

**AGENDA
EXECUTIVE COMMITTEE MEETING
5/2/2016
4:00 P.M.**

OPEN MEETING

****APPROVAL OF AGENDA FOR ADDITIONAL ITEMS****

- Recommendation for Additional Items from Staff
- Recommendation for Additional Items from Council

PUBLIC HEARINGS/MEETINGS

RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:

PERSONS TO APPEAR:

ORDINANCES, RESOLUTIONS, & PROCLAMATIONS:

CITY ATTORNEY'S REPORT

CITY CLERK'S REPORT

MILTON PLANNING BOARD

Public Works - Chairman: Councilman R. L. Lewis

Item 141 [Dogwood Median Beautification \(tree relocation request\)](#)

Committee Recommendation Vote Required

Approval for Landscape Dept to work with Gulf Power to relocate trees from underneath transmission lines on Dogwood Dr. at Gulf Power's expense.

Cost \$0.00 Funding Source

Item 123 [Out of town travel for David Archer \(Garage\)](#)

Committee Recommendation Vote Required

Approval for David Archer, Lead Mechanic to attend the academy and take the two exams required to obtain EVT Level II certification.

Cost \$1,500.00 Funding Source Budget

Public Safety - Chairwoman: Councilwoman Pat Lunsford

Item 117 No through trucks designation for Red Pine and associated streets

Committee Recommendation

Have police monitor the area and if warranted establish a no through trucks zone for these roads.

Cost \$0.00 Funding Source Budget

Parks & Recreation - Chairman: Councilman Lloyd Hinote

Item 137 [Event Application Order of the Eastern Star](#)

Committee Recommendation Vote Required

Approval of the event application for a craft show by the Order of the Eastern Star.

Cost \$0.00 Funding Source

Item 130 [Pine Terrace Baptist Church Community Block Party](#)

Committee Recommendation Vote Required

Approval of the Community Block Party on September 25, 2016 3:00 pm-7:00 pm at South Riverwalk and the event area.

Cost \$0.00 Funding Source

Item 145 [Proposal for Partnership between the City of Milton and the Milton Sports Club.](#)

Committee Recommendation **Vote Required**

Staff recommends negotiating an agreement with MSC that would allow usage of city facilities with some level of compensation that would include a base rate or a percentage of the profit whichever is greater.

Cost \$0.00 **Funding Source**

Item 118 Schedule for Pubic Information Meeting for Sportsplex and GTCC

Committee Recommendation **Vote Required**

Schedule a public meeting to discuss preliminary design proposals for the Milton Sportsplex and the Guy Thompson Community Center Expansion plans to be held on May 12th at 6:00 PM at the community center.

Cost \$0.00 **Funding Source**

Item 116 [Gulf Power 15 FT Easement](#)

Committee Recommendation **Vote Required**

Approval to give a 15 easement to Gulf Power along the distribution line on city property in order to trim the trees accepting their offer of \$7530 in compensation.

Cost **Funding Source**

Growth & Development - Chairwoman: Councilwoman Ashley Lay

Item 153 [Savannah St Easement Abandonment](#)

Committee Recommendation **Vote Required**

Hold the required hearing and prepare to act on the Resolution if deemed appropriate.

Cost \$700.00 **Funding Source** **Budget**

Item 144 [Sunday Sales of Alcohol](#)

Committee Recommendation **Vote Required**

Recommends the Sunday Sales Language be as followed "Should the City Council of the City of Milton Florida amend the Milton code of Ordinances to provide for Sunday sales of alcoholic beverages? YES or NO

Cost \$0.00 **Funding Source**

Item 150 Rezoning of Stewart St

Committee Recommendation **Vote Required**

Direct Staff to establish the 2nd outreach meeting with effected property owners to discuss various aspects of the proposed change.

Cost \$0.00 **Funding Source**

Item 151 [Interlocal CRA II/III](#)

Committee Recommendation **Discussion**

Approve the presentation of the interlocal agreement to Santa Rosa County for their approval.

Cost \$0.00 **Funding Source**

Item 152 [Grant Applications Florida Department of Economic Opportunity](#)

Committee Recommendation **Vote Required**

Authorize Managers signature and submission of two grant applications for studies on support for the elderly and for a Stewart Street market study.

Cost \$0.00 **Funding Source**

Finance - Chairman: Councilman Jimmy Messick

Item 146 [Establish 3 New Special Revenue CRA Funds- #111, 112, and 113](#)

Committee Recommendation **Vote Required**

Establish 3 New Special Revenue CRA Funds- #111, 112, and 113

Cost \$0.00 **Funding Source**

Item 135 [Addendum to Cooperative Agreement with Point Baker Water](#)

Committee Recommendation **Vote Required**

Approval for City Manager to sign agreement with Point Baker Water System.

Cost \$0.00 **Funding Source**

Item 143 [New Fund \(Fund #302\) Capital Fund-Local Option Fuel Tax .05 cents](#)

Committee Recommendation **Vote Required**

Establish Fund #302- Capital Fund Local Option Fuel Tax .05 cents. Will be funding Road Paved Projects and allow better tracking of our Road Paved Projects.

Cost \$0.00 **Funding Source**

Item 142 [Sundial Lease Agreement with Mr. Henderson](#)

Committee Recommendation **Vote Required**

Committee recommends the extension of Mr. Henderson's lease on the Sundial Utility property with him providing liability insurance.

Cost \$0.00 **Funding Source**

Item 140 RFP's for Utility Bills and Envelopes

Committee Recommendation **Vote Required**

Authorization to send out an RFP for Utility Bills and Envelopes not to exceed \$8500.00.

Cost \$8,500.00 **Funding Source** **Budget**

Administration - Chairman: Councilman Grady Hester

Item 138 Florida Commission on Human Relations Complaint

Committee Recommendation

Approval to not go to mediation and to defend the city against the complaint if required.

Cost \$0.00 **Funding Source**

Item 139 [Selection of lobbying firm from the 11 proposals received.](#)

Committee Recommendation **Vote Required**

Committee recommends the selection of a review committee to consist of the City Manager, City Attorney, Councilmen Messick and Hester and Councilwoman Lay to rank the submissions to recommend firms to be interviewed by council.

Cost \$30,000.00 **Funding Source** General Fund Reserves

Item 115 [Extension of the City General Employees DROP Program from 60 Months to 84 Months](#)

Committee Recommendation **Vote Required**

Move to Executive with further information from General Pension Board on request to extend DROP Program.

Cost \$0.00 **Funding Source**

Item 121 [Request for John Colby to attend 2016 FLGISA Conference in Boca Raton Fl. July 26-29.](#)

Committee Recommendation **Vote Required**

Approval for John Colby to attend FLGISA Conference July 26-29, 2016

Cost \$755.00 **Funding Source** **Budget**

Item 148 Reschedule of the Ethics Training

Committee Recommendation **Vote Required**

Rescheduled Ethics Training Class June 11th.

Cost \$0.00 **Funding Source**

Item 122 Gulf Power Seasonal Pole Attachment Agreement

Committee Recommendation **Vote Required**

Approve signing Agreement with approval from city attorney.

Cost \$0.00 **Funding Source**

Item 136 [Workers Compensation Policy change](#)

Committee Recommendation **Information**

Approve to change policy from Santa Rosa Occupational Health to Baptist Occupational Health.

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

Item 155 [Rules of Order](#)

Committee Recommendation Information

Amend City Meeting Rules Policy (# 1.6) to indicate the motion to limit discussion or call the question requires second and a council vote.

Cost \$0.00 Funding Source

TPO REPRESENTATIVE: COUNCILMAN JIMMY MESSICK

TDC REPRESENTATIVE: COUNCILMAN ALAN LOWERY

MAYOR REPORT: WESLEY MEISS

CITY MANAGER'S REPORT:

Other Business:

Item 157 Property offered for sale on [Washington St](#) and [Hydrangea St.](#)

Staff Recommendation Discussion

For Discussion

Cost \$68,000.00 Funding Source

Item 156 Sale of City owned residential properties.

Staff Recommendation Vote Required

Staff recommends we market three city owned residential properties (one on [Chaffin Street](#) and two on [Savannah Drive](#)) with our Real Estate agent for sale.

Cost \$0.00 Funding Source

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

#141

George Rials

From: Rhodes, Steven K. <SKRHODES@southernco.com>
Sent: Friday, April 08, 2016 4:41 PM
To: George Rials
Subject: RE: City of Milton - Crist to Crestview 115

Sounds good. Thanks, George. Have a great weekend!

Steve Rhodes
Milton Local Manager
Gulf Power Company
Office 850.429.2401
Cell. 850.417.4205

From: George Rials [mailto:george.rials@ci.milton.fl.us]
Sent: Thursday, April 07, 2016 5:05 PM
To: Rhodes, Steven K.
Subject: RE: City of Milton - Crist to Crestview 115

Thanks Steve. I will get back to you on this following review at Committee which is scheduled for Thursday, April 21st.

Best Regards,

George D. Rials
Director of Public Works
P.O. Box 909
Milton, FL 32572
(O): (850)-983-5400
(C): (850)-572-5113

From: Rhodes, Steven K. [mailto:SKRHODES@southernco.com]
Sent: Thursday, April 07, 2016 2:41 PM
To: George Rials <george.rials@ci.milton.fl.us>
Subject: FW: City of Milton - Crist to Crestview 115

Good afternoon, George,

I hope you are doing well. The information below is in regard to the crape myrtles that are planted in the median on Dogwood Drive, below our 115kv transmissions lines. As we previously discussed, we are willing to relocate these trees at our expense, to a location of your choosing that is more conducive to these trees reaching a mature growing height. In addition, we will also make sure they are properly irrigated during the establishment phase, in the new location. Please let me know if you have any other questions I can answer for you. Thank you again for your understanding in this matter.

Respectfully,
Steve

Steve Rhodes
Milton Local Manager
Gulf Power Company
Office 850.429.2401
Cell. 850.417.4205

From: Avery, Will
Sent: Monday, February 29, 2016 10:01 AM
To: Rhodes, Steven K.
Subject: RE: City of Milton - Crist to Crestview 115

Mr. Steve,

Over the past several years, Forestry Services has been working to clear Gulf Power transmission right-of-ways of vegetation that is incompatible with our maintenance standards. There are two main reason we are doing this. The first is to clear these right-of-ways to improve access for maintenance and upgrades to our facilities. One of the major reasons for acquiring these easements on our transmission system is so we have continuous and unobstructed access to our facilities. The second reason for removing incompatible vegetation from within these corridors is due to the federal regulations set forth by the North American Electric Reliability Corporation, or NERC, specifically the FAC003-3 and FAC003-4 requirements. This currently pertains to voltages of 200kV and above but may become applicable to lower voltages in the near future. With this in mind, Forestry Services has taken the initiative to remove vegetation that cause Gulf Power Company to be out of compliance with the FAC003-3 requirements. A special emphasis has been placed on locating and addressing new plantings within our right-of-ways in an effort to stem off future problems and also to possibly relocate ornamental plantings to more suitable areas. Let me know if you have any more questions.

Thanks,

Will Avery
Gulf Power Company
Forestry Services Team Leader
Office: (850) 872-3304
Cell: (850) 541-1007
Linc: 1*30*3304

From: Rhodes, Steven K.
Sent: Monday, February 22, 2016 8:41 AM
To: Avery, Will
Subject: RE: City of Milton - Crist to Crestview 115

Thanks Will!

