

**AGENDA
CITY COUNCIL MEETING
5/10/2016
5:00 P.M.**

1. OPEN MEETING

2. INVOCATION:

3. PLEDGE OF ALLEGIANCE

4. **APPROVAL OF AGENDA FOR ADDITIONAL ITEMS**

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

5. APPROVAL OF MINUTES

- 1) Minutes from April 12, 2016 Council Meeting

6. RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:

- 1) Randy Hoyt- Certificate of Employee Recognition.
- 2) Diane Ebentheuer- Certificate of Recognition for Budget Preparation.

7. PUBLIC HEARINGS/MEETINGS:

- 1) Public Hearing for Savannah Street Easement Abandonment

8. PERSONS TO APPEAR:

9. GENERAL CONSENT AGENDA

- 1) As forwarded from Executive Committee Meeting held on Monday, May 2, 2016 at 4:00 p.m.

10. MILTON PLANNING BOARD:

11. ORDINANCES, RESOLUTIONS & PROCLAMATIONS:

- 1) Dr. David Spencer Proclamation
- 2) Resolution 1368-16: Savannah Street Easement Abandonment

12. CITY ATTORNEY’S REPORT

13. CITY CLERK’S REPORT

14. COUNCIL COMMITTEE ITEMS:

Administration - Chairman: Councilman Grady Hester

Item 139 Selection of lobbying firm from the 11 proposals received.

Recommendation **Vote Required**

Committee recommends the selection of a review committee to consist of the city manager, city attorney, Councilmen Mesick and Hester and Councilwoman Lay to rank the submissions to recommend firms to be interviewed by council. The Review Committee met on 6 May and recommends the council interview the following four firms: Anfield Consulting, Ballard Partners, Liberty Partners and Southern Strategy Group.

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

Finance - Chairman: Councilman Jimmy Messick

Item 133 Financing Plan for Marina Upgrades

Recommendation Vote Required

The Finance Sub-Committee met on 5 May and recommends funding the balloon payment from the debt service account and to wait on further guidance from the Local Restore Council on funding the marina upgrades.

Cost \$0.00 **Funding Source** Budget

Growth & Development - Chairwoman: Councilwoman Ashley Lay

Item 144 Sunday Sales of Alcohol

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**

Parks & Recreation - Chairman: Councilman Lloyd Hinote

Item 118 Schedule for Pubic Information Meeting for Sportsplex and GTCC expansion.

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 17th at 6:00 PM at the community center. (Due to conflict in the date, the meeting has been moved from May 12th to May 17th)

Cost \$0.00 **Funding Source**

Item 116 Gulf Power 15 FT Easement

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**

TPO REPRESENTATIVE: COUNCILMAN JIMMY MESSICK

TDC REPRESENTATIVE: COUNCILMAN ALAN LOWERY

15. COUNCIL REPORTS:

16. MAYOR REPORT: WESLEY MEISS

17. CITY MANAGER'S REPORT:

18. OTHER BUSINESS:

Item 168 Natural Gas Regulatory Compliance Agreement

Description The council approved staff to negotiate an agreement with Payne Pipeline Services for Natural gas Regulatory Compliance services.

Staff Recommendation Vote Required

Staff recommends signing a three (3) year contract with Payne Pipeline Services. The annual cost of the agreement is \$32,450.00 or \$2,704.00 per month.

Cost \$32,450.00 Funding Source Gas Reserves

Item 167 Fence Permit at 5362 Lexington Ave.

Description The owners have requested to be allowed to erect a fence in their front yard that would encroach on the city Right of Way.

Staff Recommendation Vote Required

Staff recommends approval of the request to build a fence with the Right of Way at 5362 Lexington Avenue.

Cost \$0.00 Funding Source

Item 166 Request from City of Pensacola to join Climate Adaptation Task Force
Description The Pensacola City Council is organizing a Climate Adaptation Task Force. They would like to (1) invite your participation and (2) gauge the level of our desire to have our city participate.

Staff Recommendation Discussion
For Discussion

Cost \$0.00 Funding Source

Item 165 NWF League of Cities

Description NWF League of Cities are looking for either the Mayor or one (1) Council to serve on their board. Deadline Wednesday, May 11, 2016.

Staff Recommendation Information
For Discussion

Cost \$0.00 Funding Source

Item 163 Successful Citizen Advisory Boards and Committees.

Description The City of Pensacola is hosting a Florida League of Cities training Course on "Successful Citizen Advisory Boards and Committees".

Staff Recommendation Information

Successful Citizen Advisory Boards and Committees will be June 3, 2016 1:00 p.m. - 4:30 p.m. in Pensacola. Need to RSVP before May 27.

Cost \$0.00 Funding Source

Item 162 Purple Heart Truck

Description Greetings of the Purple Heart Truck

Staff Recommendation Information

The Purple Heart truck will be in Milton on Wednesday, May 25, 2016 from 12:00 p.m. - 1:00 p.m. at the Veteran's Memorial Plaza.

Cost \$0.00 Funding Source

Item 161 Selection of City Auditing Firm

Description Selection of City Auditing Firm

Staff Recommendation Vote Required

Staff recommends the approval of negotiating cost with Warren Averitt Audit Firm.

Cost \$0.00 Funding Source Budget

Item 159 Red Light Camera Contract Renewal

Description Approval to sign the Red Light Camera Renewal Contract

Staff Recommendation Vote Required

Approval to sign the Red Light Camera Renewal Contract

Cost \$0.00 Funding Source

Item 160 Selection of Utility bills and envelopes provider.

Description Staff issued RFP and Gulf Coast Office Supplies was the lowest bidder.

Staff Recommendation Vote Required

Staff recommends to approve the lowest bid to Gulf Coast Office Supplies

Cost \$8,502.90 Funding Source Budget

19. ADJOURN/RECESS:

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." FS 286.0105

Item 145 Proposal for Partnership between the City of Milton and the Milton Sports Club

Action 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 130 Pine Terrace Baptist Church Community Block Party

Action 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 116 Gulf Power 15 FT Easement

Action 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**

Other Business

Item 157 Property offered for sale on Washington St and Hydrangea St.

Action

Cost \$68,000.00 **Funding Source**

Item 156 Sale of City owned residential properties.

Action Staff recommends we market three city owned residential properties (one on Chaffin St and two on Savannah Dr) with our Real Estate agent for sale.

