



COMMUNITY REDEVELOPMENT AGENCY
Regular Meeting Agenda

July 23, 2026
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Invocation & Pledge of Allegiance**
Item # 2026-4228
Pastor Bill Wright,
Bible Way Baptist Church & Chaplain for Share Your Heart
- 3. Approval of Minutes**
Item # 2026-4200
Approval of Minutes from June 18, 2026 meeting
- 4. Persons to Appear**
- 5. New Business**
Item # 2026-4224
BIP Application — Santa Rosa Art & Culture Foundation
Item # 2026-4225
Milton Mill District Market Plaza - Conceptual Design
- 6. Financial Report**
Item # 2026-4232
CRA I, II, and III Monthly Financials
- 7. Communications From Council Members & Mayor**
- 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 # 2026-4200

Approval of Minutes from June 18, 2026 meeting

MEETING DATE

July 23, 2026

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. Community Redevelopment Agency Meeting Minutes for June 18, 2026



COMMUNITY REDEVELOPMENT AGENCY Regular Meeting Minutes

June 18, 2026
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 Marilyn Farrow
Council Member Ward III, Seat II Robert Leek
Council Member, Ward IV, Seat I Ashley Fretwell
Council Member Ward II, Seat II Larry McKee
Mayor Lindsay

Members Absent:

Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward I, Seat II Tom Powers

Members of the Public in Attendance

Staff in Attendance

City Manager, Ed Spears
City Clerk, Molly Turnes
IT Systems Analyst, Austin Discoli
Public Information Officer, Bethany Anderson
Planning Director, Jacob Hullett
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Budget Coordinator, Laura McDill
Ec. Dev. Director, Stephen Prestesater
ACM, Sandra Woodbery
Chief of Police, Jennifer Frank

2. Invocation & Pledge of Allegiance

3. Approval of Minutes

Item # 2026-4115

Approval of Minutes from May 28, 2026 meeting

ACTION:

Motion to Approve by Larry McKee; second
by Marilyn Farrow;

YEAS: Motion passed - 6:0
Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Ashley Fretwell, Larry McKee

NAYS: None

ABSTAIN: None

4. Persons to Appear
No persons to appear

5. Financial Report

Item # 2026-4166
Monthly Financial Reports

ACTION: Motion to Approve by Ashley Fretwell;
second by Larry McKee;
Motion passed - 6:0

YEAS: Casey Powell, Mike Cusack, Marilyn Farrow, Robert Leek, Ashley Fretwell, Larry McKee

NAYS: None

ABSTAIN: None

6. New Business

Item # 2026-4107
Pine Street Decorative Lighting Installation - CRA Proposal
Economic Development Director, Stephen Prestesater reported to council
No vote. Council would like to explore other alternatives first.

Public input was provided by: Pam Mitchell, Theresa Messick

7. Communications From Council Members & Mayor
No additional communications

8. Public Input
No public input

9. Adjournment
The meeting adjourned at 05:54 PM.

Mayor

Date

City Clerk

Date



Agenda Item # 2026-4224

BIP Application — Santa Rosa Art & Culture Foundation

MEETING DATE

July 23, 2026

PREPARED BY

Stephen Prestesater, Director
of Economic Development

BACKGROUND

SUMMARY

The organization, Santa Rosa Arts & Culture Foundation, Inc., seeks to renew the faded and outdated signage at 6863 Oak Street. SRACF intends to use the original wrought iron signpost, which they believe to be 50-plus years old. The finish will be restored to the original black. Instead of 2 separate signs mounted on either side of the post, it will be one single double-sided sign as shown in the diagrams attached to the application.

RECOMMENDATION

ATTACHMENTS

1. SRACF 07 20 26 NEW 2026 Business Improvement Program (1)
2. SRACF partial packet

Office of Economic Development
Stephen Prestesater,
Economic Development Director
sprestesater@miltonfl.org
[\(850\) 983-5400](tel:(850)983-5400)
6738 Dixon Street
Milton, FL 32572
www.miltonfl.org



2026 CITY OF MILTON BUSINESS IMPROVEMENT PROGRAM (BIP) GRANT APPLICATION

PROGRAM OVERVIEW

The City of Milton's Business Improvement Program (BIP) provides matching grants to help business and property owners improve the appearance and functionality of their commercial buildings. The goal is to enhance Milton's visual appeal, attract new investment, and strengthen the economic vitality of the community.

Grants support improvements such as new façades, signage, accessibility upgrades, lighting, painting, and other exterior renovations visible from the public right-of-way.

ELIGIBILITY

To qualify for the Business Improvement Program, applicants must meet the following:

- Property must be located within the City of Milton corporate limits.
- Applicants must hold a valid City of Milton Business License, be current on property taxes, and have no outstanding code violations.
- Projects must comply with zoning, land-use, and building codes, including the City's Comprehensive Plan and Unified Development Code (UDC).
- All permits and inspections must be obtained before reimbursement.
- Vacant properties are eligible if actively and publicly marketed on a verifiable listing platform (MLS, LoopNet, Zillow, etc.) throughout the application period.
- Tenants may apply with written property owner consent; property owners may apply with tenant consent when leased.
- Applicants may receive one grant per property per fiscal year.

Funding is awarded on a first-come, first-served basis while funds remain available.

The City Council may, at its discretion, consider exceptions to eligibility criteria when a proposed project serves a clear public purpose or contributes significantly to city revitalization. Preference may be given to:

- First-time applicants
- Projects located on Caroline Street, Willing Street, or Stewart Street
- Historic or architecturally significant properties
- Businesses creating at least five (5) full-time jobs within one year of completion

MULTI-UNIT BUILDINGS ELIGIBILITY

Buildings containing multiple businesses under one roof may be eligible for individual consideration by the City Council if all of the following apply:

- Each business has a separate and distinct primary entrance.
- Each business maintains its own Business Tax Receipt and Sales Tax License.
- Permanent interior partitions or walls are in place, establishing the units as independent commercial spaces.

Projects will be reviewed on a case-by-case basis to determine eligibility and proportional grant award.

ELIGIBLE IMPROVEMENTS

Examples of eligible improvements include:

- Storefront restoration and exterior painting
- Replacement of doors, windows, shutters, or awnings
- ADA accessibility ramps or entry modifications
- Lighting and electrical upgrades visible from the street
- Masonry repair, tuckpointing, or structural façade stabilization
- Architectural detailing or trim restoration
- New or replacement permanent signage (permitted)
- Parking lot striping, ADA space, or minor paving related to façade work

INELIGIBLE IMPROVEMENTS

Examples of ineligible improvements include:

- Interior renovations not required by code
- Landscaping irrigation systems or turf installation
- Fencing, privacy walls, or screening
- Regular maintenance or cleaning
- Furniture, equipment, or personal property
- Work performed before grant approval or without permits
- Owner labor unless the owner is a licensed contractor performing work within license scope

HISTORIC STRUCTURES

Historic or architecturally significant buildings will receive priority consideration for funding when proposed improvements enhance or restore the property's original character.

Eligible historic projects must:

- Preserve or restore architectural details such as original windows, doors, masonry, or trim.
- Remove or modify non-historic façades or coverings that obscure original features.
- Use materials, colors, and design elements consistent with the building's architectural style or historical era.
- Avoid removing, damaging, or altering any feature with established architectural or historical value.

The City's goal is to restore or complement the historic appearance of Milton's commercial structures while maintaining structural safety and code compliance.

GRANT CATEGORIES

1. Sign Grant

Provides up to \$1,000 for the fabrication and installation of new or replacement exterior business signage.

- No financial match is required.
- Grant funds may be paid directly to the vendor or reimbursed to the applicant upon completion and documentation.
- All signage must comply with the City of Milton Sign Ordinance and be properly permitted before installation.
- A scale drawing of the proposed sign, including dimensions, colors, and materials, must be submitted with the application.
- A valid sign permit must be obtained within 60 days of grant award.
- Any costs exceeding \$1,000 are the applicant's responsibility.

2. Commercial Façade Grant

Provides up to \$5,000 for improvements to the exterior façade of a commercial or non-profit building.

- No match is required for projects up to \$2,500.
- A 1:1 (100%) owner match is required for amounts above \$2,500.
- Corner-lot properties with two visible façades may apply for up to \$10,000, with the same 100% match required above \$2,500.
- Matching funds may include interior renovation expenses that directly support the exterior façade improvements.
- New or replacement signage may be included as part of a broader façade project but may not be the entire project.
- Projects must receive City approval prior to the start of work.

- All required permits must be obtained within 90 days of grant award.
- Applicants must submit schematic drawings or renderings, along with material and color samples, for review.
- Payment may be issued as reimbursement or through draws based on verified invoices and proof of payment.

APPLICATION REQUIREMENTS AND REVIEW PROCESS

The Business Improvement Program (BIP) follows a five-step process from concept to reimbursement. Applicants are encouraged to review these guidelines carefully before submitting a request.

3. Prepare Your Concept

- Review the program guidelines and discuss your proposed project with City staff to confirm eligibility.
- Identify applicable permits, zoning requirements, and matching fund obligations.
- No work may begin until the project is formally approved and a Notice to Proceed has been issued.

