



AGENDA WORKSHOP

Regular Meeting Agenda

May 18, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Open Meeting

2. Invocation

Pastor James Rinehart,
Hickory Hammock Church, Milton

3. Pledge of Allegiance

4. Approval of Agenda

- Recommendation for additional items from the staff.
- Recommendation for additional items from the Council.

5. Persons to Appear

6. Ordinances & Resolutions

Item # 2023-1527
Utility System Revenue Note, Ordinance 1988-23

7. City of Milton Events

Item # 2023-1497
SEPA - Milton's Blackwater Food Truck Festival

8. Finance, Planning Board

Councilman Michael Cusack

9. Administration, Emerald Coast Regional Council

Councilwoman Marilyn Farrow

Item # 2023-1512
DUO 'Do Unto Others'

10. Parks & Recreation, Community Improvement Board

Councilman Gavin Hawthorne

11. LEAP

Councilman Jason Vance

12. Board of Adjustments

Councilman Matthew Jarrett

13. Historic Preservation Board, Transportation Planning Organization

Councilwoman Roxanne Meiss

14. Growth, Development & Annexation, Tourist Development Council

Councilman Jeff Snow

15. Public Works

Councilman Casey Powell

Item # 2023-1538

Naming of Facility & Road

16. Mayor Report: Public Safety, Ordinance Committee

Mayor Heather Lindsay

17. City Manager's Report

18. Public Input

19. Adjournment

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



Pastor James Rinehart,
Hickory Hammock Church, Milton

MEETING DATE

May 18, 2023

PREPARED BY

Clerk's Office
Dawn Molinero, City Clerk



Agenda Item # 2023-1527

Utility System Revenue Note, Ordinance 1988-23

MEETING DATE

May 18, 2023

PREPARED BY

Dawn Molinero, City Clerk

BACKGROUND

Per the initial Sun Trust, now Truist agreement, every 5 years a re-set of interest is required.

SUMMARY

An ordinance of the City of Milton, Florida, amending and supplementing Ordinance NO. 1384-13 to authorize a first amendment to the city's outstanding utility system revenue note, series 2013A held by Truist Commercial Equity, Inc., to adjust the interest rate applicable thereto: authorizing and directing city officials to take such actions and execute such documents as are necessary to effectuate the purposes hereof; providing an effective date and providing for Scrivener's Errors.

RECOMMENDATION

Recommend approval.

ATTACHMENTS

1. Utility System Revenue Note Ordinance 1988-23
2. Suntrust Truist Schedule I

ORDINANCE NO. 1988-23

AN ORDINANCE OF THE CITY OF MILTON, FLORIDA, AMENDING AND SUPPLEMENTING ORDINANCE NO 1384-13 TO AUTHORIZE A FIRST AMENDMENT TO THE CITY'S OUTSTANDING UTILITY SYSTEM REVENUE NOTE, SERIES 2013A HELD BY TRUIST COMMERCIAL EQUITY, INC., TO ADJUST THE INTEREST RATE APPLICABLE THERETO; AUTHORIZING AND DIRECTING CITY OFFICIALS TO TAKE SUCH ACTIONS AND EXECUTE SUCH DOCUMENTS AS ARE NECESSARY TO EFFECTUATE THE PURPOSES HEREOF; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH, PROVIDING AN EFFECTIVE DATE AND PROVIDING FOR SCRIVENER'S ERRORS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA, as follows:

SECTION 1. Authority for this Ordinance. This Ordinance of the City of Milton, Florida (the "Issuer") is enacted pursuant to the provisions of Chapter 166, Part II, Florida Statutes, and other applicable provisions of law (collectively, the "Act") and City Ordinance No. 1384-13 enacted on May 28, 2013 (the "Original Ordinance"). Any capitalized undefined terms used herein shall have the meanings given them in the Act or the Original Ordinance.

SECTION 2. Findings. It is hereby ascertained, determined and declared:

(A) The Issuer previously issued its Utility System Revenue Note, Series 2013A (the "Note" or "2013A Note") pursuant to the Original Ordinance.