Cost \$0.00 **Funding Source**

Item 158 City of Milton Youth Council Florida League of Cities Youth Council video competition Submission

Action

Cost \$0.00 **Funding Source**

Growth & Development - Chairwoman: Councilwoman Ashley Lay

Item 150 Rezoning of Stewart St

Action 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 153 Savannah St Easement Abandonment

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

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

Item 152 Grant Applications Florida Department of Economic Opportunity

Action 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**

Item 151 Interlocal CRA II/III

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

Cost \$0.00 **Funding Source**

Finance - Chairman: Councilman Jimmy Messick

Item 140 RFP's for Utility Bills and Envelopes

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

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

Item 142 Sundial Lease Agreement with Mr. Henderson

Action 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 143 New Fund (Fund #302) Capital Fund-Local Option Fuel Tax .05 cents

Action 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 135 Addendum to Cooperative Agreement with Point Baker Water

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

Cost \$0.00 **Funding Source**

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

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

Cost \$0.00 **Funding Source**

Administration - Chairman: Councilman Grady Hester

Item 155 Rules of Order

Action 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**

Item 121 Request for John Colby to attend 2016 FLGISA Conference in Boca Raton FL. July 26-29.

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

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

Item 139 Selection of lobbying firm from the 11 proposals received.

Action Committee recommends the selection of a review committee to consist of the city manager, city attorney, Councilmen Mesick 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 122 Gulf Power Seasonal Pole Attachment Agreement

Action Approve signing Agreement with approval from city attorney.

Cost \$0.00 **Funding Source**

Item 136 Workers Compensation Policy change

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

Cost \$0.00 **Funding Source** Budget

Item 138 Florida Commission on Human Relations Complaint

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

Cost \$0.00 **Funding Source**

Item 148 Reschedule of the Ethics Training

Action Rescheduled Ethics Training Class June 11th.

Cost \$0.00 **Funding Source**

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PIPELINE SERVICES AGREEMENT

This Pipeline Compliance Services Agreement (hereinafter “the Agreement”), effective as of the ____ day of _____, 2016, (“Effective Date”), is entered into between Payne Pipeline Services, a division of Payne Management, Inc. (hereinafter “Servicer”) and The City of Milton (hereinafter “Subscriber”). Servicer and Subscriber are referred to herein individually as a “Party” and collectively as the “Parties”:

RECITALS

WHEREAS, Servicer is recognized as an authority on matters relating to Pipeline Compliance Services; and

WHEREAS, the Subscriber has determined that there is a need for a service to assist it in achieving and maintaining compliance with federal and state pipeline safety regulations;

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the Agreement, and for good and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged and intending to be legally bound, the Parties agree as follows:

SPECIFIC PROVISIONS

1. **Services Offered and Pricing.**

Servicer offers a Pipeline Compliance Services Package (collectively referred to herein as “Package”) which is customized to meet DOT/PHMSA regulatory compliance. The Subscriber has requested the Pipeline Compliance Services Package for a yearly cost of \$32,450 or a monthly cost of \$2,704.

2. **Services to be Rendered.**

The packages offered by the Servicer and the pricing stipulated are for the purpose of assisting the Subscriber in achieving and maintaining compliance with Federal and State pipeline

safety regulations by providing the services listed on Exhibit “A” hereto, which are incorporated herein by this reference (the “Services”). Servicer agrees to provide the requested services.

3. **Payment for Services.**

Subscriber shall pay the price set forth in paragraph 1 of this Agreement for the package selected by the Subscriber. Subscriber has the option of paying the amount owed based on the monthly cost or yearly cost. If Subscriber chooses to pay the yearly cost, Subscriber shall make payment for the yearly cost when the Agreement is executed and shall pay the yearly cost on each successive anniversary date of the Effective Date of the Agreement. If Subscriber chooses to pay the monthly cost, Subscriber shall pay the first month’s payment when the Agreement is signed, and pay each of the remaining payments on or by the 1st day of each following month, for a total of 36 payments.

4. **Term of Agreement.**

The “Term” of the Agreement shall commence on the Effective Date and continue for thirty six (36) months. Subscriber agrees that the Agreement will automatically renew at the end of thirty six (36) months for an additional thirty six (36) month period if the Subscriber fails to give Servicer written notice of Subscriber’s intent not to renew the Agreement within sixty (60) days of the expiration of the Term of the Agreement, including any renewal Term. Subscriber further agrees that the price for each renewal Term will increase by 5% from the preceding Term.

5. **Default.**

Subscriber agrees that it is in default of the Agreement if Subscriber fails to pay the yearly and/or monthly cost within thirty (30) days of when a payment is due. Subscriber agrees that Servicer may, at its option, accelerate the remaining payments due for the remaining Term

of the Agreement and demand full payment of the amount owed from the Subscriber. Servicer agrees to send written notice to the Subscriber if Servicer chooses to accelerate the payments owed under this Agreement and Subscriber shall have 15 days from the date of the notice to cure the default. Subscriber further agrees to pay Servicer interest at a rate of 18% per annum on any unpaid balance in the event of a default of the Agreement and all reasonable costs of collection including attorney's fees and expenses.

Servicer agrees that it is in default of the Agreement if it fails to provide the services requested by Subscriber from Exhibit "A". In the event Subscriber believes that Servicer is in default of the Agreement by failing to provide the requested services, Subscriber shall send written notice to Servicer by certified mail, return receipt requested, setting forth each and every reason Subscriber believes that Servicer is in default of the Agreement. Servicer shall have sixty (60) days from receipt of the notice to remedy any alleged default. In the event Servicer fails to remedy the default at the end of the 60 days, Subscriber may cancel the Agreement by written notice sent to the Servicer by certified mail, return receipt requested. Subscriber agrees to pay Servicer's time and materials expenses incurred as of the date of cancellation based on Servicer's current Standard Schedule of Fees existing at the time of cancellation.

6. **Entire Agreement.**

The Parties agree that the Agreement comprises the complete agreement between the Parties regarding the subject matter of the Agreement and supersedes any prior negotiations and agreements, whether written or oral. No term or provision of the Agreement may be waived, added, changed, modified or deleted, in whole or in part, without the written consent of both Parties.

7. **Governing Law and Venue.**

The Parties Agree that the Agreement is to be constructed and enforced under the laws of the State of Alabama, and the Parties agree that any legal action filed to enforce the terms of the Agreement must be filed in a court of competent jurisdiction in Mobile County, Alabama.