Steve Rhodes

Milton Local Manager
Gulf Power Company
Office 850.429.2401
Cell. 850.417.4205

From: Avery, Will
Sent: Monday, February 22, 2016 8:00 AM
To: Rhodes, Steven K.
Subject: RE: City of Milton - Crist to Crestview 115

Steve,

Sorry for the late response. I will be sending you an email addressing this issue today.

Thanks,

Will Avery
Gulf Power Company
Forestry Services Team Leader
Office: (850) 872-3304
Cell: (850) 541-1007
Linc: 1*30*3304

From: Rhodes, Steven K.
Sent: Monday, February 15, 2016 6:02 PM
To: Szoke, Nathan S.
Cc: Avery, Will
Subject: Re: City of Milton - Crist to Crestview 115

Thank you

Sent from my iPhone

On Feb 15, 2016, at 4:31 PM, Szoke, Nathan S. <NSSZOKES@southernco.com> wrote:

Will,
Please draft an email/letter to address the reasons why we do not want the crape myrtles on our transmission r/w. Thanks

Nathan Szoke
Forestry Services
Gulf Power Company

On Feb 15, 2016, at 3:09 PM, Rhodes, Steven K.
<SKRHODES@southernco.com> wrote:

Nathan,

I have spoken with George Rials again about the trees on Hwy 89 N, under the Crist to Crestview 115kv lines. He is going to try to find out which variety of crape myrtles they are. He has also asked if we would send him an email explaining why we want to relocate these trees (i.e. eliminate the potential for future problems, anticipation of including voltages below 200kv in FAC 003 in the future, etc...). Will you or Will please send me something to this point that I can forward to him? He is wanting this to take to the Milton City Council with an appeal to allow us to relocate them.

Thanks,
Steve

Steve Rhodes
Milton Local Manager
Gulf Power Company
Office 850.429.2401
Cell. 850.417.4205

Under Florida's public records laws, the City of Milton's emails may be considered public record and subject to inspection or disclosure to the public. If you do not wish to have your emails possibly disclosed to the public, please do not communicate with the City of Milton through email.



MAY 16-20, 2016
Advanced Technology Center
1770 Technology Boulevard
Daytona Beach, FL 32117

EVT REVIEW: E-4 AMBULANCE CAB, CHASSIS AND BODY

8 Hours

The technician will understand the definition or terms commonly used when dealing with ambulances, the general requirements related to ambulances, safety/FMVSS/OSHA, and maintenance and troubleshooting. It will go over the systems for systems that are unique to ambulances as well as common chassis components.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

TUESDAY-THURSDAY, MAY 17-19, 2016

EVT REVIEW: F-4 APPARATUS ELECTRICAL SYSTEMS AND E-2 AMBULANCE ELECTRICAL SYSTEMS

24 Hours – Michael Young, Alexandria

F-4: Class on basic electricity including electrical theory, battery theory, wire and cables, alternators and cranking motors, advanced electricity, the application of the above theories plus troubleshooting of entire systems. The class covers the basic design and performance requirements of the fire electrical systems, components of electrical systems and preventive maintenance and troubleshooting activities.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

E-2: Class on basic electricity including electrical theory, battery theory, wire and cables, alternators and cranking motors, advanced electricity, the application of the above theories plus troubleshooting of entire systems. The class covers the basic design and performance requirements of the ambulance electrical systems, components of electrical systems and preventive maintenance and troubleshooting activities. The technician will understand the use of diagnostic equipment, batteries, the construction and operation of starting systems, charging systems and components, and the accepted practices used to diagnose and repair electrical systems.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

EVT REVIEW: F-8 HYDRAULIC SYSTEMS

24 Hours – John Doperalski, Harrison HydraGen

Course covers hydraulic theory, use and maintenance for hydraulic fluids, understanding hydraulic systems components and their functions understand and identify hydraulic circuits and troubleshooting.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

TUESDAY-WEDNESDAY, MAY 17-18, 2016

EVT REVIEW: F-3 FIRE PUMPS & ACCESSORIES

16 Hours

Class prepares the technician to understand the general design, performance and testing standards for pumper apparatus, per NFPA 1901 and 1911. The technician will understand the hydraulic principles of water movement in pumping operations, learn the terms that relate to the basic hydraulic principles used in the fire service, understand the mechanical principles of pumps, pump controls and accessories, the operation of a fire pump and related accessories during pumping operations, understand the periodic preventive maintenance required for fire pumps, pump controls and pump accessories, understand the procedures necessary to overhaul a fire pump and the procedures of performing a pump service test.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

EVT REVIEW: F-6 ALLISON AUTOMATIC TRANSMISSIONS

16 Hours – David Rainville, FI Detroit Diesel Allison

The class will provide the technician with the basic operating principles of Allison On-Highway transmissions as found in emergency vehicles, preventive maintenance support of the Allison Transmission as found in emergency vehicles, basic troubleshooting procedures, identify problems that can be corrected in chassis, seeking outside assistance, basic understanding of Allison electronic controls, an understanding of Allison Transmissions output retarders and Allison Transmission reference material.
VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))



MAY 16-20, 2016
Advanced Technology Center
1770 Technology Boulevard
Daytona Beach, FL 32117

THURSDAY, MAY 19, 2016

EVTCC REVIEW: ARFF-1 DESIGN & PERFORMANCE STANDARDS & PREVENTIVE MAINTENANCE OF AIRCRAFT RESCUE AND FIRE FIGHTING VEHICLES

8 Hours - Rosenbauer

The course will review the definitions of terms and phrases commonly used with ARFF equipment, the general requirements of ARFF equipment, test requirements, principles of service and preventive maintenance, elements of service and maintenance, scheduling of service and preventive maintenance, and areas of most common problems. Minimum of five(5) Technicians required to conduct class.

VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

EVT REVIEW: F-7 FOAM SYSTEMS

8 Hours

Class will review the principles of foam systems and operations, mechanical components, maintenance and testing of foam systems.

VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

EVT REVIEW: L-1 LAW ENFORCEMENT VEHICLE INSTALLATION TECHNICIAN

8 Hours - AJ Morganelli, Whelen Engineering

Classroom course will cover all materials need to pass the L-1 test. L-1 test covers design and performance standards, installation of the specialized systems and equipment, and the accepted practices used in the service and maintenance of LE Vehicles. L-1 is for vehicles smaller than those covered by NFOA.

VERY IMPORTANT NOTICE - (This exam may contain some "accepted practice" type questions not found in the reference material listed.)
REFERENCE MATERIALS REQUIRED ([Click here for reference materials and learning objectives](#))

HORTON

8 Hours - Jerry DeYoung, Half-Mark

To familiarize students with practical daily maintenance and repairs on Horton rescue transport apparatus. This class is intended to train the Florida Horton user/operator to become more proficient with the repair and general maintenance on Horton vehicles.

- I. General Horton Construction
 - a. Component locations and access
 - b. Compartments / Cabinets / Doors / Flooring / Hardware
- II. Intelleplex Familiarization
 - a. Components of Horton Electrical System
 - b. Intelleplex Operation
 - c. Intelleplex Troubleshooting
- III. 110 Electrical Systems
 - a. Typical generator locations & Accessibility
 - b. Standard 110 wiring on Horton apparatus,
 - c. Typical Inverter Systems/Locations
- IV. Horton MaxCool AC System
 - a. General configuration/operation
 - b. Component locations and access
 - c. Typical maintenance / repair cycles
- V. Horton Occupant Protection System (HOPS)
 - a. HOPS Components
 - b. HOPS Operation
 - c. HOPS Testing
- VI. Manual review
 - a. Review specific user/operator questions



MAY 16-20, 2016
Advanced Technology Center
1770 Technology Boulevard
Daytona Beach, FL 32117

FRIDAY MAY 20, 2016

7:00 AM – 8:00 AM REGISTRATION FOR EVTCC EXAMS.

- You must have your photo I.D. and registration confirmation letter from the EVT Certification Commission.

8:00 AM – 12:00 PM EVTCC TEST PERIOD.

- Test site number FL32016.
- You can take more than 1 exam during this testing period.

CLASSES BEGIN AT 8:00 AM WITH A ONE-HOUR LUNCH AND TWO FIFTEEN MINUTE BREAKS

PLEASE NOTE:

Classes may be canceled due to under enrollment or instructor difficulties.

You will be automatically enrolled in your second option - space available, or third option if your second option is filled or canceled.

▶▶▶▶ INFORMATION ◀◀◀◀

Technicians are to provide their own textbooks and reference materials as recommended by the instructors and the course criteria and requirements as shown in the EVT Certification Program. Technicians are urged to study the materials recommended in the class description prior to coming to the academy.

For additional information, refer to the Emergency Vehicle Technician Certification (EVTCC) Program Handbook available from the EVTCC by calling (847) 426-4075 or by going on line at www.evtcc.org.

Reference materials may be obtained from:

1. International Fire Service Training Association (IFSTA) Call 800.654.4055 or go to www.ifsta.org
2. National Fire Protection Association (NFPA) Quincy, Ma. 800.344.3555 or order at www.nfpa.org
3. James Duffy's book Goodheart-Wilcox 708.687.5000 or at www.Amazon.com
4. Interstate Batteries, 12770 Merit Drive, #400, Dallas, TX

#137



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

1. Application Date: 04/06/2016
2. Sponsoring Organization (USER) Order of the Eastern Star
- a. Non-Profit Address 5158 Pike St
 b. Community Based Milton, FL 32570
 c. Commercial
 d. Private Citizen Phone # (850) 983-8078

3. Organization Point of Contact:
 Name: Scarlett Ehlers
 Phone #: (561) 386-2103 E-Mail: scarlenn@bellsouth.net

4. Name of Activity: OES Craft Fair
- Parade Car/Motorcycle Show
 Festival 5/10 K Race
 Concert Other (please explain activity):
 Tournament craft show
 Community Awareness

5. Date of Activity: 09/10/2016

6. Time Frame of Activity: 9:00 am - 5:00 pm

7. Location/Facility:
- | | |
|---|---|
| <input type="checkbox"/> North Riverwalk - \$100 | <input type="checkbox"/> North Willing Street (from _____ to _____) |
| <input type="checkbox"/> South Riverwalk - \$100 | <input type="checkbox"/> South Willing Street (from _____ to _____) |
| <input checked="" type="checkbox"/> South Riverwalk Pavilion - \$50 | <input type="checkbox"/> North Elmira Street (from _____ to _____) |
| <input checked="" type="checkbox"/> Event Area - \$100 | <input type="checkbox"/> South Elmira Street (from _____ to _____) |
| <input type="checkbox"/> Imogene Parking Lot | |
| <input type="checkbox"/> Other: _____ | |

8. Special Requests:
- | | |
|--|---|
| <input type="checkbox"/> Parade Security & Clean up on non-state roads | \$350 |
| <input type="checkbox"/> Parade Security & Clean up on state roads* | \$1,000 |
| <input type="checkbox"/> 1 Dumpster \$75 | <input type="checkbox"/> Electrical Activation: \$75 |
| <input checked="" type="checkbox"/> 1 Dumpster / 5 Trashcans \$100 | <input type="checkbox"/> Stage Rental: \$350 |
| <input type="checkbox"/> 1 Dumpster / 10 Trashcans \$125 | <input type="checkbox"/> Road Closure N/C |
| <input type="checkbox"/> 1 Dumpster / 15 Trashcans \$150 | <input type="checkbox"/> Crowd Control Barriers \$125 |
| <input type="checkbox"/> 1 Dumpster / 20 Trashcans \$175 | |
| <input type="checkbox"/> 1 Dumpster / 25 Trashcans \$200 | |
| <input type="checkbox"/> Extra Dump Fees \$75 | |
| <input type="checkbox"/> 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 following ordinances:

