



CITY COUNCIL
Special Called Meeting Minutes

May 28, 2026
6:00 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 06:00 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 I Gavin Hawthorne
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
Mayor Heather Lindsay

Members Absent:

Members of the Public in Attendance

Donna Long, Cindy Smith, Frankie S, Dan Mullins, Pam Mitchell, Jerry Mitchell, Richard Delp, Joseph Hurley, Vickie Mullins, Jimmy Messick, Theresa Messick, Karen H. Michelle C., David Farrow, Shari Sebastiao, Jeff Ates

Staff in Attendance

City Manager, Ed Spears
City Clerk, Molly Turnes
IT Systems Analyst, Alex Gregoire
Public Information Officer, Bethany Anderson
Planning Director, Jacob Hullett
Ec. Dev. Director, Stephen Prestesater
ACM, Sandra Woodbery
Chief of Police, Jennifer Frank

2. Persons to Appear

Public input was provided by: Pam Mitchell, Jerry Couey

3. Wastewater Treatment Plant & Effluent Disposal System

Item # 2026-4138

Design Engineering and Permitting Update Wastewater Treatment Plant and Effluent Disposal System (no action required)

City Manager Ed Spears reported to council
Ric Delp of Donovan Hill reported to council (powerpoint presentation)
Paul Delmas reported to council (powerpoint presentation)
Council discussed
Public input was provided by: Jimmy Messick, Pam Mitchell, Kyle Holley, Dan Mullins, Jerry Couey, Jeff Ates, Howard Steele, Jerry Mitchell

Recessed at 7:39p reconvened at 7:46p.

Item # 2026-4139

Wastewater Treatment Plant and Effluent Disposal System Financing Options
(no action required)

Assistant City Manager Sandra Woodbery reported to council

Public input was provided by: Jerry Couey, Shari Sebastiao

Item # 2026-4111

Dedication of Reserve Funds for the New Wastewater Treatment Plant and Disposal System

ACTION:	Motion to Approve by Marilynn Farrow; second by Larry McKee; Motion passed - 8:0
YEAS:	Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Robert Leek, Tom Powers, Ashley Fretwell, Larry McKee
NAYS:	None
ABSTAIN:	None

City Manager Ed Spears reported to council regarding officially designating the reserves to the project.

Motion: Allocation and dedication of \$24,050,285.00, plus future interest accrued, to the WWTP Project.
(\$5 million will be left in the emergency fund)

Item # 2026-4110

Sprayfield and Effluent Pipeline Gopher Tortoise Permitting and Relocation Task Orders - \$56,636

ACTION:	Motion to Approve by Gavin Hawthorne; second by Ashley Fretwell; Motion passed - 8:0
YEAS:	Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Robert Leek,

Tom Powers, Ashley Fretwell, Larry
McKee
NAYS: None
ABSTAIN: None

City Manager Ed Spears reported to council regarding the
relocating 9 gopher tortoises.
Effluent Pipeline: Permit Fee: \$273
Re-Homing fee: \$13,500
Disposal Site#2: Permit Fee: \$683
Re-Homing Fee: \$27,000
TOTAL: \$41,456

The re-homing cost per tortoise is \$4,500 per adult and \$1,500
per juvenile.

Public input was provided by: Theresa Messick, Pam Mitchell

4. Public Input

5. Adjournment

The meeting adjourned at 08:59 PM.

Mayor

Date

City Clerk

Date



Agenda Item # 2026-4111

Dedication of Reserve Funds for the New Wastewater Treatment Plant and Disposal System

MEETING DATE

May 28, 2026

PREPARED BY

Ed Spears, City Manager

BACKGROUND

As the City nears completion of the design, engineering and permitting process for the new wastewater treatment plant and disposal area, the project is on schedule to be bid in the summer of 2026.

As such, staff, along with Donovan-Hill Group, has developed a preliminary estimate that will be presented at the Special Called Meeting on May 28, 2026.

For years, the City has been amassing reserves for the purpose of removing the treated effluent from the Blackwater River and replacing the aging wastewater treatment plant.