PAYNE PIPELINE SERVICES

By: _____

Its: _____

Servicer's Address for Notice:

7320 Hitt Road
Mobile, Alabama 36695

THE CITY OF MILTON

By: _____

Its: _____

Subscriber's Address for Notice:

Post Office Box 909
Milton, Florida 32572



Exhibit "A"

PIPELINE COMPLIANCE SERVICES PACKAGE

The *Pipeline Compliance Services Package* offers a full line of compliance services for the City of Milton with 15,000-30,000 customers and non-customers. The package includes the following compliance services:

- Operations & Maintenance (O&M) Manual Development, which includes Damage Prevention and Emergency Procedures Manual with Annual Review/Revision in years two and three.
- O&M Procedures (20).
- Operator Qualification (OQ) Plan Development with Annual Review/Revision in years 2 and 3.
- OQ Covered Task Evaluation.
- OQ Training Modules (20), including Exams with Answer keys and Field Evaluation Forms.
- OQ Online Database for maintaining Training Documentation.
- Distribution Integrity Management Plan (DIMP) Development with Annual Review/Revision in years two and three.*
- Public Awareness Program (PAP) Plan Development with Annual Review/Revision in years two and three.
- One set of PAP Mailing Material in the form of 25,000 General Public Brochures for notification to Customers twice a year and Non-Customers once a year and 5,000 Excavator Brochures. The brochures will contain a detachable questionnaire and no return postage. Payne recommends using these brochures as gas bill stuffers for Customers and water bill stuffers for Non-Customers. Mailing of brochures by Payne is not included.
- PAP Four-Year Effectiveness Evaluation Survey, a PHMSA/DOT requirement every four (4) years.
- One (1) compliance meetings at your location per year.
- Assistance with Annual Reports.
- Online Document Management.

*Note: Price does not include the cost of *SHRIMP*, which is available through APGA.

Additional services may be added on an individual basis in accordance with our Standard Schedule of Fees.

This information is confidential and intended solely for the use of the entity or individual to whom it is addressed.

PAYNE PIPELINE SERVICES

**Exhibit "B"
CITY OF MILTON
PIPELINE COMPLIANCE SERVICES PACKAGE BUDGET**

	Budget	Subtotal
<u>Operations & Maintenance (O&M) Program</u>		
O&M Plan Preparation (with Damage Prevention & Emergency Manual)	3,200	
O&M Procedures Development (20)	10,000	
O&M Review/Revision Year 2	1,000	
O&M Review/Revision Year 3	1,000	
Subtotal		15,200
<u>Operator Qualification (OQ) Program</u>		
OQ Plan Preparation	2,500	
OQ Covered Task Evaluation	2,000	
OQ Training Modules (20) with Exams, Answer Key & Field Evaluation Forms	30,000	
OQ Database for Training Documentation	1,000	
OQ Review/Revision Year 2	900	
OQ Review/Revision Year 3	900	
Subtotal		37,300
<u>Distribution Integrity Management Program (DIMP)</u>		
DIMP Plan Preparation (Excludes the cost of SHRIMP)	5,500	
DIMP Review/Revision Year 2	1,500	
DIMP Review/Revision Year 3	1,500	
Subtotal		8,500
<u>Public Awareness Program (PAP)</u>		
PAP Plan Preparation	3,500	
Four-Year Effectiveness Evaluation	1,800	
PAP Review/Revision Year 2	1,100	
PAP Review/Revision Year 3	1,100	
		7,500
<i>Mailout Materials:</i>		
General Public (GP) Brochure Development	500	
Excavator (EX) Brochure Development	500	
Subtotal		1000
<i>Mailout Services:</i>		
GP Brochure Printing (25,000)	2,020	
EX Brochure Printing (5,000)	480	
Subtotal		2500

PAYNE PIPELINE SERVICES

Other Pipeline Regulatory Compliance Assistance		
Drug and Alcohol Manual	5,000	
Compliance Meeting (Year 1)	2,000	
Compliance Meeting (Year 2)	2,000	
Compliance Meeting (Year 3)	2,000	
Assistance with Annual Reports (Year 1)	2,000	
Assistance with Annual Reports (Year 2)	2,000	
Assistance with Annual Reports (Year 3)	2,000	
Online Document Management	1,000	
Project Management	7,350	
	Subtotal	25,350
TOTAL		\$97,350
Annual Fee		\$32,450
Monthly Fee		\$2,704



City of Milton

167

MEMORANDUM

TO: Milton City Council

FROM: Randy Jorgenson, Planning Director *RJ*

SUBJ: 5362 Lexington Avenue Fence Request

DATE: May 3, 2016

The owners of the property located at 5362 Lexington Avenue have submitted an application to construct a 4 foot high fence in their front yard. The fence is proposed to be constructed five feet in front of the front property line within the City's Right-of-Way of Lexington Street. This proposal, if approved, would allow the fence to be constructed approximately 9 feet behind the existing sidewalk. The proposal would also allow the applicant to preserve a large laurel oak within the front yard that lies near the front property line, and would allow the fence to be constructed without having to elevate the fence over the base of the oak tree, thus preserving the aesthetic appearance of the fence, and the health of the tree.

Since special conditions apply to this property that do not apply to other lands in the same district, given the location of the tree on the property, staff recommends approval of the proposed fence application at this time.

If you have any questions, please feel free to contact me by email at Randy.jorgenson@ci.milton.fl.us or by phone at (850) 983-5440. Thank you for your consideration with this matter.

FENCE APPLICATION FOR THE CITY OF MILTON

DEVELOPMENT PERMIT NO. _____ DATE: _____

APPLICANT: Tawanda McColley Nelson PHONE: 850-293-8691

ADDRESS: 5362 Lexington Ave PARCEL # _____

OWNER: Tawanda McColley Nelson PHONE: _____

ADDRESS: _____ ZONE: _____

CONTRACTOR: _____ PHONE: _____

CLASS OF WORK: NEW ADDITION _____ REPAIR _____
MOVE _____ REMOVE _____ Other _____

PERMIT FEE: \$ _____ *Adding fence to front yard*

In any district, no fence, wall or other obstruction shall be erected or maintained at a corner within 15 feet from the intersection of the right-of-way lines. Fences, walls, and other obstructions erected along the side lot line beyond the front building line of the present structure in residential districts shall be limited to a maximum height of four feet, except where a residential structure is located adjacent to a non-residential use. In such case, where a residential structure is located adjacent to a non-residential use or structure, a six-foot fence shall be permitted by the Planning and Development Department along the common lot line, provided such fence does not create a traffic hazard. In the case of a corner lot, any abutting dwelling to the side or rear of the corner lot shall not have fences from the corner lot extending beyond the abutting dwellings front building line. No fence or wall in excess of six feet in height shall be erected in a residential district, except for public utility installations. No barbed wire or electric fences shall be erected in any residential district. Barbed wire may be used on security fences erected in any commercial or industrial district, or around any public utility in any district, provided such use is limited to a minimum of three strands located a minimum of six feet above the ground. Erection of fences, walls or other obstructions shall require a city development permit.

