

**AGENDA  
CITY COUNCIL MEETING  
4/12/2016  
5:00 P.M.**

1. **OPEN MEETING**
  
2. **INVOCATION:**
  
3. **PLEDGE OF ALLEGIANCE**
  
4. **\*\*APPROVAL OF AGENDA FOR ADDITIONAL ITEMS\*\***
  - Recommendation for Additional Items from Staff
  - Recommendation for Additional Items from Council
  
5. **APPROVAL OF MINUTES**
  
6. **RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:**
  
7. **PUBLIC HEARINGS/MEETINGS:**
  
8. **PERSONS TO APPEAR:**
  - 1) Warren Averitt- FY 2015 Audit Report
  
9. **GENERAL CONSENT AGENDA**
  - 1) As forwarded from Executive Committee Meeting held on Monday, April 04, 2016 at 4:00 p.m.

**10. MILTON PLANNING BOARD:**

**11. ORDINANCES, RESOLUTIONS & PROCLAMATIONS:**

- 1) [Resolution #1365-16](#), A non-binding Resolution supporting the construction operation of an Advanced Traffic Management System (ATMS) and a Regional Transportation Management Center.
- 2) [Resolution #1366-16](#), A Resolution supporting restoration of passenger rail service between New Orleans, Louisiana and Orlando, Florida
- 3) [Resolution #1367-16](#), Budget Resolution-  
Reallocates funds in General Fund (Road & Street Department) for Labor Ready temp employee (\$9,000) from Regular Salaries Line. This is a budgeted employee.

Funds additional \$10,000 for NESHAP Inspection Requirements on properties at 6863 Pine Street and 5120 Elmira Street from Contingencies as approved by CRA on 03/08/2016.

Funds Fire Training Facility Design (Phase 1 - \$15,500) from reallocation of funds as approved by Council 02/09/2016. (Project #16002A)

Funds purchase of a new residential side arm Sanitation Truck (\$250,000) from Sanitation Reserves as approved by Council 02/09/2016.

Funds design services for Saratoga Street Stormwater Improvements (\$11,830) from Stormwater Contingencies as approved by Council on 04/12/2016

**12. CITY ATTORNEY'S REPORT**

**13. CITY CLERK'S REPORT**

**14. COUNCIL COMMITTEE ITEMS:**

**Growth & Development - Chairwoman: Councilwoman Ashley Lay**

**Item** 101 Purchase of Property at 6883 Pine Street in support of Courthouse Plan

**Recommendation** Discussion

Approval to purchase the property at 6883 Pine Street in support of the Courthouse Plan approved by the BOCC at a cost of \$125,000.

**Cost** \$125,000.00 **Funding Source** General Fund Reserves

**TPO REPRESENTATIVE: COUNCILMAN JIMMY MESSICK**

**TDC REPRESENTATIVE: COUNCILMAN ALAN LOWERY**

**15. COUNCIL REPORTS:**

**16. MAYOR REPORT: WESLEY MEISS**

**17. CITY MANAGER’S REPORT:**

**18. OTHER BUSINESS:**

**Item** 127 [Replacement of City Hall Chiller](#)

**Staff Recommendation** Vote Required

Issue a request for proposal (RFP) to obtain evaluations and recommendations for the City Hall HVAC system to include the chiller, air handlers and associated controls. The RFP will provide staff with various alternatives and pricing to present to Council.

**Cost** \$0.00 **Funding Source** N/A

**Item** 126 [Application for Riverfest](#) July 4, 2016.

**Staff Recommendation** Vote Required

Recommendation to approve the Riverfest Application as presented.

**Cost** \$0.00 **Funding Source**

**Item 125** [Annual Employee Spring Luncheon](#)

**Staff Recommendation** Information

Reminder Annual Spring Luncheon Wednesday, April 13, 2016 from 11-1.

Cost \$0.00 Funding Source

**Item 124** [Purchase of Side Load Sanitation Truck](#)

**Staff Recommendation** Vote Required

Authorization to purchase a side load Sanitation Truck from Ingram Equipment Co, LLC

Cost \$250,000.00 Funding Source Sanitation Reserves

**Item 120** 2016-2017 state general appropriations for the City of Milton regarding the design of the Riverwalk South extension.

**Staff Recommendation** Vote Required

Staff recommends we negotiate agreement with DEO to meet requirements of state appropriations.

Cost \$0.00 Funding Source

**Item 119** Red Light Camera ROW Permit expiration.

**Staff Recommendation** Vote Required

If the permit expires staff recommends suspending red light camera citations until the permit is renewed.