(B) The Note was issued on May 30, 2013 to Truist Commercial Equity, Inc., (including successors thereto, the "Lender") as successor to STI Institutional & Government, Inc., which currently holds the Note.

(C) Following the principal payment of the Note scheduled for June 15, 2023, the outstanding principal balance of the Note will be \$1,620,267.64.

(D) The Original Ordinance and the Note provide that the Note shall bear interest at a rate of 1.62% per annum until its maturity date of June 15, 2033, and also provides that the Note is subject to mandatory purchase (also known as a "put" option) on May 1, 2023 (the "Put Date"), pursuant to which the Lender may require the Issuer to purchase the Note back from the Owner on the Put Date in an amount equal to 100% of the outstanding principal amount of the thereof plus accrued interest to the Put Date.

(E) In lieu of exercising its put option under the Note, the Lender has notified the Issuer that it is willing to reset the interest rate on the Note to 4.50% per annum, effective May 1, 2023 until maturity, and in furtherance thereof has provided a written waiver of its put option, to allow sufficient time to effectuate the interest rate reset through enactment of this amending Ordinance and the execution and delivery of related instruments including but not limited to an amendment to the Note.

(F) The City Council hereby determines that such interest rate is reasonable in light of current market conditions for tax exempt municipal debt obligations such as the Note, and the financial burden imposed upon the Issuer were the Lender to exercise its put option.

(G) A First Amendment to the Note shall be executed by the Issuer that amends the interest rate on the Note to equal 4.50% effective May 1, 2023, and provides that no other term of the Note is amended.

(H) The Issuer hereby determines that it is necessary, desirable and in the best interests of the Issuer and its inhabitants that the Issuer (i) amend and supplement the Original Ordinance hereunder to reset the interest rate applicable to the Note as described above, and (ii) approve the First Amendment to the Note to reflect the interest rate reset. Such amendments will serve the essential public purposes of the Issuer.

SECTION 3. *Amendment of Ordinance No. 1384-13.* The definition of the term "Fixed Interest Rate" set forth in Section 2 of the Ordinance in hereby amended and restated in its entirety as follows, with additional text indicated by underline:

"Fixed Interest Rate" shall mean, with respect to the 2013A Note, an interest rate per annum of 1.62% through April 30, 2023, and thereafter an interest rate per annum of (i) 4.50% through maturity of the 2013A Note, or (ii) such other interest rate as may be agreed upon by the Issuer and the Owner and approved by ordinance or resolution of the Issuer; provided, however the Fixed Interest Rate shall not exceed the maximum rate allowed by law.

SECTION 4. *Authorization and Form of First Amendment to the Note.* The First Amendment to the Note is hereby authorized. The First Amendment to the Note shall be issued in substantially the form attached hereto as Exhibit A.

SECTION 5: *Authorizations.* The Mayor, the City Clerk, the City Manager, the City Attorney and such other officials and employees of the Issuer as may be designated by the Mayor are each designated as agents of the Issuer in connection with the issuance and delivery of the First Amendment to the Note and are authorized and empowered, collectively or individually, to take all action and steps, to make such representations and certificates, and to execute all instruments, documents, and contracts on behalf of the Issuer that are necessary or desirable in connection with the execution and delivery of the First Amendment to the Note, and which are specifically authorized or are not inconsistent with the terms and provisions of this amending Ordinance and the Original Ordinance.

SECTION 6: *Members of the City Council Exempt from Personal Liability.* No recourse under or upon any obligation, covenant or agreement of this amending Ordinance or the Note or for any claim based thereon or otherwise in respect thereof, shall be had against any member of the City Council in such capacity or as the governing body of the Issuer, past, present or future, it being expressly understood (a) that no personal liability whatsoever shall attach to, or is or shall be incurred by, the members of the governing body, as such, under or by reason of the obligations, covenants or agreements contained in this Ordinance or implied therefrom, and (b) that any and all such personal liability, either at common law or in equity or by constitution or statute, of, and any and all such rights and claims against, every such member, as such, are

waived and released as a condition of, and as a consideration for, the execution of this Ordinance and the issuance or amendment of the Note, on the part of the Issuer.