NOTE: Before any development permit can be issued a site plan must be submitted.

APPROVED BY: _____ DATE: _____

OWNERS SIGNATURE: Tawanda McColley Nelson DATE: 4/27/14

OWNERS AGENT SIGNATURE: _____ DATE: _____

April 27, 2016

Juanita Nelson
5362 Lexington Ave
Melton, FL 32570

To the Honorable Mayor and Council Members
Subject: Extending property line for ease of installation
of fence and aesthetic purposes.

Dear Mayor and Council members:

I am writing this letter for the purpose of extending my property line (Street side) approximately 5 feet from the original boundary line.

I would like to erect a fence across front of the property. I have a very large and old oak tree that is approximately 15 inches from property line. The tree roots extend well beyond the trunk of tree making a fence installed on original line unsightly and not feasible for its purpose. This will be a temporary installation with easy access for any city business, maintenance, etc. It would run approximately 10 ft from sidewalk and in no way interfere with pedestrian traffic. Enclosed is a rough drawing of proposal.

The fence will be built per city code.

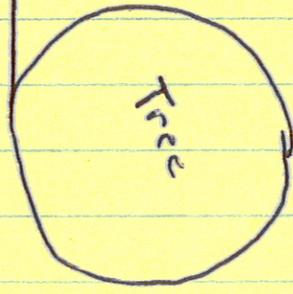
Thank you so much for your time and consideration.

