

**COMMUNITY REDEVELOPMENT AGENCY
AGENDA
TUESDAY, FEBRUARY 9, 2016
4:45 P.M.**

1. Approval of January Minutes (*Requires vote*)
2. Approval of February Financial Report (*Requires vote*)
3.
 - A) Re-landscaping of South Riverwalk at a cost of \$4,500 to be reallocated from Repair & Maintenance to Downtown Projects (*Requires vote*)
 - B) Funding for a band on the Tough Mudder Weekend in April 2016 at a cost of \$3,500 to be reallocated from Repair & Maintenance to Promo/Other Events(*Requires vote*)
 - C) Funding for an Informational Kiosk at Russell Harbor Boat Ramp of \$1,456 to be reallocated from Contingency to Downtown Project Expense (*Requires vote*)
 - D) Funding for Demolition of Pine and Elmira Street Properties at a cost of \$7,500 to be reallocated from Contingencies to Other Contractual Services (*Requires vote*)
4. Other Business
5. Adjourn

COMMUNITY REDEVELOPMENT AGENCY

January 12, 2016

The Community Redevelopment Agency of the City of Milton met Tuesday January 12, 2016 at 4:45 p.m. CST. The following members were:

PRESENT:

Wesley Meiss, Mayor
Lloyd Hinote
Mary Ellen Johnson
Marilyn Jones
Ashley Lay
RL Lewis
Alan Lowery
Pat Lunsford
Jimmy Messick

ABSENT:

Brian Watkins, City Manager
Dewitt Nobles, City Clerk
Heather Lindsey, City Attorney
Pam Haddan, Executive Assistant

OTHERS IN ATTENDANCE:

Peggy Kelley, Toni New, Tracy Boutwell, Earl Lunsford, Grady Hester, Al Brewton, and Cindea Booth

Call to Order: Mayor Meiss called the meeting to order at 4:45 p.m.

1) December 2015 CRA Minutes (*requires vote*)

**Motion was made by Ms. Johnson to approve December 2015 CRA minutes; seconded by Mr. Messick. Roll call vote: Mr. Hinote, aye; Ms. Johnson, aye; Mrs. Jones, aye; Ms. Lay, aye; Mr. Lewis, aye; Mr. Lowery, aye; Mrs. Lunsford, aye; and Mr. Messick, aye. Motion carried.

2) January Financial Report (*requires vote*)

**Motion was made by Mr. Messick to approve December Financial Report; seconded by Mr. Jones. Roll call vote: Mr. Hinote, aye; Ms. Johnson, aye; Mrs. Jones, aye; Ms. Lay, aye; Mr. Lewis, aye; Mr. Lowery, aye; Mrs. Lunsford, aye; and Mr. Messick, aye. Motion carried.

3) DOWNTOWN REDEVELOPMENT ADVISORY BOARD

a) Next meeting will be announced when determined

4) Other Business

a) **Proposed Improvements (Discussion)**

Meeting Adjourned at 4:55 p.m.

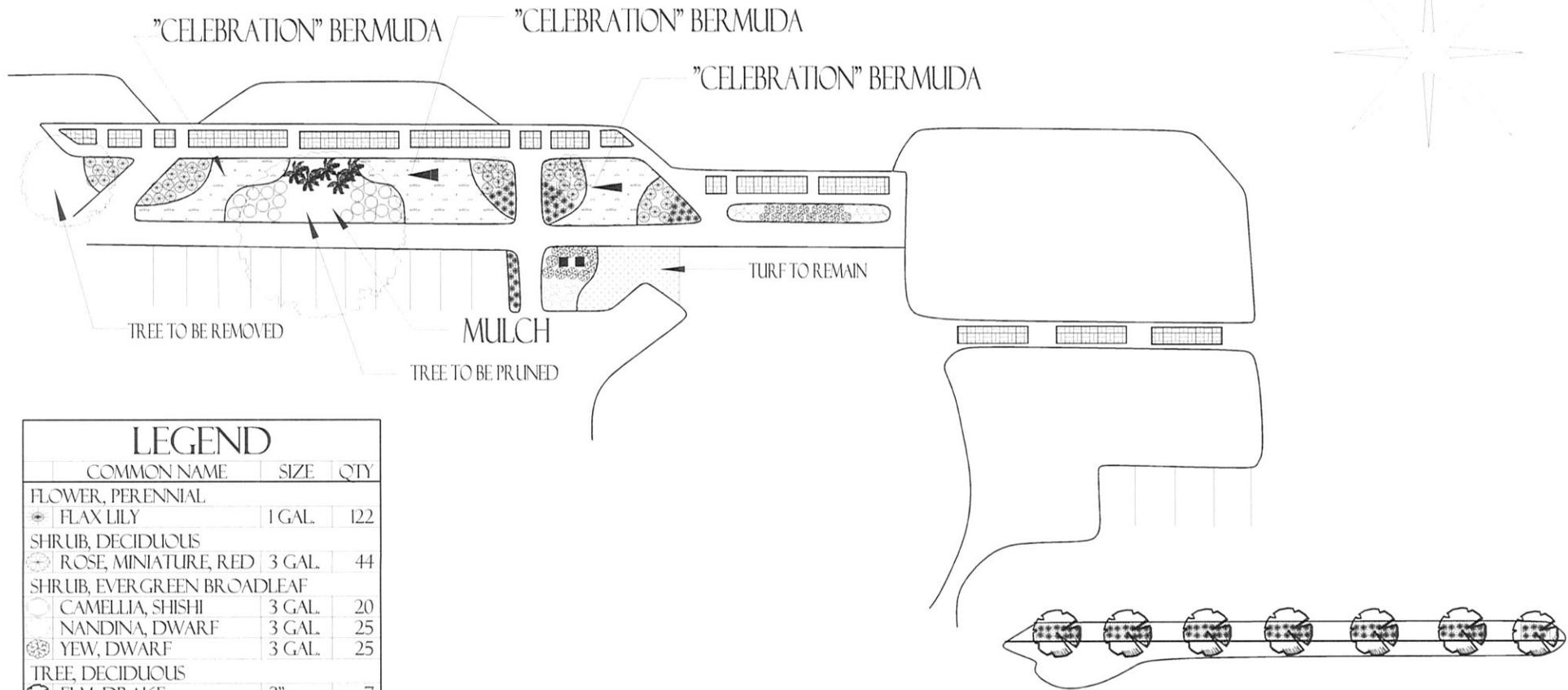
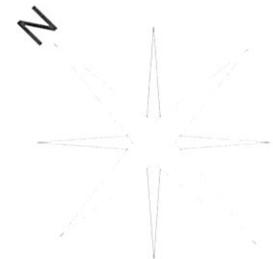
DOWNTOWN TRUST FUND
FY 2016
(Fund 102)