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

>24 Hr Docking at Riverwalk

3. The location applied for is: Event Area and South Riverwalk Pavilion

4. Time Period From: 9:00 am to 5:00 pm

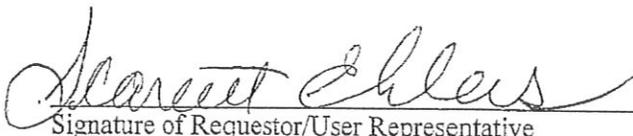
5. Event Security: Yes No

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 # _____

please bill by e-mail

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

CITY OF MILTON (Billing code = UF) APPLICATION FOR EVENTS/PARADES/FESTIVALS/SPECIAL ACTIVITIES

- 1. Application Date: April 12, 2016
2. Sponsoring Organization (USER) Pine Terrace Baptist Church
a. Non-Profit [X] Address 6212 Pine Blossom Rd
b. Community Based [] Milton, FL 32570
c. Commercial []
d. Private Citizen [] Phone # 850-623-3954

- 3. Organization Point of Contact:
Name: William "Chris" Powell
Phone #: 850-982-6269 E-Mail: William.powell@media.combb.net

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

5. Date of Activity: September 25, 2014

6. Time Frame of Activity: 3:00-7:00 P/M

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

- 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 [] Crowd Control Barriers \$125
[] 1 Dumpster / 20 Trashcans \$175
[] 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

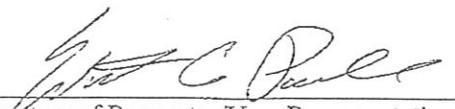
3. The location applied for is: _____

4. Time Period From: 3:00 P/M to 7:00 P/M

5. Event Security: Yes No
If yes, then who will provide the Security: Milton Police Department
Security Time Period From: 3:00 P/M to 7:00 P/M

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

Submitted to the City Council on _____

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By the Milton Sports Club, Inc.

Proposal for Partnership and Alliance between The City of Milton and Milton Sports Club, Inc.

The Milton Sports Club Inc. (herein referred to as the MSC) is a corporation that was organized exclusively for charitable, religious, and educational purposes, including, for such purposes as supporting youth athletics, adult athletics, and sports associated events involving the community of Santa Rosa County. The objective of the MSC is to implant firmly in the children and adults of the community the ideals of good sportsmanship, honesty, loyalty, courage, and respect for authority. All Directors, Officers, Committee Leaders, and Members involved shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary, and the molding of future citizens is of utmost importance. In accordance with Section 501-C-3 of the Federal Internal Revenue Code, the MSC will operate exclusively as a nonprofit educational organization.

It is the purpose of the MSC to form an agreement with the city of Milton that would bond these two entities in a common goal to:

- Give the City positive exposure through sports, leagues, and organized events.
- Give the residents of the City and surrounding area opportunities to off season sports or currently unavailable sports for children, youth, and adults.
- Provide organizational support for the City of Milton's sports events including, but not limited to, directing and executing sports events, leagues, and other events.
- Fill in the idle periods within the community center and/or other city facilities within, with such things as sports events, leagues, and more.
- Assists the Mission of the Parks and Recreation Department, which is to improve and promote the quality of life for all citizens of the City of Milton by providing a wide range of recreational, social and educational opportunities.

Including their Goals to:

- 1) Provide amenities to the City that will increase property values, and boost the local Economy
- 2) Promote Health and Wellness
- 3) Strengthen community image and community pride
- 4) Increase Cultural and Community Unity

In order to achieve this we are asking you to accept the requests of the MSC with the following:

- Full use of city and county facilities w/o occupation fees. (Recognizing that some janitorial fees may apply, per event, and shall be determined by P & R director.)
- Office space within the City of Milton
- Access to Distro. list for the sole purpose of organized events
- As means of financial contribution, enter into a Concessions agreement. Wherein the MSC would execute and manage the Concessions within the City of Milton, with a 20/80 agreement on all profits. Included, would be first right of refusal to 3rd party interest, with a 20/10/70 agreement.
- Exemption or discount from city event fees (including but not limited to Booth fees at city sponsored events, trash, road closures and more).
- Consideration of possible sponsorship or funding for future events as deemed beneficial by the City Council.

Beyond agreeing to positively represent the City of Milton by the MSC's reputation and actions, the MSC would also agree to following:

- Upholding, to the best of their knowledge, all current and future rules and guidelines as set forth within the P & R Department.
- MSC would agree to hold all proper insurance and licensing as legally determined by the city of Milton.
- MSC will maintain their Bylaws and organization of Board of Directors to the best of their ability.
- MSC will be solely responsible for filing and paying all applicable documents, financial statements, taxes and fees as set forth by the state of Florida and in accordance with Section 501-C-3 of the Federal Internal Revenue Code.

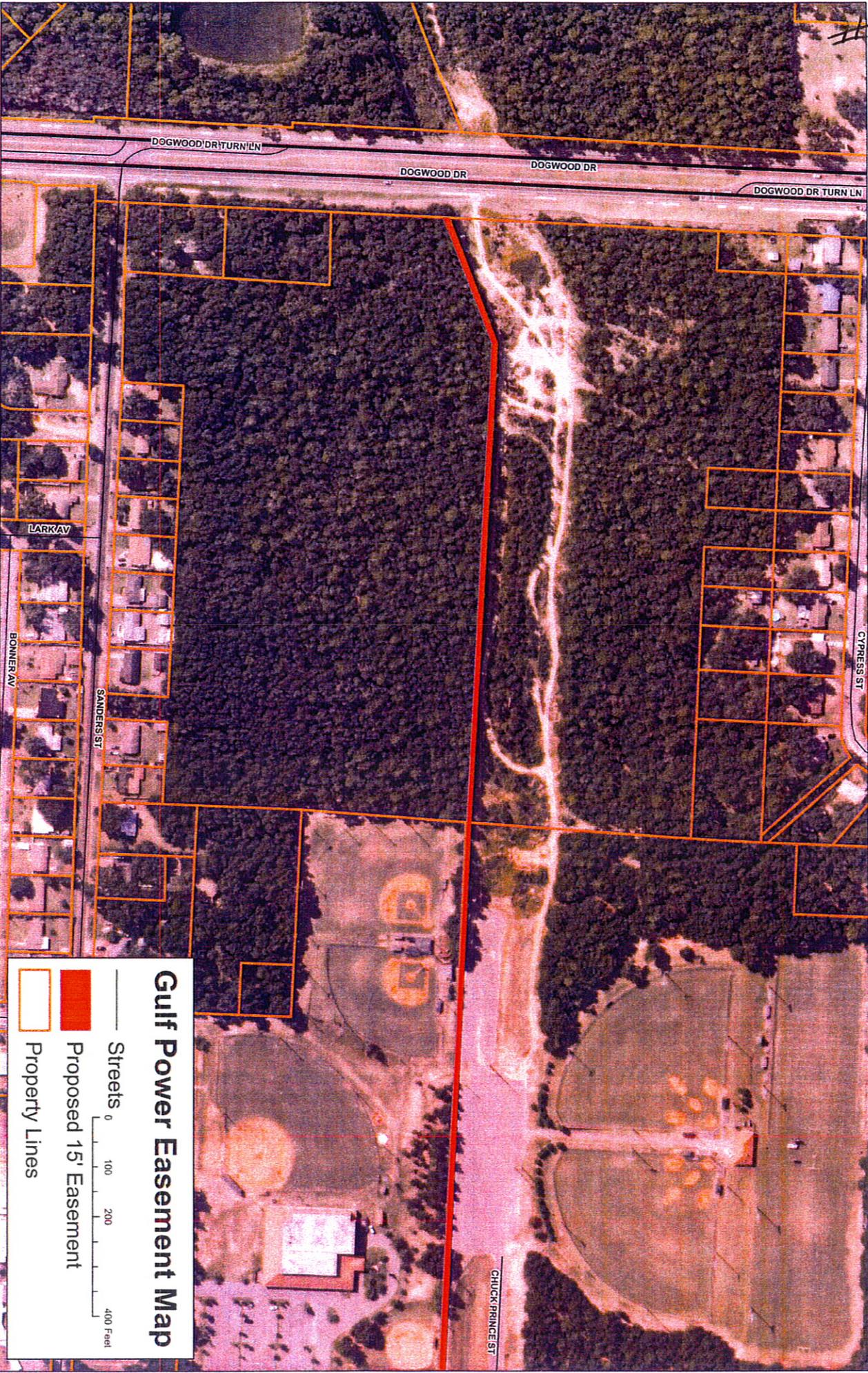
It is with the aforementioned items that I encourage you to consider this proposal for partnership and alliance.

Thank you,

The Milton Sports Club, Inc.

Document Provided By Holly Fahr, 2nd V. P. of MSC, Inc.

Approved for Presentation By Kristopher Long, President of MSC, Inc.



**PUBLIC NOTICE OF INTENT OF THE COUNCIL
OF THE CITY OF MILTON FLORIDA TO VACATE AN EASEMENT**

Notice is hereby given that the City Council of the City of Milton, Florida upon its own motion, will consider and determine whether the city will vacate an easement described below and renounce and disclaim any rights of the City and the public in and to the easement and land in connection therewith. The easement is described as:

The South five (5) feet of Lot 22, Block B, Charleston Oaks, a Subdivision of a portion of Section 28, Township 2 North, Range 28 West, Santa Rosa County, Florida, as recorded in Plat Book "D", Page 67 of the public records of said county.

Additionally: The subject easement was originally granted in 1986 as part of Charleston Oaks Subdivision by Wesley Jones to the City of Milton for the purpose of use as a pedestrian access easement to an area "pocket park". Since the granting of this easement, the development of the subdivision has been completed. A pocket park does not exist on the land deeded to the City for that purpose and as such, the easement is now inconsistent with the established development and is therefore being processed for vacation.

Said hearing shall be May 10, 2016, at 5:15 p.m., in the Council Chambers of City Hall, located at 6738 Dixon St., Milton, Florida.

Persons interested may appear and be heard at the time and place specified above. Any person who might wish to appeal any decision made by the City Council of Milton, Florida, in public hearing or meeting is hereby advised that he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such appeal is to be based. The City of Milton does not discriminate upon the basis of any individual's disability status. This policy involves every aspect of the City's functions, including one's access to, participation, employment or treatment in its programs or activities. "Anyone requiring reasonable accommodation as provided for in the Americans with Disabilities Act or Section 286.26, Florida Statutes, should contact Heather Adams, ADA Coordinator at: 850-983-5440. Requests for CART or interpreter services should be made at least 24 hours in advance of the meeting to permit coordination of the service."

CITY COUNCIL, CITY OF MILTON FLORIDA

TO BE PUBLISHED ON: Saturday, April 23, 2016, and Saturday, April 30, 2016.

REQUEST "PROOF OF PUBLICATION"

RESOLUTION _____

WHEREAS, upon its own motion the City Council of the City of Milton, Florida, resolve to vacate the easement described below, and renounce and disclaim any rights of the city and the public in and to the easement and any lands in connection therewith, was duly considered by the Council at a regular meeting held on May 10, 2016; and

WHEREAS, a notice of intent to vacate the easement was duly published in a newspaper of general circulation in Milton, Florida, on April 23, 2016, and on April 30, 2016; and

WHEREAS, a hearing was held on May 10, 2016, and after due weight, consideration and determination, it was determined that the statutory requirements have been complied with and that the vacating of the easement will not adversely affect the ownership of any person.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Milton, Florida, that the easement described below be and it is hereby vacated, abandoned, discontinued, and closed, and all rights of the City and the public in and to the easement and any lands in connection therewith be and they are hereby renounced and disclaimed.