4. Submit a Complete Application

Applications are accepted year-round while funding is available. A complete application must include:

- Completed Application Form
- Project Narrative summarizing the proposed work, total cost, grant amount requested, and source of matching funds (if applicable)
- Photographs of the building façade and project areas
- Drawings, renderings, or marked-up images of proposed improvements
- Material and color samples
- Cost Estimates from at least two licensed contractors (three recommended). If the owner is performing licensed work, two additional estimates are required.
- Proof of Property Ownership or Owner Consent Letter (if tenant applicant)
- Proof of Property Insurance and Current City Business License
- Verification of zoning and sign ordinance compliance
- Evidence of current tax payments

Incomplete applications will not be accepted for review.

5. City Review and Council Approval

- City staff review applications for completeness, eligibility, and compliance with zoning, UDC, and permitting requirements.
- Applicants may be asked to provide additional documentation or meet with staff to clarify project details.

- Qualified applications are presented to the City Council for consideration at a public meeting.
- The City Council may approve, deny, or partially fund requests based on available funding and program priorities.

6. Agreement and Notice to Proceed

- Upon approval, the applicant signs a Grant Agreement outlining project terms, match requirements, and reimbursement procedures.
- After all required permits are obtained, the City issues a Notice to Proceed, authorizing work to begin.
- Work initiated prior to receiving a Notice to Proceed will not be eligible for reimbursement.

7. Project Completion and Reimbursement

- Projects must be completed within 180 days of the Notice to Proceed, unless extended in writing by the City.
- Upon completion, applicants/grantees must submit the following for reimbursement:
- Paid invoices and proof of payment (e.g., canceled checks, lien releases)
- Photographs of the completed work
- Signed-off permits or inspections (if applicable)
- City staff verify completion and compliance before authorizing final payment.
- Reimbursement (up to 75% prior to final inspection) may be issued directly to the applicant/grantee, in accordance with the Grant Agreement.

GRANT ADMINISTRATION AND CONDITIONS

1. Discretionary Authority

- Grant awards are made at the sole discretion of the City Council.
- Meeting program criteria does not guarantee funding.
- Funding is subject to annual budget availability.
- The City may waive minor technical irregularities, partially fund projects, or add post-award conditions.

2. Compliance Requirements

- All required permits and inspections must be obtained before reimbursement.
- Approved projects must be maintained in good condition for at least one year following completion.
- Early alteration, demolition, or conversion to residential use may trigger repayment of funds.
- Grant awards are non-transferable without prior written approval from the City.
- Only one grant per property per fiscal year is permitted.

3. Payment and Reimbursement

- The City determines the most appropriate payment method in coordination with the grantee.
- A maximum of 75% of funds may be disbursed prior to final inspection.
- Reimbursement requires verified documentation, including paid invoices, canceled checks, lien releases, and final photographs.

DEFAULT OF GRANT

A grantee shall be in default if any of the following occur within one (1) year of project completion without prior written City approval:

- Funded improvements are altered, removed, or demolished.
- The property is sold, transferred, or converted to full non-commercial use.
- The business ceases operations for more than 45 consecutive days.
- The applicant abandons the property or project site.

If default occurs, the grantee must repay the full amount of awarded funds to the City.

The City reserves the right to pursue repayment or other remedies as provided in the grant agreement.

2026 BUSINESS IMPROVEMENT PROGRAM APPLICATION

Please complete the entire application packet and return to: City of Milton, Office of Economic Development, located at 6738 Dixon Street, Milton, FL 32570.

PROJECT INFORMATION:	
DATE OF APPLICATION:	07-17-2026
NAME OF BUSINESS:	Santa Rosa Arts & Culture Foundation, Inc.
BUSINESS OWNER(S):	Same
PROPERTY OWNER(S) (if different from business owner(s)):	Same
GRANT CATEGORY: (select one)	☐ SIGN ☐
TOTAL AMOUNT REQUESTED: (Maximum \$5,000 / \$10,000 for corner lots)	\$615.00
TOTAL AMOUNT OF MATCH:	No match required
TOTAL PROJECT COST: (all aspects)	\$615.00
PROJECT ADDRESS:	6863 Oak St Milton FL 32570

REQUIRED ATTACHMENTS

All applications must include the following for review and eligibility verification:

- Completed Application Form
- Project Narrative summarizing proposed work, total cost, grant amount requested, and source of matching funds (if applicable)
- Photographs of the building façade and project areas

- Drawings, renderings, or marked-up images showing proposed improvements
- Material and color samples
- Cost estimates from at least two licensed contractors (three recommended).

If the property owner is performing licensed work, two additional estimates are required.

- Proof of property ownership or owner consent letter (if tenant applicant)
- Proof of property insurance and current City Business License
- Verification of zoning and sign ordinance compliance
- Evidence of current property tax payments

APPLICANT CONTACT INFORMATION	
NAME:	Pam Mitchell
MAILING ADDRESS:	6863 Oak St Milton FL 32570
TELEPHONE:	850 324 6682
EMAIL:	pam@blackwaterfolkart.com

SIGNATURES

By signing below, the applicant acknowledges that all payments under this program are draw-based reimbursements to the grantee only and that no direct vendor payments will be issued by the City of Milton. The applicant certifies that all information provided is true and correct to the best of their knowledge.



07-20-2026

SIGNATURE(S) OF APPLICANT

DATE



07-20-26

SIGNATURE(S) OF PROPERTY OWNER(S)

DATE

The City of Milton is an Equal Opportunity Provider and Employer.

FOR OFFICIAL USE ONLY

Date & Time Application Received: _____

Received By: _____

PROJECT NARRATIVE:

The organization, Santa Rosa Arts & Culture Foundation, Inc., seeks to renew the faded and outdated signage at 6863 Oak Street. We intend to use the original wrought iron signpost which we believe to be 50 plus years old. The finish will be restored to the original black. Instead of 2 separate signs mounted on either side of the post, it will be one single double sided sign as shown in the diagrams attached to the application.

MEMORANDUM OF UNDERSTANDING

I, the undersigned applicant/grantee, understand that no work may begin on any portion of the Business Improvement Project until the City of Milton issues formal approval and a Notice to Proceed.

I have read, understand, and agree to the terms and conditions of the 2026 Business Improvement Program (BIP), including its draw-based reimbursement model, which provides reimbursement to the grantee only for eligible, documented expenses.

I acknowledge that I have reviewed and understand the Default of Grant provisions outlined in the BIP guidelines. In the event of a default, I agree to repay all awarded grant funds to the City of Milton in accordance with the executed Grant Agreement.

Acknowledgment of Grant Agreement

The Grantee understands that this Memorandum of Understanding is not the Grant Agreement itself but serves as an acknowledgment of program terms. A formal Grant Agreement will be executed upon City Council approval, specifying project scope, reimbursement conditions, and reporting obligations.

Public Records Notice:

The Grantee acknowledges that all records, documents, and materials made or received in connection with this grant may be subject to disclosure under Florida's Public Records Law, Chapter 119, Florida Statutes, and agrees to maintain such records in accordance with applicable law.

If the grantee is not the property owner, the property owner must also execute this Memorandum of Understanding.

The applicant acknowledges that all approved projects must be completed within 180 days of the Notice to Proceed unless extended in writing by the City.



GRANTEE SIGNATURE

Pam Mitchell, Secretary SRACF
NAME (Print)

07-20-2026
DATE



PROPERTY OWNER SIGNATURE

Pam Mitchell, Secretary SRACF
NAME (Print)

0-20-2026
DATE

FOR OFFICIAL USE ONLY

Date & Time Application Received: _____

Received By: _____

GRANTEE / PAYEE IDENTIFICATION FORM

Pursuant to Internal Revenue Service (IRS) requirements, the City of Milton must maintain a Taxpayer Identification Number (TIN) on file for all grantees receiving reimbursement under the Business Improvement Program (BIP).

Reimbursement checks will be issued only to the grantee listed on this form. The information below is used for proper payment processing and IRS Form 1099 reporting.

IF YOU ARE AN INDIVIDUAL OR NON-CORPORATE BUSINESS:

Grantee Name: <i>(Business or Individual)</i>	
Mailing Address: <i>(for Reimbursement Checks)</i>	
Street/P.O. Box	
City/State/Zip	
Telephone:	
EIN/SSN:	

Authorized Signature / Title

Date

IF YOU ARE INCORPORATED:

Corporate Name:	Santa Rosa Arts & Culture Foundation, Inc
Mailing Address: <i>(for Reimbursement Checks)</i>	6863 Oak Street
Street/P.O. Box	
City/State/Zip:	Milton FL 32570

Telephone:	850 324 6682
EIN/SSN:	56-2363457

A handwritten signature in black ink that reads "Pam Mitchell". The signature is written in a cursive, flowing style.

07-20-2026

Authorized Signature / Title

Date

The City of Milton is an Equal Opportunity Provider and Employer.