Juanita Nelson
5362 Lexington Ave
Melton, FL 32570

Driveway

Lexington Ave

sidewalk

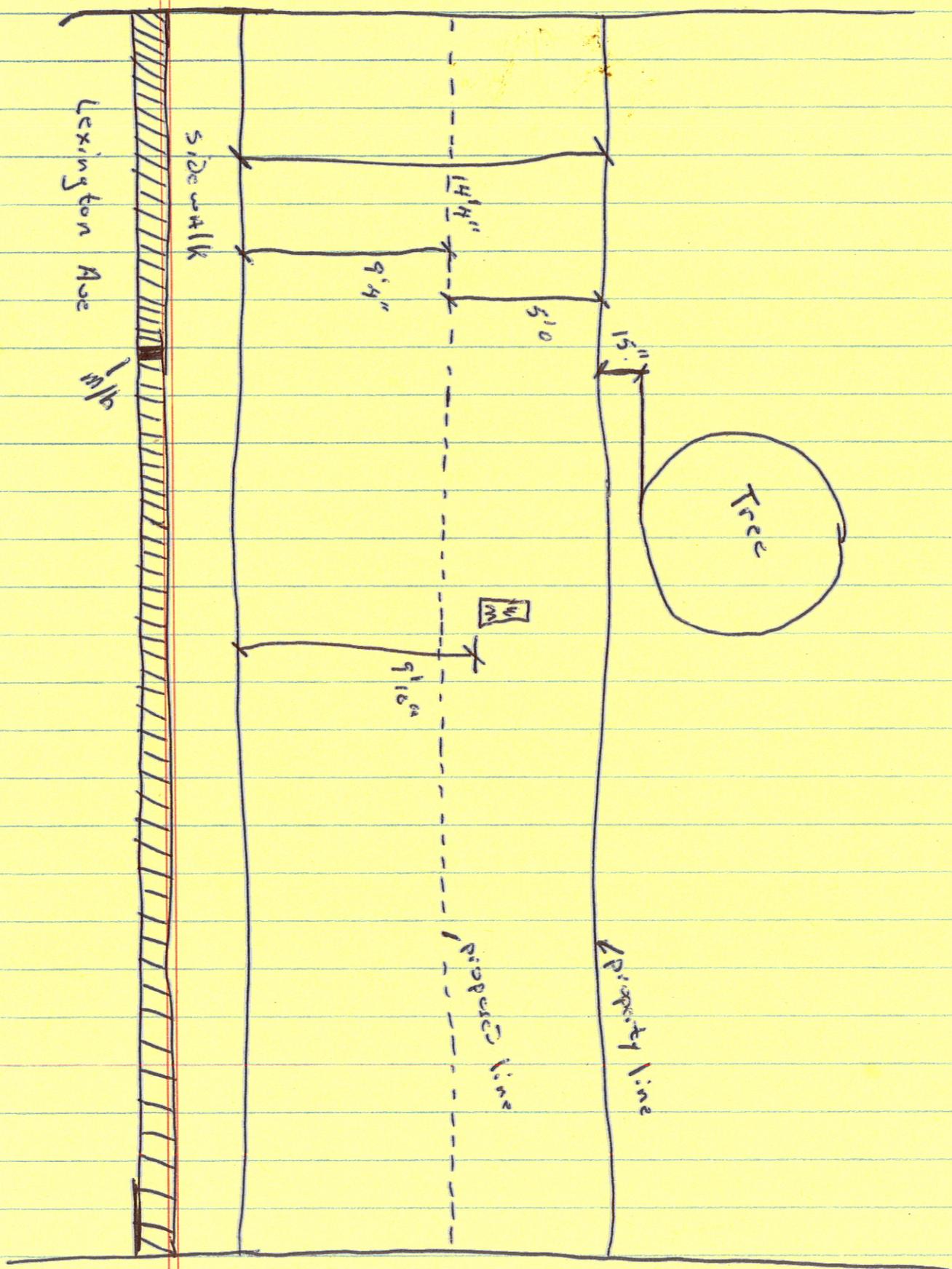


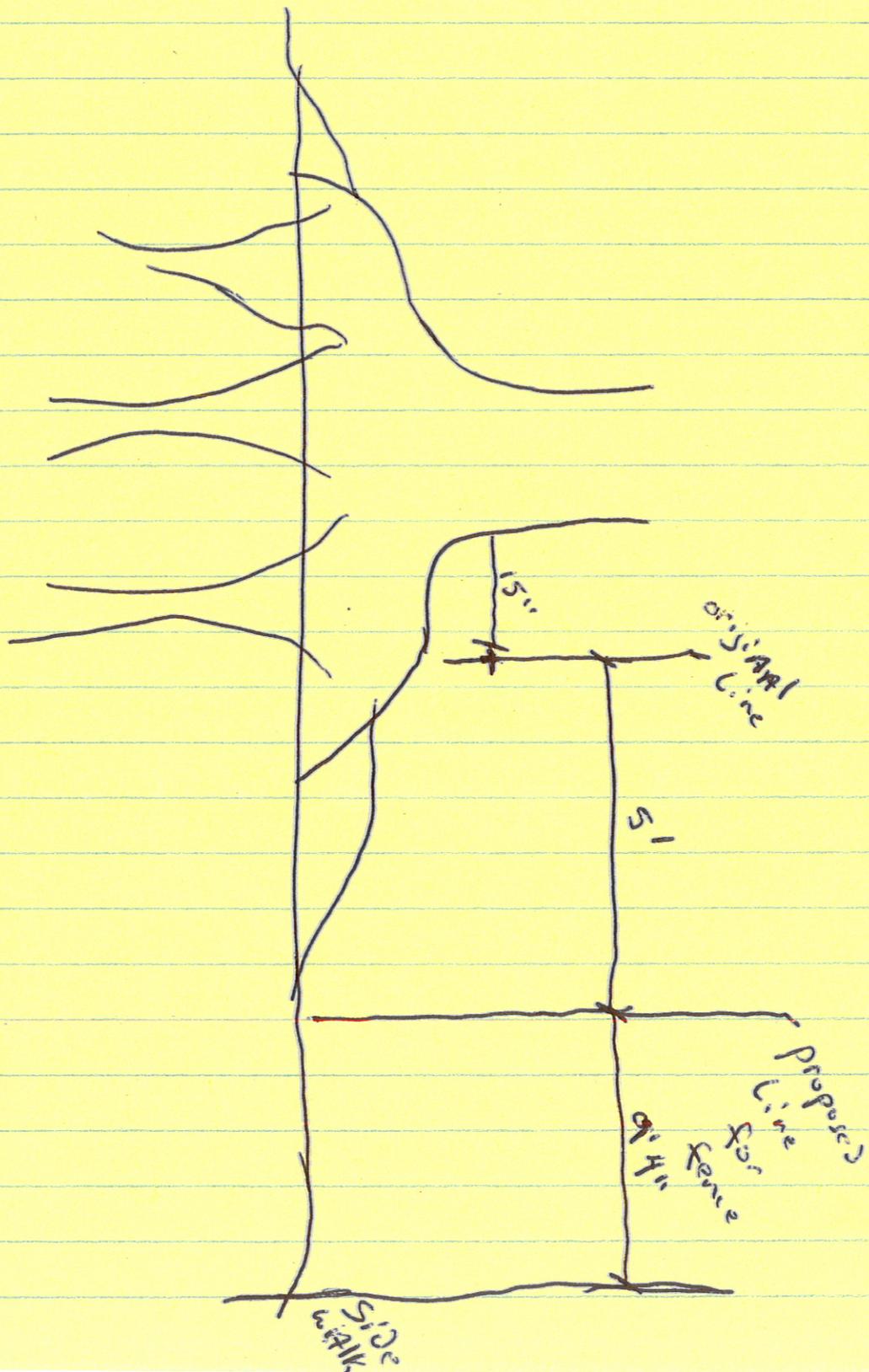
Tree

proposed line

property line

neighbor





Sec. V-5. - Tree protection and landscaping requirements.

Sec. V-5.1. - Generally.

(a) *Definitions.* The following words, terms and phrases, when used in subsection V-5, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Drip line means the peripheral limits of a tree's horizontal crown spread projected vertically to the ground.

Ground cover means low growing plants planted in such a manner as to form a continuous cover over the ground and usually growing no higher than two feet.

Heritage tree means any tree with a trunk diameter of 36 inches or more, measured 4½ feet above grade, except water oaks, laurel oaks or pines.

Landscape material.

- (1) The term "landscape material" means living material including, but not limited to:
 - a. Trees, shrubs, vines, lawn grass and ground cover;
 - b. Landscape water features; and
 - c. Nonliving durable material commonly used in landscaping including, but not limited to:
 1. Rocks and pebbles;
 2. Sand weed barriers including, but not limited to:
 - aa. Polypropylene and jute mesh;
 - bb. Brick paver;
 - cc. Earthen mounds.
- (2) The term "landscape material" does not include impervious surfaces for vehicular use.

Open space means:

- (1) Any vegetated nonuse area, including landscaped buffer zones;
- (2) Landscaped separation strips between roadways and off-street parking areas; and
- (3) Other landscaped areas, including undeveloped park and conservation areas.

Parking lot means an area of land use for the storage or parking of vehicles.

Planting area means that area within a development site designated or available for landscaping.

Protected Tree means any tree with a trunk diameter of ten inches or more measured 4½ feet above grade, except water oaks or laurel oaks. Pine trees with a diameter less than 24 inches measured 4½ feet above grade and invasive or "trash" trees as designated by county or state authorities are not protected, nor are diseased or injured trees or trees constituting a threat to public health and safety.

Shrub means shrubs shall be a minimum of one foot in height above grade when measured



#166

Pam Haddan

From: Don Kraher <DKraher@cityofpensacola.com>
Sent: Thursday, May 05, 2016 8:23 AM
To: 'Leslie Gonzalez'; 'administration@mymiltonflorida.com'; 'fatima@cityofpace.com'; 'eaeddy@gulfbreezefl.gov'; 'nford@gulfbreezefl.gov'; 'townclrk@bellsouth.net'
Cc: Elaine Mager; Sonja Gaines
Subject: Development of Climate Adaptation Task Force

(Please direct this email to the proper individuals within your organization – Thank you)

Good Morning

I have been tasked by the Pensacola City Council to work with the Chairman of our Environmental Advisory Board (EAB) in organizing a Climate Adaptation Task Force. The purpose of this email is to (1) invite your participation and (2) gauge the level of your desire to have your city participate.

Initially, some of the goals and objectives of this task force have been identified as:

1. Develop adaptation and mitigation strategies to enhance the city's (regions) resilience and preparation for withstanding the likely adverse impacts of climate change, including flooding resulting from heavy precipitation, rising sea levels, strong hurricanes and other extreme weather events;
2. Develop a program of education and public outreach to encourage City residents, business owners, and organizations to participate in the Climate Change Plan;
3. Develop strategies to obtain federal and state grants, energy costs savings and other financial resources to offset program costs (for example measures to conserve energy and reduce greenhouse gas emissions within government operations and incentives for homeowners, businesses and organizations to conserve energy, reduce energy bills, and reduce greenhouse gas emissions).

Certainly this is not an exhaustive list and will be further developed by the task force itself.

Although this is emanating here in Pensacola, the desire is to make this a more regional effort; feeling that input, participation and a desire to positively affect our entire region will certainly benefit us all.

As we begin the process of setting up this task force, if your city desires to participate, please let me know and identify a point of contact. I will reach out to that person and we will get the ball rolling.