The easement is described as: The South five (5) feet of Lot 22, Block B, Charleston Oaks, a Subdivision of a portion of Section 28, Township 2 North, Range 28 West, Santa Rosa County, Florida, as recorded in Plat Book "D", Page 67 of the public records of said county.

ADOPTED this 10th day of May, 2016.

CITY COUNCIL OF THE CITY OF MILTON, FLORIDA BY:

Wesley Meiss, Mayor

ATTEST BY:

Dewitt Nobles, City Clerk

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SHALL THE CITY COUNCIL OF THE CITY OF MILTON FLORIDA AMEND THE MILTON CODE OF ORDINANCES TO PROVIDE FOR SUNDAY SALES OF ALCOHOLIC BEVERAGES?

YES

NO

”

STATE OF FLORIDA
COUNTY OF SANTA ROSA

INTERLOCAL AGREEMENT
BETWEEN SANTA ROSA COUNTY, FLORIDA AND
THE CITY OF MILTON, FLORIDA RELATING TO:

1. Establishment of a community redevelopment trust fund; providing for the administration of the community redevelopment trust fund; establishing the base year for determining assessed values of property in the community redevelopment area for tax increment purposes; providing for annual appropriation of the tax increment by taxing authorities in the community redevelopment area; and providing an effective date.

2. THIS AGREEMENT is made this ____ day of _____ 2016, by and between the County of Santa Rosa, a political subdivision of the State of Florida, (hereinafter, the "County"), acting through its Board of County Commissioners, and the City of Milton, Florida, a municipal corporation of the State of Florida ("Milton"), acting through its City Council.

WITNESSETH:

WHEREAS, Resolution No. _____, approved by the City Council on the _____ day of _____, 2016, it was determined that one or more blighted areas exist within the city limits of the City of Milton and that the rehabilitation, conservation or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals or welfare of the residents of the City; and

WHEREAS, by Resolution No. _____, approved by the County Board on the _____ day of _____, 2016, the County Board ratified the creation of CRA's II North and III South (the Redevelopment Agencies); and

WHEREAS, by Resolution No. _____, approved by the City Council on the _____ day of _____, 2016, the City Council approved the CRA II North and CRA II South Community Redevelopment Plans for the Community Redevelopment Area's as fully described in Resolution No. _____, which legal description is incorporated herein by reference and made a part hereof; and

WHEREAS, the Santa Rosa County Board of Commissioners having received said redevelopment plans concurs with the contents thereof, and

WHEREAS, in order to plan and implement community redevelopment within the Community Redevelopment Area's it is necessary that a Community Redevelopment Trust Fund be established and created for said area's as provided for in Section 163.387, Florida Statutes; and

WHEREAS, notice to each taxing authority and public notice of the City's intention has been given, in accordance with Section 163.346 and 166.041(3), Florida Statutes (1999).

NOW, THEREFORE BE IT RESOLVED, by the City of Milton and the County of Santa Rosa, Florida as follows:

Section 1. There is hereby established and created, in accordance with the provision of Part III, Chapter 163, Florida Statutes (1999), (the Redevelopment Act), the Community Redevelopment Trust Fund (Trust Fund) for the Community Redevelopment Area, which fund shall be utilized and expended for the purpose of and in accordance with the Redevelopment Plan, including any amendments or modifications thereto approved in accordance with the Redevelopment Act, and including any "community redevelopment" as that term is defined in Section 163.340, Florida Statutes (1999) under the Redevelopment Plan.

Section 2. The monies to be allocated to and deposited into the Trust Fund shall be used to finance "community redevelopment" within the Community Redevelopment Area, which shall be appropriated when authorized by the Redevelopment Agency. The Redevelopment Agency shall utilize the funds and revenues paid into and earned by the Trust Fund for community redevelopment purposes as provided in the Redevelopment Plan and as permitted by law. The Trust Fund shall exist for the duration of the "community redevelopment" undertaken by the Redevelopment Agency pursuant to the Redevelopment Plan and to the extent permitted by the Redevelopment Act. Monies shall be held in the Trust Fund and the Trust Fund shall be administered by the City for and on behalf of the Redevelopment Agency, and disbursed from the Trust Fund as provided by the Redevelopment Act, this ordinance, or when authorized by the Redevelopment Agency.

Section 3. The money held in the Trust Fund shall be continuously secured in the same manner as state and municipal deposits are authorized to

be secured in the same manner as state and municipal deposits are authorized to be secured by the laws of the State of Florida. The funds may be invested according to the Redevelopment Act and Florida Statutes. The cash required to be accounted for in the Trust Fund described in this Redevelopment Act may be deposited in a single bank account, provided that adequate accounting records are maintained to reflect and control the restricted allocation of cash on deposit therein for the various purposes of such funds and accounts as herein provided.

Section 4. There shall be paid into the Trust Fund each year by each of the “taxing authorities”, as that term is defined in Section 163.340, Florida Statutes (1999), levying ad valorem taxes within the Community Redevelopment Area, and shall be that amount equal to 95 percent of the incremental increase in ad valorem taxes levied each year by that taxing authority, as calculated in accordance with Section 5 of this ordinance and the Redevelopment Act, based on the base year established in Section 5 of this agreement. Such annual amount will be known as the “tax increment.”

Section 5. The most recently approved tax roll prior to the effective date of this ordinance used in connection with the taxation of real property in the Community Redevelopment Area shall be the real property assessment roll of Santa Rosa County, Florida, reflecting the valuation of real property for purposes of ad valorem taxation as of January 1, 2016, the “base year value”, and submitted to the Department of Revenue pursuant to Section 193.1142, Florida Statutes (1999), and all deposits into the Trust Fund shall be in the amount of tax increment calculated as provided in Section 6 hereof based upon increases in valuation of taxable real property from the base year value.

Section 6. The tax increment shall be that amount equal to 95 percent of the difference between:

- a. The amount of ad valorem taxes levied each year by all the taxing authorities, exclusive of any amount from any debt service millage, on taxable real property contained within the geographic boundaries of the Community Redevelopment Area; and
- b. The amount of ad valorem taxes which would have been produced by the rate upon which the tax is levied each year by or for each taxing authority, exclusive of any debt service millage, upon the total of the assessed value of the taxable real property in the Community Redevelopment Area as shown upon the assessment roll used in connection with the taxation of such property by each taxing authority, prior to the effective date of this ordinance.

Section 7. Each taxing authority shall annually appropriate to and cause to be deposited in the Trust Fund the tax increment determined pursuant to the Redevelopment Act and Section 6 of this agreement at the beginning of each fiscal year thereof as provided in the Redevelopment Act. The obligation of each taxing authority to annually appropriate the tax increment for deposit in the Trust Fund shall commence immediately upon the effective date of this agreement and continue to the extent permitted by the Redevelopment Act until all loans, advances, and indebtedness, if any, and interest thereon, incurred by the Redevelopment Agency as a result of community redevelopment in the Community Redevelopment Area have been paid.

Section 8. The Trust Fund shall be established and maintained as a separate fund by the City pursuant to the Redevelopment Act and this agreement, and other directives of the governing body of the Redevelopment Agency as may from time to time be adopted, whereby the Trust Fund may be promptly and effectively administered and utilized by the Redevelopment Agency expeditiously and without undue delay for its statutory purposes pursuant to the Redevelopment Plan.

Section 9. The City Clerk, or his/her designee, of the City of Milton, Florida (the "Trustee"), on behalf of the City and the Redevelopment Agency, shall be the trustee of the Trust Fund and shall be responsible for the receipt, custody, disbursement, accountability, management, investment, and proper application of all monies paid into or expended from the Trust Fund in accordance with the Redevelopment Agency authorization and with state and local laws. Disbursement of monies shall be made upon presentation of adequate supporting documentation in the reasonable opinion of the Trustee.

Section 10. The Redevelopment Agency shall provide for an independent financial audit of the Trust Fund each fiscal year and a report of such audit pursuant to Section 163.387, Florida Statutes (1999). Such report shall describe the amount and source of deposits into the amount and purpose of withdrawals from the Trust Fund during such fiscal year and the amount of principal and interest paid during such year on any indebtedness to which is pledged increment revenues and remitting amount of such indebtedness. The Redevelopment Agency shall provide a copy of the audit report to each taxing authority.

Section 11. The City Council may, in its discretion, deposit such other legally available funds into the Trust Fund as may be described by resolution adopted on or after the effective date of this agreement.

Section 12. Severability.

If any provision or portion of this agreement is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions shall remain in full force and effect.

Section 13. This Agreement, after being properly executed by all parties named herein, shall become effective upon its filing with the Clerk of the Circuit Court of Santa Rosa County, Florida. Santa Rosa County shall be responsible for filing this Agreement upon receipt of the executed Agreement from Milton.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement on the respective dates under each signature: Santa Rosa County, Florida through its Board of County Commissioners, signing by and through its duly authorized Chairman and the City of Milton, Florida, signing by ad through its duly authorized Mayor.

**Board of County Commissioners
Santa Rosa County, Florida**

By: _____
Chairman

ATTEST:

DONALD C. SPENCER
Clerk of the Circuit Court

Deputy Clerk

CITY OF MILTON, FLORIDA

(SEAL)

By: _____
Wesley Meiss, Mayor

ATTEST:

By: _____
Dewitt Nobles, City Clerk



#152

City of Milton

Office of the City Manager

April 19, 2016

TO: Taylor C. Teepell, Director
Division of Community Development
107 East Madison Street
Caldwell Bldg., MSC 160
Tallahassee, Florida 32399-4120

RE: Letter of Request for Grant Funding

Project Title: *The City of Milton Community Life Cycle Plan*

Project Importance:

The demographic shift in this Country's population paradigm is not transitory nor is it a new or unknown phenomenon. The national 65 and over population is expected to increase at least 20% by the year 2020. Florida, on average, is home to a larger percentage of elderly people than the nation as a whole and the City of Milton is no different. The City of Milton could expect that nearly a quarter of its population will be 65 and older by the same year. Planning for this inevitability is paramount and the City believes that the most effective way to prepare for it is at the local level.

Pro-active attainment of a level of service prior to its necessity will always be more cost effective than reactionary expenditure during an emergency. By identifying problem areas and addressing those insufficiencies over the next decade, cost will be spread out and the resources will be there when needed not after it's too late. The economic benefits of preparation will save on medical and care expenses for our citizens and for our local care facilities and service providers as well.

Identifying the City's deficiencies and resources and then making the policy changes to correct and strengthen them will prove to enrich the lives to our aging population. Providing increases in access and mobility and identifying care givers and "needers" will strengthen service availability and response, foregoing undue discomfort and also bridging the gaps in current care provision within the City.

By drafting the *City of Milton Community Life Cycle Plan* the City seeks to address the following:

- 1) The City's Long Term Care Capacity;
- 2) Housing Affordability and Suitability;
- 3) Environmental Constraints to Service and Programs;
- 4) Potential Zoning issues, and;
- 5) Planning Inadequacies.

The *Community Life Cycle Plan* will create the context which will serve to augment the City's strategies and outline a path that will ensure a viable and supportive service, program, and infrastructure base for its elderly and aging citizens.

The City of Milton is requesting funding in the amount of \$30,000.00 to help us create this much needed and important planning instrument.