Cost \$0.00 Funding Source

**Item 114** [Natural Gas Regulatory Compliance Services](#)

**Staff Recommendation** Vote Required

Authorization to negotiate with the number one ranked firm Payne Pipeline Services.

Cost \$0.00 Funding Source Budget

**Item 110** City's Annual Arbor Day Ceremony

**Recommendation** Information

City's Annual Arbor Day ceremony will be held on April 29, 2016 at 4:00 PM.

The Ceremony will take place at City Hall or a Park (TBA) in memory of Pat Wilcox.

**Cost** \$0.00 **Funding Source**

**19. ADJOURN/RECESS:**

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*

**CITY COUNCIL MEETING**  
**April 12, 2016**  
**5:00 P.M.**  
**GENERAL CONSENT AGENDA ITEMS**

**Stormwater - Chairman: Councilman Alan Lowery**

**Item** 98 KH&A Proposal for Saratoga Street Stormwater Improvements  
**Action** Approval to engage Ken Horne & Associates to recommend solutions and complete design of approved improvements  
**Cost** \$11,830.00                      **Funding Source** Stormwater Fund

**Public Works - Chairman: Councilman R. L. Lewis**

**Item** 84 Landscape Concept Plans for Hwy 90 West  
**Action** Approval to proceed with Option #3 for the landscaping on Hwy 90 West  
**Cost** \$0.00                      **Funding Source**

**Item** 97 Purchase of 2 used vehicles one for Public Works Director and one for Code  
**Action** Approval to purchase two used vehicles with Water/Sewer Reserves and Gas Reserves at a price not to exceed \$38,000.

**Cost** \$38,000.00                      **Funding Source** W/S Reserves

**Item** 31 Road Paving Priority Plan  
**Action** Approval to proceed with Group 1 & 2 on the road paving plan

**Cost** \$0.00                      **Funding Source**

**Item** 88 Escambia-Santa Rosa Regional ATMS Project  
**Action** Approval to proceed with resolution with the option to opt out.  
**Cost** \$0.00 **Funding Source**

### **Public Safety - Chairwoman: Councilwoman Pat Lunsford**

**Item** 85 Fire Rescue Specification  
**Action** Approval to proceed with specifications for Fire Rescue Truck  
**Cost** \$0.00 **Funding Source**

### **Parks & Recreation - Chairman: Councilman Lloyd Hinote**

**Item** 102 Eagle Scout Project, build and place mini libraries at City Hall, Community Center, Carpenters Park and Riverwalk.  
**Action** Approval of the 4 locations for the Eagle Scout Project with plans and drawings being provided.  
**Cost** \$0.00 **Funding Source** N/A

### **Other Business**

**Item** 107 Proclamation for Dr. David Spencer's Retirement from First Baptist Church  
**Action** Approval to proceed with Proclamation for Dr. David Spencer's retirement from First Baptist Church after 20 year of service  
**Cost** \$0.00 **Funding Source**

**Item** 108 Resolution of support for the restoration of passenger rail service along the Gulf  
**Action** Approval of a Resolution of support for the restoration of passenger rail service along the Gulf  
**Cost** \$0.00 **Funding Source**

**Item** 109 Sexual Assault Awareness Prevention Month Public Awareness Program with NAS Whiting Field

**Action** Approval to work with NAS Whiting Field to conduct a Sexual Assault Awareness Prevention Month Public Awareness Program by dyeing the downtown fountain teal.

**Cost** \$0.00 **Funding Source**

**Item** 113 Install 4 Decorative Street Lights

**Action** Approval to purchase 4 decorative lights for downtown

**Cost** \$10,164.00 **Funding Source** Budget

### **Growth & Development - Chairwoman: Councilwoman Ashley Lay**

**Item** 103 Abandonment of Easement on 6023 Savannah Drive

**Action** Approval for staff to advertise a Public Hearing and develop the instruments necessary to complete its abandonment of the easement at 6023 Savannah Drive.

**Cost** \$0.00 **Funding Source**

**Item** 92 Request from RE Development, Inc. - Milton Morning Market at Stage Right

**Action** Approval for the Santa Rosa Historical Society to be exempt for 26 Saturdays to hold a Saturday Morning Farmers Market

**Cost** \$0.00 **Funding Source**

**Item** 12 Milton Planning Board - Mayor-at-Large Vacancy - Appointment of Ernest Conner, Jr.

**Action** Approve the appointment of Mr. Conner to the Planning Board

**Cost** \$0.00 **Funding Source**

**Item** 95 Tourist Development Council Riverwalk Park

**Action** Approval to request the continued transfer of the bed tax revenues designated for the Riverwalk Park be provided to the City for the Parks purposes.