City of Milton
Planning & Development Dept
6512 Caroline St.
Milton, FL 32570
www.miltonfl.org

DEADLINE FOR
APPLICATIONS:
OPEN
INDEFINITELY

DATE OF APPLICATION: 4-30-20
PROPERTY OWNER(S): SRA + CF INC
PROPERTY OWNER(S) (IF DIFFERENT): SANTA ROSA Arts + Culture Foundation Inc

TOTAL AMOUNT REQUESTED (MAXIMUM \$5,000): \$ 615 -
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ _____
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ _____

ADDRESS OF PROJECT: 6863 OAK ST Milton 32570
PROJECT NAME: SRACF Warehouse sign

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project description
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- Copy of the chosen contractor's license (if licensure is required for the work)
- Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

SRACF
6863 OAK ST
MILTON FL 32570

SIGNATURE(S) OF RENTER AND PROPERTY OWNER(S) (IF DIFFERENT)

TELEPHONE # (850) 324-46682 CELL # _____ EMAIL ram@blackwater
folkart.com

For official use only:

POLICY DECLARATIONS

A. Member Company of United States Liability Insurance Group.

No. NBP2559061

NAMED INSURED AND ADDRESS:

SANTA ROSA ARTS AND CULTURE FOUNDATION,
INC
6863 OAK ST
MILTON, FL 32570

THIS INSURANCE IS ISSUED PURSUANT TO THE FLORIDA SURPLUS
LINES LAW. PERSONS INSURED BY SURPLUS LINES CARRIERS DO
NOT HAVE THE PROTECTION OF THE FLORIDA INSURANCE
GUARANTY ACT TO THE EXTENT OF ANY RIGHT OF RECOVERY FOR
THE OBLIGATION OF AN INSOLVENT UNLICENSED INSURER.

**SURPLUS LINES INSURERS POLICY RATES
AND FORMS ARE NOT APPROVED BY ANY
FLORIDA REGULATORY AGENCY.**

POLICY PERIOD: (MO. DAY YR.) From: 08/26/2025 To: 08/26/2026

12:01 A.M. STANDARD TIME AT YOUR
MAILING ADDRESS SHOWN ABOVE

FORM OF BUSINESS: Non-Profit Corporation

BUSINESS DESCRIPTION: Non-Profit Management Liability

~~IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE~~~~WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.~~

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED
THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Businessowners Liability Coverage Part	\$1,318.00
Businessowners Property Coverage Part	\$1,332.00
Management Liability Coverage Part	\$662.00

TOTAL: \$3,312.00

NO FLAT CANCELLATION

Coverage Form(s) and Endorsement(s) made a part of this policy at time of issue

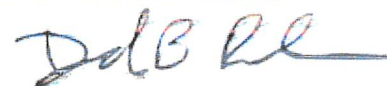
See Endorsement EOD (1/95)

Agent: BURNS & WILCOX, LTD. (TAMPA, FL) (1049)
18302 Highwoods Preserve Parkway, Suite 300
Tampa, FL 33647

Issued: 09/02/2025 9:56 AM

Broker: WE INSURE, LLC

By:



Authorized Representative

FL

UPD (08-07)

THESE DECLARATIONS TOGETHER WITH THE COMMON POLICY CONDITIONS, COVERAGE PART DECLARATIONS,
COVERAGE PART COVERAGE FORM(S) AND FORMS AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART
THEREOF, COMPLETE THE ABOVE NUMBERED POLICY.

Page 1 of 1

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
SANTA ROSA ARTS AND CULTURE FOUNDATION INC

Business name, if different from above

☐ Individual/ ☒ Corporation ☐ Partnership ☐ Other

Check appropriate box: Sole proprietor

Address (number, street, and apt. or suite no.)
4863 OAK ST

City, state, and ZIP code
MILTON FL 32570

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

or
Employer identification number
51023163457

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person **Pam Mitchell, Secretary** Date **7-17-2006**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Not For Profit Corporation.

SANTA ROSA ARTS AND CULTURE FOUNDATION, INC.

Filing Information

Document Number N03000001653
FEI/EIN Number 56-2363457
Date Filed 02/25/2003
State FL
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 02/23/2004
Event Effective Date NONE

Principal Address

6863 Oak Street
 MILTON, FL 32570

Changed: 05/31/2025

Mailing Address

6863 Oak Street
 MILTON, FL 32570

Changed: 04/08/2026

Registered Agent Name & Address

New, Toni
 6863 Oak Street
 MILTON, FL 32570

Name Changed: 02/16/2018

Address Changed: 04/08/2026

Officer/Director Detail

Name & Address

Title President

Annual Reports

Report Year	Filed Date
2025	02/07/2025
2025	05/31/2025
2026	04/08/2026

04/08/2026 -- ANNUAL REPORT	View image in PDF format
05/31/2025 -- AMENDED ANNUAL REPORT	View image in PDF format
02/07/2025 -- ANNUAL REPORT	View image in PDF format
01/08/2024 -- ANNUAL REPORT	View image in PDF format
04/17/2023 -- ANNUAL REPORT	View image in PDF format
05/22/2022 -- AMENDED ANNUAL REPORT	View image in PDF format
02/12/2022 -- ANNUAL REPORT	View image in PDF format
02/05/2021 -- ANNUAL REPORT	View image in PDF format
05/20/2020 -- ANNUAL REPORT	View image in PDF format
03/02/2019 -- ANNUAL REPORT	View image in PDF format
02/16/2018 -- ANNUAL REPORT	View image in PDF format
05/01/2017 -- ANNUAL REPORT	View image in PDF format
04/30/2016 -- ANNUAL REPORT	View image in PDF format
06/17/2015 -- ANNUAL REPORT	View image in PDF format
04/29/2014 -- ANNUAL REPORT	View image in PDF format
04/27/2013 -- ANNUAL REPORT	View image in PDF format
04/30/2012 -- ANNUAL REPORT	View image in PDF format
04/28/2011 -- ANNUAL REPORT	View image in PDF format
10/28/2010 -- ANNUAL REPORT	View image in PDF format
03/30/2010 -- ANNUAL REPORT	View image in PDF format
03/31/2009 -- ANNUAL REPORT	View image in PDF format
03/14/2008 -- ANNUAL REPORT	View image in PDF format
04/25/2007 -- ANNUAL REPORT	View image in PDF format
05/01/2006 -- ANNUAL REPORT	View image in PDF format
03/31/2005 -- ANNUAL REPORT	View image in PDF format
03/09/2004 -- ANNUAL REPORT	View image in PDF format
02/23/2004 -- Amendment	View image in PDF format
02/25/2003 -- Domestic Non-Profit	View image in PDF format

VENDOR/PAYEE
TAXPAYER'S IDENTIFICATION NUMBER/ENTITY TYPE

The Internal Revenue Service (IRS) codes require us to have the Taxpayer's Identification Number on file for vendors/payees receiving payments after January 1, 1984. There are substantial IRS penalties if we do not comply. Furthermore, under Federal Income Tax Law, you are subject to certain penalties if you do not provide us with your correct Social Security Number (SSN) or Employer Identification Number (EIN). For assistance in determining proper name and number to report, refer to the IRS for W-9.

IMPORTANT: THIS COMPLETED FORM MUST BE RETURNED WITH THE APPLICATION:

City of Milton
Planning & Development Dept.
6512 Caroline Street
Milton, FL 32570

1. IF YOU ARE AN INDIVIDUAL OR NON-CORPORATE COMPANY, PLEASE PRINT THE FOLLOWING INFORMATION:

Company/Individual's

Name SANTA ROSA Arts + Culture Foundation INC

Address (for mailing payments)

Street/P.O. Box 10863 Oak ST
City/State/Zip MILTON FL 32570
Telephone 850 324 1682 Fax _____
EIN/SSN 56-2363457
Authorized Signature/Title Pam Mitchell, Secretary
Date 7-17-26

2. IF YOUR COMPANY IS INCORPORATED, PLEASE PRINT THE FOLLOWING INFORMATION:

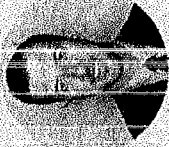
SANTA ROSA Arts + Culture Foundation INC does operate in corporate form. (Corporate Name)

Address (for mailing payments)

Street/P.O. Box 10863 Oak ST
City/State/Zip MILTON FL 32570
Telephone 850 324 1682 Fax _____
EIN/SSN 56-2363457
Authorized Signature/Title Pam Mitchell, Secretary
Date 7-17-26



SANTA ROSA COUNTY
PROPERTY APPRAISER



Greg S. Brown II
CFA

[Home](#) [Map](#) [File Online](#) [Exemptions](#) [Forms](#) [General](#) [Our Office](#)

[Search for Property:](#) [Q Search](#) [More Search Options](#)

See how the proposed amendment may affect your homestead property with **our new estimator!**

Viewing Parcel: 03-1N-28-2530-03100-0010

[Print](#) [Mail](#)

Parcel Information

Parcel Number	03-1N-28-2530-03100-0010
Situs/Physical Address	6863 OAK ST, MILTON, 32570
Property Usage	CLUBS/LODGES/UNION HALLS (007700)
Section-Township-Range	03-1N-28
Tax District	MILTON
2025 Certified Millage Rate	13.4377
Acreage	0.229
Exemptions	
Brief Legal Description	LOT 1 BLK 31 TOWN OF MILTON AS DES IN OR 4628 PG 220

Valuation

2023 Certified 2024 Certified 2025 Certified

Owner Information

Primary Owner	SANTA ROSA ARTS & CULTURE
	5243 WILLING ST
	WILTON, FL 32570-4969
Apply for Exemptions	Update Mailing Address
Property Fraud Notification	

This Instrument Prepared by:
GFWC Milton Woman's Club, Inc.

