the vote; (ii) ensure the disclosure is recorded in the minutes; and (iii) complete and file the required conflict disclosure form prescribed by the Florida Commission on Ethics within the time period required by law.
  - b. No formal action of the CIB shall be taken except upon the affirmative vote of a majority of the CIB members present, provided that a quorum is in attendance. A quorum shall consist of a majority of the appointed members of the CIB.

- c. Each formal action of the CIB required by law, Charter, rule or regulation shall be embodied in a formal resolution after an affirmative vote as provided in this section.

(7) City's Code of Conduct.

- a. As a condition of appointment and continued service, each CIB member must sign a form acknowledging they have received, read, and understand the City's Code of Conduct requirements.
- b. CIB members must adhere to and be governed by the City's Code of Conduct at all times in the performance of their duties.
- c. A violation of the City's Code of Conduct may constitute cause for removal from the CIB by the City Council.
- d. The signed form will be maintained as a public record by the city clerk in accordance with Chapter 119 of the Florida Statutes.

(8) Compliance with Florida law. The CIB shall operate in full compliance with:

- a. The Florida Sunshine Law in Chapter 286 of the Florida Statutes.
- b. The Florida Public Records Act in Chapter 119 of the Florida Statutes.
- c. The Florida Ethics Code in Part III of Chapter 112 of the Florida Statutes, including financial disclosure requirements, if applicable.
- d. All city ordinances and policies.

(9) Rules of procedure. All meetings of the CIB shall be conducted in accordance with Robert's Rules of Order, Newly Revised, current edition.

(10) Vacancies.

- a. Should any vacancy occur among the members of the CIB by reason of death, resignation, disability or otherwise, immediate notice thereof shall be given to the city clerk by the CIB chair or vice chair.
- b. Any vacancy on the CIB shall be filled in the same manner as the original appointment. Such member shall serve the unexpired term of the office in which such vacancy shall occur.

**Section 3. Codification.** The amendments in Section 2 of this Ordinance shall be codified and made part of the official Unified Development Code of the City of Milton.

**Section 4. Severability.** If any provision or portion of this ordinance is declared by a court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full effect.

**Section 5. Effective Date.** This ordinance takes effect immediately upon enactment.

**APPROVED AND ADOPTED** by the City Council of the City of Milton on the \_\_\_\_ day of \_\_\_\_\_, 2025.

City of Milton, Florida  
By: City Council

By: \_\_\_\_\_  
Heather Lindsay, Mayor

Attest:

\_\_\_\_\_  
Molly Turnes  
City Clerk

First Reading:  
Advertised:  
Second Reading:

**COMMUNITY IMPROVEMENT BOARD**  
**MEETS AS NEEDED**  
**4<sup>th</sup> Tuesday at 5:30 p.m.**

<u>MEMBERS</u>	<u>TERM OF OFFICE</u>	<u>EXP. DATE</u>
<b><u>ELECTED OFFICIAL</u></b>	<b>3 YEARS STAGGERED</b>	
	Continuous	
(Cindy) Cynthia Smith    Santa Rosa County Res.	2 years	Exp:    March 1, 2026
Kaiden Spurlock         Santa Rosa County Res.	2 years	Exp:    March 1, 2026
Vernon Compton (Chair) Ward 1	2 years	Exp:    March 1, 2026
Howard Steele             Ward 2	2 years	Exp:    March 1, 2026
Ella Payne                 Santa Rosa County Res.	2 years	Exp:    March 1, 2026
Deborah Becker          Ward 1	2 years	Exp:    March 1, 2026
Paul Kilmartin             Santa Rosa County Res.	2 years	Exp:    March 1, 2026

Councilman Gavin Hawthorne – (850) 889-3109 [ghawthorne@miltonfl.org](mailto:ghawthorne@miltonfl.org)



Agenda Item # 2026-3844

## New City Planner - Jacob Hullett

### MEETING DATE

January 27, 2026

### PREPARED BY

### BACKGROUND

### SUMMARY

### RECOMMENDATION

### ATTACHMENTS

None



Agenda Item # 2026-3845

## Courthouse RFP Award Review

### MEETING DATE

January 27, 2026

### PREPARED BY

Stephen Prestesater, Director  
of Economic Development

### BACKGROUND

### SUMMARY

<https://santarosacofl.portal.civicclerk.com/event/1590/files/attachment/21959>

### RECOMMENDATION

### ATTACHMENTS

None



Agenda Item # 2026-3846

## Discussion on Willing Street One-Way

### MEETING DATE

January 27, 2026

### PREPARED BY

Stephen Prestesater, Director  
of Economic Development

### BACKGROUND

### SUMMARY

As requested by the council, city staff will look into holding a public forum to discuss the possibility of making Willing Street a one-way road.

### RECOMMENDATION

### ATTACHMENTS

None