as of 02/03/2016

			FY 2016	FY 2016		
			BUDGET	YTD	Balance	Description
REVENUES	acct. #					
	338-10-00	O/S Rev from Local Units (SRC contrib)	\$ 39,666	\$ 39,665	\$ 1	Estimated tax billing
	338-10-01	O/S Rev from Local Units (CITY contrib)	\$ 21,067	\$ 21,067	\$ -	Estimated tax billing
	348-xx-xx	Promotional	\$ 34,800	\$ 7,174	\$ 27,627	Promotional Revenue
	361-10-00	Interest Income	\$ -	\$ 8	\$ -	Interest
	366-10-00	Misc. Donations	\$ -	\$ -	\$ -	Misc. Donations
	381-01-00	Transfer from General Fund	\$ -	\$ -	\$ -	
	389-90-01	Funds Forward FY 2015 Balance	\$ 77,470	\$ -	\$ 77,470	FY15 EOY (\$7,767est + BA \$69,703=\$77,470)
REVENUE TOTALS			\$ 173,003	\$ 67,914	\$ 105,098	

Dept. 552

EXPENDITURES	5 K Race					
	48-01	Promo-5K	\$ 17,000	\$ 4,483	\$ 12,517	Promo-5K
	TOTAL 5 K		\$ 17,000	\$ 4,483	\$ 12,517	
	BANDS ON THE BLACKWATER					
	48-02	Promo-Bands on Blackwater	\$ 19,000	\$ 6,584	\$ 12,416	Promo-Bands on Blackwater (14 Concerts)
	TOTAL BANDS		\$ 19,000	\$ 6,584	\$ 12,416	
	MOVIE NIGHT					
	48-03	Promo-Movie Night	\$ 850	\$ 845	\$ 5	Promo-Movie Night
	TOTAL MOVIE NIGHT		\$ 850	\$ 845	\$ 5	
	SCRATCH ANKLE					
48-04	Promo-Scratch Ankle	\$ 2,000	\$ 938	\$ 1,062	Promo-Scratch Ankle	
TOTAL SCRATCH ANKLE		\$ 2,000	\$ 938	\$ 1,062		
OTHER EVENTS						
48-06	Promo-Other Events	\$ -	\$ -	\$ -	Promo-Other (Tough Mudder)	
TOTAL OTHER EVENTS		\$ -	\$ -	\$ -		
PROMO EXPENSE TOTALS			\$ 38,850	\$ 12,850	\$ 26,000	
OTHER EXPENSES						
34-00	Other Contractual Services	\$ 3,000	\$ -	\$ 3,000	Materials, etc. \$1,500; Arborist \$2,000??	
43-00	Utility Services	\$ 4,000	\$ 918	\$ 3,082	Gulf Power / Willing St. power poles	
46-00	Repair & Maintenance	\$ 30,000	\$ -	\$ 30,000	R&M	
48-00	Promotional	\$ -	\$ -	\$ -	Advertisement	
49-00	Other Current Charges	\$ 4,000	\$ 3,443	\$ 557	Christmas lighting maintenance/Electrical Repair	
52-00	Operating Supplies	\$ 500	\$ 175	\$ 325	Misc.	
54-00	Dues & Subscriptions	\$ 370	\$ 370	\$ -	Dues & Subscriptions	
61-02	Easement-Sidewalk	\$ 1,200	\$ 1,200	\$ -	Easement-Sidewalk	
64-07	Misc. Equipment	\$ 9,500	\$ 9,495	\$ 5	1/2 cost of Movie Screen	
64-27	Downtown Project Expense	\$ -	\$ -	\$ -		
82-09	Misc. Grants in Aid	\$ 4,000	\$ 1,500	\$ 2,500	Support for Special Events (SR Arts/Etc.)	
91-01	Transf to General Fund	\$ -	\$ -	\$ -		
99-99	Contingencies (FY2016 Expenses)	\$ 77,583	\$ -	\$ 77,583	(\$7,767 projected + \$69,703= \$77,470 FY15 actual)	
OTHER EXPENSE TOTALS			\$ 134,153	\$ 17,101	\$ 117,052	
EXPENSE TOTALS			\$ 173,003	\$ 29,951	\$ 143,052	