6863 Oak St.
Milton, FL 32570

Paula Lou Mapoles
4936 Serenity Trail
Milton, FL 32570

Property Appraisers Parcel I.D. (Folio) Number(s): 03-1N-28-2530-03100-0010

WARRANTY DEED

This Warranty Deed, Made the 6th day of June 2025, by GFWC Milton Woman's Club, Inc., having its place of business at 7150 Printers Alley, Milton, FL 32583, hereinafter called the "Grantor", to Santa Rosa Arts and Culture Foundation, Inc., whose post office address is: 5243 Willing St., Milton, FL, 32570, hereinafter called the "Grantee".

WITNESSETH: That said Grantor, for and in consideration of the sum of **Ten Dollars and No Cents (\$10.00)** and other valuable considerations, receipt whereof is hereby acknowledged, by these presents grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee, all that certain land situate in **Santa Rosa County, Florida**, to wit:

LOT 1, BLOCK 31, ACCORDING TO THE PLAT OF THE TOWN OF MILTON NOW ON FILE IN THE OFFICE OF THE CLERK OF COURT OF RECORDS OF SANTA ROSA COUNTY, FLORIDA AND BEING IN SECTION 3, TOWNSHIP 1 NORTH, RANGE 28 WEST.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the Grantor hereby covenants with said Grantee that the Grantor is lawfully seized of said land in fee simple; that the Grantor has good right and lawful authority to sell and convey said land; that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2024. Subject to covenants, reservations, restrictions, limitations, easements and agreements of record, if any and to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any.

IN WITNESS WHEREOF, Grantor has caused these presents to be executed in its name, and its corporate seal to be hereunto affixed, by its proper officers thereunto duly authorized, the day and year first above written.

SIGNED IN THE PRESENCE OF THE FOLLOWING WITNESSES

TWO SEPARATE DISINTERESTED WITNESSES REQUIRED

Witness Signature:

Printed Name:

Michael J Boland

GFWC MILTON WOMAN'S CLUB, INC.

Witness Signature:

Printed Name:

Anthea E. James

Paula Lou Mapoles
President

State of Florida

County of Santa Rosa

5333 Morgan Ridge Dr
Milton, FL 32570

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 6 day of JUNE 2025 by Paula Lou Mapoles as President of GFWC Milton Woman's Club, Inc.. He/She/They is/are ☒ Personally Known OR ☐ Produced FL Provers Lic# 48 as Identification.

Notary Public Signature

Printed Name:

Michael J Boland (SEAL)

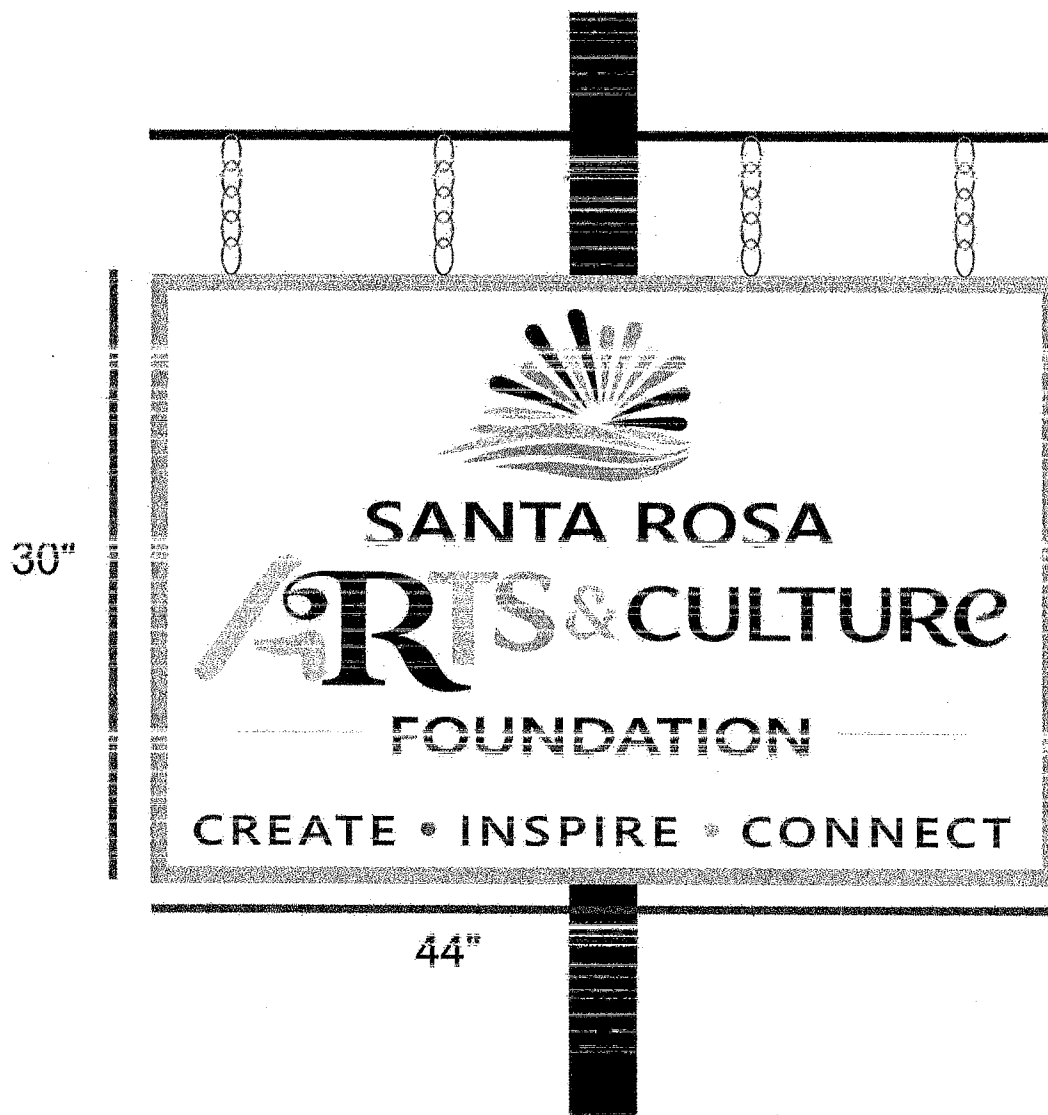
My Commission Expires:

5/31/2029

☐ Online Notary (Check Box if acknowledgment done by Online Notarization)

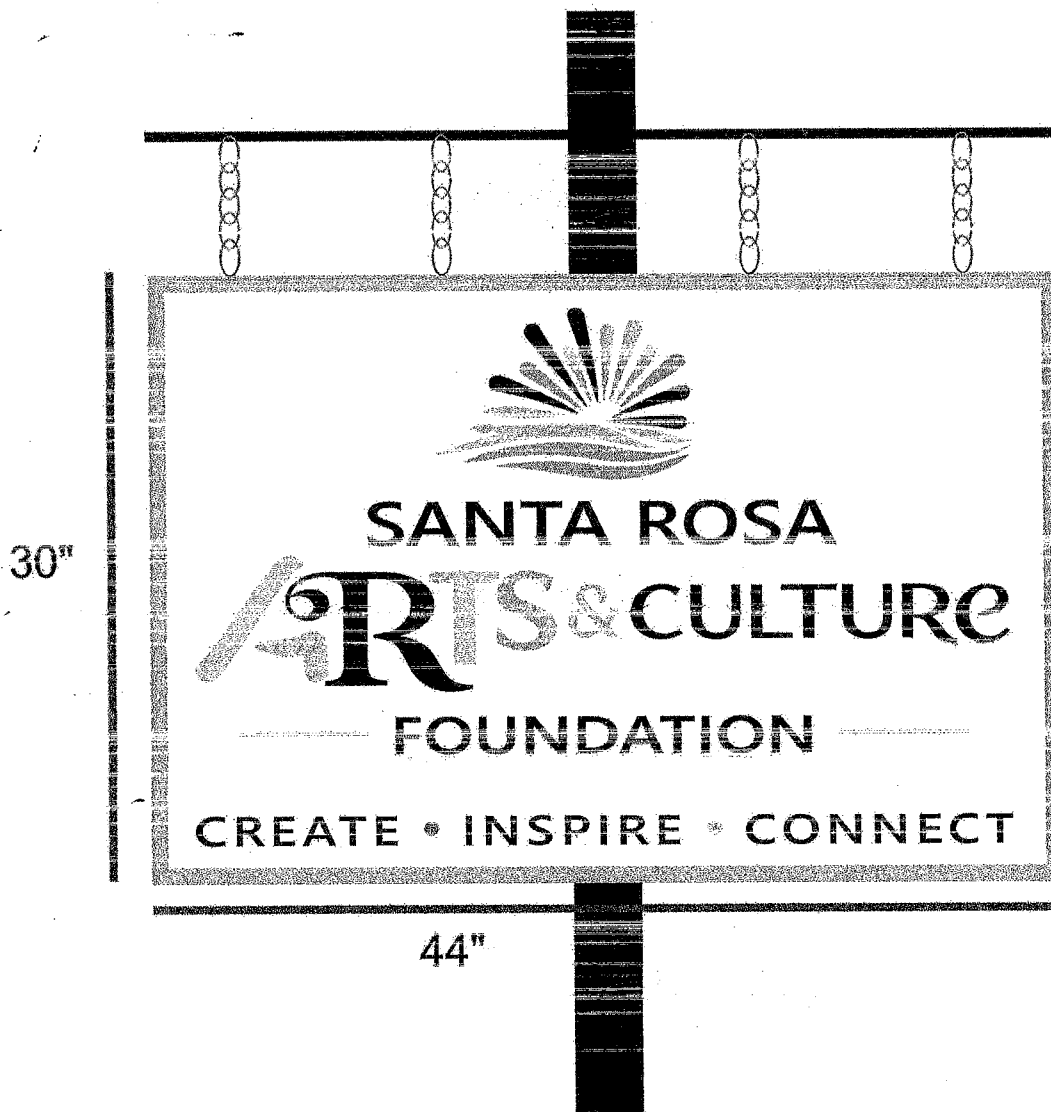
(2) 44"x30"