SECTION 7. Ratification. The provisions and terms and conditions of the Original Ordinance and the Note, as amended and supplemented hereunder, are hereby ratified and confirmed.

SECTION 8. Scrivener's Error. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

SECTION 9. Effective Date. This Ordinance shall take effect immediately upon its enactment, this 11th day of July 2023.

(SEAL)

ATTEST

CITY OF MILTON, FLORIDA

Dawn Molinero, City Clerk

Heather Lindsay, Mayor

Legal in form and valid when signed by
City Attorney.

Alex Andrade, City Attorney

1st Reading: June 13, 2023

2nd Reading: July 11, 2023

EXHIBIT A

Form of First Amendment to the Note

**CITY OF MILTON, FLORIDA
FIRST AMENDMENT TO UTILITY SYSTEM REVENUE NOTE, SERIES 2013A**

WHEREAS, the City of Milton, Florida (the "Issuer"), for value received, delivered to Truist Commercial Equity, Inc. (including successors thereto, the "Owner"), as successor to STI Institutional & Government, Inc., its Utility System Revenue Note, Series 2013A (the "Note") on May 30, 2013, with a maturity date of June 15, 2033, in the principal amount of \$3,000,000 which is subject to annual amortization payments and is currently outstanding in the principal amount of \$1,620,267.64; and

WHEREAS, the Owner is currently the sole holder of the Note; and

WHEREAS, pursuant to an Ordinance of the Issuer enacted on June 13, 2023, the Issuer and the Owner now desire to amend the Note to bear interest at the rate of 4.50% per annum effective May 1, 2023 to maturity;

WHEREAS, an opinion of Bond Counsel to the effect that interest is excludable from the gross income of the Owner for federal tax purposes, was delivered herewith.

NOW, THEREFORE, the interest rate on the Note is hereby amended to equal 4.50% per annum effective May 1, 2023. All other terms of the Note remain unchanged.

IN WITNESS WHEREOF, the City of Milton, Florida and Truist Commercial Equity, Inc., have entered into this First Amendment to Note effective this 11 day of July 2023.

[SEAL]

CITY OF MILTON, FLORIDA

Heather Lindsay, Mayor

ATTEST AND COUNTERSIGNED:

Dawn Molinero, City Clerk

ACKNOWLEDGED BY:

TRUIST COMMERCIAL EQUITY, INC.

By: _____
Name: Robert H. Anderson
Title: Authorized Agent

SCHEDULE "I"
PAYMENT SCHEDULE

PAYMENT DATE (JUNE 15)	PRINCIPAL AMOUNT
2014	\$ 128,211.19
2015	130,288.22
2016	132,398.89
2017	134,543.75
2018	136,723.36
2019 ⁽¹⁾	138,938.27
2020	141,189.07
2021	143,476.34
2022	145,800.65
2023 ⁽¹⁾	148,162.62
2024	150,562.86
2025	153,001.98
2026	155,480.61
2027	157,999.40
2028	160,558.99
2029	163,160.04
2030	165,803.23
2031	168,489.25
2032	171,218.77
2033	173,992.51
TOTAL	\$3,000,000.00

⁽¹⁾ The 2013A Note is subject to mandatory purchase by the Issuer on May 1, 2018 and May 1, 2023.



SEPA - Milton's Blackwater Food Truck Festival

MEETING DATE	PREPARED BY
May 18, 2023	Administration Department Jay Conrad, Events Coordinator



Special Event Permit Application

City of Milton

6738 Dixon Street, Milton FL 32570

850-983-5400 events@miltonfl.org

Instructions:

To process this application all applicable pages must be filled out completely and submitted to the city. Pages 1-6 are mandatory with every application. If you are requesting in-kind support and / or financial sponsorship for your event, the City of Milton Outside Agency Funding Application is required in addition to this application. For questions about requirements, fees, or the application process contact the Administration Department at City Hall.

