



EXECUTIVE COMMITTEE MEETING

Regular Meeting Minutes

February 6, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 5:35 PM.

Members Present:

Mayor Heather Lindsay
Council Member Ward I, Seat II Matt Jarrett
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward III, Seat II Jeff Snow
Council Member Ward IV, Seat II Casey Powell
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward II, Seat I Marilynn Farrow
Council Member, Ward IV, Seat I Jason Vance
Council Member, Ward III, Seat I Gavin Hawthorne

Members of the Public in Attendance

Shari Sebastiao, Jonathan Cruse Jr., Jo Ann Cruse, Steve Dobbs, Donna Long, Orrin Smith, Vince Nguyen, Denise Manassa, Patricia Briggs, Todd Joseph, Austin Leek, Sara Gibson, Jimmy Messick, Theresa Messick, Brian McGuire, Cassandra Sharp, Jennifer Kaiser, Sherry Chapman, Astrid Levins, Al Brewton, Lisa Robinson, Tom Powers, Allison Hartman, Pam Mitchell, Jerry Mitchell, Robert Leek, Amber Leek, Makenna Crevier, Josiah Crevier, Howard Steele, Christie Culpepper, Lamar Faulkner, Melissa Simpson, Kyle Johnson

Staff in Attendance

City Attorney, Alex Andrade
City Clerk, Dawn Molinero
IT Director, William Meloy
IT Systems Analyst, Hunter Green
Public Information Officer, Bethany Anderson
Planning Director, Tim Milstead
Director of Economic Development, Ed Spears
Public Works Director, Joe Cook
Budget Manager, Heidi Sroka
Purchasing Director, Diane Ebentheaur
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell (Admin)

2. Invocation

Pastor Nicole Jackson,
Bearing Fruit Community Church

3. Pledge of Allegiance

4. Approval of Agenda

ACTION: Motion to Approve by Jeff Snow; second by Mike Cusack;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike
Cusack, Marilyn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The agenda was approved with the following amendment; move agenda item 2023-1144, Open Container Ordinance Review, before Ordinances & Resolutions.

5. Persons to Appear

No persons to appear.

6. Awards, Proclamations & Recognitions

Black History Month Proclamation

Mayor Heather Lindsay read a proclamation in honor of Black History Month.

7. Community Improvement Board Report

Item # 2023-1144

Open Container Ordinance Review

ACTION: Motion to Approve by Mike Cusack; second
by Marilyn Farrow;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The motion and vote is to reject the ordinance; this item will not move forward.

The Planning Director, Tim Milstead, reported to the Council.

Each councilmember gave their input regarding this item.

Mayor Heather Lindsay reported to the Council and read public input forms into the record.

The Chief of Police, Tony Tindell, reported to the Council.

The City Attorney, Alex Andrade, reported to the Council.

Public input concerning the Open Container Ordinance Review

was provided by: Cassandra Sharp, Sherry Chapman, George Jordan, Jerry Couey, Brian McGuire, Jimmy Messick, Theresa Messick, Al Brewton, Shari Sebastiao, Lisa Robinson, Lamar Faulkner

8. Agenda Items

Item # 2023-1171

SEPA - Milton Farmers Market

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilyn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Farmers Market request was approved as amended; staff will assess the grassy area after 90 days and if there is excessive damage to the grassy area, then the waived fee will have to be re-addressed by the Council.

The Events Coordinator, Jay Conrad, reported to the Council. The Public Works Director, Joe Cook, reported to the Council. Jennifer Kaiser and Allison Hartman reported to the Council.

Item # 2023-1182

SEPA - 90th Birthday Parade for Ruth Jones

ACTION: Motion to Approve by Casey Powell; second by Jeff Snow;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilyn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Event Coordinator, Jay Conrad, reported to the Council. Councilman Jeff Snow congratulated Ruth Jones.

Item # 2023-1185

Sound, Lighting & Stage Bid(s)

ACTION: Motion to Approve by Jeff Snow; second by Mike Cusack;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Events Coordinator, Jay Conrad, reported to the Council.
Councilman Jeff Snow reported to the Council.

Patricia Briggs of Live Music Productions reported to the Council.

Item # 2023-1151

SEPA - Reimagine Milton

ACTION: Motion to Approve by Casey Powell;
second by Matt Jarrett;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Events Coordinator, Jay Conrad, reported to the Council.
Councilman Jeff Snow reported to the Council.

FY2024 Budget Calendar

The Budget Manager, Heidi Sroka, reported to the Council.

9. Ordinances & Resolutions

Item # 2023-1130

Police Officers Pension Trust Fund Draft Ordinance

ACTION: Motion to Approve by Marilynn Farrow;
second by Casey Powell;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The City Attorney, Alex Andrade, reported to the Council.

Item # 2023-1134

Smoking Ban Draft Ordinance

ACTION: Motion to Approve by Mike Cusack; second
by Marilynn Farrow;
Motion passed - 7:1

YEAS: Matt Jarrett, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: Roxanne Meiss

ABSTAIN: None

The City Attorney, Alex Andrade, reported to the Council.

Mayor Heather Lindsay reported to the Council.