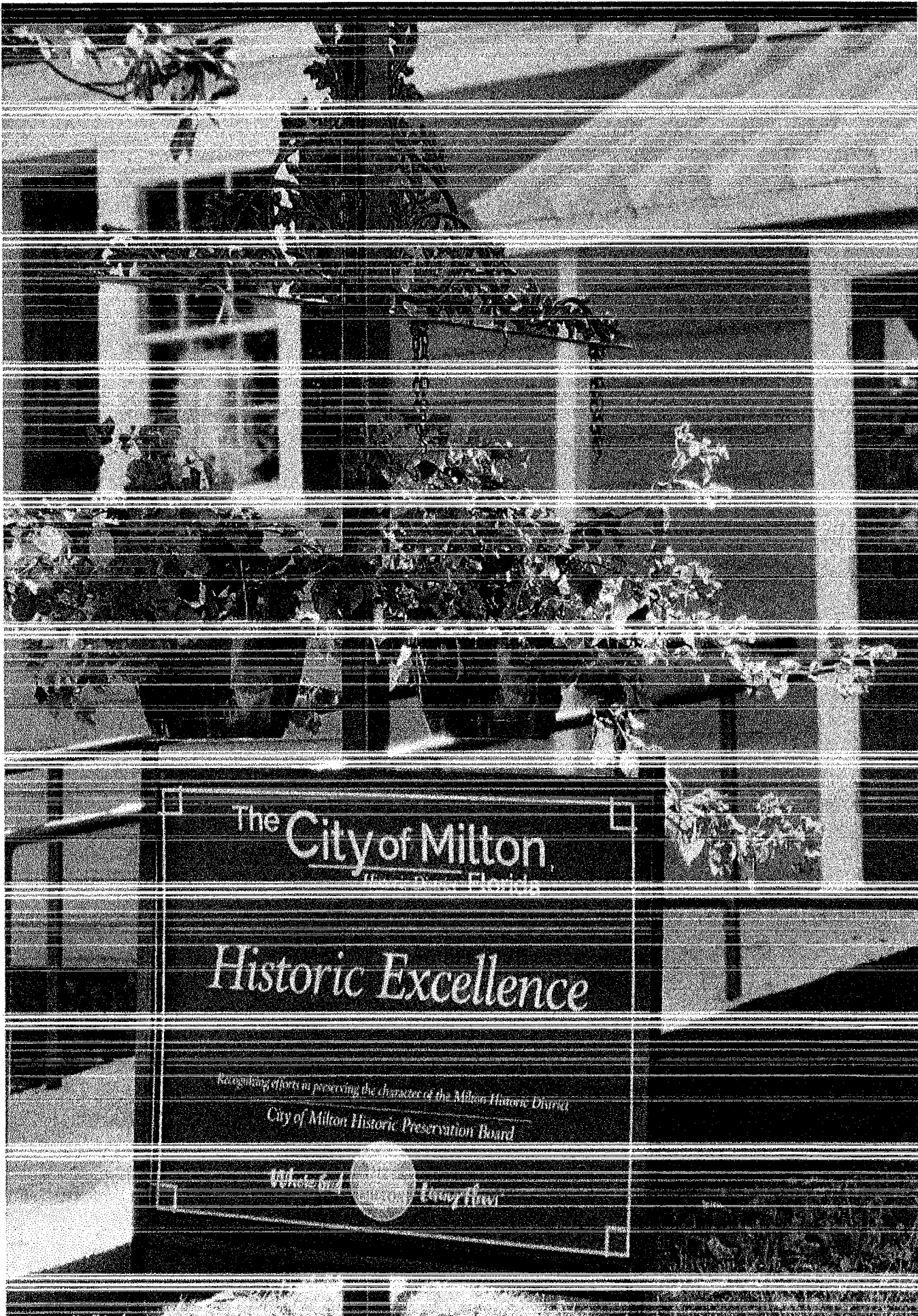
Aluminum Composite Sign Panel - \$210 ea



(2) 44"x30"

Aluminum Composite Sign Panel - \$210 ea

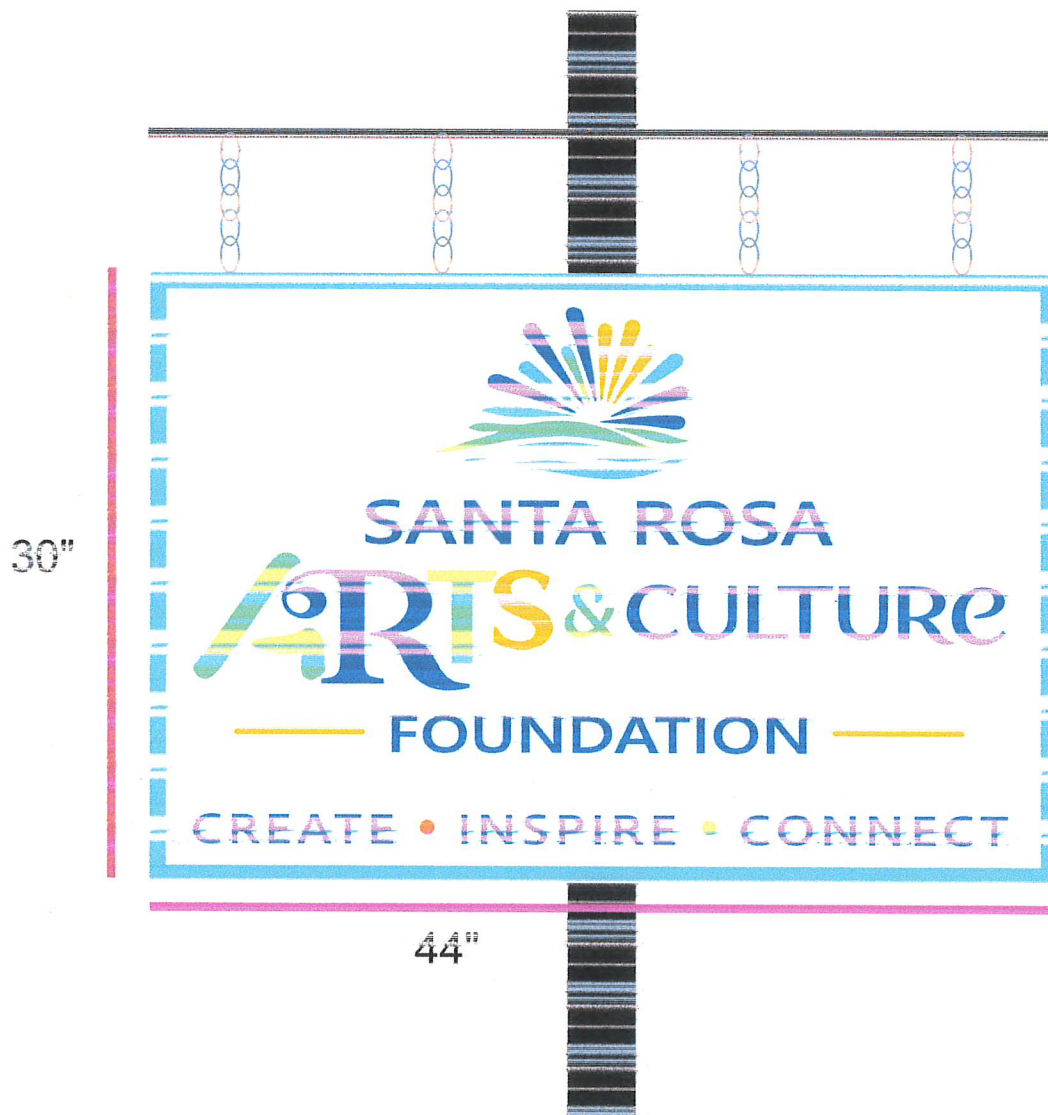






(2) 44"x30"

