



**EXECUTIVE COMMITTEE MEETING**  
**Regular Meeting Agenda**

May 1, 2023  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

**1. Open Meeting**

**2. Invocation**

Pastor William B. Wright,  
Bible Way Baptist 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. Recognitions, Proclamations & Awards**

The Honorable Sharon Holley

**6. Invited Speakers**

Linda Sanborn,  
Santa Rosa County School Board

**7. Persons to Appear**

**8. Ordinances & Resolutions**

Item # 2023-1501  
Pensacola Perdido Bay Estuary Program Interlocal Agreement Resolution

**9. City of Milton Events**

Item # 2023-1421  
SEPA - Craft Wedding

**10. Finance, Planning Board**

Councilman Michael Cusack

**11. Administration, Emerald Coast Regional Council**

Councilwoman Marilyn Farrow

Item # 2023-1446  
Police Department Generator w/ Transfer Switch

Item # 2023-1443  
National Navy League Convention

Item # 2023-1363  
General Rules and Procedures for Meetings

Item # 2023-1331  
City of Milton Social Media Policy

**12. Parks & Recreation, Community Improvement Board**

Councilman Gavin Hawthorne

**13. LEAP**

Councilman Jason Vance

**14. Board of Adjustments**

Councilman Matthew Jarrett

**15. Historic Preservation Board, Transportation Planning Organization**

Councilwoman Roxanne Meiss

**16. Growth, Development & Annexation, Tourist Development Council**

Councilman Jeff Snow

Item # 2023-1454

Residential Facade Improvement Grant Application - Tom Powers

Item # 2023-1455

Residential Facade Improvement Grant Application - Sanders & Young

Item # 2023-1456

Residential Facade Improvement Grant Application - Frank White

Item # 2023-1457

Residential Facade Improvement Grant Application - Warren Gilmore

**17. Public Works**

Councilman Casey Powell

**18. Mayor Report: Public Safety, Ordinance Committee**

Mayor Heather Lindsay

**19. City Attorney's Report**

**20. City Manager's Report**

Item # 2023-1500

Pensacola Perdido Bay Estuary Program Interlocal Agreement

**21. Public Input**

**22. Adjourn**

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*



The Honorable Sharon Holley

**MEETING DATE**

May 1, 2023

**PREPARED BY**

Clerk's Office  
Heather Lindsay, Mayor

# Proclamation

**WHEREAS**, Sharon Holley, who was born on July 8, 1952, passed away on April 23, 2023, leaving behind her beloved family, husband Donald, sons Jeremy and Michael, daughter-in-law Carrie, grandchildren Bray and Brea, siblings Gail, Shauna, and Todd, sister-in-law Brenda, and devoted nephews, nieces, and cousins; and

**WHEREAS**, Sharon Holley lived her life in service to her family and to her city; and

**WHEREAS**, Sharon Holley had a successful career at the City of Milton because of her intelligence, work ethic, and commitment to the public interest, from accounting clerk in 1991 to Code Enforcement Officer and Zoning Administrator in 1999, and, after her retirement in 2015, her appointment to serve on the City Council following the death of Councilman Lloyd Hinote; and

**WHEREAS**, Sharon Holley's heart was as strong as her work ethic, and she never sought recognition for her many acts of kindness during her tenure as Code Enforcement Officer, such as the many times she organized workdays by recruiting volunteers to assist families in need to care for their property; and

**WHEREAS**, in her role as Code Enforcement Officer, Sharon Holley assisted eligible homeowners in receiving benefits from the county to maintain their homes; and

**WHEREAS**, Sharon Holley worked tirelessly in building civic pride by putting up decorative flags and gardens in areas that many people would typically overlook or neglect; and

**WHEREAS**, Sharon Holley's legacy of caring included her ability to lift our spirits with her mischievous wit and brilliant comedic timing; and

**WHEREAS**, Sharon Holley was unfailingly generous with her friends and the friends of her sons, and all of us who were loved by Sharon could count on being offered a meal, excellent advice, help, and plenty of laughter; and

**WHEREAS**, Sharon Holley was gifted with courage to use her voice to speak the truth even when the truth would be hard to hear for those she loved, and she did so in love, helping those with ears to hear to share our gifts and fulfill our duty in spite of fear; and

**WHEREAS**, Sharon Holley, unswerving in her commitment to the public interest, upon being sworn in to serve on the City Council in 2016 and throughout her service on the City Council, was a leader in assuring the transparency and accountability of government to the people.