**Cost** \$0.00 **Funding Source**

**Item** 94 Magnolia Bend Subdivision Concept Plan Extension

**Action** Approval of a six month extension of the concept plan subject to the conditions applied to the original submission (tree buffer, sidewalks, pedestrian and street lighting, and postal gang box).

**Cost** \$0.00 **Funding Source**

**Item** 93 Interlocal Agreement - Santa Rosa County/City of Milton CRA's II North and III South

**Action** Approval to negotiate an Interlocal Agreement with Santa Rosa County resulting in the contribution to the Trust Fund by the County being at or about 95% of their millage rate

**Cost** \$0.00 **Funding Source**

### **Finance - Chairman: Councilman Jimmy Messick**

**Item** 89 Board Appointment Survey Form for Fire Pension Board

**Action** Approval to appoint Lester Jones to the Fire Pension Board

**Cost** \$0.00 **Funding Source**

**Item** 76 Bad Debt Write-off for March 2016

**Action** Approval of March Bad Debt Write-off \$5,244.86 - FYTD \$28,541.07, less collections and gas fee account credit of (\$6,822.74) for a net total of \$21,718.33

**Cost** \$0.00 **Funding Source**

**Item** 105 Fire Service Assessment Billing

**Action** Approval to send out a separate mailing for the Fire Service Assessment Billing

**Cost** \$0.00 **Funding Source**

**Administration - Chairman: Councilman Grady Hester**

**Item** 104 Renewal of Storage Tank Liability with TankGuard through the Florida League of Cities

**Action** Approval to renew Storage Tank Liability with TankGuard through Florida League of Cities

<b>Cost</b>	\$650.00	<b>Funding Source</b>	Budget
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**Item** 83 Renewal of Flood Insurance for Pattersontown Sewer Vacuum Station

**Action** Approval to renew Flood Insurance for Pattersontown Sewer Vacuum Station through Wright National Flood Insurance Company

<b>Cost</b>	\$4,613.00	<b>Funding Source</b>	Budget
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**TPO REPRESENTATIVE: COUNCILMAN JIMMY MESSICK**

**TDC REPRESENTATIVE: COUNCILMAN ALAN LOWERY**

**MAYOR REPORT: WESLEY MEISS**

**CITY MANAGER'S REPORT:**

**OTHER BUSINESS:**

**RESOLUTION NUMBER #1365-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA EXPRESSING SUPPORT FOR THE CONSTRUCTION AND OPERATION OF A UNIFIED ADVANCED TRAFFIC MANAGEMENT SYSTEM AND A REGIONAL TRANSPORTION MANAGEMENT CENTER FOR ESCAMBIA COUNTY, SANTA ROSA COUNTY, THE CITY OF PENSACOLA, THE CITY OF MILTON, AND THE CITY OF GULF BREEZE; PROVIDING FOR TRANSMITTAL; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Advanced Traffic Management System (ATMS) consists of advanced communication technologies integrated into transportation infrastructure such as traffic control systems, monitoring/detection subsystems, and motorist information designed to maximize the use of existing transportation systems; and

**WHEREAS**, the ATMS includes computerized signal systems and certain Intelligent Transportation System (ITS) components, including communications and networking, traffic signals, dynamic message signs (DMS), closed-circuit television (CCTV) video monitoring, incident detection, data collection and monitoring system, traffic operations center, regional center-to-center communications, and a public information portal; and

**WHEREAS**, the benefits of an ATMS include improved safety, improved air quality mitigation, improved congestion mitigation, improved emergency response, improved regional growth adaptability, improved evacuations, improved system communications, improved cross-jurisdictional traffic flow, improved integration of transportation systems, improved regional security, improved transportation agency operations, and reduced operations and maintenance costs by providing capabilities to remotely troubleshoot hardware and traffic operations before sending a technician to a traffic signal, and

**WHEREAS**, the development of ITS components such as an ATMS, Advanced Traveler Information, and Emergency Management Systems is an effective and efficient method to improve public safety, reduce fuel consumption, and reduce traffic congestion; and

**WHEREAS**, the Florida-Alabama Transportation Planning Organization (TPO) has designated the Escambia-Santa Rosa Regional ATMS Project as the number one priority in the TPO's Fiscal Year 2017 - 2021 Project Priority list; and