Respectfully,

**Brian Watkins
City Manager**

**CITY OF MILTON
COMMUNITY LIFE CYCLE PLAN**

SCOPE OF WORK

PROJECT DESCRIPTION. Grant Recipient/Grantee shall develop a *Community Life Cycle Plan* aimed at addressing the aged and elderly population of the City of Milton. Elements of the Plan shall identify the resources available to the 65 years and over demographic, the deficiencies in those resources, and the strategies the City shall utilize to address the deficiencies.

DELIVERABLES. The following table sets forth the specific deliverables, tasks, performance measures, dates, and funding amounts associated with the final production of the *City of Milton Community Life Cycle Plan*.

Deliverable	Performance Measure	Due Date	Identified Payment Amount
<p>1. Create a City of Milton Elderly Care Resource Profile:</p> <p>- Grantee shall develop a data base of "Elderly Care Resources" within the City and the surrounding Communities, to include Care Facilities, Hospitals, Hospice Care, and Other local amenities including the built environment required to support an aged and aging population.</p>	<p>Completion of the tasks associated with Deliverable 1 shall be demonstrated through:</p> <ol style="list-style-type: none"> 1. Submission of a report on the current status and inventory of available resources within the City and County. 2. A Graphic Representation (Map) of available facilities and services. 	10/01/16	\$5,000.00
<p>2. Creation of Outreach and Information Gathering Media:</p> <p>- Grantee shall develop survey and outreach materials for the purpose of gaining a better understanding of how the demographic feels about their status in the City and where they will be in the future.</p>	<p>Completion of the tasks associated with Deliverable 2 shall be demonstrated through:</p> <ol style="list-style-type: none"> 1. A hard and electronic copy of the developed survey. 2. A hard and electronic copy of a summary of results, to include the total number of surveys sent out or otherwise delivered to the demographic. 3. A hard and electronic copy of the outreach letter. 4. A hard and electronic copy of meeting results summary. 	01/15/17	\$10,000.00

<p>3. Perform a Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis:</p> <p>- Grantee shall perform a SWOT Analysis based on the data collected from Deliverables 1 and 2 and create a SWOT Report/Summary.</p>	<p>Completion of the tasks associated with Deliverable 3 shall be demonstrated through:</p> <p>1. A hard and electronic copy of the SWOT Report/Summary.</p>	<p>03/01/17</p>	<p>\$5,000.00</p>
<p>4. Draft the City of Milton 2025 Community Life Cycle Plan:</p> <p>- Grantee shall prepare a final version of the City of Milton 2025 Community Life Cycle Plan based on the outcomes of Deliverables 1-3.</p>	<p>Completion of the tasks associated with Deliverable 4 shall be demonstrated through:</p> <p>1. A hard and electronic copy of the final version of the City of Milton 2025 Community Life Cycle Plan</p>	<p>04/28/17</p>	<p>\$10,000.00</p>
<p>Total:</p>			<p>\$30,000.00</p>



City of Milton

Office of the City Manager

April 19, 2016

TO: Taylor C. Teepell, Director
Division of Community Development
107 East Madison Street
Caldwell Bldg., MSC 160
Tallahassee, Florida 32399-4120

RE: Letter of Request for Grant Funding

Project Title: *City of Milton Stewart Street Corridor Comprehensive Market Study*

Project Importance:

The City of Milton has recently begun looking more critically at its Commercial Corridors located outside of its Historic Downtown Riverfront and current Downtown areas. The Stewart Street corridor was once a vital and important commercial corridor but is now an outdated and old-fashioned strip of fragmented storefronts and dysfunctional and rundown market space. Vacancy and turnover rates are high and pawn shops, second hand stores and cash-advance store fronts abound.

The City believes that the Stewart Street Corridor has a lot of potential and has begun the process of addressing what it sees as deficiencies through structural analysis, outreach, and educational exercises. However, the City's current efforts can only go so far, a successful Comprehensive Market Study of the corridor and its place in the larger market areas to include the Riverfront and other nearby Commercial Centers would go a long way in our revitalization efforts.

Stewart Street represents an increasingly important redevelopment opportunity. The corridor, as it stands today, is simply a means to an end for most residents, however, the City believes that it could be rehabilitated and transformed into a healthy and active mixed use corridor, provided the right investments and infrastructure improvements are made. A comprehensive market study of the Stewart Street corridor would provide a strong working base from which to launch development and public investment decisions in the years to come.

The market study has four fundamental goals:

- 1) To help businesses and investors understand their trade area better in order to improve their sales;
- 2) The exploration of business development opportunities,
- 3) To demonstrate the economic importance of the corridor area to outside investors and businesses, and;
- 4) To explore the costs and benefits of the development of an incentive/grant program for struggling businesses to make necessary façade, use, and/or other improvements.

The Stewart Street Market Study will not be another analysis that, when completed, is just put on the shelf. It will be utilized to identify realistic solutions and to build a solid foundation in order to support all of the revitalization efforts that are currently being undertaken and the efforts that are still to come. The study will be utilized to:

- Find niche development ideas and opportunities;
- To better use the available space;
- To develop a corridor vision or brand for promotion;
- To set benchmarks for growth and redevelopment;
- To prompt entrepreneurship;
- To retain business, and ultimately;
- To expand and recruit new businesses.

The City of Milton believes that one of the keys to success in building a healthy mixed-use corridor in a small town is to understand the corridor's economic value and its place in the larger consumer and business market environments. The outcomes of the Market study will help the City, not only to achieve its goals for the corridor but to achieve its goals for the entire City.

The City of Milton is requesting \$32,500.00 to complete a Comprehensive Market Study of the Stewart Street Corridor.

Respectfully,

Brian Watkins
City Manager

CITY OF MILTON
STEWART STREET COMPREHENSIVE CORRIDOR MARKET STUDY

SCOPE OF WORK

PROJECT DESCRIPTION. Grant Recipient/Grantee shall develop and perform a Comprehensive Corridor Market Study.

DELIVERABLES. The following table sets forth the specific deliverables, tasks, performance measures, dates, and funding amounts associated with the final production of the City of Milton *Stewart Street Comprehensive Corridor Market Study*.

Deliverable	Performance Measure	Due Date	Fixed Payment Amount
1. Pursue an understanding of the Downtown Market: a. Grantee shall develop and implement Trade area analysis; b. Grantee shall collect and analyze the most current demographic data; c. Grantee shall develop a consumer survey; d. Grantee shall develop a business survey;	Completion of the tasks associated with Deliverable 1 shall be demonstrated through: 1. A hard and electronic copy of Trade Area Analysis results; 2. A hard and electronic copy the consumer survey; 3. A hard and electronic copy of the business survey; 4. A summary of results of the surveys to include the numbers of people survey and results;	11/01/16	\$15,000.00
2. Outreach and Identification of Business Goals: a. Grantee shall develop outreach materials; b. Grantee shall hold public outreach meetings and attract stakeholders and the business community	Completion of the tasks associated with Deliverable 2 shall be demonstrated through: 1. A hard and electronic copy of outreach materials; 2. A hard and electronic copy of any minutes from the meeting(s) and/or meeting summary(s) to include the numbers of stakeholders present.	02/01/16	\$5,000.00
3. Sector Opportunities Analysis:	Completion of the tasks associated with Deliverable 3 shall be demonstrated through:	03/01/16	\$2,500.00

<p>a. Grantee shall perform an analysis of the Deliverables 1 and 2 in order to more fully understand what business sectors will have the most success in the downtown area.</p>	<p>1. A hard and electric copy of the Sector opportunities analysis and summary of findings.</p>		
<p>4. Corridor Market Study Report:</p> <p>a. Grantee shall develop a Market Study Report identifying the results of the above survey, outreach, and analysis making up Deliverables 1, 2, and 3. The Report shall build a framework for transforming the corridor.</p>	<p>Completion of the tasks associated with Deliverable 4 shall be demonstrated through:</p> <p>1. A hard and electronic copy of the Downtown Market Study Report.</p>	<p>04/28/16</p>	<p>\$10,000.00</p>
<p style="text-align: right;">Total: \$32,500.00</p>			

1416



MEMORANDUM

Budget Dept.

Date: April 21, 2016
To: Brian Watkins, City Manager
From: Diane Ebentheuer, Budget Coordinator
RE: Establish 3 New Special Revenue CRA Funds – #111, 112, and 113

RECOMMENDATION:

Request Council establish 3 New Special Revenue Funds:

- #111 – Downtown CRA I (Formerly identified as Fund 102-Downtown Redevelopment CRA)
- #112 – Downtown CRA II (New Established Area)
- #113 – Downtown CRA III (New Established Area)

BACKGROUND:

Special Revenue Funds account for proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

The City of Milton's current Special Revenue Fund #102 – Downtown Redevelopment Fund CRA was established 02/09/1982. On 08/15/2012 the City of Milton adopted Resolution 1231-12 to extend the CRA plan to 09/30/2042. County and City millage, that is calculated on Taxable Value in this area that is in excess of the established 1981 base year taxable value, is recorded as Revenue for this fund.

Planning Department, in conjunction with Santa Rosa County, is moving forward to establishing CRA II Area, and CRA III Area in the City of Milton.

#135

ADDENDUM TO COOPERATIVE AGREEMENT – 2006, WHITING CIRCLE

This Addendum modifies and supplements the attached COOPERATIVE agreement between CITY OF MILTON, FLORIDA and POINT BAKER WATER SYSTEM, INC. which was entered into on the 21st day of September 2006.

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and / or additions that are outlined below. These additions shall be made valid as if they are included in the original stated contract.

Amended Section 2 - Cost of Service:

The cost of service by both organizations shall be reciprocal. The charge shall be at a rate of \$3.30/one thousand gallons of water (with no minimum usage charge). The charges shall be billed on a monthly basis or as agreed to by the Managers of each organization. The above rate will remain in effect for a period of at least 12 months from the date of agreement and any changes will require the approval of both parties.

No other terms or conditions of the above mentioned contract shall be negated or changed as a result of this stated addendum.

This AGREEMENT entered into on this ____ day of _____, 2016.

CITY OF MILTON, FLORIDA

ATTEST:

BY: _____

POINT BAKER WATER SYSTEM, INC.

ATTEST:

BY: _____

ADDENDUM TO COOPERATIVE AGREEMENT – 2006, WHITING CIRCLE

This Addendum modifies and supplements the attached COOPERATIVE agreement between CITY OF MILTON, FLORIDA and POINT BAKER WATER SYSTEM, INC. which was entered into on the 21st day of September 2006.

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and / or additions that are outlined below. These additions shall be made valid as if they are included in the original stated contract.

Amended Section 2 - Cost of Service:

The cost of service by both organizations shall be reciprocal. The charge shall be at a rate of \$2.90/one thousand gallons of water (with no minimum usage charge). The charges shall be billed on a monthly basis or as agreed to by the Managers of each organization. The above rate will remain in effect for a period of at least 12 months from the date of agreement and any changes will require the approval of both parties.

No other terms or conditions of the above mentioned contract shall be negated or changed as a result of this stated addendum.

This AGREEMENT entered into on this 2nd day of MAY, 2012.

CITY OF MILTON, FLORIDA

ATTEST:

Dewitt Noble

BY: U. S. Alvarado
City Manager

POINT BAKER WATER SYSTEM, INC.

ATTEST:

Jerry Warrick

BY: Jerry Warrick
MANAGER

143



Budget Dept.

MEMORANDUM

Date: April 21, 2016
To: Brian Watkins, City Manager
From: Diane Ebentheuer, Budget Coordinator 
RE: Establish a New Fund. Fund #302 – Capital Fund-Local Option Fuel Tax .05 cents

RECOMMENDATION:

The Local Option Fuel Tax .05 cents is a new revenue for the City of Milton. The Santa Rosa County Commission approved adding this unutilized fuel tax with collection to begin on 01/01/2016.