**NOW, THEREFORE**, I, Heather Lindsay, Mayor of the City of Milton, do hereby proclaim Sharon Holley an Inspirational Leader of the City of Milton, and I urge all Miltonians to follow her example by acting with integrity, with a generous heart and without regard for personal interest, to improve the lives of our neighbors, as Sharon did throughout her life.

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Dawn Molinero, City Clerk

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Heather Lindsay, Mayor



Linda Sanborn,  
Santa Rosa County School Board

**MEETING DATE**

May 1, 2023

**PREPARED BY**

Clerk's Office  
Dawn Molinero, City Clerk



Agenda Item # 2023-1501

# Pensacola Perdido Bay Estuary Program Interlocal Agreement Resolution

## MEETING DATE

May 1, 2023

## PREPARED BY

Dawn Molinero, City Clerk

## BACKGROUND

A resolution of the City of Milton adopting the first Amended and Restated Interlocal Agreement for the Pensacola and Perdido Bays Estuary Program which manages the comprehensive conservation and management plan for the restoration and protection of Pensacola and Perdido Bay; providing an effective date, termination, and sunset review.

## SUMMARY

## RECOMMENDATION

Recommend approval.

## ATTACHMENTS

1. Resolution NO. 1570-23 PPBEP

**RESOLUTION NUMBER 1570-23**

**A RESOLUTION OF THE CITY OF MILTON ADOPTING THE FIRST AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR THE PENSACOLA AND PERDIDO BAYS ESTUARY PROGRAM WHICH MANAGES THE COMPREHENSIVE CONSERVATION AND MANAGEMENT PLAN FOR THE RESTORATION AND PROTECTION OF PENSACOLA BAY AND PERDIDO BAY; PROVIDING AN EFFECTIVE DATE, TERMINATION, AND SUNSET REVIEW.**

**WHEREAS**, Pensacola Bay and Perdido Bay and their associated waterways provide boating, fishing, hunting and other outdoor recreational and economic opportunities for citizens and visitors of Florida and Alabama; and

**WHEREAS**, mismanagement of Pensacola Bay and Perdido Bay may exacerbate flooding and property loss, negatively impact water quality and estuarine habitat, negatively affect the local economy, and threaten the health, safety and welfare of Florida and Alabama's citizens and visitors; and

**WHEREAS**, in October of 2018, Escambia County, Santa Rosa County, and Okaloosa County, City of Gulf Breeze, City of Milton, City of Pensacola, and Town of Century, Florida; and Baldwin County, and the City of Orange Beach, Alabama (the "Parties") entered into an Interlocal Agreement, as authorized by Section 163.01, Florida Statutes, et seq., and Alabama Code § 11-102-1, et seq., (1975), to cooperatively utilize their powers and resources in the most efficient and economical manner possible to develop and implement a Comprehensive Conservation & Management Plan (CCMP) to restore and protect the Pensacola Bay System and Perdido Bay System, and their associated watersheds as defined in Article I of the Interlocal Agreement (hereinafter the "Estuary Program"); and

**WHEREAS**, this First Amended and Restated Interlocal Agreement will provide for the creation of a Florida not-for-profit corporation, governed by a corporate board of directors appointed by the Parties to represent them for the purpose of administering and carrying out the Estuary Program that has been successfully developed and implemented under the 2018 Interlocal Agreement; and

**WHEREAS**, administering the Estuary Program through a not-for-profit corporation will provide for more efficient and flexible operations, with continued governance by the Parties' appointed representatives who will serve as the board of directors of the corporation (the "Corporation Board").

