COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Agenda

April 12, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. **Call Meeting to Order**

2. **Approval of Minutes**

   Item # 2022-236
   Approval of Minutes from March 8, 2022 meeting

3. **Financial Report**

   Item # 2022-281
   March 2022 Financial Report

4. **Persons to Appear**

5. **Other Business**

   Councilman Vernon Compton
   Requested discussion items

   Item # 2022-279
   CRA Budget Planning Priorities Discussion

   Item # 2022-278
   CRA Annual Report Review/Approval

   Item # 2022-274
   CRA Facade Grants Discussion

   Item # 2022-273
   CRA Plan Update

   Item # 2022-275
   Escambia Street Paving Update

   Item # 2022-276
   Electronic Speed Indicator for Caroline Street Downtown Discussion

Item # 2022-277
Berryhill and Blackwater Heritage State Trail and North Willing Street to Riverfront Park Safety/Crossing Update

Item # 2022-280
National Trails Day Celebration and Henry Street Bagdad Connector Sidewalk Completion

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 March 8, 2022 meeting

MEETING DATE	PREPARED BY
April 12, 2022	Administration Department

COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Minutes

March 8, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

Meeting called to order at 05:32 PM.

Members Present:

Mayor Heather Lindsay
Council Member Ward I, Seat I Vernon Compton
Council Member Ward II, Seat I Shannon Rice
Council Member Ward IV, Seat I Shari Sebastiao
Council Member Ward III, Seat II Jeff Snow
Council Member Ward III, Seat I Robert Leek
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward IV, Seat II Casey Powell

Members Absent:

Council Member Ward I, Seat II Matt Jarrett

Members of the Public in Attendance

Al Brewton
Pam Mitchell
Jerry Mitchell
Joe Johnson
Brian McGuire
Sheri Lucas
Cathy Dice
Gwen Sachar
Buddy Fish
Kaidan Spurlack
Tommy Henderson
Aaron Cannon
Christa Waite
Steve Dobbs
Cassandra Sharp
Jasline Franklin
Laura Hopper
Delores Layne

Staff in Attendance

City Manager Randy Jorgenson
City Attorney Erick Mead
IT Systems Analyst Hunter Green

Director of Economic Development Ed Spears
Public Works Director Joe Cook
Chief of Police Tony Tindell

2. Approval of Minutes

Item # 2023-202
Approval of Minutes from February 8, 2022, CRA Meeting

ACTION:	Motion to Approve by Casey Powell; second by Shari Sebastiao; Motion Passed - 7:0
YEAS:	Vernon Compton, Shannon Rice, Roxanne Meiss, Robert Leek, Jeff Snow, Shari Sebastiao, Casey Powell
NAYS:	None
ABSTAIN:	None

3. Financial Report

Item # 2023-210
February CRA Report 2022

ACTION:	Motion to Approve by Jeff Snow; second by Casey Powell; Motion Passed - 7:0
YEAS:	Vernon Compton, Shannon Rice, Roxanne Meiss, Robert Leek, Jeff Snow, Shari Sebastiao, Casey Powell
NAYS:	None
ABSTAIN:	None

4. Persons to Appear

5. Other Business

6. Adjournment

Meeting adjourned at 5:44:31.

March 2022 Financial Report

MEETING DATE	PREPARED BY
April 12, 2022	Administration Department

CRA I DOWNTOWN
FY 2022

(Fund 111)

as of 3/31/2022

	acct. #		FY 2022 BUDGET	FY 2022 YEAR To DATE as of 3/31/2022	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	$ 61,294	$ 61,294	$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	$ 31,013	$ 31,013	$ -	Estimated tax billing
	348-xx-xx	Promotional	$ 40,500	$ 1,060	$ 39,440	Promotional Revenue
	360-10-00	Misc. Revenues	$ 15,415	$ -	$ 15,415	Misc. Revenue
	361-10-00	Interest Income	$ -	$ -	$ -	Interest
	366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
	381-01-00	Transfer from General Fund	$ -	$ -	$ -	
	389-90-01	Balance Forward	$ 50,000	$ -	$ 50,000	FYE 2021 Balance Forward
		REVENUE TOTALS	**$ 198,222**	**$ 93,367**	**$ 104,855**	