**WHEREAS**, the Florida-Alabama TPO has established an ITS subcommittee comprised of technical staff from participating local agencies meeting monthly to provide oversight of the development and implementation of the regional ITS /ATMS improvement; and

**WHEREAS**, the Florida Department of Transportation (Department) recently completed the implementation of the ATMS Phase I on Brent Lane from North Palafox Street to North 12<sup>th</sup> Avenue, on North Palafox from Brent Lane to East Fairfield Drive, and on East Fairfield Drive from North Palafox Street to North 12<sup>th</sup> Avenue; and

**WHEREAS**, the Department funded and entered into a Joint Project Agreement (JPA) with the City of Pensacola to administer the development of the Escambia-Santa Rosa Regional ATMS Feasibility Study and Implementation Plan project which will be a blueprint for the modernization of the signal systems within Escambia County and Santa Rosa County. The

projected completion date of the Regional ATMS Feasibility Study and Implementation Plan project is spring of 2016; and

**WHEREAS**, the Department has encouraged the creation of a unified regional ATMS, and agreed to provide funding assistance for the design, construction, operation, and maintenance of the system; and

**WHEREAS**, the joint operation and maintenance of the ATMS at a regional Transportation Management Center (TMC) would provide enhanced safety by streamlining communication and interagency coordination.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA, AS FOLLOWS:**

**Section 1.** That the City Council finds the above recitals to be true and correct and incorporate them herein by reference.

**Section 2.** That the City Council hereby expresses its support for the Department's administration of the design and construction of a regional ATMS and a regional TMC for Escambia County, Santa Rosa County, the City of Pensacola, the City of Milton, and the City of Gulf Breeze .

**Section 3.** That the City Council will endeavor to establish interagency cooperation and coordination for the joint development, operation, and maintenance of a regional TMC to operate the regional ATMS through a regional Transportation Management Team.

**Section 4.** That this resolution shall take effect immediately upon its adoption by the City Council of the City of Milton.

**Section 5.** That the City Clerk shall forward a copy of this Resolution to James T. Barfield, District Three Secretary, FDOT.

**ADOPTED** this 12<sup>th</sup> day of April, 2016.

CITY COUNCIL OF CITY OF MILTON, FLORIDA

By: \_\_\_\_\_  
Wesley Meiss, Mayor

ATTEST:

\_\_\_\_\_  
Dewitt Nobles, City Clerk

(SEAL)

## RESOLUTION: #1366-16

### A RESOLUTION SUPPORTING RESTORATION OF PASSENGER RAIL SERVICE BETWEEN NEW ORLEANS, LOUISIANA AND ORLANDO, FLORIDA

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**WHEREAS**, before Hurricane Katrina, Amtrak's *Sunset Limited* passenger line served railroad travelers as the only transcontinental passenger rail service from Los Angeles passing through New Orleans and Mobile to Orlando; and

**WHEREAS**, Hurricane Katrina damaged a portion of the rail infrastructure along the Gulf Coast as well as caused the loss of other portions of the infrastructure, including the total loss of Mobile's passenger rail terminal facility; and

**WHEREAS**, Amtrak suspended all service on the eastern portion of the *Sunset Limited* line from New Orleans through Mobile, Pensacola, Crestview, Chipley, Tallahassee, and Jacksonville to Orlando; and

**WHEREAS**, CSX, and Norfolk Southern (the freight railroad companies that own the tracks on which passenger rail service on the Gulf Coast will operate) have both committed to cooperating with Amtrak in providing this vital service along the eastern Gulf Coast and to do so in a more efficient manner than prior to Hurricane Katrina; and

**WHEREAS**, restoration of passenger rail service to the eastern Gulf Coast will facilitate job creation through development opportunities, enhance tourism, and reduce environmental and roadway impacts due to personal automobile use, thereby having a positive economic and environmental impact to the coastal states of Louisiana, Mississippi, Alabama, and Florida; and

**WHEREAS**, such resumption of passenger rail service will also benefit the entire nation by providing a link to the Gulf Coast from the Midwest and West Coast; and

**WHEREAS**, the Passenger Rail Investment and Improvement Act of 2008 called for Amtrak to study the potential return of passenger rail service from New Orleans to Orlando;

**WHEREAS**, Section 11304 of Fixing America's Surface Transportation Act (or "FAST Act") of 2015 mandates the Federal Railroad Administration to convene a working group to evaluate the restoration of intercity rail passenger services in the Gulf Coast region between New Orleans, Louisiana and Orlando, Florida and to submit findings by September 2016; and

**NOW, THEREFORE, BE IT RESOLVED** the City of Milton recommends and supports the restoration of dependable, daily passenger rail service along the suspended route between New Orleans, Louisiana and Orlando, Florida with a designated stop in Pensacola, Florida.

