



AGENDA WORKSHOP Regular Meeting Minutes

April 20, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

The meeting was called to order at 5:30 PM.

Members Present:

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

Members Absent:

Council Member Ward III, Seat II Jeff Snow

Members of the Public in Attendance

Steve Warren, Al Brewton, Shari Sebastiao, Cassandra Sharp, Tom Powers,
Vernon Compton, Donna Long

Staff in Attendance

City Manager, Randy Jorgenson
City Attorney, Alex Andrade (via TEAMS)
City Clerk, Dawn Molinero
IT Director, William Meloy
IT Systems Analyst, Hunter Green
IT Systems Analyst, Ashley Johnston
Planning Director, Tim Milstead
Current Planner/Zoning Officer, Jacob Hullett
Director of Economic Development, Ed Spears
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Invocation

Pastor Steve Warren,
First United Methodist, Milton

3. Pledge of Allegiance

4. Approval of Agenda

ACTION: Motion to Approve by Casey Powell; second by Mike Cusack;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

The agenda was approved with the following additions; Mayor Heather Lindsay will read a proclamation and Councilwoman Marilyn Farrow would like a discussion regarding the hiring process of the City Manager to be added under administration.

5. Persons to Appear

Persons to Appear was provided by: Al Brewton

6. Awards, Proclamations & Recognitions

Kaliyah Williams

Mayor Heather Lindsay read a proclamation in honor of Kaliyah Williams.

7. Ordinances & Resolutions

Item # 2023-1410
Civil Service Board

ACTION: Motion to Approve by Marilyn Farrow; second by Mike Cusack;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

Each Councilmember gave their input regarding this item.
The City Attorney, Alex Andrade, reported to the Council.

Item # 2023-1458

Firefighters Pension Trust Fund, Ordinance NO. 1985-23

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

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

NAYS: None

ABSTAIN: None

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

Item # 2023-1463

Resolution No. 1569-23 Police Department Generator

ACTION: Motion to Approve by Gavin Hawthorne; second by Mike Cusack;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

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

8. City of Milton Events

Item # 2023-1421

SEPA - Craft Wedding

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

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

NAYS: None

ABSTAIN: None

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

9. Finance, Planning Board

Budget Schedule Reminder

Councilman Mike Cusack reminded the Council that the City of Milton budget was in process.

The Planning Board discussed ongoing grants; there was a motion to not allow shed roofs in the City of Milton (residential) and Culvers will be opening soon.

10. Administration, Emerald Coast Regional Council

Councilwoman Marilynn Farrow reported to the Council; Mr. Pierce, a custodian at the Gracey Community Center, passed away over the weekend. There are multiple job positions open in the City of Milton; all positions can be viewed and applied for on the CoM website. Councilwoman Farrow suggested staff succession plans be in place by July 1st.

Emerald Coast Regional Council had two meetings; they reported on the 2020 census at the first meeting and suggested merging TPOs at the second meeting.

The City Manager, Randy Jorgenson, reported to the Council; staff carried out the hiring process for a City Manager as directed by the Council at the last City Council meeting. The Council gave their input regarding the process of hiring a City Manager.

Item # 2023-1446

Police Department Generator w/ Transfer Switch

ACTION: Motion to Approve by Casey Powell;
second by Matt Jarrett;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

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

11. Parks & Recreation, Community Improvement Board

Councilman Gavin Hawthorne reported to the Council. The Gracey Community Center gym now has volleyball open times, church softball will begin May 1st and summer basketball, cheer, co-ed indoor soccer and football sign-ups are in process.

The Community Improvement Board will meet next Tuesday; they will be discussing the HWY 90 design phase as well as the courthouse rehabilitation plan.

Public input concerning Parks & Recreation was provided by: Al Brewton

12. LEAP

Councilman Jason Vance reported to the Council. Teacher appreciation events are coming up.

The Current Planner/Zoning Officer, Jacob Hullett, reported to the Council.

Teacher Appreciation Day(s):

Rhodes - 4/26/23 @ 0645

King - 4/27/23 @ 0700

Milton HS - 4/28/23 @ 0800
Hobbs - 5/9/23 @ 0730
TR Jackson - 5/10/23 @0645

13. Board of Adjustments

No report.

14. Historic Preservation Board, Transportation Planning Organization

Councilwoman Roxanne Meiss reported to the Council; she attended the last TPO meeting and learned from County Commissioner Sam Parker that the City of Milton could request Pledge on Future Funds with FDOT for the traffic lights at Magnolia and Stewart Street(s).

The City Manager, Randy Jorgenson, reported to the Council about capital fund availability for the traffic lights at Magnolia and Stewart Street(s).

15. Growth, Development & Annexation, Tourist Development Council

Item # 2023-1454

Residential Facade Improvement Grant Application - Tom Powers

ACTION: Motion to Approve by Marilyn Farrow;
second by Matt Jarrett;

Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

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

Item # 2023-1455

Residential Facade Improvement Grant Application - Sanders & Young

ACTION: Motion to Approve by Casey Powell;
second by Jason Vance;

Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

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

The grant information in the packet has been amended and the applicant is asking for the full \$2k.

Item # 2023-1456

Residential Facade Improvement Grant Application - Frank White

ACTION: Motion to Approve by Jason Vance;
second by Marilyn Farrow;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

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

Item # 2023-1457

Residential Facade Improvement Grant Application - Warren Gilmore

ACTION: Motion to Approve by Casey Powell;
second by Mike Cusack;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

The Planning Director, Tim Milstead, reported to the Council.
Councilman Mike Cusack reported to the Council.

16. Public Works

Councilman Casey Powell reported to the Council regarding a local petition that has incorrect information about the new wastewater treatment plant and wanted to correct the information, ensuring clarity and transparency.

Mayor Heather Lindsay reported to the Council.

17. Mayor Report: Public Safety, Ordinance Committee

National Navy League Convention

ACTION: Motion to Approve by Mike Cusack;
second by Casey Powell;
Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

Mayor Heather Lindsay reported to the Council.
The City Manager, Randy Jorgenson, reported to the Council.

Item # 2023-1363

General Rules and Procedures for Meetings

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

Motion passed - 7:0

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

NAYS: None

ABSTAIN: None

The motion and vote was approved with further discussion and
updating of the Public Input Form.

Mayor Heather Lindsay reported to the Council.

The Council gave their input regarding this item.

Item # 2023-1331

City of Milton Social Media Policy

Mayor Heather Lindsay reported to the Council.

The Council gave their input regarding this item.

18. City Manager's Report

The City Manager, Randy Jorgenson, reported to the Council regarding project
Alexandria.

19. Public Input

No public input.

20. Adjournment

The meeting adjourned at 7:32 PM.