Aluminum Composite Sign Panel - \$210 ea





Agenda Item # 2026-4225

Milton Mill District Market Plaza - Conceptual Design

MEETING DATE

July 23, 2026

PREPARED BY

Stephen Prestesater, Director
of Economic Development

BACKGROUND

The Milton Mill District

A Modern Interpretation of the 2015 Riverfront Redevelopment Vision

The Community Redevelopment Agency (CRA) has long identified placemaking, historic preservation, economic development, and downtown revitalization as guiding principles for investment within the Downtown Milton Community Redevelopment Area. As the City continues to advance transformative initiatives, including the Milton Marina Redevelopment, the Bayou District mixed-use redevelopment, and future improvements along the U.S. Highway 90 corridor, staff has begun evaluating opportunities to create vibrant public spaces that encourage investment, entrepreneurship, tourism, and year-round community activity.

The proposed Milton Mill District is not intended to replace previous planning efforts, but rather to build upon and implement recommendations that have been identified through multiple City planning initiatives over the past decade.

One of the most significant examples is the 2015 Riverfront Redevelopment Plan, which envisioned a downtown destination known as "The Mews." The plan identified the block surrounding Elmira Street, Santa Rosa Street, Willing Street, and Caroline Street as one of the City's greatest opportunities for infill redevelopment and placemaking. The vision called for the creation of an internal pedestrian-oriented district that would organize new development around attractive public gathering spaces while supporting small-scale retail, cafés, outdoor seating, vendor kiosks, and mixed-use development with residential, office, and commercial uses. Rather than focusing solely on buildings, the Riverfront Redevelopment Plan emphasized creating memorable public places where people could gather, shop, dine, and experience Downtown Milton.

More recently, the Community Improvement Board's Downtown Vision Update reaffirmed many of these same objectives by identifying opportunities to strengthen walkability, activate underutilized public spaces, enhance downtown aesthetics, encourage entrepreneurship, improve public gathering areas, and establish stronger connections between the downtown

core, the Blackwater River, and future redevelopment projects.

The proposed Milton Mill District represents a modern interpretation of these long-standing community goals. Inspired by Milton's historic identity as a lumber and mill town, the concept expands upon the original vision of *The Mews* by creating two complementary public destinations located on opposite sides of Elmira Street. Together, these spaces would establish a walkable downtown district that celebrates Milton's history while creating new opportunities for small businesses, community events, tourism, and public investment.

The first component, the Mill Plaza, would transform the City-owned Turtle Parking Lot into a flexible civic gathering space featuring an open-air timber pavilion, a mill wheel fountain, decorative vendor tables, brick streetscapes, and landscaped public seating areas for markets, festivals, and community events.

Across Elmira Street, the second component, the Kiosk Village, would build upon the original *Mews* concept by creating a collection of historically inspired retail kiosks designed to provide affordable opportunities for local entrepreneurs, artisans, cafés, and specialty retailers. Together, these two projects would create a unified downtown destination while reinforcing the City's continued commitment to implementing the vision established in previous planning efforts.

By advancing the Mill District concept, the CRA has the opportunity to transition from planning to implementation—creating a signature destination that connects the historic downtown, future Bayou District redevelopment, Milton Marina, and Blackwater River into one cohesive, walkable district that reflects Milton's heritage while supporting its future growth.

SUMMARY

Project Overview of Conceptual Design

Phase One – Mill Plaza

City-Owned Property

The first component is the redevelopment of the existing municipal parking lot, commonly referred to as the Turtle Parking Lot.

This concept would transform a portion of the existing parking area into a flexible public plaza while maintaining adequate public parking for downtown businesses.

Proposed improvements include:

- Open-air timber pavilion inspired by historic mill architecture
- Decorative concrete vendor tables available for daily or weekly rental
- Farmers markets and artisan markets

- Food truck events
- Community festivals
- Live music performances
- Mill wheel water feature replacing the existing fountain
- Decorative brick plaza
- Historic lighting
- Native landscaping
- Outdoor seating and gathering areas

Because the City already owns the property, this project presents an opportunity for relatively quick implementation with minimal land acquisition costs.

Phase Two – Kiosk Village

Located immediately west of Elmira Street are two privately owned vacant commercial parcels.

The larger parcel, approximately **0.141 acres**, is currently listed for sale with an asking price of approximately **\$110,000**.

The adjacent parcel, approximately **0.070 acres**, is not currently listed for sale and is not included within the initial development concept.

Should the CRA determine the project is feasible, the City could consider acquisition of the larger parcel to construct a small-scale commercial village featuring permanent retail kiosks designed to reflect Milton's historic mill-town architecture.

Potential tenants could include:

- Coffee shop
- Ice cream
- Local artisans/ light manufacturing such as leather working
- Boutique retail
- Cottage Good/ Bakery
- Specialty foods
- Visitor information
- Pop-up retail

The intent is to create an affordable business incubator that lowers the cost of entry for small businesses while activating Downtown Milton throughout the year.

Planning Considerations

While the concept renderings illustrate the overall vision, several planning and engineering considerations would require additional evaluation before implementation.

These include:

- Property acquisition
- Boundary and title verification
- Surveying
- Utility availability
- Stormwater management
- ADA accessibility
- Landscape buffers
- Required setbacks
- Parking impacts
- Fire access
- Traffic circulation
- Lighting
- Security
- Long-term maintenance

Because of required landscape buffers and setbacks within the City's Land Development Code, the final number of kiosks will likely be less than shown in the conceptual renderings.

Estimated Project Costs

These figures are conceptual planning estimates only and would require refinement during design.

Item	Estimated Cost
Land Acquisition (0.141 ac.)	\$110,000
Survey, Environmental & Due Diligence	\$25,000–\$50,000
Conceptual Design & Engineering	\$75,000–\$125,000
Site Preparation & Utilities	\$150,000–\$300,000
Brick Streetscape & Landscaping	\$200,000–\$350,000
Shade Structures & Site Amenities	\$150,000–\$250,000
Six to Eight Historic Kiosks	\$600,000– \$1,000,000
Lighting, Signage & Public Art	\$100,000–\$200,000

Estimated Total (Kiosk Village): \$1.4 – \$2.4 Million

Mill Plaza

Item	Estimated Cost
------	----------------

Pavilion	\$350,000–\$600,000
Mill Wheel Fountain	\$175,000–\$300,000
Brick Plaza	\$250,000–\$450,000
Improvements	
Vendor Tables	\$75,000–\$125,000
Landscaping & Irrigation	\$100,000–\$175,000
Lighting	\$75,000–\$125,000

Estimated Total (Mill Plaza): \$1.0 – \$1.8 Million

Potential Phasing Strategy

Phase I (12–18 Months)

Mill Plaza

- Prepare conceptual engineering
- Public engagement
- Final design
- Construction
- Activation with markets and community programming

Because the property is already City-owned, this phase represents the quickest opportunity to create an immediate public benefit.

Phase II (12–24 Months)

Kiosk Village

- Property acquisition
- Survey
- Environmental review
- Concept design
- Utility planning
- Final engineering

Phase III (18–24 Months)

Construction

- Streetscape
- Utilities
- Kiosks
- Landscaping
- Lighting
- Public art

- Opening celebration

Operations

A successful public destination requires active management beyond construction.

Should the CRA pursue these projects, staff recommends evaluating the creation of a dedicated Downtown Placemaking Coordinator or CRA Park Ranger position.

Potential responsibilities would include:

- Daily inspections
- Landscaping oversight
- Pressure washing
- Vendor scheduling
- Pavilion reservations
- Market coordination
- Event support
- Public engagement
- Minor maintenance
- Code enforcement coordination
- Tourism assistance

RECOMMENDATION

Staff recommends review and consideration as we wait to receive an application and conceptual from Bayou District. No need to jump ahead if we do not know the official fate of the courthouse. Staff also recommends review be held by CIB.

ATTACHMENTS

1. The Milton Mill District
2. Riverfront Plan - page 17
3. Riverfront Plan - page 19
4. Mill Plaza & Kiosk Village
5. Phase 2
6. Milton Market Concept



The Milton Mill District

CRA Conceptual Design



Downtown Placemaking Master Vision



1. Project Overview

Milton Mill District - A Downtown Placemaking Initiative for the City of Milton Community Redevelopment Agency

The Milton Mill District is a proposed placemaking initiative designed to transform underutilized public and private properties into vibrant public destinations that celebrate Milton's history, support local businesses, and strengthen Downtown as the cultural and economic heart of the community. Rooted in the City's identity as a historic mill town and building upon the vision established in the 2015 Riverfront Redevelopment Plan, the project seeks to create memorable public spaces that encourage residents and visitors to gather, shop, dine, and experience Downtown Milton throughout the year.