Passed and duly adopted by the City of Milton 12<sup>th</sup> day of April 2016.

BY: \_\_\_\_\_  
Wesley Meiss, Mayor

\_\_\_\_\_  
Dewitt Nobles, City Clerk

**RESOLUTION NO. # 1367-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON,  
FLORIDA, AMENDING THE FISCAL YEAR 2016 BUDGET, CHANGING  
THE ESTIMATED TOTAL REVENUES AND EXPENDITURES  
OF VARIOUS FUNDS  
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, changes in anticipated revenues and expenditures of the City of Milton, necessitates a revision of the Appropriations for Fiscal Year 2016.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Milton, Florida, in open meeting duly assembled

Section 1. The following funds are revised as specified herein:

FUND: General Fund		DEPARTMENT: Road & Street		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
001-0541-541-12-00	Road & Street Regular Salaries	299,875	(9,000)	290,875
001-0541-541-29-00	Road & Street Contract Personnel	0	9,000	9,000
LINE ITEM TOTAL-----			0	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
None				0
LINE ITEM TOTAL-----			0	
COMMENTS/EXPLANATION: Reallocates funds in General Fund (Road & Street Department) for Labor Ready temp employee (\$9,000) from Regular Salaries Line. This is a budgeted employee.				

FUND: Downtown Redevelopment		DEPARTMENT: Downtown Redevelopment		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
102-0552-552-34-00	Downtown / Other Contractual	13,000	10,000	23,000
102-0552-552-99-99	Downtown / Contingencies	68,632	(10,000)	58,632
LINE ITEM TOTAL-----			0	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
None				0
LINE ITEM TOTAL-----			0	
COMMENTS/EXPLANATION: Funds additional \$10,000 for NESHAP Inspection Requirements on properties at 6863 Pine Street and 5120 Elmira Street from Contingencies as approved by CRA on 03/08/2016.				

FUND: Capital Projects		DEPARTMENT: Fire Department		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
001-0514-514-34-10	Other Contractual Services/ Code Revision	7,370	(5,000)	2,370
001-0522-522-46-00	Repairs and Maintenance	12,000	(5,000)	7,000
001-0522-522-46-01	Vehicle Repair & Maintenance	18,000	(5,500)	12,500
001-0581-581-91-31	Transfer to Capital Projects	50,000	15,500	65,500
301-0522-522-62-03	Capital Outlay / Fire Training Facility	0	15,500	15,500
LINE ITEM TOTAL-----			15,500	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
301-0000-381-01-00	Transfer from General Fund	50,000	15,500	65,500
LINE ITEM TOTAL-----			15,500	
COMMENTS/EXPLANATION: Funds Fire Training Facility Design (Phase 1 - \$15,500) from reallocation of funds as approved by Council 02/09/2016. (Project #16002A)				

FUND: Sanitation		DEPARTMENT: Sanitation		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
404-0534-534-64-01	Capital Outlay / Vehicles	0	250,000	250,000
LINE ITEM TOTAL-----			250,000	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
404-0000-389-90-01	Sanitation / Fund Reserves		250,000	250,000
LINE ITEM TOTAL-----			250,000	
COMMENTS/EXPLANATION: Funds purchase of a new residential side arm Sanitation Truck (\$250,000) from Sanitation Reserves as approved by Council 02/09/2016.				

FUND: Stormwater		DEPARTMENT: Stormwater		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
407-0537-537-63-27	Capital Outlay / Designated Projects	0	11,830	11,830
407-0590-590-01-00	Stormwater/ Contingency	32,611	(11,830)	20,781
LINE ITEM TOTAL-----			0	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
None				0
LINE ITEM TOTAL-----			0	
COMMENTS/EXPLANATION: Funds design services for Saratoga Street Stormwater Improvements (\$11,830) from Stormwater Contingencies as approved by Council on 04/12/2016.				

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.  
Section 3. City staff is hereby authorized to implement changes in funds, accounts, transfers and balances as outlined within this resolution.  
Section 4. This resolution shall take effect immediately upon the adoption by the City Council.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the Milton City Council of the City of Milton, Florida.