Councilwoman Marilynn Farrow reported to the Council.

Councilwoman Roxanne Meiss reported to the Council.

Item # 2023-1158

Resolution for Budget Adjustment - Transfer Switch

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The City Attorney, Alex Andrade, reported to the Council.

Item # 2023-1168

Resolution for Budget Adjustment - East Milton WW Project

ACTION: Motion to Approve by Matt Jarrett; second by Jeff Snow;

Motion passed - 7:1

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: Mike Cusack

ABSTAIN: None

The Public Works Director, Joe Cook, reported to the Council.

10. Finance, Planning Board

Councilman Mike Cusack reported to the Council.

Mayor Heather Lindsay reported to the Council.

11. Administration, Emerald Coast Regional Council

Councilwoman Marilynn Farrow reported to the Council; her next meeting with the Emerald Coast Regional Council will be February 8th in Defuniak Springs.

Item # 2023-1149

Purchase of a CNG Side-Loader Garbage Truck

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;

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Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Public Works Director, Joe Cook, reported to the Council.

Item # 2023-1148

Purchase of a 2023 Ford F-250 for Water/Sewer Department

ACTION: Motion to Approve by Jeff Snow; second by
Matt Jarrett;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Public Works Director, Joe Cook, reported to the Council.

Item # 2023-1173

Purchase 2023 Ford F-150 4x2 - one for Street Department & one for Gas
Department

ACTION: Motion to Approve by Matt Jarrett; second
by Casey Powell;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Public Works Director, Joe Cook, reported to the Council.

Item # 2023-1152

Bid Opening for CDBG Admin Services-Broad St, Quinn St & Okaloosa St

ACTION: Motion to Approve by Casey Powell;
second by Marilynn Farrow;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilynn
Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Purchasing Director, Diane Ebentheuer, reported to the
Council.

Item # 2023-1145
City of Milton Board Vacancies

ACTION: Motion to Approve by Jeff Snow; second by Roxanne Meiss;
Motion passed - 5:3

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Gavin Hawthorne

NAYS: Mike Cusack, Marilynn Farrow, Jason Vance

ABSTAIN: None

The motion and second (Farrow/Cusack) was initially to appoint Kyle Johnson; the amended motion and second (Snow/Meiss) was to appoint Shari Sebastiao. The amended motion and vote to appoint Shari Sebastiao passed.

Councilwoman Marilynn Farrow reported to the Council.

Councilman Mike Cusack reported to the Council.

Applicant Kyle Johnson reported to the Council.

Applicant Shari Sebastiao reported to the Council.

Item # 2023-1183
Purchasing Policy Change

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Purchasing Officer, Diane Ebentheuer, reported to the Council.

Councilman Mike Cusack reported to the Council.

Public input concerning Purchasing Policy Change was provided by: Pam Mitchell

Government Mission & Milton's Vision Meeting Report

Councilwoman Marilynn Farrow reported to the Council; requested the Council have ethics training as a group and the Council as a whole agreed. The City Attorney, Alex Andrade, will set-up the ethics training for the Council.

Mayor Heather Lindsay reported to the Council.

12. Parks & Recreation, Community Improvement Board

Councilman Gavin Hawthorne reported to the Council that the Little League registration is in progress (indoor soccer, summer basketball, fall cheer, spring baseball and T-ball).

13. LEAP

Councilman Jason Vance reported to the Council.
Mayor Heather Lindsay reported to the Council.

14. Board of Adjustments

No report.

15. Historic Preservation Board, Transportation Planning Organization

No report.

16. Growth, Development & Annexation, Tourist Development Council

Item # 2023-1165

Business Improvement Program FY 2023 Cycle 3 - Milton Gateway Project

ACTION: Motion to Approve by Jeff Snow; second by Matt Jarrett;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

The Director of Economic Development, Ed Spears, reported to the Council.

Mayor Heather Lindsay reported to the Council.

Melissa Simpson reported to the Council.

Business Improvement Program FY 2023 Cycle 3 - Milton Gateway Project was provided by: David Farrow

17. Public Works

Item # 2023-1133

Sign request for disabled children

ACTION: Motion to Approve by Casey Powell; second by Mike Cusack;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Councilman Casey Powell reported to the Council.

Item # 2023-1170

Crosswalk Signs at Milton High School

ACTION: Motion to Approve by Jeff Snow; second by Casey Powell;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Councilman Casey Powell reported to the Council.

18. Mayor Report: Public Safety, Ordinance Committee

Mayor Heather Lindsay reported to the Council.

Item # 2023-1167

Police vehicles for auction

ACTION: Motion to Approve by Matt Jarrett; second by Jason Vance;

Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Jason Vance, Gavin Hawthorne

NAYS: None

ABSTAIN: None

Mayor Heather Lindsay reported to the Council.

19. City Attorney's Report

No report.

20. City Manager's Report

No report.

21. Public Input

Councilman Casey Powell and Councilman Mike Cusack discussed the Committee of the Whole cancellation.

Councilman Jeff Snow reported to the Council.

Public Input was provided by: Theresa Messick, Sherry Chapman

22. Adjourn

The meeting adjourned at 8:40 PM.