The concept is anchored by two complementary projects located on opposite sides of Elmira Street. Together, these projects create a walkable "district" that enhances connectivity between Historic Downtown, the future Bayou District, the Milton Marina redevelopment, and the Blackwater River. The proposed improvements emphasize placemaking over traditional infrastructure by investing in spaces that foster entrepreneurship, community engagement, tourism, and economic development.

The first project, Mill Plaza, would redevelop the City-owned Turtle Parking Lot into a flexible public gathering space featuring an open-air timber pavilion, a signature mill wheel fountain, decorative vendor tables, brick walkways, native landscaping, and outdoor seating. The plaza would provide a permanent venue for farmers markets, artisan fairs, food truck events, community festivals, live entertainment, and pop-up retail while maintaining public parking to support downtown businesses.

The second project, Kiosk Village, would establish a small-scale commercial district on a vacant parcel west of Elmira Street through the acquisition and redevelopment of privately owned property. Inspired by the "The Mews" concept identified in the Riverfront Redevelopment Plan, Kiosk Village would feature historically inspired 400-square-foot retail kiosks designed to provide affordable opportunities for small businesses, artisans, cafés, specialty retailers, and local entrepreneurs. Connected by brick walkways, decorative landscaping, gathering spaces, and public seating, the village would create an active pedestrian environment that complements Mill Plaza and expands downtown's retail and dining offerings.

Together, Mill Plaza and Kiosk Village represent the first phase of a broader vision to establish the Milton Mill District as a signature destination for Northwest Florida. Beyond creating attractive public spaces, the initiative is intended to stimulate private investment, increase pedestrian activity, support small business development, enhance tourism, and strengthen Downtown Milton's long-term economic vitality. As other transformative projects, including the Milton Marina, Bayou District redevelopment, and future U.S. Highway 90 improvements, move forward, the Mill District would serve as the community's central gathering place and provide a cohesive identity that ties these investments together.

Recognizing the scale of the project, staff recommends a phased implementation strategy beginning with Mill Plaza, where the City already owns the property, followed by land acquisition and development of Kiosk Village as funding becomes available. This approach allows the Community Redevelopment Agency to begin delivering visible improvements while thoughtfully planning future expansion and leveraging grant opportunities, legislative appropriations, public-private partnerships, and CRA funding.

Ultimately, the Milton Mill District is more than a capital improvement project; it is a long-term investment in Milton's identity. By transforming underutilized properties into active public spaces, the City has an opportunity to implement a vision that has been discussed for years while creating a downtown destination that honors Milton's past, supports its present, and inspires its future.

2. Project Purpose

The purpose of the Milton Mill District initiative is to create a cohesive, walkable downtown destination that:

- Implements the vision established in the 2015 Riverfront Redevelopment Plan and subsequent Downtown planning efforts.
- Celebrates Milton's historic identity as a mill town through architecture, public art, and placemaking.
- Activates underutilized public and private properties with year-round community gathering spaces.
- Supports entrepreneurship by providing affordable retail opportunities for small businesses and local artisans.
- Increases downtown visitation and strengthens tourism.
- Encourages additional private investment within the Community Redevelopment Area.
- Enhances connections between Historic Downtown, the Blackwater River, the Milton Marina, and the future Bayou District.
- Creates a signature public destination that will serve residents and visitors for generations while strengthening Milton's economic resilience and quality of life.

3. Planning Considerations

While the concept renderings illustrate the overall vision, several planning and engineering considerations would require additional evaluation before implementation.

These include:

- | | |
|-----------------------------------|-------------------------|
| • Property acquisition | • Landscape buffers |
| • Boundary and title verification | • Required setbacks |
| • Surveying | • Parking impacts |
| • Utility availability | • Fire access |
| • Stormwater management | • Traffic circulation |
| • ADA accessibility | • Lighting |
| | • Security |
| | • Long-term maintenance |

Because of required landscape buffers and setbacks within the City's Land Development Code, the final number of kiosks will likely be less than shown in the conceptual renderings.

4. Phase One

Mill Plaza - City-Owned Property

The first component is the redevelopment of the existing municipal parking lot, commonly referred to as the Turtle Parking Lot. This concept would transform a portion of the existing parking area into a flexible public plaza while maintaining adequate public parking for downtown businesses.

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- Live music performances
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- Historic lighting
- Native landscaping
- Outdoor seating and gathering areas

Because the City already owns the property, this project presents an opportunity for relatively quick implementation with minimal land acquisition costs.



5. Phase Two

Kiosk Village

Located immediately west of Elmira Street are two privately owned vacant commercial parcels. The larger parcel, approximately 0.141 acres, is currently listed for sale with an asking price of approximately \$110,000. The adjacent parcel, approximately 0.070 acres, is not currently listed for sale and is not included within the initial development concept.

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- Boutique retail
- Bakery
- Specialty foods
- Visitor information
- Pop-up retail

The intent is to create an affordable business incubator that lowers the cost of entry for small businesses while activating Downtown Milton throughout the year.



6. Estimated Project Costs

Kiosk Village

**** These figures are conceptual planning estimates only and would require refinement during design.*

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Shade Structures & Site Amenities	\$150,000–\$250,000
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\$1.4 – \$2.4 Million

Mill Plaza

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Item	Estimated Cost
Pavilion	\$350,000–\$600,000
Mill Wheel Fountain	\$175,000–\$300,000
Brick Plaza Improvements	\$250,000–\$450,000
Vendor Tables	\$75,000–\$125,000
Landscaping & Irrigation	\$100,000–\$175,000
Lighting	\$75,000–\$125,000

Estimated Total (Mill Plaza):
\$1.0 – \$1.8 Million

7. Potential Phasing Strategy

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Mill Plaza

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- Final design
- Construction
- Activation with markets and community programming

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Phase II (12–24 Months)

Kiosk Village

- Property acquisition
- Survey
- Environmental review
- Concept design
- Utility planning
- Final engineering

Phase III (18–24 Months)

Construction

- Streetscape
- Utilities
- Kiosks
- Landscaping
- Lighting
- Public art
- Opening celebration

8. Operations

A successful public destination requires active management beyond construction.

Should the CRA pursue these projects, staff recommends evaluating the creation of a dedicated Downtown Placemaking Coordinator or CRA Park Ranger position.

Potential responsibilities would include:

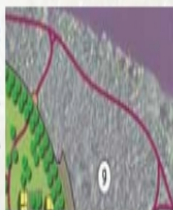
- Daily inspections
- Landscaping oversight
- Pressure washing
- Vendor scheduling
- Pavilion reservations
- Market coordination
- Event support
- Public engagement
- Minor maintenance
- Code enforcement coordination
- Tourism assistance



Redevelopment Potentials

9 Preservation Park -

To the south of the former concrete plant and existing wastewater treatment facility, the land is designated for preservation and passive recreation activities. This includes walking trails/paths, interpretive stations, fishing platforms, and a canoe/kayak launch.



10 Riverwalk South -

The existing Riverwalk is extended to the south towards the railroad tracks. A pedestrian bridge crosses overtop of the tracks to create a direct link to the Riverfront Village Marina. In addition, an at-grade pedestrian crossing of the tracks is suggested at Elmira Street. Important to the extension of the Riverwalk in this area is the preservation of green space along the water's edge; future development of this area east of Willing Street should provide for green space preservation through the development process.



11 Willing Street Mall -

Willing Street from Caroline to Pine Streets is proposed to be redeveloped as a "shared" street that is pedestrian orientated but accommodates vehicular circulation. With vehicular "lanes" defined by the design pattern of the street, pedestrian paving extends across the right-



12 County Judicial Complex -



A new county judicial complex, proposed for the area between the existing county courthouse and the railroad tracks, includes plaza space, parking areas and a stormwater pond. The pond is integrated into the adjacent public space through the incorporation of an amphitheater and pedestrian connections.

13 Broad Street Redevelopment Area -

There is potential to redevelop the residential land east of Broad Street for mixed use, with a strong focus on residential units and neighborhood retail/commercial. As illustrated on the Riverfront Plan, building masses are organized to capture views of the water and link internal open space to the river. A greenbelt preserve is proposed along the river from the north end of the existing Riverwalk to approximately Ravine Street. This is intended to protect the riparian characteristics and function of the river



14 Blackwater Landing & Banquet Hall -

The concept for this area expands upon the City's plans to redevelop the marina at Quinn Street. It incorporates a new banquet hall to anchor the riverfront and provide a needed facility for special events, conferences, weddings, etc. The hall would be developed to accommodate 250 people (or more) and would include restaurant facilities, partitioned rooms, and outdoor patio/dining areas. Improvements to the marina include new docks, boat launch, fuel dock, pump out, car and trailer parking.