By: \_\_\_\_\_  
Wesley Meiss, Mayor

ATTEST:

\_\_\_\_\_  
Dewitt Nobles, City Clerk

### City of Milton City Hall HVAC Request for Proposal

The City of Milton is requesting proposals for examination and subsequent recommendations for the Milton City Hall HVAC System. Proposals shall include enough detail for City of Milton staff to have a good understanding of the scope of the proposed recommendations and work to be performed. The current system is a closed loop, water to air system commissioned in 1997. The chillers are electric and the boiler, replaced new in 2015, is gas fired. There are a total of six zoned controlled air handler units, and the system was equipped with direct digital controls in 2011.

The City of Milton will furnish drawings and information for the existing system, however, the City will not guarantee the accuracy of this information. Each company submitting a proposal is required to make at least one (1) or more site visits, during normal business hours between 7:30 a.m. and 4:30 p.m., for data gathering and verification. The selected contractor will be licensed in the State of Florida and will obtain all permits and pay all fees required. Source selection will be based on at least 3 criteria: 1) Price 2) Estimated operating cost 3) Overall impact to the existing operations and fit to existing space. Proposals shall include the following information:

1. Type and capacity of system and all associated appurtenances proposed
2. Projected operating cost and estimated average annual energy savings using the proposed equipment/system
3. Required modifications (if any) in the existing mechanical areas, rooms, duct work and related items that may affect workers, work space or appearance of the existing finishes
4. Control modifications (if any) including justification
5. Standard warranty(s) and any extended warranty(s) provided
6. Schedule of work to be proposed and how it may affect standard operating hours.
7. Price

Each proposal will be reviewed and the three (3) highest ranking contractors may be asked to give a presentation on their proposal. Proposals are due no later than 2:00 p.m., May ##, 2016 at the Office of the City of Milton Purchasing Agent in City Hall at 6738 Dixon Street Milton, FL. 32572. As a performance based proposal, a standard bid opening will not be performed. Following staff review and recommendations, a summary of proposals will be made available upon request. Any questions may be directed to George Rials, Director of Public Works at 850-983-5410 or by email to [george.rials@ci.milton.fl.us](mailto:george.rials@ci.milton.fl.us).



## Reminders and Important Information

Thank you for your interest in holding your event/parade/festival or special activity within the City of Milton.

This letter is a brief description of the process your application must follow in order to hold your event/special activity.

Step one, you must completely fill out the application given to you.

Please read all the terms and conditions at the bottom of the application form.

Step two, return the application back in to the Guy Thompson Community Center.

Step three, the application goes through the Committee of the Whole for approval. The committee will meet on the third Thursday of each month at 8 a.m. in council chambers at Milton City Hall.

Step four, the application goes before the Milton City Council Executive Committee. This committee meets the first Monday of the month at 4 p.m. in the Milton Council Chambers.

Step five, application goes before the Milton City Council. The Milton City Council will meet on the second Tuesday of the month at 5 p.m. in the Milton City Council Chambers.

Step six, we will notify you if the application has been accepted or denied.

Step seven, if accepted you will need to come to the Guy Thompson Community Center to pay the appropriate fees associated with your event.

CITY OF MILTON

(Billing code = UF)

APPLICATION FOR EVENTS/PARADES/FESTIVALS/SPECIAL ACTIVITIES

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1. Application Date: 04-01-16

2. Sponsoring Organization (USER) Santa Rosa County Chamber of Commerce
a. Non-Profit [X] Address 5247 Stewart St Milton 32570
b. Community Based []
c. Commercial []
d. Private Citizen [] Phone # 850-623-2339

3. Organization Point of Contact:
Name: Donna Tucker
Phone #: 623-2339 E-Mail: director@srccchamber.com

4. Name of Activity: July 4th Riverfest
[] Parade [] Car/Motorcycle Show
[X] Festival [] 5/10 K Race
[] Concert [] Other (please explain activity):
[] Tournament
[] Community Awareness

5. Date of Activity: 07-04-16

6. Time Frame of Activity: 6am to 10pm (Some set up 7/3/16 in afternoon/evening)

7. Location/Facility:
[X] North Riverwalk - \$100 [] North Willing Street (from to)
[X] South Riverwalk - \$100 [X] South Willing Street (from to)
[X] South Riverwalk Pavilion - \$50 [] North Elmira Street (from to)
[X] Event Area - \$100 [] South Elmira Street (from to)
[X] Imogene Parking Lot
[] Other: Elmira in front of Belknapa Bristle Pine Street from Willing to Elmira