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

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

**Section 2.** That the Council hereby approves and adopts, and authorizes the Mayor, City of

Milton to sign, the First Amended and Restated Interlocal Agreement for the Pensacola and Perdido Bays Estuary Program (the "Agreement"), which provides for creation of a Florida not-for-profit corporation to manage the Estuary Program and its Comprehensive Conservation and Management Plan for restoration of Pensacola Bay and Perdido Bay and their associated waterbodies.

**Section 3.** That the City of Milton hereby appoints Vernon Compton, who serves as a member on the board of the not-for-profit corporation to be formed pursuant to the Agreement. Pursuant to the Agreement, the members of the Corporation Board are hereby appointed as full voting, ex officio members to the Corporation Board to administer and carry out the Estuary Program on behalf of the Parties.

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

**Section 5.** That the City Clerk shall record this Resolution and forward a copy with the original signature to the Pensacola and Perdido Bays Estuary Program.

Passed and adopted this 1<sup>st</sup> day of May, 2023, by the Milton City Council, City of Milton, Florida.

By: \_\_\_\_\_  
Heather Lindsay, Mayor

Attest: \_\_\_\_\_  
Dawn Molinero, City Clerk



Agenda Item # 2023-1421  
**SEPA - Craft Wedding**

MEETING DATE	PREPARED BY
May 1, 2023	Jay Conrad, Events Coordinator

**BACKGROUND**

This is a permit application for a wedding to take place at Jernigan's Landing - Riverside on August 14, 2023. The wedding is to take place at 10:00 AM with a reception to follow. The event will start setting up at 7:00 AM and will be cleaned up by 5:00 PM.

The event organizer has requested the use of the following items from the city:

- Jernigan's Landing - Riverside
- City Trash Can (1)
- Electrical Access

These items total \$185 in fees.

**SUMMARY**

**RECOMMENDATION**

Staff recommends approval.

**ATTACHMENTS**

1. SEPA - Craft Wedding



# Special Event Permit Application

City of Milton

6738 Dixon Street, Milton FL, 32570  
850-983-5400 [events@miltonfl.org](mailto: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: N/A

Address: N/A City: N/A

Phone: N/A Email: N/A

Event POC: Wesley Craft

Phone: 850 281 7627 Email: Craft Wesley22@gmail.com

## Event Information

- Concert   
  Park Festival   
  Street Festival   
  Parade/ Procession  
 Run/ Walk   
  Sporting Event   
  Sale/ Market   
 Private Event/ Wedding  
 Other \_\_\_\_\_

Event Name: Craft Wedding

Event Website/ Event Page: N/A

Event Location: Jernigan's Landing Event Date(s) 8-14-23 to same

Time of Event: Day 1 10:00 AM to 4:00 PM (Day 2 - Optional) \_\_\_\_\_ to \_\_\_\_\_

Setup Date & Time: 8-14-23 at 7:00 AM Teardown Date & Time: 8-14-23 at 5:00 PM

Estimated Attendance: 150± 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) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will equipment from the City of Milton be needed?    | (page 3) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO            |
| Will you need the City's Stage?                      | (page 3) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will there be amplified sound?                       | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will you need the City's portable restroom?          | (page 3) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will tents larger than 10'x10' be erected?           | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will inflatable bounce houses be erected?            | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will you be using water slides?                      | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will you need City Dumpsters/ Trashcans?             | (page 3) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO            |
| Will there be fireworks?                             | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will vendors be selling merchandise, food, or wares? | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will food be cooked at the event?                    | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will alcohol be sold or given away at this event?    | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will animals/ pets be allowed at the event?          | (page 4) | <input checked="" type="checkbox"/> YES | <input checked="" type="checkbox"/> NO |
| Will you be using State or County Roads?             | (page 4) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will temporary No Parking Signs be utilized?         | (page 4) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO            |
| Will an EMT be on site?                              | (page 3) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will you need security?                              | (page 3) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> NO |
| Will you require power on-site?                      | (page 3) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO            |
| Will you require water on-site?                      | (page 3) | <input type="checkbox"/> YES            | <input checked="" type="checkbox"/> 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? N/A

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Have you prepared a to scale event map/ layout that meets all ADA parking and access requirements?  
 YES       NO