LEGEND			
COMMON NAME	SIZE	QTY	
FLOWER, PERENNIAL			
FLAX LILY	1 GAL.	122	
SHRUB, DECIDUOUS			
ROSE, MINIATURE, RED	3 GAL.	44	
SHRUB, EVERGREEN BROADLEAF			
CAMELLIA, SHISHI	3 GAL.	20	
NANDINA, DWARF	3 GAL.	25	
YEW, DWARF	3 GAL.	25	
TREE, DECIDUOUS			
ELM, DRAKE	3"	7	
PRIVET, WAXLEAF SPP.	6-8 FT	3	
TREE, EVERGREEN			
PALM, SAGO	7 GAL.	5	

Revision #: 1
Date: 2/4/2016

Landscape Plan:
Riverwalk South

Scale:
1" = 30'

Landscape Design by: LW
City of Milton

RIVERWALK SOUTH LANDSCAPE BUDGET

QTY	PLANT	SIZE	UNIT PRICE	TOTAL
122	FLAX LILY	1 GAL	\$ 2.95	\$ 359.90
44	DRIFT ROSE	3 GAL	\$ 13.50	\$ 594.00
20	CAMELLIA "SHISHI"	3 GAL	\$ 9.95	\$ 199.00
25	DWARF NANDINA	3 GAL	\$ 9.25	\$ 231.25
25	DWARF YEW	3 GAL	\$ 7.95	\$ 198.75
7	DRAKE ELM	3 "	\$ 100.00	\$ 700.00
3	PATIO LIGUSTRUM	6-8 FT	\$ 100.00	\$ 300.00
5	SAGO PALM	15 GAL	\$ 60.00	\$ 300.00
1430	"CELEBRATION" BERMUDA	SQ FT	\$ 0.35	\$ 500.50
50	PINE STRAW	BALES	\$ 3.35	\$ 167.50
TREE REMOVAL AND PRUNING				
REMOVE TREE ALONG HWY 90 BRIDGE AND PRUNE LARGE OAK				\$ 900.00
TOTAL				\$ 4,450.90

KEVIN'S TREE SERVICE

• A Full Service Tree Company •



- Tree Trimming/Pruning • Lot Clearing •
- Hazardous Tree Removal •
- Stump Grinding • Landscaping •

(850) 382-7844

Locally Owned & Operated Licensed & Insured

No. ^{KD} CO.MED 316

Submitted To: <u>City of Milton</u>	Phone: <u>(850) 291-4190</u>	Date: <u>2/4/16</u>
Address: <u>P.O. Box 909</u>	Job Name: <u>Riverwalk</u>	Job Phone: ()
City: <u>Milton</u>	Address:	
State: <u>FL</u> Zip: <u>32570</u>	City: <u>SAME</u>	State: Zip:

We hereby submit specifications and estimates for:

1 Med. Open w/ Stump	500.00	}	900.00
1 Pro Prune	400.00		
Debris Removal Clean Up			

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We hereby purpose to furnish labor and all materials necessary to complete the above specifications of this proposal for the sum of:

Upon Completion DOLLARS (\$ 900.00)

Payments to be made as follows:

Acceptance of Proposal - I have read this document and accept the prices, specifications and conditions stated. I understand that upon signing, this proposal becomes a binding contract. If a crew is sent out to the jobsite, I agree to pay a fee of 50% for time, gas, labor, maintenance and production lost. You are authorized to do the work as specified. Payments are due upon completion of job. Stump mulch will be left on site unless specified differently. All materials are guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. De to the nature of our work the use of heavy equipment is necessary. This equipment is capable of landscape, lawn, concrete and other damage beyond our control. Kevin's Tree Service will not be responsible for these damages, if any. Any alteration or deviation from above specifications may involve extra cost over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control.

Authorized Signature: [Signature] Phone: 850-382-7844

Acceptance of Proposal

The above prices, specifications and conditions are hereby satisfactory and accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted
Date: 2/4/16 Signature: _____