Thank you in advance for reviewing this information and invitation to participate.

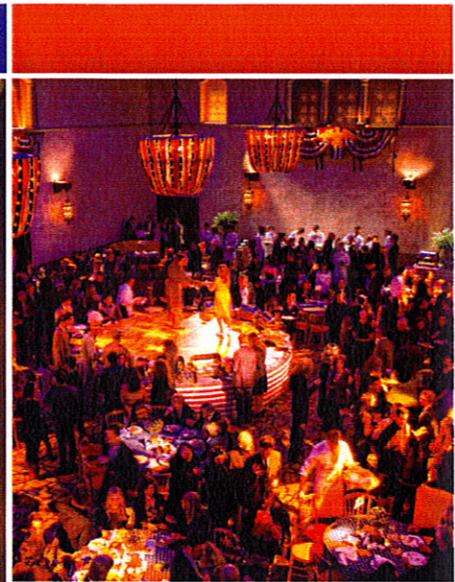
I look forward to hearing from you or a representative in the very near future.

Don Kraher
Council Executive
Office of City Council
City of Pensacola
222 West Main St.
Pensacola, FL 32502

#165

AWARD

NOMINATIONS



MUNICIPAL
OFFICIAL
OF THE YEAR

COMMUNITY OF
EXCELLENCE

LEGISLATOR
OF THE YEAR

CORPORATE
MEMBER
OF THE YEAR

Nomination Deadline: Friday, May 6, 2016

850-487-4184



CELEBRATE CITIES

The Northwest Florida League of Cities will hold the 39th Annual Awards Banquet on Friday, May 20, 2016. Nomination forms for each award are included in this packet. Submit your nomination by Friday, May 6 and we could be celebrating you!



2016 Northwest Florida League of Cities Awards

39TH ANNUAL SUMMER GALA
FRIDAY, MAY 20, 2016
SANDESTIN GOLF AND BEACH RESORT

LEGISLATOR of the Year Award

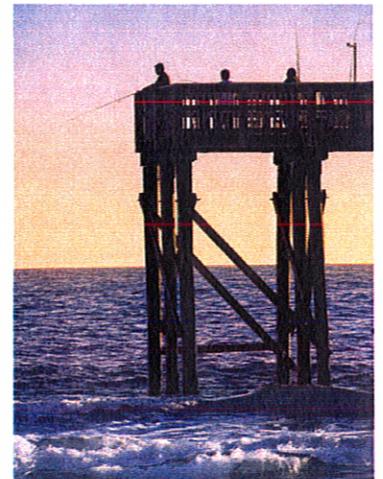
Recognizes a legislator who represents the NWFLC region and has made a lasting contribution to the citizens of Northwest Florida through their efforts and dedication in the performance of their duties as an elected official.



Corporate Member of the Year Award

Recognizes a corporate member of the Northwest Florida League of Cities that has demonstrated exemplary support of the NWFLC and the citizens of Northwest Florida.

A screening committee will review each nomination. Award winners will be selected based on the criteria listed for each award. If you have questions or need additional information, please contact Christy Shell (850) 487-4184.



CITY AWARDS



Municipal Official of the Year Award

Recognizes a local elected municipal official who has made a lasting contribution to their city/town and the Northwest Florida region

Community of Excellence Awards

Recognize up to three cities that have implemented an innovative program or project in one of the following areas:

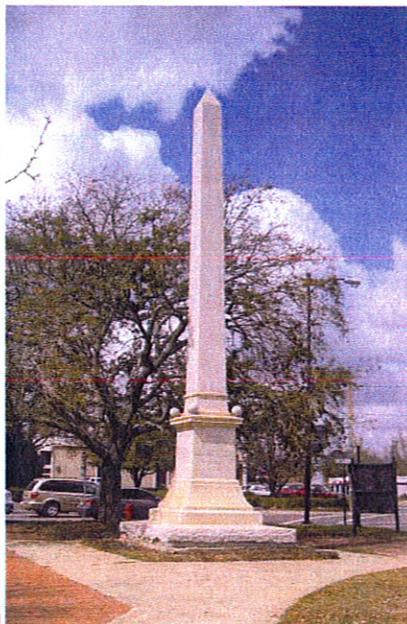
- economic development
- community engagement
- civic leadership
- community partnership
- government efficiency

City Population Awards for

- 1-10,000 citizens
- 10,001-20,000 citizens
- 20,001+ citizens



NOMINATIONS
To nominate your city, an elected official, legislator, or corporate member for the 2016 NWFLC Awards, please use the forms included below.



NWFLC City Awards are presented in two categories (Municipal Official of the Year and Community of Excellence). Below is a recap of our winners from last year. We look forward to celebrating the 39th class of NWFLC award winners on Friday, May 20 in Sandestin.

City of Crestview

**Shannon
Hayes**
2015 WINNER



**MUNICIPAL OFFICIAL
OF THE YEAR**

Council Member Shannon Hayes (City of Crestview) currently serves as the FLC District One director, a member of the NWFLC Board of Directors, regularly attends FLC training events, and advocates for Northwest Florida cities each session in Tallahassee.

Over 20,00 Citizens

**Ft. Walton
Beach**
2015 WINNER



**COMMUNITY OF
EXCELLENCE**

The City of Fort Walton Beach consolidated multiple community centers into a one new facility at zero cost to their citizens. A tour of the new facility was given to the NWFLC prior to the meeting in Ft. Walton Beach on March 24, 2016.

Under 10,000 Citizens

Chattahoochee
2015 WINNER



**COMMUNITY OF
EXCELLENCE**

The City of Chattahoochee initiated a visioning workshop with local citizens, stakeholders, and county government entities to create a collaborated strategy for future growth in their community.

Board Nominations

Northwest Florida League of Cities (NWFLC) membership will elect the 2016-2017 NWFLC Board of Directors during the Annual Summer Dinner and General Membership meeting on Friday, May 20, 2016, at the Sandestin Golf and Beach Resort. In accordance with the League's by-laws, the Nominating Committee will meet prior to the dinner and will present their recommended slate of officers for the 2016-2017 NWFLC Board of Directors to the membership for approval.



Northwest Florida League of Cities
March 24, 2016 Board Meeting

NWFLC Board of Directors and FLC District One Director

The NWFLC is currently seeking nominations for the 2016-2017 NWFLC Board of Directors and one candidate to serve as the FLC District One Director. To nominate yourself or someone to serve in either position, please return the nomination form included in this packet to the NWFLC staff no later than Friday, May 6, 2016. NWFLC Board of Director positions are two-year terms. FLC District One Director is a three-year appointment.