Applicant & Event Organizer Information

☐ Individual

☐ Not-for Profit

☒ For-Profit

☐ Charity

☐ Other: _____

Name of Organization: APEX SHOWS & EVENTS LLC

Address: 5226 MEDINA RD

City: PENSACOLA

Phone: 850-376-9350

Email: Christie@apexshowsandevents.com

Event POC: Christie Sachse

Phone: 850 376-9350

Email: Same as above

Event Information

☐ Concert

☒ Park Festival

☐ Street Festival

☐ Parade/ Procession

☐ Run/ Walk

☐ Sporting Event

☐ Sale/ Market

☐ Private Event/ Wedding

☐ Other _____

Event Name: MILTONS Blackwater Food Truck Festival

Event Website/ Event Page: www.apexshowsandevents.com

Event Location: Ternigers Landing Event Date(s) 10/21/23 to 10/21/23

Time of Event: Day 1 11 AM to 6 pm (Day 2 - Optional) _____ to _____

Setup Date & Time: 10/21/23 at 7 AM Teardown Date & Time: 10/21/23 at 6 pm

Estimated Attendance: 2000 Is the Event Free to attend? ☒ YES ☐ NO

SPECIAL EVENT QUESTIONNAIRE

Below are questions about the event. Please answer all questions and attach additional documents, if necessary, to the application.

Will a City park be utilized?	(page 3)	☒ YES	☐ NO
Will equipment from the City of Milton be needed?	(page 3)	☒ YES	☐ NO
Will you need the City's Stage?	(page 3)	☐ YES	☒ NO
Will there be amplified sound?	(page 4)	☒ YES	☐ NO
Will you need the City's portable restroom?	(page 3)	☒ YES	☐ NO
Will tents larger than 10'x10' be erected?	(page 4)	☐ YES	☒ NO
Will inflatable bounce houses be erected?	(page 4)	☒ YES	☐ NO
Will you be using water slides?	(page 4)	☐ YES	☒ NO
Will you need City Dumpsters/ Trashcans?	(page 3)	☒ YES	☐ NO
Will there be fireworks?	(page 4)	☐ YES	☒ NO
Will vendors be selling merchandise, food, or wares?	(page 4)	☒ YES	☐ NO
Will food be cooked at the event?	(page 4)	☒ YES	☐ NO
Will alcohol be sold or given away at this event?	(page 4)	☒ YES	☐ NO
Will animals/ pets be allowed at the event?	(page 4)	☐ YES	☒ NO
Will you be using State or County Roads?	(page 4)	☐ YES	☒ NO
Will temporary No Parking Signs be utilized?	(page 4)	☒ YES	☐ NO
Will an EMT be on site?	(page 3)	☐ YES	☒ NO
Will you need security?	(page 3)	☐ YES	☒ NO
Will you require power on-site?	(page 3)	☒ YES	☐ NO
Will you require water on-site?	(page 3)	☐ YES	☒ NO

If you have answered YES to any of these questions, please see page 3-4 and select the items you request to use.

Do you have a Marketing Plan and if so, how will you notify surrounding businesses/ residents of your event? Facebook Ads, website, social media, Direct marketing
miltonfl.org + visit Florida

Have you prepared a to scale event map/ layout that meets all ADA parking and access requirements?

☒ YES ☐ NO

CITY FEES SHEET

(City Fees are the fixed cost for the use of its facilities, licenses, insurance, parks, equipment, etc.)