8. Special Requests:
[] Parade Security & Clean up on non-state roads \$350
[] Parade Security & Clean up on state roads\* \$1,000
[] 1 Dumpster \$75 [X] Electrical Activation: \$75
[] 1 Dumpster / 5 Trashcans \$100 [] Stage Rental: \$350
[] 1 Dumpster / 10 Trashcans \$125 [X] Road Closure N/C
[] 1 Dumpster / 15 Trashcans \$150 [X] Crowd Control Barriers \$125
[] 1 Dumpster / 20 Trashcans \$175
[X] 1 Dumpster / 25 Trashcans \$200
[] Extra Dump Fees \$75
[] Other

\*applications must be received a minimum of 90 days in advance

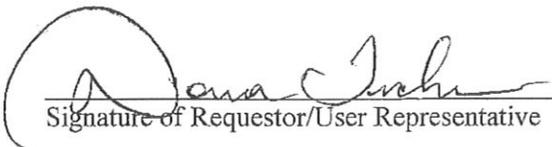
**Tourism District Special Requests:**

**NOTE: Tourism District Special Requests applications must be received by the city sixty (60) days prior to the event.**

1. I (We) hereby request waiver of the;  
 Open Container Ordinance (Sec 6-27)  
 Noise Ordinance (LDR Sec. III-5.16)  
 Animal Control Ordinance (Sec 4-37(b))  
 and/or other Ordinance \_\_\_\_\_
  
2. I (We) hereby request the following regarding the Blackwater River:  
 Activate Boating Restricted Areas\*     Area 1     Area 2     Area 3    N/C  
 >24 Hr Docking at Riverwalk    N/C
  
3. The location applied for is: Riverwalk area  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Time Period From: 7 am to 10 pm
  
5. Event Security:  Yes  No  
If yes, then who will provide the Security: \_\_\_\_\_  
Security Time Period From: \_\_\_\_\_ to \_\_\_\_\_

**The USER must agree to the following terms & conditions:**

1. User shall supply and furnish all personnel, equipment, services and any other items the User deems necessary to the success of the User's event.
2. User shall assure that proper City Police protection and all governmental regulations pertaining to the scheduled event have been fully complied with.
3. You are reminded that City Ordinances PROHIBIT THE CONSUMPTION OF ALCOHOLIC BEVERAGES AT PARK FACILITIES.
4. User shall remove from property/streets, all equipment and items placed thereon by the User immediately following the event.
5. User shall accomplish reasonable clean-up of the area immediately following the event.
6. User shall be liable for any and all damages done to the property and area covered by this agreement, regardless of who causes such damage or how the damage is caused, during the period of use contained in this agreement. Further, the User shall agree to defend, indemnify and hold-harmless the City, its Officials, employees, and representatives for any and all claims caused by or arising out of, in whole or in part, the activities permitted by this agreement.
7. The User shall pay all fees prior to the event. No request for waiver of fees will be accepted.
8. User agrees to pay for extra dump fees if garbage pickup required during the event.
9. User must provide for liability insurance coverage (\$1 Million minimum) for the event.
10. Security arrangements can be made separately with Milton Police department.

  
\_\_\_\_\_  
Signature of Requestor/User Representative

*FOR CITY USE ONLY*

**Schedule of Charges**

Parade \$ \_\_\_\_\_

Facility \$ \_\_\_\_\_

Crowd Barriers \$ \_\_\_\_\_

Clean Up \$ \_\_\_\_\_

Sanitation \$ \_\_\_\_\_

Electrical \$ \_\_\_\_\_

***Total Payment Due*** \$ \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_

Date of Payment \_\_\_\_\_

Receipt # \_\_\_\_\_

Insurance Certificate Received  Yes  No

This application has been: Approved  Disapproved

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of City Manager/Designee reviewing application