*Serving Northwest Florida
Communities Together*

MUNICIPAL OFFICIAL OF THE YEAR



Nominations for the NWFLC Municipal Official of the Year may be made by any city in the Northwest Florida League of Cities. Please make sure the nomination form is signed by two elected officials in the NW Florida region.

Nominations are judged on the following criteria:

- 60 percent – service to their city/town
- 30 percent – service to the NWFLC or County League
- 10 percent – service to the Florida League of Cities

The following is included as service:

- Number of years as an elected official
- Offices held in the City, Regional League (NWFLC), State League (FLC)
- Programs initiated within the city or region
- Accomplishments within the city or region

Personal letters of support are not considered in the evaluation process

SEND NOMINATIONS TO:

Selection Committee

NWFLC Municipal Official Award

c/o Northwest Florida League of Cities

3200 Commonwealth Boulevard; Suite 7

Tallahassee, Florida 32303

Fax: 850-487-0041

Email: info@nwflc.com



MUNICIPAL OFFICIAL

OF THE YEAR



Name: _____

Title: _____

Municipality: _____

Address: _____

Phone: _____ E-mail: _____

Number of years as an elected official: _____

Offices Held: _____

Programs Initiated: _____

Accomplishments: _____

Supporting Statement:

(Please use a separate page to highlight your candidate's attributes related to their city, the Northwest Florida region, the Northwest Florida League of Cities, and/or the Florida League of Cities.)

Name and Title of Elected Official Submitting Nomination:

Name and Title of Elected Official Submitting Nomination:



NOMINATION FORM

COMMUNITY OF EXCELLENCE



Nominations for the NWFLC Community of Excellence may be made by any city in the Northwest Florida League of Cities. Please make sure the nomination form is signed by two elected officials in the NW Florida region.

Nominations are judged on the following criteria:

Community Quality of Life Enhancement (50 percent)

How did the project or program positively affect your municipal residents/community, enhance government relationships with the community, improve the current and future economic well-being of the community, improve or enhance government efficiency, etc.

Measured or Perceived Success of Initiative (25 percent)

What are the measures of success for the project and to date, the degree of success achieved.

Partnership Degree (citizen, business, intergovernmental) (15 percent)

What other partners or groups outside of city government have participated, been engaged and/or supportive of the initiative?

Originality and Creativity (10 percent)

Is it a unique initiative designed originally by the city or was it adapted from another city, state, or entity?

Personal letters of support are not considered in the evaluation process

PLEASE SEND NOMINATIONS TO:

Selection Committee
NWFLC Community of Excellence Award
c/o Northwest Florida League of Cities
3200 Commonwealth Boulevard; Suite 7
Tallahassee, Florida 32303
Fax: 850-487-0041
Email: info@nwflc.com



LEGISLATOR OF THE YEAR



Nominations for the NWFLC Legislator of the Year may be made by any city in the Northwest Florida League of Cities. Please make sure the nomination form is signed by two elected officials in the NW Florida region. Candidates must serve in the Northwest Florida region.

Legislator Name: _____

Title: _____

District: _____

Phone: _____ E-mail: _____

Supporting Statement:

(Please use a separate page to highlight the significant qualities, contributions and attributes of the candidate for Legislator of the Year.)

Name and Title of Elected Official Submitting Nomination:

Name and Title of Elected Official Submitting Nomination:

PLEASE SEND NOMINATIONS TO:
Selection Committee
NWFLC Legislator of the Year
c/o Northwest Florida League of Cities
3200 Commonwealth Boulevard; Suite 7
Tallahassee, Florida 32303
Fax: 850-487-0041
Email: info@nwflc.com



NOMINATION FORM

CORPORATE MEMBER OF THE YEAR



Nominations for the NWFLC Corporate Member of the Year may be made by any city in the Northwest Florida League of Cities. Please make sure the nomination form is signed by two elected officials in the NW Florida region. Candidates must be a 2016 NWFLC Corporate Member.

Nominations are judged on the following criteria:

- 50 percent – support of the NWFLC
- 30 percent – projects and services provided to Northwest Florida citizens
- 20 percent – community support for city/town events, initiatives, etc.

Organization : _____

Address: _____

Phone: _____ E-mail: _____

Supporting Statement:

(Please use a separate page to highlight qualifying criteria outlined above.)

Name and Title of Elected Official Submitting Nomination:

Name and Title of Elected Official Submitting Nomination:

PLEASE SEND NOMINATIONS TO:

Selection Committee

NWFLC Corporate Member of the Year

c/o Northwest Florida League of Cities

3200 Commonwealth Boulevard; Suite 7

Tallahassee, Florida 32303

Fax: 850-487-0041

Email: info@nwflc.com



NOMINATION FORM

NWFLC BOARD OF DIRECTORS



Northwest Florida League of Cities (NWFLC) membership will elect its 2016-2017 NWFLC Board of Directors at the Annual Summer Dinner and General Membership meeting on Friday, May 20, 2016, at the Sandestin Golf and Beach Resort. In accordance with the League's by-laws, the Nominating Committee will meet prior to the dinner and will present their recommended slate of officers for the 2016-2017 NWFLC Board of Directors to the membership for approval.

The Nominating Committee will consider all who express interest before compiling a proposed slate of candidates. If you are recommending someone for nomination, please verify your candidate is willing to serve on the NWFLC Board of Directors. Please include a short résumé with the nomination form.

2016-2017 NWFLC Board of Directors Nomination

Candidate Information:

Name: _____
Title: _____
City: _____ Phone: _____
Email: _____ Fax: _____

Resume Included (Yes / No)

Nomination Deadline: Friday, May 6, 2016.

Return form and résumé by email, mail, or fax to:
Northwest Florida League of Cities
3200 Commonwealth Blvd; Suite 7
Tallahassee, FL 32303
Fax: 850-487-0041
Email: info@nwflc.com



NOMINATION FORM

FLC DISTRICT ONE DIRECTOR



Northwest Florida League of Cities (NWFLC) membership will elect one FLC District One Director to serve on the Florida League of Cities Board of Directors at the Annual Summer Dinner and General Membership meeting on Friday, May 20, 2016, at the Sandestin Golf and Beach Resort.

The Nominating Committee will consider all who express interest before submitting a proposed candidates for the FLC District One Director position. If you are recommending someone for nomination, please verify your candidate is willing to serve on the FLC Board of Directors. Please include a short résumé with the nomination form. The FLC District One Director position is a three-year term.