Request Council establish Fund #302 – Capital Fund Local Option Fuel Tax .05 cents. This new capital fund would receive this new revenue and expense in one location. This new fuel tax will be funding Road Paving Projects and allow better tracking of our Road Paving Projects. (Otherwise, recording as a General Fund Revenue would inflate the budget when the Revenue transfers to the Capital Fund.)

BACKGROUND:

County Governments are authorized to levy up to 12 cents of local option fuel taxes in the form of 3 separate levies. Santa Rosa County now has a total of 12 cents of fuel taxes of which the City of Milton receives our share on 11 cents.

- 1-6 cents on every net gallon of motor and diesel fuel sold with proceeds for specific Transportation Expenses. We have an interlocal agreement to receive 5.05% of these taxes, good thru 12/31/2016. (annual projected revenue for FY2016 = \$219,741)

NEW FUEL TAXES effective 01/01/2016

- 1-5 cents on every net gallon of motor fuel sold (diesel is not subject to this tax). Proceeds are used for Transportation Expenses. We have an interlocal agreement to receive 6.11% of these taxes, good thru 12/31/2025.
- 1 cent (often called the 9th Cent) on every net gallon of motor and diesel fuel sold.
The City of Milton does not receive any portion of this fuel tax.

#142

GROUND LEASE AGREEMENT

THIS GROUND LEASE AGREEMENT (This Agreement) is made and entered into this 1st day of May, 2003, by and between Sundial Utilities, Inc., a Florida corporation, hereinafter referred to as "Landlord", and William (Bill) Henderson, hereinafter referred to as "Tenant," of metal building on south side of RV shelter

WITNESSETH THAT, for and in consideration of the sum of \$ 50.00 per month due and payable on the first day of every month for the duration of this agreement, Landlord hereby leases to Tenant, and Tenant hereby rents from Landlord that certain property with dimensions of approximately 12 x 40 located at 6815 Dalisa Road, Milton, Florida, commonly known as the Sundial Utilities Plant.

TO HAVE AND TO HOLD said property on a month-to-month basis, terminable by either party by giving thirty days notice of termination to the other at the address listed above.

Remove the building if he chooses to do so while this agreement is in effect

1. LAND LEASE ONLY. Landlord agrees to land lease only and agrees to no repairs to any improvements erected or made on premises by Tenant, or to repair or replace any equipment located thereon. Additionally, any improvements made to or erected on the leased premises are done at Tenant's expense and become the sole property of Landlord at the termination of this tenancy. In the event either (i) a court of competent jurisdiction, (ii) a city, county or state government agency, or (iii) or any other enforcement branch of any government shall order the removal of improvements, such removal shall be solely at the Tenant's expense and the lands of the Owner shall be returned to the original state, prior to the improvements.

2. HOLD HARMLESS. Tenant, during the term of this lease, agrees to indemnify Landlord against and save Landlord harmless from all demands, claims, causes of action or judgments, and all reasonable expenses and attorney fees incurred in investigating or resisting the same for injury to persons or damage to property occurring on the leased premises which are attributable to the use of the leased premises by the Tenant, the negligence of the Tenant, or occasioned wholly or in part by any act or omission of the Tenant's quests, employees, assignees or subleases.

3. ATTORNEY FEES AND COSTS: If Landlord or Tenant files a suit against the other which in any way is connected with this lease and all provisions within this lease agreement, the losing party shall pay to the prevailing party all attorney fees and costs, through all appeals and collection proceedings.

4. For the purposes herein, the term Landlord shall also refer to (in addition to Sundial Utilities, Inc.) Bernard R. Roll, Inc., any subsidiary or affiliate corporation, shareholders(of all said corporations), employees, contractors, sub-contractors, officers or any other business or natural person on the premises at the request of the landlord, except for the Tenant.

IN WITNESS WHEREOF, Landlord and Tenant, have set their hands and seals hereunto and have caused this instrument to be properly executed the day and year first above written.

Signed, sealed and delivered in the presence of:

Joyce Grove
Witness

Mary A. Beard
Witness

Diana M. [Signature]
Witness

Walter [Signature]
Witness

SUNDIAL UTILITIES, INC.

By: Andrea Roll
Landlord

Bill Henderson
Tenant

OCCUPANCY RIGHTS ARE NON-TRANSFERABLE WITHOUT PRIOR APPROVAL FROM SUNDIAL OFFICER

1 AR



Sundial Utilities, Inc.

6815 DaLisa Road
Milton, FL 32583
Phone: 850-981-1294 Fax: 850-623-5094
Sundialutilities@gmail.com

Dear Gerald,

Please find included in this package the following documents:

Ground lease agreement that I believe was drawn up several years ago by Locklin & Jones, PA

Current Fee Structure (we back sales tax out of the fee.)

A special lease given to Bill Henderson. (See note below.)

All but one of the tenants are residents of Windsor Villas and therefore are a minimum of 55 years old. The other tenant is a former resident who now lives at Homestead Village in Pensacola. Though electricity is available under the shelter no one has used it since 2009.

Currently we are collecting \$255.00 per month. We report \$239.44 to the Department of Revenue and we pay \$15.56 sales tax each month.

Note: The white metal building with red trim actually belongs to Bill Henderson. Therefore he pays the "uncovered" storage fee. In the event that he can not stay after the sale, he has an option to either remove the building from the cement foundation to another location or loose the building.

In the event that these tenants need to relocate please let me know so that they have ample time to find a new storage facility. Particularly Mr. Henderson.

Regards,

Christine Shackle, Manager
Sundial Utilities, Inc.

#139

LOBBYIST PROPOSALS - (APRIL 13, 2016)

Company and Representative Name	Address	Phone	Email & Website
<i>The Advocacy Group at Cardenas Partners, LLC</i> Alberto R. Cardenas, Senior Partner	215 South Monroe St, Suite 602 Tallahassee, FL 32301	850-222-8900	SJB@CardenaasPartners.com www.cardenasparkers.com
<i>Anfield Consulting</i> Albert Balido, Managing Partner	201 West Park Ave., Suite 100 Tallahassee, FL 32301	850-251-3440	Albert@anfieldflorida.com
<i>Ballard / Partners</i> Brian Ballard or Brad Burleson	403 East Park Avenue Tallahassee, FL 32301	850-557-0444	ballard@ballardfl.com brad@ballardfl.com www.ballard-partners.com
<i>Bryant Miller Olive</i> Randall J. Hanna	100 North Monroe St., St 900 Tallahassee, FL 32301	850-222-8611	 www.bmolaw.com
<i>Capital City Consulting, LLC and Pittman Law Group, LLC</i> Sean Pittman, Esa / Nick Iarossi	101 E. College Ave., Suite 502 Tallahassee, FL 32301	850-216-1002 850-222-9075	sean@pittman-law.com niarossi@capitalcityconsult.com www.pittman-law.com www.capcityconsult.com
<i>Gray / Robinson Attorney At Law</i> Christopher Dawson	301 East Pine St., Suite 1400 Orlando, FL 32801	407-843-8880 (office) 850-449-0066 (cell)	chris.dawson@gray-robinson.com www.gray-robinson.com
<i>GT GreenbergTaurig</i> Agustin Corbella, Senior Director	101 East College Ave Tallahassee, FL 32301	850-222-6891	corbella@gtlaw.com www.gtlaw.com
<i>Johnson Blanton, LLC</i> Jules Kariher	537 East Park Ave., P.O. Box 10805 Tallahassee, FL 32302	850-224-1900	
<i>Liberty Partners of Tallahassee</i> Jennifer Green, CAE, DPL, President /Own Melanie Bostick, DPL, V-President	113 E. College Avenue, Suite 300 P.O. Box 390 T'hassee, FL 32302	850-528-8809 (cell) 850-841-1726 (office)	Jennifer@libertypartnersfl.com Melanie@libertypartnersfl.com www.libertypartnersfl.com
<i>Southern Strategy Group</i> Sarah Glassner	123 S. Adams Street Tallahassee, FL 32301	850-671-4401 850-284-5993	glassner@sostrategy.com www.sostrategy.com
<i>Wexford Strategies</i> Kevin Doyle, Managing Partner	P.O. Box 24897 Jacksonville, FL 32241-4897	904-337-6260 (office) 904-806-1714 (cell)	Kevin.Doyle@WexfordStrategies.com www.wexfordstrategies.com

April 13, 2016

VIA EMAIL AND MAIL

Ms. Lori McCafferty
City of Milton General
Employees' Retirement Board
P.O. Box 909
Milton, FL 32572

Re: City of Milton
General Employees' Retirement System

Dear Lori:

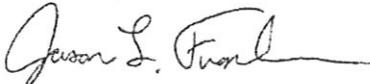
In response to Kristin Hill's email dated April 5, 2016, we have reviewed the proposed Ordinance (identified on page 1 as ksh\mil\gen\04-01-16.ord) amending the Plan's Deferred Retirement Option Program to extend the maximum participation period from 60 to 84 months. We have determined that the adoption of the proposed changes will have no impact on the assumptions used in determining the funding requirements of the program.

Because the changes do not result in a change in the valuation results, it is our opinion that a formal Actuarial Impact Statement is not required in support of its adoption. However, since the Division of Retirement must be aware of the current provisions of all public pension programs, it is recommended that you send a copy of this letter and a copy of the fully executed Ordinance to the following office:

Mr. Keith Brinkman
Bureau of Local Retirement Systems
Division of Retirement
P. O. Box 9000
Tallahassee, FL 32315-9000

If you have any questions, please let me know.

Sincerely,



Jason Franken, FSA, EA, MAAA

cc: H. Lee Dehner, Board Attorney

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF MILTON, FLORIDA, AMENDING CHAPTER 38, PERSONNEL AND RETIREMENT, ARTICLE IV, GENERAL EMPLOYEES' PENSION AND RETIREMENT SYSTEM, OF THE CODE OF ORDINANCES OF THE CITY OF MILTON; AMENDING SECTION 38-136, DEFERRED RETIREMENT OPTION PLAN; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA;

SECTION 1: That Chapter 38, Personnel and Retirement, Article IV, General Employees' Pension and Retirement System, of the Code of Ordinances of the City of Milton, is hereby amended by amending Section 38-136, Deferred Retirement Option Plan, subsection (b) *Participation*, (3) *Period of participation*, to read as follows:

* * *

(b)(3) *Period of participation.* A member who is in the DROP on (Insert date of adoption) or elects to participate in the DROP under subsection (b)(2), shall participate in the DROP for a period not to exceed ~~sixty (60)~~ eighty-four (84) months beginning at the time his election to participate in the DROP first becomes effective. An election to participate in the DROP shall constitute an irrevocable election to resign from the service of the city not later than the date provided for in the previous sentence. A member may participate only once.

* * *

SECTION 2: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Milton.

SECTION 3: All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4: That this Ordinance shall become effective upon its adoption.

PASSED ON FIRST READING, this _____ day of _____, 2016.

PASSED AND ADOPTED ON SECOND READING, this _____ day of _____, 2016.

ATTEST:

MAYOR

CITY CLERK

Approved as to form:

CITY ATTORNEY

John Colby

From: FLGISA Board of Directors <admin@flgisa.ccsend.com> on behalf of FLGISA Board of Directors <bbrennan@flcities.com>
Sent: Wednesday, March 23, 2016 8:03 AM
To: John Colby
Subject: FLGISA 2016 Annual Conference Announcement

MEMBER COST: \$275⁰⁰
HOTEL COST: \$160⁰⁰ x 3 nights = 480⁰⁰
TOTAL: \$755⁰⁰
TRAVEL TO BE PAID
BY JOHN



You're invited to attend!