As of May 12, 2026, the City has amassed the following reserves:

1. General Fund Cash Reserves	\$1,026,029
2. General Fund Invested Reserves	\$8,147,115
3. Water & Sewer Restricted Invested Reserves	\$3,352,292
4. Water & Sewer Fund Invested Reserves	\$5,074,092
5. Water & Sewer Residential Impact Fees	\$602,835
6. Water & Sewer Commercial Impact Fees	\$343,210
7. Sewer Residential Impact Fees	\$5,314,664
8. Sewer Commercial Impact Fees	\$5,390,048
TOTAL RESERVES	\$29,250,285

As per City Policy, the General Fund and Water & Sewer Fund must maintain 4.5 months of operating capital on hand at all times. For the General Fund that amount is \$3,000,000. For the Water & Sewer Fund, the reserve is \$2,200,000. Subtracting the required reserves from the amount available, the total amount of reserves available to be dedicated to the new wastewater treatment plant and disposal areas is \$24,050,285. All reserve funds will continue to grow as interest is accrued until the funds are expended over the course of the project, which will span three to five years.

This agenda item is not requesting the expenditure of any funds at this time. Staff is requesting Council officially designate a minimum of \$24,050,285 of City Reserve Funds for the new wastewater treatment plant and disposal areas, plus interest accrued during

construction. This official designation will allow the City to demonstrate to external funding sources that the matching funds for grant applications are not only available, but dedicated to the project by official act of Council. This will also prohibit the use of these funds for other projects, unless approved by a majority vote of Council.

SUMMARY

This item will dedicate \$24,050,285 of the City's Reserves, plus future interest accrued, for the new wastewater treatment plant and disposal areas.

RECOMMENDATION

ATTACHMENTS

None



Agenda Item # 2026-4110

Sprayfield and Effluent Pipeline Gopher Tortoise Permitting and Relocation Task Orders - \$56,636

MEETING DATE

May 28, 2026

PREPARED BY

Ed Spears, City Manager

BACKGROUND

During the due diligence and permitting process for the new wastewater treatment plant, pipeline and disposal areas, Donovan-Hill Group (formerly Baskerville Donovan) identified the burrows of a protected species, the gopher tortoise, on the City's properties. As such, the City is required to mitigate any threats to the tortoise. The standard practice for this species is to relocate the animals to an approved, long-term recipient site. A permit for this activity must be secured from the Florida Fish & Wildlife Conservation Commission. This work must be conducted by a certified FWC Authorized Gopher Tortoise Agent. Six (6) potential burrows were identified on the effluent disposal site #2 and three (3) along the effluent pipeline route. The cost for permitting and capture of the tortoises is \$15,180 (\$10,175 for Site 2 and \$5,005 for the pipeline).

In addition to the permitting and capture costs, the permit application fees and re-homing costs are as follows:

Effluent Pipeline: Permit Fee: \$273
Re-Homing fee: \$13,500
Disposal Site#2: Permit Fee: \$683
Re-Homing Fee: \$27,000
TOTAL: \$41,456

The re-homing cost per tortoise is \$4,500 per adult and \$1,500 per juvenile. This represents the cost to re-home if each of the nine burrows is occupied by an adult tortoise. This will not be known until the permit is secured and capture initiated. The City will pay these costs directly with no mark-up from Donovan-Hill Group.

The total maximum cost for the two gopher tortoise relocation Task Orders is \$56,636.

SUMMARY

The two Task Orders are required to mitigate protected gopher tortoises located within Sprayfield #2 and the effluent pipeline route as required by state statute. The total amount of the two Task Orders is \$56,636. Funds will come from the Wastewater Treatment Plant and Effluent Disposal Area Project reserve funds.

RECOMMENDATION

Staff recommends approval of both Gopher Tortoise Task Orders in the amount of \$56,636.

ATTACHMENTS

1. Milton WWTF Phase 2 GT 100_ Survey Report
2. Effluent Pipeline Gopher Tortoise Permitting and Removal Task Order
3. Milton WWTF Phase 1 GT 100_ Survey Report
4. Sprayfield Site 2 Gopher Tortoise Permitting and Relocation Task Order