Form Copied to: Parks  Landscape  Police  Fire  Street  Sanitation  Public Works

#125

**EMPLOYEE ANNUAL PICNIC**

**APRIL 13, 2016**

**11 AM – 1 PM**

**AT THE GUY THOMPSON COMMUNITY CENTER**

**CATERED BY: TEXAS ROADHOUSE**

**ON THE MENU:**

**BBQ PORK OR CHICKEN**

**HOT DOG**

**CHIPS**

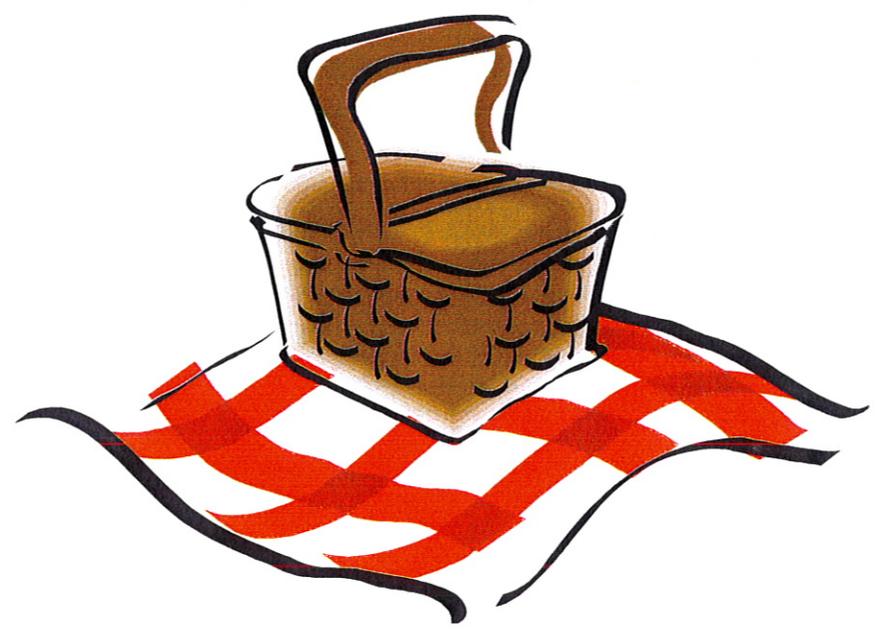
**BAKED BEANS**

**DRINK**

**COOKIE**

**PLEASE EMPLOYEES ONLY NO GUEST!!**

**HOPE TO SEE YOU THERE!!**



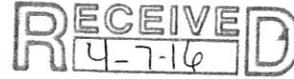


Rick Scott  
GOVERNOR



# 120  
Cissy Proctor  
EXECUTIVE DIRECTOR

April 4, 2016



City of Milton  
6738 Dixon Street  
Milton, FL 32572

Dear Brian Watkins:

The 2016-2017 General Appropriations Act (GAA) includes a line-item appropriation for your organization at line 2216. The GAA specifies that, in order to receive the appropriated funds, your organization must enter into a grant agreement with the Department of Economic Opportunity (DEO). The grant agreement will be the product of negotiation between your organization and DEO and must specify the obligations to be met for payment of the funds. In addition to the terms and conditions of the grant agreement, your organization is required to comply with all relevant laws and regulations, including but not limited to:

1. Chapter 216, Florida Statute (F.S.), relating to Appropriations, Budgeting, and Disbursements;
2. Section 215.97 and 215.971, F.S, relating to grant agreements, Florida Single Audit Act, and Provision of Financial Matters for recipients of state funds;
3. Chapter 287, F.S., Procurement of Personal Property and Services, for procurement rules that may be required, depending on the scope of the agreement; and
4. Any rules in the Florida Administrative Code that pertain to the above-cited statutes.

As a recipient of state funds, and in order to ensure timely payment of appropriated funds, it is important for your organization to understand and comply with all grant requirements and applicable laws and rules, including the payment requirements of the Department of Financial Services.

DEO will contact your organization within five business days to begin discussion about this grant, answer any questions you may have, and determine the next steps in the process. We look forward to working with your organization.

Sincerely,

A handwritten signature in black ink, appearing to read "Dean M. Izzo".

Dean Izzo  
Chief of Staff

Florida Department of Economic Opportunity | Caldwell Building | 107 E. Madison Street | Tallahassee, FL 32399  
866.FLA.2345 | 850.245.7105 | 850.921.3223 Fax  
[www.floridajobs.org](http://www.floridajobs.org) | [www.twitter.com/FLDEO](http://www.twitter.com/FLDEO) | [www.facebook.com/FLDEO](http://www.facebook.com/FLDEO)



# City of Milton

April 7, 2016

## Professional Services for Natural Gas Pipeline Regulatory Services

Proposals were received on March 7, 2016 at 2:00 p.m. for Professional Services for Pipeline Regulatory Compliance Services.

Listed below is staff's recommendation on the order of ranking for the firms who provided a proposal.

1. Payne Pipeline Services – Mobile, AL
2. Magnolia River Services, Decatur, AL

Staff recommends approval of the ranking order as presented, with authorization for the staff to negotiate and enter into an agreement with the #1 firm.

/lam

C:\PURCHASING INFORMATION\BIDS RFPS AND RFQS\Natural Gas Regulatory Compliance 2016\Ranking and recommendation to Council 4.12.2016.docx