# City Fee Sheet

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

**Location(s)/ Facility used at event:**

- |   |       |   |
|---|-------|---|
| <input type="checkbox"/> North Riverwalk      | \$150 | <input type="checkbox"/> North Willing Street |
| <input type="checkbox"/> South Riverwalk      | \$150 | <input type="checkbox"/> South Willing Street |
| <input type="checkbox"/> Entire Riverwalk     | \$250 | <input type="checkbox"/> North Elmira Street  |
| <input type="checkbox"/> N Riverwalk Gazebo   | \$50  | <input type="checkbox"/> South Elmira Street  |
| <input type="checkbox"/> S Riverwalk Pavilion | \$50  | <input type="checkbox"/> Imogene Parking Lot  |

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

- |   |       |  |       |
|---|-------|--|-------|
| <input checked="" type="checkbox"/> Riverside | \$100 | <input type="checkbox"/> Festival Area | \$150 |
| <input type="checkbox"/> Other: _____         |       |  |       |

**Requested Items:**

	<u>QTY</u>		<u>QTY</u>
<input type="checkbox"/> Portable Restroom <i>(at Jernigan's landing)</i>	\$250(np only)	<input type="checkbox"/> Portable Restroom <i>(at alternate location)</i>	\$350(np only)
<input type="checkbox"/> City Stage 14'x28'	\$350(np only)	<input type="checkbox"/> City Movie System	\$250(np only)
<input type="checkbox"/> Live Music Licensing ***\$200		<input type="checkbox"/> Movie Licensing ***	\$(at cost)(np only)
<input type="checkbox"/> Barricades	\$100 per _____	<input type="checkbox"/> Cones	\$10 per _____
<input checked="" type="checkbox"/> City Garbage Cans	\$10 per <u>2</u>	<input type="checkbox"/> Dumpster	\$50 per _____
<input type="checkbox"/> City Tent (40'x40')	\$500(np only)	<input type="checkbox"/> Variable Message Sign	\$250 per _____
<input type="checkbox"/> Large Generator	\$250	<input type="checkbox"/> Small Generator	\$100
<input type="checkbox"/> Generator power distro	\$100	<input type="checkbox"/> Hose-bid water distro	\$100
<input type="checkbox"/> City Hydrant tap fee	\$50 + meter rate	<input checked="" type="checkbox"/> Electrical Activation	\$75 + meter rate

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

- |   |                     |
|---|---------------------|
| <input type="checkbox"/> Parade Package (including Police, Public Works, Planning, signage & street closures) | \$1,000(np only)*** |
| <input type="checkbox"/> 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.

# 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 [redacted] day of [redacted] in 20[redacted]

Name of Special Event Craft Wedding  
Date(s) of Special Event 14 August 2023  
Name of Organization N/A  
Event Organizers Name Wesley Craft  
Address of Organization N/A  
Phone Number 850 281 7627  
Email Craftwesley22@gmail.com

Printed Name

Wesley Craft

Signature

[redacted signature]

**Internal Signatures Required for Approval:**

Office of Economic Development: \_\_\_\_\_ Planning: \_\_\_\_\_

Public Works: \_\_\_\_\_ Police: \_\_\_\_\_ Fire: \_\_\_\_\_

# 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): \_\_\_\_\_

# Additional Documents Required with Application

All events require an Event Site Map and copy of Insurance Certificate's 10 days prior. Below are additional documents that may be required to be submitted with the application. Application will be considered incomplete without these documents.

For additional information on what is required please contact the Administrative Office at City Hall.

- Event Site Map       Event Race Route Map       Parade Route & Alternate

*Event organizers must provide a site map with vendor locations, portable restrooms, run/ walk route, etc. at the time this application is submitted. A detailed listing of all services is required for public awareness & safety.*

- Insurance Certificate(s)       Fireworks Application       Other (any other agency)

- Tax Exempt Certificate and 501(c)3 Documentation *(if the entity is claiming tax exempt and/ or non-profit status)*

## Rules & Regulations

### Application Dates:

- The permit application process should begin at least 60 days prior to the event date. 90 days if alcohol is to be sold or given away. Parade application process should allow 6 months.
- Once all documents have been submitted, City Staff will schedule a meeting to review all information and ensure event organizers have met all requirements. Staff will at this time develop an Agenda Analysis for Councils review. Council will be informed during the Committee of the Whole meeting. This meeting takes place the third Thursday of every month.
- Each event will require Council's approval and organizers should attend *(if requesting support)*.

