



## EXECUTIVE COMMITTEE MEETING Regular Meeting Minutes

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

### 1. Open Meeting

The meeting was called to order at 5:39 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 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 Absent:**

Council Member Ward IV, Seat II Casey Powell

#### **Members of the Public in Attendance**

Shari Sebastiao, Vernon Compton, Shannon Rice, Robert Leek, Tom Powers, Frances Andrews, Pat Cummins, Mary Johnson, Al Brewton, Paul Malson, Theresa Messick, Pam Mitchell, Jerry Mitchell, Sherry Chapman, Jerry Couey, Kathy Ellis, Doug Holmes, Caroline Harp, Brailynn Smith, Vanessa Devries, Catherine Watson, Stacey Buckley, Donna Long, Gwen Sachar, Bill Walter, Olivia Griffin

#### **Staff in Attendance**

City Manager, Randy Jorgenson  
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  
Events Coordinator, Jay Conrad  
Chief Financial Officer, Curtis Krebs  
Chief of Police, Tony Tindell

### 2. Invocation

Pastor Doug Holmes,  
Christian Life Church

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**ACTION:** Motion to Approve by Jeff Snow; second by Jason Vance;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

Motion to approve as amended; move item 2023-1258 to Parks & Recreation.

**5. Recognitions, Proclamations & Awards**

Women's History Month Proclamation

Mayor Heather Lindsay read a proclamation in honor of Women's  
History Month.

**6. Invited Speakers**

Pat Cummins,  
President, Milton Garden Club

Pat Cummins, President of the Milton Garden Club, gave a  
presentation about the mission and vision of the garden club, its  
programs, workshops and civic beautification.

**7. Persons to Appear**

Persons to Appear was provided by: Olivia Griffin, Miss Milton Florida of World  
Class Pageantry, Shannon Rice, Robert Leek

The City Manager, Mayor and Council conversed about the letter that was to be  
drafted and sent to the Santa Rosa County Commissioners regarding the Whittle  
Building; staff will provide multiple drafts to the Council next week at the City  
Council Meeting.

**8. Agenda Items**

Information Systems Director Report,  
William Meloy

The Information Systems Director, William Meloy, provided  
information about the upcoming changeover to the Civic Clerk  
voting system.

Pensacola Perdido Bay Estuary Program Update,  
Vernon Compton

The City of Milton Pensacola Perdido Bay Estuary Program representative, Vernon Compton, provided an update to the Council. The next policy board meeting will be held April 5th in Orange Beach, Alabama. The Pond Creek Cleanup is March 24th, 3:30 PM, at Mayo Park. The 2nd annual PPBEP Management Conference is May 4th at the Sanders Beach-Corinne Jones Resource Center, Pensacola; time to be announced. A special documentary/screening on oysters, 'The Humble Oyster', will be shown on May 18th at the WSRE Building on the PSC Pensacola Campus; time to be announced.

Item # 2023-1255

Committee of the Whole Chairman

**ACTION:** Motion to Approve by Jeff Snow; second by Matt Jarrett;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

Item # 2023-1282

Renaming of Committee of the Whole to Agenda Workshop

**ACTION:** Motion to Approve by Marilynn Farrow; second by Gavin Hawthorne;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

Item # 2023-1257

SEPA: Crawfish Fest 2023

**ACTION:** Motion to Approve by Jeff Snow; second by Matt Jarrett;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

The motion and vote was for 100% support.  
The Events Coordinator, Jay Conrad, reported to the Council.  
Councilwoman Marilyn Farrow would like the Council and PIO  
to attend the check presentation at the Ronald McDonald House.

Item # 2023-1318

SEPA: Community Easter Bash & Egg Hunt

**ACTION:** First Motion to Approve by Jeff Snow;  
seconded by Matt Jarrett;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

The first motion and vote is to approve the Easter Bash & Egg  
Hunt.

The Events Coordinator, Jay Conrad, reported to the Council.

**ACTION:** Second Motion to Approve by Jeff Snow;  
seconded by Marilyn Farrow;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

The second motion and vote is to move the Hope  
Church/Bearing Fruit Community Church Easter Together Event  
to the City Council meeting for further discussion and staff input.  
The Events Coordinator, Jay Conrad and Pastor Paul Malson  
discussed with the Council a late entry permit application for the  
Easter Together Event.

Item # 2023-1286

Highway 90 Design Phase Collaboration Workshop

**ACTION:** Motion to Approve by Gavin Hawthorne;  
second by Jason Vance;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

The City Manager, Randy Jorgenson, reported to the Council; the charrette will be Saturday, April 15th, 8 AM at the Gracey Center.