		OTHER EXPENSES				
EXPENSES	34-00	Other Contractual Services	$ 5,000	$ 3,250	$ 1,750	
	43-00	Utility Services	$ 12,000	$ 6,737	$ 5,263	Gulf Power / Willing St. power poles
	46-00	Repair & Maintenance	$ -	$ -	$ -	R&M
	48-00	Promotional	$ 7,000	$ 4,473	$ 2,527	Advertisement
	48-01	5k Run	$ -		$ -	
	48-02	Bands on the Blackwater	$ 75,000	$ 29,570	$ 45,430	
	48-03	Movie Night	$ 6,000	$ 4,818	$ 1,182	
	48-06	Other Events	$ 5,000	$ 4,939	$ 61	
	48-08	Water Festival	$ 5,000	$ -	$ 5,000	
	49-00	Misc. Expense	$ 2,000	$ 420	$ 1,580	Christmas lighting maintenance/Electrical Repair
	49-19	Tax Rebate Incentive Prog	$ -	$ -	$ -	Tax Rebate Incentive Program
	49-34	Property / Fire Tax	$ 570	$ 605	$ (35)	Fire Fee
	52-00	Operating Supplies	$ -	$ -	$ -	Misc.
	53-00	Materials / Repair & Supplies	$ 3,000	$ 635	$ 2,365	
	54-00	Dues & Subscriptions	$ 500	$ -	$ 500	Dues & Subscriptions
	61-02	Easement-Sidewalk	$ -	$ -	$ -	Easement-Sidewalk
	64-00	Capital Outlay	$ -	$ -	$ -	
	64-27	Downtown Project Expense	$ 20,000	$ -	$ 20,000	
	82-08	SRC-July 4th Fireworks	$ 15,000	$ -	$ 15,000	
	82-09	Misc. Grants in Aid	$ 2,000	$ -	$ 2,000	Support for Special Events (SR Arts/Etc.)
	82-19	Façade Grant	$ -	$ -	$ -	
	91-01	Transfer to General Fund	$ 20,000	$ -	$ 20,000	Main Street Milton Dept/Façade Improv.
	99-99	Contingencies	$ 20,152	$ -	$ 20,152	
		OTHER EXPENSE TOTALS	**$ 198,222**	**$ 55,447**	**$ 142,775**	
		EXPENSE TOTALS	**$ 198,222**	**$ 55,447**	**$ 142,775**	

as of 3/31/2022

CRA II NORTH
FY 2022

(Fund 112)

	acct. #		FY 2022 BUDGET	FY 2022 YEAR To DATE as of 3/31/2022	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	$ 6,571	$ 6,571	$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	$ 3,325	$ 3,225	$ 100	Estimated tax billing
	348-xx-xx	Promotional	$ -	$ -	$ -	Promotional Revenue
	361-10-00	Interest Income	$ -	$ -	$ -	Interest
	366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
	381-01-00	Transfer from General Fund	$ -	$ -	$ -	
	389-90-01	Balance Forward	$ 1,912	$ -	$ 1,912	FYE 2021 Balance Forward
		REVENUE TOTALS	**$ 11,808**	**$ 9,796**	**$ 2,012**	

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	$ -	$ -	$ -	
	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	$ 3,114	$ -	$ 3,114	
		EXPENSE TOTALS	**$ 3,114**	**$ -**	**$ 3,114**	

as of 3/31/2022

CRA III SOUTH
FY 2022

(Fund 113)

	acct. #		FY 2022 BUDGET	FY 2022 YEAR To DATE as of /31/2022	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	$ 1,702	$ 1,702	$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	$ 861	$ 861	$ -	Estimated tax billing
	348-xx-xx	Promotional	$ -	$ -	$ -	Promotional Revenue
	361-10-00	Interest Income	$ -	$ -	$ -	Interest
	366-10-00	Misc. Donations	$ -	$ -	$ -	Misc. Donations
	381-01-00	Transfer from General Fund	$ -	$ -	$ -	
	389-90-01	Balance Forward	$ 2,013	$ -	$ 2,013	FYE 2021 Balance Forward
		REVENUE TOTALS	**$ 4,576**	**$ 2,563**	**$ 2,013**	

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	$ 4,109	$ -	$ 4,109	
		EXPENSE TOTALS	**$ 4,109**	**$ -**	**$ 4,109**	