Why You Need to Attend the Annual Conference:

- Network with over 150 local government technology leaders
- Learn about the latest technology trends
- Attend 12 CEU eligible educational credit sessions

- Visit with technology pavilion

Attendee Registration Packet

Register Today!

"Innovation is the New Now" is the theme this year and the event committee has been working diligently to develop a dynamic conference agenda of topics with exciting speakers that will provide quality education for everyone. Not only will you be exposed to an exciting lineup of educational sessions and speakers; there will be plenty of opportunities to network with your peers.

Conference Agenda

Reserve Your Hotel Room by July 1, 2016! The reservation cut-off date for the **Boca Raton Resort & Club** is July 1. The **FLGISA room rate is \$160** per night plus tax. Please use the link below to reserve your hotel room today. The Boca Raton Resort is offering optional room types at group rate pricing on space availability. **Exhibitor registration will open next week so book today before the block fills up.**

Book Hotel Here

3rd Annual Fun Run! The Fun Run is the perfect early morning networking event! Join us on Thursday July 28. Race start time is 6:45 a.m. There is **NO** cost for attendees and spouses. **Deadline for registration is June 28.**

Sign Up Today!

CPTL Program Accepting Applications Now! On behalf of the Certified Government Chief Information Officer (CGCIO) program and the Leadership of the Florida Local Government Information Systems Association and the Florida Institute of Government at Florida State University, We are accepting applications for the next CGCIO program in January 2017. Please contact Debby Smallwood at 850.487.1870 or dsmallwood@iog.fsu.edu for more information.

#136

CITY OF MILTON POLICY

Title: Workers' Compensation	Page: 3	Policy Number: 7.0
Effective Date: June 9, 2009	Revised Date: April 21, 2016	Next Review Date: November 14, 2013
Approved by Council: December 13, 2011		

Workers' Compensation Policy:

All employees are covered by workers' compensation insurance, which compensates an employee for lost time, medical expenses, and loss of life or dismemberment from an injury arising out of or in the course of work. Employees must report any accident or injury immediately to his/her supervisor and the Human Resources Department so that the necessary paperwork may be completed.

The City of Milton complies with all state and federal regulations pertaining to Worker's Compensation to ensure that all obligations are met in payments to associates who sustain an occupational injury or illness arising in the course of employment.

Special Instructions:

- The associate must inform the immediate supervisor of the injury immediately and assist with completion of the necessary report's (Accident Investigation Report, OSHA Form 301)
- For after hours or extreme medical care send the associate to Santa Rosa Medical Center, if it is a non-emergency injury contact your supervisor and the HR Coordinator; if not available, contact the City Manager's Executive Assistant to set up medical treatment as soon as possible. We will send the associate to one of our Primary Providers (see attached list).
- The Injury will then be reported to our Worker's Comp Carrier.
- Benefit days and paid holidays are not earned during a work related absence.
- If an associate is instructed by the attending physician to refrain from working due to a work-related injury or illness, this occurrence is not used as the basis of disciplinary action in regard to absenteeism.
- Associates may be subject to disciplinary action if, in the judgment of the manager or supervisor, they are involved in accidents that are avoidable through the use and practice of established safety techniques, policies and procedures.
- When associates return to work, it is the shared responsibility of the manager and the associate to insure that work conducted is within the framework of duties that may be performed to ensure that further injury is prevented. Return to work associates must have a medical release with specific instructions regarding duties that the associate may safely perform.
- The manager must work closely with the HR Coordinator regarding return to work issues and light duty assignments.
- Any communication by a manager with an associate on Worker's Compensation should be relayed to the HR Coordinator immediately.
- All injuries are entered into the OSHA Log.

Workers' Compensation Procedures:

If you are injured on the job, follow these procedures:

- First ** If it is a Life-Threatening emergency, **dial 911!**
- If it is not a Life Threatening emergency, report the injury to your Supervisor and contact the HR Coordinator; if not available, contact the City Manager's Executive Assistant to set up medical treatment as soon as possible. We will need to make sure the medical facility knows we have a drug free workplace program so they can do the appropriate testing.
- Your Supervisor will arrange transportation for you to the emergency room for serious injury. You do not have to come to City Hall first. The emergency room nurse will verify your treatment with the city. Always identify yourself as a City of Milton Employee with a Work Related Injury and provide them with the Carrier's address (below).
- Workers Compensation Carrier for the City of Milton:

Rising Medical Solutions

Attn: WC Claims

PO Box 2177

Milwaukee, WI 53201

Fax: 866-767-3290

asteffen@Flcities.com

- Give the address above to all Treating Facilities, Pharmacies, Labs, Etc.
- The Supervisor will need to fill out an Accident Report and an OSHA Form 301, along with an Investigation Report and then turn them into the HR Coordinator; if not available, to the City Manager's Executive Assistant for the accident to be reported to Workers Comp.
- Always bring paperwork back from the Doctor and turn into the HR Coordinator; if not available, turn it in to the City Manager's Executive Assistant.
- If you have a follow up appointment at any time, bring in your paperwork following the visit.
- In order to return back to work we must have a doctor's release stating the employee may return to full duty. If restrictions are in place, or if the employee is to return to work as "light duty", and we do not have light duty work available the employee may not be able to return until work is available.
- HR Coordinator needs to be aware of all incidents and follow-up appointments.

Worker's Compensation Payment Procedure:

Worker's compensation pays for wages lost as a result of an employee injury or illness, provided that the absence from work is related to a work injury illness and is authorized by a doctor. Workers' compensation payments are 66 2/3 percent of an employee's average weekly wage.

The City of Milton wants to ensure employees do not have difficulties paying any of their insurance premiums and/or deductions while out of work on Worker's Comp and has therefore implemented the following procedure:

1. As long as the employee has accrued time available, they may use sick leave and the City will continue to pay the employee 100 percent of their normal pay.
2. When an employee begins to receive payments from the City's Worker's Compensation Carrier, the employee must bring in and sign the check over to the City's Finance Department. All insurance premiums and deductions will continue to be taken out of the employee's paycheck.
3. If the employee does not have any accrued sick time available to use, he/she cannot request time from the sick leave pool. The employee will continue to be paid through the City's Worker's Compensation Carrier and must make arrangements with the Finance Department to pay any insurance premiums and deductions. During this time, the employee will not accrue vacation or sick time.
4. Once the employee returns to work, the employee will be reimbursed accrued vacation/sick time at the rate of 66 percent.

Approved by: _____
City Manager

Date: _____

**Primary Provider List For:
City of Milton – Milton, FL 32570**

For Non Emergency injuries sustained during normal business hours, call the HR Coordinator first, if he/she is not available, contact the City Manager's Executive Assistant, to set up an appointment to seek care at one of the following listed providers:

Remember to inform the medical facility that we have a drug free workplace program so they can do the appropriate testing.

**Baptist Medical Park
Occupational Medicine
9400 University Parkway
Pensacola, FL 32514
850-208-6400**

**Santa Rosa Medical Center
6002 Berryhill Rd
Milton, FL 32570
850-626-7762**

Workers Compensation Carrier for the City of Milton

**Florida League of Cities
Rising Medical Solutions
P.O. Box 2177
Milwaukee, WI 53201
Fax: 866-767-3290
asteffen@Flcities.com**

AUTHORIZATION FOR DRUG SCREENS

PLEASE READ & FILL OUT! PHOTO I.D. REQUIRED!

**Worker's Comp: Baptist Medical Group- 9400 University Pkwy, Ste
101A Pensacola, FL 32514 850-208-6400**

**Random Drug Test: Quest Diagnostics- 5950 Berryhill Rd, Milton,
FL 32570 850-626-5952**

Procedure for URINE DRUG SCREENS AND ALCOHOL/BREATHALYZER

1. Executive Assistant calls for an APPOINTMENT or you may go directly to testing
Date: _____ Appt. made by: Pam Haddan
2. Fill out all information needed on this form.
3. Show up at Santa Rosa Urgent Care on the appointed DATE at the appointed
TIME. You must have a PHOTO I.D.!!!! Bring this form, completely filled out.
4. Return Test Verification Form to Supervisor in order to return to work.

EMPLOYEE COVERED BY DOT POLICY _____ NON DOT POLICY _____

CLIENT'S NAME: _____

CLIENT'S HOME PHONE NUMBER: _____

EMPLOYER: CITY OF MILTON EMPLOYER PHONE#: 983-5411

TYPE OF SCREEN NEEDED: (URINE Drug Screen)

_____ Pre-Employment – DOT	_____ Random – DOT
_____ Post-Accident – DOT	_____ Random – Non-DOT
_____ Post-Accident – Non DOT	_____ For Cause – DOT
_____ For Cause – Non DOT	
_____ Other – <u>ALCOHOL/BREATHALYZER</u>	

CITY OF MILTON POLICY

TITLE: Committee Meeting Rules		PAGE:	POLICY NUMBER: 1.6
EFFECTIVE DATE: 4/7/2015	REVISED DATE: 1/12/2016	NEXT REVIEW DATE: 1/12/2018	
APPROVED BY COUNCIL ACTION:			

Rules for City Council Meetings: City Council, Executive Committee, CRA

1. Must have majority of Council members present to conduct business. Quorum requirements are set by the city charter, state law or other controlling authority.
2. Only members of the Council can make motions and vote.
3. Motions need a second.
4. The Mayor/Chair cannot make motions and may only vote as a tie breaker.
5. Discussion is allowed without a motion on the floor.
6. Motions to limit discussion are in order.

Rules for Committee of the Whole

1. Committee of the Whole is comprised of the City Council.
2. The Mayor Pro-Tem will preside over the meetings.
3. Must have majority of Council members present to conduct business.
4. Only members of the Council can make motions and vote.
5. Motions need a second.
6. Discussion is allowed without a motion on the floor.
7. Motions to limit discussion are in order.