### Cancellation Policy:

- Event application fees are non-refundable if the event is cancelled by the applicant.
- Although event application fees are non-refundable, if an event is cancelled due to inclement weather, the fee may be credited towards an alternate date. Event Organizers must inform the Office of Economic Development when cancelling any event. An alternate date must take place within one year of the original event date.

### ADA Accessibility Guidelines:

- Event Organizers must make the event accessible to people with disabilities to the greater extent possible in compliance with the requirements of the American with Disabilities Act (ADA).
- Accessible parking must also be provided for persons with Disabilities. Information regarding accessible parking locations should be included as part of the event site map.

### Clean-Up:

- It is understood that clean-up will be performed immediately following the event. Event site must be returned to its pre-event state. Failure to adequately clean-up event site may result in a fee. Adequacy of clean-up will be assessed by City of Milton Code Enforcement.



Agenda Item # 2023-1446

# Police Department Generator w/ Transfer Switch

## MEETING DATE

May 1, 2023

## PREPARED BY

Diane Ebentheuer, Purchasing Agent/Risk Manager

## BACKGROUND

The City purchasing policy allows Council to waive the bid process and use "Other Contracts" that have gone through the review processes and have been approved by another government entity. The current generator at the Milton Police Department is not functioning correctly.

## SUMMARY

Sourcewell Contract: #092222-CAT

Pricing: \$58,334.00

Vendor: Thompson Power Systems

## RECOMMENDATION

The Agenda Workshop unanimously approved to waive the bid process and piggyback off Sourcewell Contract #092222-CAT for a Natural Gas Generator to Thompson Power Systems.

## ATTACHMENTS

1. POLICE DEPARTMENT GENERATOR QUOTE WITH TRANSFER SWITCH

**Due to volatility in the raw materials market, this quote is valid for 30 days. When submittals are required, the project will be requoted when submittals are approved.**

**SOURCEWELL PROPOSAL PER CONTRACT #092222-CAT**

**Natural Gas Generator Set:**

- One (1) Caterpillar Model DG100, EPA Emissions certified, UL2200 listed generator set
- 100kW, 208/120 volt, three phase, 60HZ, standby rated
- Electronic Control Panel
- Governor, electronic and isochronous
- Shipped loose remote annunciator panel (RS485)
- PMG (permanent magnet excitation system)
- Generator anti-condensation heater
- Unit mounted circuit breaker: One 400 amp
- Radiator with blower fan and belt drive
- Sound Attenuated Enclosure, aluminum construction, painted white
- Jacket water heater
- Lead acid starting batteries with rack and cables
- Battery charger
- Battery charging alternator
- Exhaust muffler, installed
- Vibration isolators
- Initial fill of lube oil and coolant
- Two hour load test at 1.0 power factor performed on site
- O&M Manual, (1) set

**Automatic Transfer Switch:**

- 400 Amp Transfer Switch
- Open Transition
- 208/120 volt, three phase, 4 wire, 60HZ
- 3 Pole
- Service Entrance Rated
- Nema 1 enclosure
- Engine Exerciser
- O&M Manual, (1) set

**Other Services:**

- Startup including the following: Checkout of the installation, control wiring, safety shutdowns and other equipment supplied by Thompson Power Systems.
- NOTE: Startup is quoted to be done in one trip to the jobsite. If additional time is required, the technician will return to the jobsite on consecutive days after the first day, excluding weekends and holidays. If the technician is required to return to the jobsite for items outside the scope of startup, i.e. unit not ready, coordination with other trades or inspectors, related charges will be at our normal service rates.