15 Riverfront Village -

Associated with the Riverfront Village Marina, the former concrete plant and existing wastewater treatment facility (planned to be relocated by the City) have the potential to be redeveloped as a mixed use community of residential, office and local neighborhood commercial uses. A massing of mixed use buildings creates a gateway to the marina and neighborhood. Buildings in the rest of the neighborhood are organized around an internal open space system and sited around view corridors towards the water. An internal pathway system links the neighborhood to the marina and preservation area. A new parkway road



16 The Mews -

The block between Elmira and Santa Rosa Streets on the south side of Caroline Street and between Willing and Elmira Streets on the north side of Caroline Street, has the potential for significant infill redevelopment. Referred to as "The Mews", the concept depicts the creation of an internal, mid-block pedestrian space around which new building are organized. Integrating existing buildings of architectural quality, the internal spaces and corridors of the Mews support smaller spaces for cafes, seating areas, retail kiosks, etc. Mixed uses proposed for the block include ground level retail, with upper live/work, residential, and office space.



17 West Florida Railroad Museum -

The parcel owned by Santa Rosa County east of Henry Street and across from the West Florida Rail Museum is proposed to be developed in association with the museum to expand its programming and enhance it as a destination. The green space in this area could serve as picnic and outdoor gathering space to enhance the function of the Railroad Museum.





KIOSK VILLAGE

Small business. Big impact.

- 400 SQ FT KIOSKS
- AFFORDABLE RETAIL SPACES
- LOCAL MAKERS & ARTISANS
- FOOD & BEVERAGE OPTIONS
- WELCOMING PEDESTRIAN ENVIRONMENT

MILTON MILL DISTRICT

EST. 1844

MILL PLAZA & KIOSK VILLAGE

LOOKING SOUTH DOWN ELMIRA STREET

MILL PLAZA

Gather. Celebrate. Connect.

- OPEN-AIR PAVILION
- CONCRETE KIOSK TABLES
- POP-UP SHOPS & MARKETS
- MILL WHEEL FOUNTAIN
- EVENTS & COMMUNITY GATHERINGS



KIOSK VILLAGE



LOCAL SHOPS



FOOD & DRINK



ARTISANS



MAKERS



MILL PLAZA



PAVILION



POP-UP MARKETS



COMMUNITY EVENTS



MILL WHEEL FOUNTAIN



HONORING OUR HERITAGE. BUILDING OUR FUTURE.

A VIBRANT DOWNTOWN FOR GENERATIONS TO COME.



MILTON MILL DISTRICT

HERITAGE PLAZA

SHOP. GATHER. CONNECT.



DESIGN HIGHLIGHTS



MILL TOWN KIOSKS

Charming 400 sq. ft. kiosks inspired by 1800's mill town architecture for local shops, artisans, and entrepreneurs.



BRICK WALKWAYS

Classic brick paths connect the district, creating a walkable, welcoming environment.



SHADE & COMFORT

Three-pole sun shades provide relief from the sun and create comfortable gathering spaces.



GATHER & CONNECT

Picnic tables and open spaces invite the community to relax, meet, and enjoy downtown Milton.

EXISTING VIEW



NEW VISION



A MILL TOWN REIMAGINED

Transforming vacant lots into a vibrant destination that honors Milton's heritage, supports local business, and strengthens our community.

ROOTED IN HISTORY.
BUILT FOR TOMORROW.



SUPPORTS LOCAL BUSINESS

Empowers entrepreneurs and attracts new investment.



ECONOMIC GROWTH

Increases foot traffic and downtown vitality.



COMMUNITY FOCUSED

Creates a welcoming space for all to enjoy.



SUSTAINABLE & BEAUTIFUL

Native landscaping designed for Northwest Florida.



HISTORIC IDENTITY.

Celebrates Milton's mill town legacy and charm.



MILTON MILL DISTRICT MARKET PLAZA

HONORING OUR PAST. BUILDING OUR FUTURE.



DESIGN HIGHLIGHTS



OPEN-AIR PAVILION

A flexible space for farmers markets, artisans, events, and community gatherings.



MILL WHEEL FOUNTAIN

A beautiful centerpiece that honors Milton's mill town heritage.



BRICK SIDEWALKS

Timeless red brick enhances walkability and connects the district.



LANDSCAPING & GREENERY

Native plants, shade trees, and decorative planters create a welcoming and vibrant space.



DECORATIVE TABLES

Concrete tables provide durable, attractive vendor and gathering spaces.



EXISTING VIEW



NEW VISION



A MILL TOWN REIMAGINED

This redesign transforms an underutilized parking area into a vibrant destination that celebrates Milton's heritage and supports a strong, connected community.

ROOTED IN HISTORY.
BUILT FOR TOMORROW.



COMMUNITY FOCUSED

A place for people to connect.



SUPPORTS LOCAL BUSINESS

Ideal for markets, food vendors, and pop-up shops.



INSTAGRAM WORTHY

Beautiful design that showcases Milton's charm.



ACCESSIBLE & WELCOMING

Designed for everyone to enjoy.



SUSTAINABLE & TIMELESS

Quality materials that stand the test of time.



Agenda Item # 2026-4232

CRA I, II, and III Monthly Financials

MEETING DATE

July 23, 2026

PREPARED BY

Laura McDill, Budget
Coordinator

BACKGROUND

SUMMARY

CRA I, II, and III Monthly Financials through May 2026

RECOMMENDATION

ATTACHMENTS

1. CRA 111 05_2026
2. CRA 112 05_2026
3. CRA 113 05_2026

**CRA I DOWNTOWN
FY 2026**

(Fund 111)

			FY 2026	FY 2026		
				YEAR To DATE as of		
			BUDGET	5/31/2026	Balance	Description
acct. #						
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 79,850	\$ 79,850	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 61,454	\$ 61,454	\$ -	Estimated tax billing
	348-xx-xx	Promotional	\$ 6,000	\$ 19,340	\$ (13,340)	Promotional Revenue
	360-10-00	Misc. Revenues	\$ -	\$ -	\$ -	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	\$ 134,997	\$ -	\$ 134,997	Funds brought forward from FY2024
REVENUE TOTALS			\$ 282,301	\$ 160,644	\$ 121,657	

OTHER EXPENSES						
EXPENSES	32-00	Audit	\$ 7,500	\$ -	\$ 7,500	
	34-00	Other Contractual Services	\$ 8,000	\$ -	\$ 8,000	
	43-00	Utility Services	\$ 16,000	\$ 8,364	\$ 7,636	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	\$ -	\$ -	\$ -	
	48-11	Community Policing	\$ 1,250	\$ -	\$ 1,250	
	49-00	Misc. Expense	\$ 2,250	\$ -	\$ 2,250	Christmas lighting maintenance/Electrical Repair
	49-19	Tax Rebate Incentive Prog	\$ -	\$ -	\$ -	Tax Rebate Incentive Program
	49-34	Property / Fire Tax	\$ -	\$ -	\$ -	Fire Fee
	52-00	Operating Supplies	\$ -	\$ -	\$ -	Misc.
	53-00	Materials / Repair & Supplies	\$ -	\$ -	\$ -	
	54-00	Dues & Subscriptions	\$ 5,000	\$ 921	\$ 4,079	Dues & Subscriptions
	61-01	Capital Outlay / Land Acquisition	\$ 150,000	\$ -	\$ 150,000	Magnolia Hall Roof Replacement
	64-00	Capital Outlay	\$ -	\$ -	\$ -	
	64-27	Downtown Project Expense	\$ 30,000	\$ 56,481	\$ (26,481)	
	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	\$ 4,800	\$ 45,200	Façade Improv.
	91-01	Transfer to General Fund	\$ -	\$ -	\$ -	
	99-99	Contingencies	\$ 12,302	\$ -	\$ 12,302	
EXPENSE TOTALS			\$ 282,302	\$ 70,565	\$ 211,737	

**CRA II NORTH
FY 2026**

(Fund 112)

			FY 2026	FY 2026		
				YEAR To DATE as		
				of		
				5/31/2026	Balance	Description
acct. #			BUDGET			
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 10,792	\$ 10,792	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 8,306	\$ 8,306	\$ -	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	\$ 54,927	\$ -	\$ 54,927	
REVENUE TOTALS			\$ 74,025	\$ 19,098	\$ 54,927	

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	\$ -	\$ -	\$ -	
	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	\$ 47,250	\$ 7,522	\$ 39,728	
	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	\$ 26,775	\$ -	\$ 26,775	
EXPENSE TOTALS			\$ 74,025	\$ 7,522	\$ 66,503	

**CRA III SOUTH
FY 2026**

(Fund 113)

CRA III SOUTH FY 2026 (Fund 113)			FY 2026	FY 2026		
acct. #			BUDGET	YEAR To DATE as of 5/31/2026	Balance	Description
REVENUES	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 3,535	\$ 3,535	\$ -	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 2,721	\$ 2,721	\$ -	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	\$ 21,294	\$ -	\$ 21,294	
REVENUE TOTALS			\$ 27,550	\$ 6,256	\$ 21,294	

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	\$ 27,550	\$ -	\$ 27,550	
EXPENSE TOTALS		\$ 27,550	\$ -	\$ 27,550		