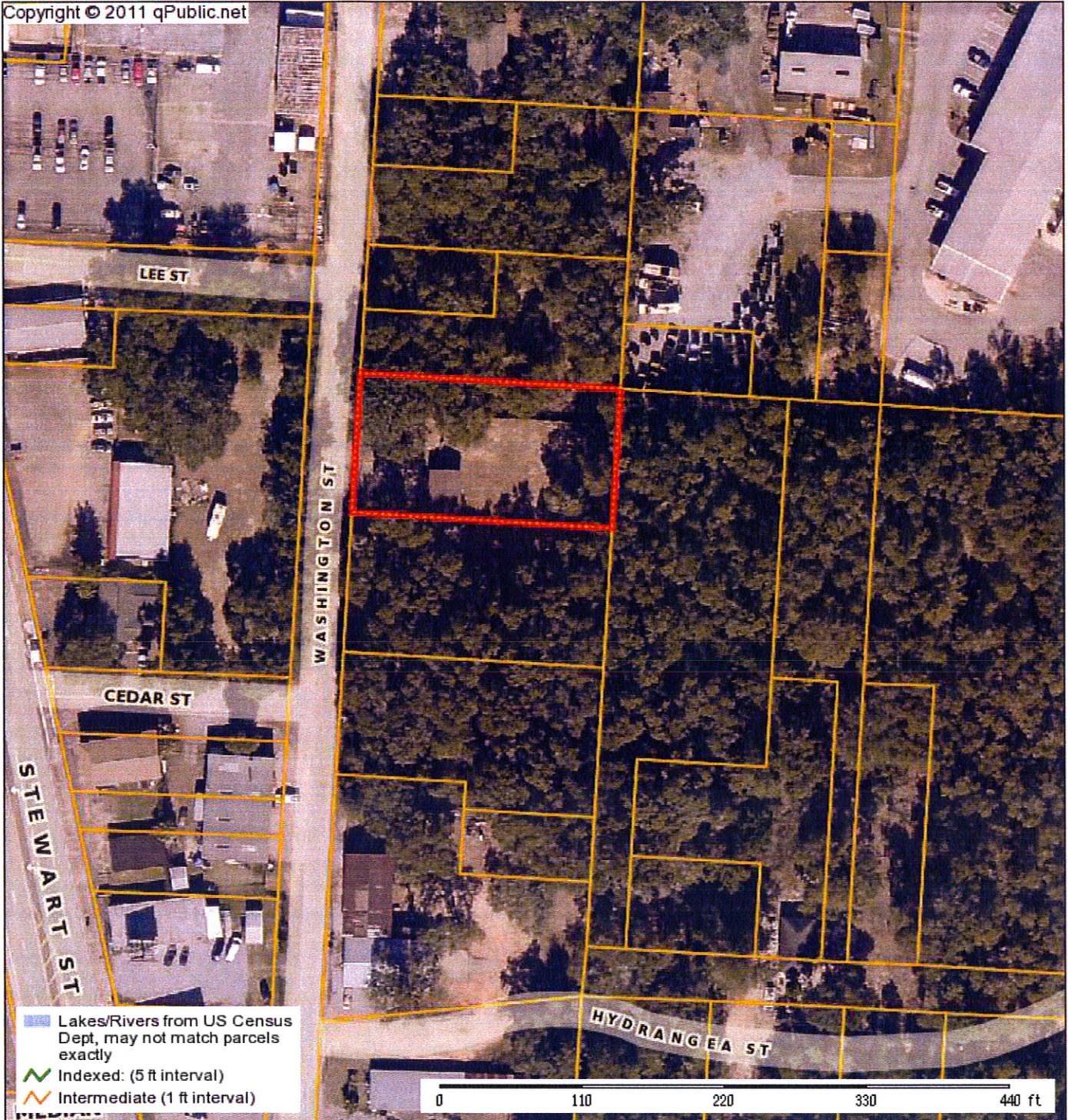
Rules for City Board Meetings: Historic Preservation, Planning, Board of Adjustments, DRAB

1. Must have majority of members present to conduct business.
2. Only designated members of the board can make motions and vote.
3. Motions need a second.
4. The chair can make motions, participate in discussion and vote.
5. Discussion is allowed without a motion on the floor.

Rules for Sub-Committee Meetings: Administration, Public Works, GD&A, Public Safety, Finance, Parks & Recreation, LEAP, Stormwater

1. Must have at least 2 members present to conduct business.
2. Only designated members of the committee can make motions and vote.
3. Motions do not need a second.
4. The chair can make motions, participate in discussion and vote.
5. Discussion is allowed without a motion on the floor.
6. Motions to limit discussion are not in order
7. Action can be taken by unanimous consent.

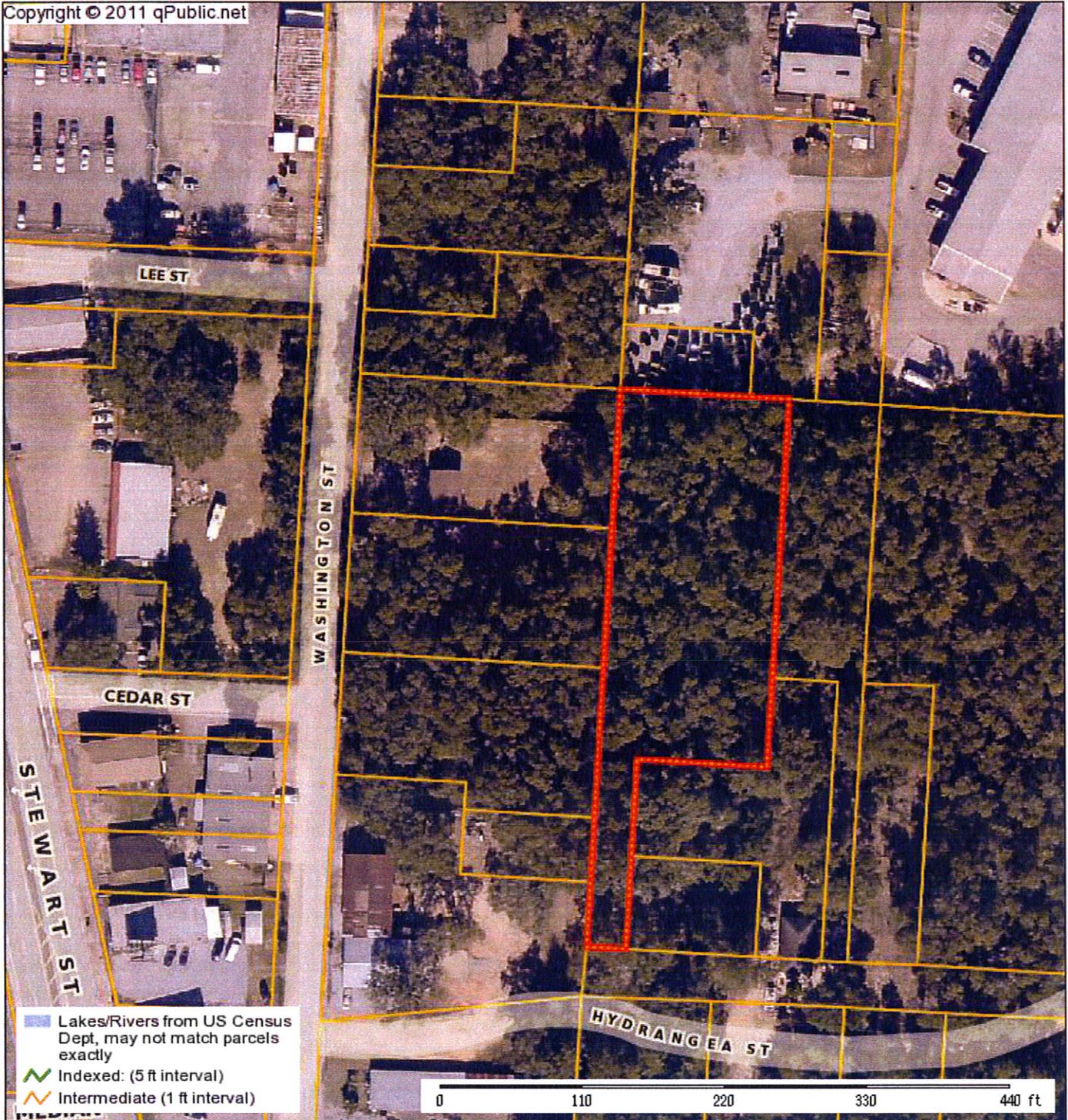
Approved by: _____ Date: _____
City Manager



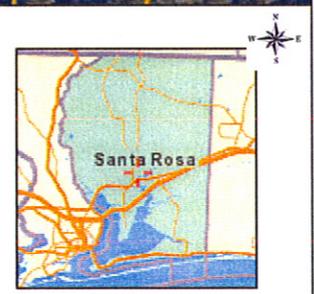
Washington St Property			
Parcel: 34-2N-28-0000-05200-0000 Acres: 0.498			
Name:	BROXSON JOSHUA LEE	Land Value:	27,000
Site:	5755 WASHINGTON ST MILTON	Building Value:	14,491
Sale:	\$100 on 2013-06 Reason=I Qual=U	Misc Value:	3,276
Mail:	6636 HETZEL DR MILTON, FL 32570	Just Value:	44,767
		Assessed Value	44,767
		Exempt Value	0
		Taxable Value	44,767



Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The lines on the map are a representation of the property lines and are not nor are they intended to be used as a survey. The assessment information is from the last certified tax roll. All data is subject to change before the next certified tax roll. Greg Brown Santa Rosa County Property Appraiser.
 Date printed: 04/27/16 . 17.11.29



Hydrangea St Property			
Parcel: 34-2N-28-0000-04500-0000 Acres: 0.913			
Name:	PRESCOTT HANSEL	Land Value:	5,478
Site:		Building Value:	0
Sale:	\$1,915 on 1996-05 Reason=V Qual=U	Misc Value:	0
Mail:	3995 HWY 4	Just Value:	5,478
	JAY, FL 32565	Assessed Value	5,478
		Exempt Value	0
		Taxable Value	5,478



Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The lines on the map are a representation of the property lines and are not nor are they intended to be used as a survey. The assessment information is from the last certified tax roll. All data is subject to change before the next certified tax roll. Greg Brown Santa Rosa County Property Appraiser.
 Date printed: 04/27/16 . 17.12:46

156

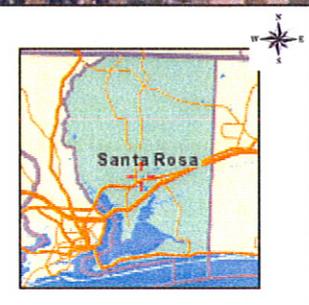
Copyright © 2011 qPublic.net



- Lakes/Rivers from US Census Dept, may not match parcels exactly
- Indexed: (5 ft interval)
- Intermediate (1 ft interval)



Chaffin St Property			
Parcel: 34-2N-28-0000-20400-0000 Acres: 0.338			
Name:	CITY OF MILTON	Land Value:	5,166
Site:		Building Value:	0
Sale:	\$100 on 2013-12 Reason=V Qual=U	Misc Value:	0
Mail:	PO BOX 909 MILTON, FL 32572	Just Value:	5,166
		Assessed Value	5,166
		Exempt Value	5,166
		Taxable Value	0



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■ Lakes/Rivers from US Census Dept, may not match parcels exactly
■ Indexed: (5 ft interval)
■ Intermediate (1 ft interval)

0 90 180 270 360 ft

Savannah Dr Parcel 1			
Parcel: 28-2N-28-0590-00A00-0110 Acres: 0.223			
Name:	CITY OF MILTON	Land Value:	7,000
Site:	5940 SAVANNAH DR MILTON	Building Value:	0
Sale:	\$14,700 on 2013-01 Reason=V Qual=U	Misc Value:	0
Mail:	PO BOX 909	Just Value:	7,000
	MILTON, FL 32572	Assessed Value	7,000
		Exempt Value	7,000
		Taxable Value	0



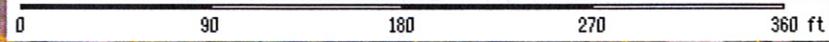
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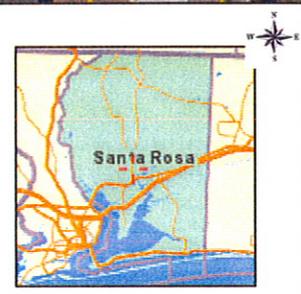


- Lakes/Rivers from US Census Dept, may not match parcels exactly
- Indexed: (5 ft interval)
- Intermediate (1 ft interval)



Savannah Dr Parcel 2

Parcel: 28-2N-28-0590-00000-PARK Acres: 0.223		
Name:	CITY OF MILTON	
Site:		
Sale:	\$127 on 1990-04 Reason=V Qual=U	
Mail:	PO BOX 909	
	MILTON, FL 32572	
	Land Value:	7,000
	Building Value:	0
	Misc Value:	0
	Just Value:	7,000
	Assessed Value:	7,000
	Exempt Value:	7,000
	Taxable Value:	0



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