FLC District One Director Nomination

Candidate Information:

Name: _____
Title: _____
City: _____ Phone: _____
Email: _____ Fax: _____

Resume Included (Yes / No)

Nomination Deadline: Friday, May 6, 2016.

Return form and résumé by email, mail, or fax to:

Northwest Florida League of Cities
3200 Commonwealth Blvd; Suite 7
Tallahassee, FL 32303
Fax: 850-487-0041
Email: info@nwflc.com



NOMINATION FORM

163



**The Florida League of Cities
and
The City of Pensacola**

Presents

Successful Citizen Advisory Boards and Committees

**June 3, 2016
1:00 – 4:30 p.m.
Pensacola City Hall
Hagler-Mason 2nd Floor
222 W. Main St.
Pensacola, FL,**

Space is limited to 50 participants, so RSVP by May 27 to:

Registrar by phone:
(850) 435-1680
(850) 435-1609
(850) 435-1686

Register by email:
dkraher@cityofpensacola.com

This Session Will Help You and Your City to:

- Channel conflict into constructive cooperation**
- Solve seemingly impossible problems**
- Save time and money**
- Build public and private support**
- Utilize citizen volunteer time productively**

Productive citizen committees can provide insights and energy essential for creating better communities. They help make important decisions, bring expertise and resources needed to address problems and provide a valuable link to public and private groups and the electorate. But committees can also aggravate problems, waste time and become legal and political liabilities.

The Florida League of Cities and Dr. Tom Taylor have designed this interactive workshop for elected officials, administrators and citizen board and committee members. Every participant will leave with new insights, a personal action plan and the materials needed to enhance success of your advisory boards, committees and cities.

Successful Citizen Advisory Boards and Committees

Workshop Objectives

- Better understand the nature of citizen advisory groups
- Suggest ways to enhance the productivity of boards and committees
- Clarify roles and responsibilities for board and committee success
- Go home with practical strategies for enhancing your citizen groups
- Introduce valuable facilitation techniques that can be used in any meeting
- Provide committee guide that incorporates your insights and ours

Agenda

INTRODUCTION

- 1:00 Opening and Introductions
Characteristics of Advisory Boards and Committees
Who is Responsible?
Triage Board Tasks
Take AIM at Complex, Controversial Issues
- 2:30 Break

MANAGING ADVISORY BOARDS AND COMMITTEES

- 2:45 When Advisory Boards and Committees are Appropriate and Other Options
How Should Members be Selected and given their charge?
How Can Cities Keep Committees Productive

PARTICIPATING ON ADVISORY BOARDS AND COMMITTEES

- 3:15 Member Checklist
Potential Time Wasters in Meetings
Making Meetings Count: 13 Rules for Getting More from Meetings
Parliamentary Procedure
Group Roles

STRATEGIES FOR SUCCESS

- 3:45 Other Challenges and Difficulties
Debriefing of Facilitation Techniques
What Can We Do to Enhance Success of Our Citizen Advisory Boards?
Closing
- 4:30 Adjourn

Dr. Tom Taylor, AICP, was the Associate Director of the FCRC Consensus Center for 20 years. This program was created by the legislature to address critical problems facing Florida by promoting and supporting the use of mediation, facilitation and other collaborative processes. Prior to coming to the FCRC he was a professor at the University of Oklahoma, a practicing planner, consultant and trainer. He is now teaching at Florida State University and working as a private consultant. Dr. Taylor has worked with public and private parties to seek solutions to case-specific conflicts and policy disputes, and to reach consensus on strategic plans and visions for organizations and communities. His projects range from facilitating a few people for a few hours to multi-meeting processes that take over a year, large groups with as many as 2000 in one meeting and one with a settlement of over five hundred million dollars. Hundreds of elected officials, administrators, staff, mediators, attorneys and others have participated in his trainings.

#162

From: MOPH Public Relations <publicrelations@purpleheart.org>

To: 'John Bircher' <publicrelations@purpleheart.org>

Subject: Photos of Purple Heart Run Truck

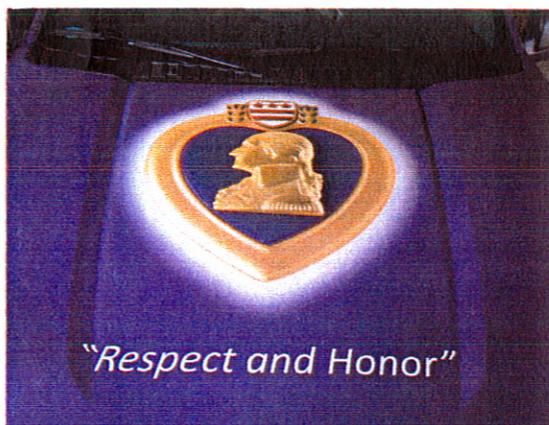
Date: Mon, Apr 18, 2016 9:38 am

Attachments: Truck Hood.jpg (1920K), Truck Seat & Hoist.jpg (3083K), Truck Side View.jpg (2261K), Truck Tail Gate.jpg (3889K)

Friends: Finally, we have some great photos of the Purple Heart Run truck. YIP - John Bircher

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4 Attached Images







#161

City of Milton

May 5, 2016

Professional Services for Auditor Services

Three proposals were received on April 20, 2016 at 2:00 p.m. for Professional Services for Auditor Services.

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

1. Warren Averett
2. Saltmarsh, Cleaveland & Gund
3. CRI (Carr Riggs & Ingram)

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

/jdb

AUDITOR PROPOSALS - (APRIL 20, 2016)

Company and Representative Name	Address	Phone	Email & Website
<i>CRI (Carr Riggs & Ingram)</i>	500 Grand Blvd., Suite 210		Ajowers@cricpa.com
K. Alan Jowers, Engagement Partner	Miramar Bch, FL 32550	1-850-837-3141	CRlcpa.com
<i>Saltmart, Cleaveland & Gund</i>	900 N. 12th Avenue		
David Lister, CPA - Shareholder	Pens., FL 32501	1-850-435-8300	www.saltmarshcpa.com
<i>Warren Averett</i>	45 Eglin Parkway NE., Suite 301		jody.henderson@warrenaverett.com
Jody Henderson, CPA, CCIFP	Ft. Walton Bch, FL 32548	1-850-275-1223	warrenavarett.com
<p><i>Staff Present at the Bid Opening were as follows: Lori McCafferty, Purchasing Agent; Rhonda Hussey, Administrative Assist. -Purchasing Clerk; Dewitt Nobles, City Clerk; Diane Ebentheuer, Budget Coordinator; and, Curtis Krebs, Chief Accountant</i></p>			