Location(s)/ Facility used at event:

- | | | |
|---|-------|---|
| ☐ North Riverwalk | \$150 | ☐ North Willing Street |
| ☐ South Riverwalk | \$150 | ☐ South Willing Street |
| ☐ Entire Riverwalk | \$250 | ☐ North Elmira Street |
| ☐ N Riverwalk Gazebo | \$50 | ☐ South Elmira Street |
| ☐ S Riverwalk Pavilion | \$50 | ☐ Imogene Parking Lot |

Jernigan's Landing (Downtown event location for the City of Milton. Select all applicable)

- | | | | |
|---|-------|---|-------|
| ☒ Riverside | \$100 | ☒ Festival Area | \$150 |
|---|-------|---|-------|

☐ Other: _____

Requested Items:

QTY

QTY

- | | | | |
|--|-------------------|---|----------------------|
| ☒ Portable Restroom
(at Jernigan's landing) | \$250(np only) | ☐ Portable Restroom
(at alternate location) | \$350(np only) |
| ☐ City Stage 14'x28' | \$350(np only) | ☐ City Movie System | \$250(np only) |
| ☐ Live Music Licensing ****\$200 | | ☐ Movie Licensing *** | \$(at cost)(np only) |
| ☐ Barricades | \$100 per _____ | ☐ Cones | \$10 per _____ |
| ☒ City Garbage Cans | \$10 per _____ | ☒ Dumpster | \$50 per <u>1</u> |
| ☐ City Tent (40'x40') | \$500(np only) | ☐ Variable Message Sign | \$250 per _____ |
| ☐ Large Generator | \$250 | ☐ Small Generator | \$100 |
| ☐ Generator power distro | \$100 | ☐ Hose-bid water distro | \$100 |
| ☐ City Hydrant tap fee | \$50 + meter rate | ☐ Electrical Activation | \$75 + meter rate |

Packages: These are requested items that come as a package.

- | | |
|---|---------------------|
| ☐ Parade Package (including Police, Public Works, Planning, signage & street closures) | \$1,000(np only)*** |
| ☐ Parade Package ("") – For-Profit Organization | \$2500 |

(Parade package requires event organizers to complete all necessary documents, schedule pre & post event meetings with city staff, provide a detailed map of the starting point, route, and end point, provide alternate dates, provide certificate of insurance for the event, and written approval for use from all parties in which the event will take place.)

Parades that utilize a state road will require a FDOT permit for use and can take months to receive.

*Published music, movies, and other electronic art forms are protected by US Copyright and Trademark laws. Unauthorized use of copyrighted work is illegal. **Must be free event, open to the public and located within the City Limits to access the City's ASCAP, BMI and SESAC License. *** np only stands for Non-profits only.

ORDINANCES & SPECIAL REQUESTS

Tourism District and Downtown Milton Special Requests:

NOTE: Tourism District Special Request Applications must be received by the city sixty (60) days prior to the event. Events with Alcohol must submit ninety (90) days prior to the event.

I hereby request waiver of the following ordinances: *(only available in the Tourism District)*

- ☒ Open Container Ordinance (Section 6-27)
- ☐ Noise Ordinance (LDR Section III-5.16)
- ☐ Animal Control Ordinance (Section 4-37(b))
- ☐ And/ or other Ordinance _____

I hereby request the following regarding the Blackwater River:

- ☐ Activate Boating Restricted Areas
- ☐ Activate 24-hour docking at the Riverwalk

I hereby request the use of Fireworks in the City of Milton:

- ☐ By selecting this box, you must complete the City of Milton Fireworks Display Permit Application

**note – Fireworks are subject to approval by the City Fire Chief and must be done by a licensed and insured pyrotechnics professional. Additional information will be provided.*

Time Period from when these requests will take place:

From: _____ Date: _____ To: _____ Date: _____

I hereby request that vendors be allowed to sell their wares at the event. All vendors know they must abide by all federal, state, county, and local laws regarding resell, sell of their ware. All vendors have their applicable license's available if requested. City will not be held liable. ☒ YES ☐ NO

Will this event require Road Closures? ----- ☐ YES ☒ NO

Stewart Street requires a separate FDOT application. A scheduled meeting with the Planning Department is required for a State Road Closure. Ensure you have your date/ time confirmed prior to submitting your information. The City will assist.