The Council gave their input regarding this item.

**9. Finance, Planning Board**

No report.

**10. Administration, Emerald Coast Regional Council**

Item # 2023-1253

City of Milton Board Vacancies & Applications

Councilwoman Marilynn Farrow reported to the Council; both applications will move to the City Council Meeting for further discussion and vote.

Applicant Mary Johnson reported to the Council.

Applicant Tom Powers reported to the Council.

**11. Parks & Recreation, Community Improvement Board**

Councilman Gavin Hawthorne reported to the Council. BMX sidewalk/tracks and picnic tables have been added. The boardwalk at Carpenter's Park is almost complete. Basketball season is complete and baseball workouts have begun; the draft is this week.

The Community Improvement Board was canceled last week; no report.

Item # 2023-1258

Carpenters Park Project - Change Order #1

**ACTION:** Motion to Approve by Gavin Hawthorne;  
second by Matt Jarrett;

Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

Councilman Gavin Hawthorne reported to the Council about the Carpenter's Park change order.

Councilman Jeff Snow addressed the Council.

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

The City Manager, Randy Jorgenson, reported to the Council.

**12. LEAP**

Item # 2023-1320

City of Milton Summer Youth Intern Application

**ACTION:** Motion to Approve by Jason Vance; second by Jeff Snow;

Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

Councilman Jason Vance reported to the Council.

**13. Board of Adjustments**

No report.

**14. Historic Preservation Board, Transportation Planning Organization**

Councilwoman Roxanne Meiss reported to the Council; the next Historic Preservation Board Meeting is March 16th at 5:30 PM.

Transportation Planning Organization; no report.

**15. Growth, Development & Annexation, Tourist Development Council**

Item # 2023-1242

Business Improvement Program FY 2023 Cycle 4 - Frick's Pharmacy

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

Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

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

Item # 2022-653

Milton Brownfield Expansion Request

**ACTION:** Motion to Approve by Jeff Snow; second by Jason Vance;

Motion passed - 5:2

**YEAS:** Matt Jarrett, Roxanne Meiss, Jeff Snow, Jason Vance, Gavin Hawthorne

**NAYS:** Mike Cusack, Marilynn Farrow

**ABSTAIN:** None

EXECUTIVE COMMITTEE MEETING

March 6, 2023

The motion and vote is to move this item forward for further discussion and final decision at the City Council Meeting. The Planning Director, Tim Milstead, reported to the Council. The City Attorney, Alex Andrade, reported to the Council. The City Manager, Randy Jorgenson, reported to the Council. The Council discussed the Brownfield Expansion Request. Public input concerning the Milton Brownfield Expansion Request was provided by: Sherry Chapman, Pam Mitchell

Item # 2023-1250

Dogwood Drive Development Agreement Modification Request

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

Motion passed - 6:1

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

**NAYS:** Mike Cusack

**ABSTAIN:** None

The Planning Director, Tim Milstead, reported to the Council. The City Manager, Randy Jorgenson, addressed the Council. Stacey Buckley of Streetside Retail reported to the Council. Mike Cusack addressed Stacey Buckley. Public input concerning Dogwood Drive Development Agreement Modification Request was provided by: Kathy Ellis, Jerry Mitchell

Item # 2023-1256

Willing Street ROW Usage Request

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

Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

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

Item # 2023-1125

Community Redevelopment Plan Update

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

Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

The Planning Director, Tim Milstead, reported to the Council.  
Councilwoman Marilynn Farrow reported to the Council.  
Public input concerning Community Redevelopment Plan Update  
was provided by: Al Brewton

## 16. Public Works

Item # 2023-1279  
David Archer Training April 2023

**ACTION:** Motion to Approve by Matt Jarrett; second  
by Roxanne Meiss;  
Motion passed - 7:0

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

**NAYS:** None

**ABSTAIN:** None

## 17. Mayor Report: Public Safety, Ordinance Committee

Item # 2023-1248  
City of Milton Social Media Policy

Mayor Heather Lindsay reported to the Council about the current  
social media policy and requested a change to include board  
appointed members.  
This item will be presented at the April Agenda Workshop.  
Councilwoman Marilynn Farrow and Councilman Snow  
addressed the Council.  
Public input concerning City of Milton Social Media Policy was  
provided by: Theresa Messick, Jerry Couey

## 18. City Attorney's Report

No report.

## 19. City Manager's Report

The City Manager, Randy Jorgenson, reported to the Council.

## 20. Public Input

No public input.

## 21. Adjourn

The meeting adjourned at 8:21 PM.