If so, please list street names:

- 1) _____ 2) _____
- 3) _____ 4) _____

Is this an annual Event? ☐ YES ☐ NO

If YES, list the date(s) requested for next year. Please note that requesting the date(s) on this application does not guarantee a hold or act as a confirmation of the requested date(s).

Requested event date(s): _____ Alternative Date(s): _____

HOLD HARMLESS AGREEMENT

For and in consideration of having been granted permission by the City of Milton to hold a Special Event within the City of Milton limits, the undersigned hereby agrees on behalf of the organization, to indemnify and hold harmless the City of Milton, its subsidiaries or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses in conjunction with loss of life, bodily injury or personal injury or property damage, including loss of use thereof, directly or indirectly caused by, resulting from, arising out of or occurring in connection with this permitted activity.

The undersigned also agrees to protect and hold harmless the City of Milton, its subsidiaries, or affiliates, elected and appointed officials, employees, volunteers, representatives and agents from any and all claims, suits, actions, damages, liability and expenses, present, past or future which may be asserted by this organization, or any member of this organization, or any participant of third party arising out of or occurring in connection with this permitted event.

By the signature to this document the undersigned acknowledges that it understands the contents of this document and is voluntarily agreeing to its terms.

In witness whereof I have here unto set my hand and seal this 26 day of April in 2023

Name of Special Event Miltons Blackwater Food Truck Festival
Date(s) of Special Event 10/21/23
Name of Organization Apex Shows and Events LLC
Event Organizers Name CHRISTIE SACHSE
Address of Organization 5220 MEDINA RD PENSACOLA FL 32507
Phone Number 850 376-9350
Email Christie@apexshowsandevents.com

Printed Name

Signature

CHRISTIE SACHSE

Christie Sachse

Internal Signatures Required for Approval:

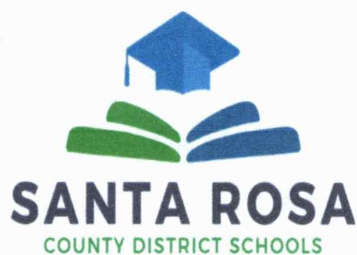
Office of Economic Development: _____ Planning: _____

Public Works: _____ Police: _____ Fire: _____



DUO 'Do Unto Others'

MEETING DATE	PREPARED BY
May 18, 2023	Clerk's Office Dawn Molinero, City Clerk



Linda Sanborn
Santa Rosa School Board Chairperson

6032 Highway 90 Milton, FL 32570
Phone: 850/983-5150
E-mail: SanbornLT@santarosa.k12.fl.us

Mission: "To love, educate, and prepare all students for graduation and a successful future"

Every day we have students in our schools with needs. Some come to school without appropriate shoes, sweaters or jackets. Some want to go on a field trip with their classmates but cannot afford to do so. Others may attend the school Book Fair but are unable to purchase even a \$5 book when all their classmates around them are excited to purchase and read those new books. Typically, in these cases, our loving and very generous teachers reach into their own pockets to pay for these items. No one wants a child to be left out.

In order to help these students, and alleviate some of the financial pressure on our teachers, we are instituting the DUO (Do Unto Others) program. Our goal is to raise enough money to give a pre-paid credit card in the amount of \$1000 to the principal of each of our 38 schools.

When a child has a need, the principal will be able to send a teacher or staff member to the store immediately with the DUO card to purchase, for example, the shoes or jacket for the student. Though accountability will be required, there will be no need for purchase orders, approvals or other pre-purchase paperwork. In other words, a need can be met immediately.

The DUO program will be administered through the Santa Rosa Education Foundation, a 501(c)3 non-profit organization. Thus, all donations will be tax-deductible. Donations can be sent to the Santa Rosa Education Foundation at 6032 Hwy 90, Milton, FL 32570. "DUO Program" should be written on the memo line. Or, you can donate on-line at <https://givebutter.com/DUOSRC>



Naming of Facility & Road

MEETING DATE	PREPARED BY
May 18, 2023	Public Works Department Dawn Molinero, City Clerk