**SOURCEWELL PRICE PER CONTRACT #092222-CAT = \$58,334.00**

**Taxes:** Taxes are not included in this proposal and will be added if applicable.

**Freight:** F.O.B. Job site in Milton, FL

**Thompson**



Thompson Power Systems  
30950 State Highway 181  
Spanish Fort, AL 36527  
251-626-5100 Phone  
251-626-7041 Fax  
[www.thompsonpowersystems.com](http://www.thompsonpowersystems.com)

**Quotation No: SPO-230321-2A**

Project Name: City of Milton – Police Department  
Project City: Milton, FL  
Date Issued: April 12, 2023  
Expiration Date: May 10, 2023

Page- 2 of 5

**Estimated Availability:** Approximately 33-35 weeks after submittal approval for the generator set. Approximately 45-47 weeks after submittal approval for the ATS. Please allow approximately 2-3 weeks after receipt of written order for submittal drawings.

**THOMPSON POWER SYSTEMS** will arrange for initial start-up services at no additional charge. These services include checkout of the installation, control wiring, safety shutdowns, and other equipment supplied by Thompson Power Systems. The customer will be responsible for the labor and materials to install the generator, as well as providing a means to unload the equipment upon delivery. No diesel fuel is included in this pricing.

**THOMPSON POWER SYSTEMS** limits the scope of supply for this quotation to the items and services listed herein. Equipment not listed is assumed to be supplied by others. We have written a detailed list as part of this proposal. Please check it to be sure it meets your requirements. We reserve the right to correct any errors or omissions.

Contracts which include penalty or liquidated damage clauses for failure to meet delivery dates are not binding on **THOMPSON POWER SYSTEMS** unless accepted and confirmed in writing by a manager of **THOMPSON POWER SYSTEMS**.

Thank you for the opportunity to submit this proposal. If you need additional information or wish to order this equipment, please contact me at 251-621-6021 or sign and return this document.

Sincerely,

*Sean O'Neill*

Sean O'Neill  
Thompson Power Systems  
251-621-6021 Office / 251-300-0110 Cell / 251-626-7041 Fax / [seanoneill@thompsoncontractor.com](mailto:seanoneill@thompsoncontractor.com)

### **TERMS AND CONDITIONS**

**1. EXECUTION OF OTHER DOCUMENTS.** If the full amount of the purchase price is not paid in cash, when the equipment necessary to fill this order is available, Purchaser agrees on demand to execute and deliver to Seller such promissory notes, security agreements, financing statements, equipment leases, and other documents as Seller may require evidencing and securing the Total Balance shown above. In the event Purchaser fails to execute and deliver such documents, the entire Net Balance Due shall, at Seller's election, be immediately due and payable, together with interest as provided below from the date demand is made by Seller.

**2. RISK OF LOSS; INSURANCE.** The equipment shall at all times after delivery to Purchaser, Purchaser's agent, or a transportation company for delivery to Purchaser, whichever first occurs, be the sole responsibility of Purchaser, and all risk of loss or damage to the equipment or any part thereof from any

cause whatsoever shall be borne by Purchaser, and shall not operate to extinguish or diminish the liability of Purchaser to Seller. Unless Purchaser pays Seller cash on or prior to delivery, Purchaser shall procure, and furnish to Seller, evidence of insurance showing the existence of valid and collectible insurance insuring the equipment against loss from fire, theft, collision and comprehensive coverage in an amount not less than the Net Balance Due or Amount to be Financed shown above, with loss thereunder payable to Seller, as loss payee, as its interest may appear. If the equipment is leased by Purchaser, Purchaser shall also furnish evidence of liability insurance satisfactory to Seller in its sole discretion. Purchaser may furnish the required insurance through an existing policy or through an insurance agent selected by Purchaser. Seller may refuse to accept any insurance offered by Purchaser for reasonable cause.

**3. DISCLAIMER OF WARRANTIES AND LIMITATION OF LIABILITY.** Purchaser understands and agrees that Seller is not the manufacturer of the equipment described in this order. Seller makes no representation or warranty against latent or patent defects in material or workmanship, no warranty of capacity or performance, and no warranty that the equipment will meet the requirements of any law, regulation, specification or contract term that provides for or requires specific machinery or apparatus or specific capacity or methods of operation.

New Caterpillar products are sold subject to the terms of the applicable Caterpillar warranty. Purchaser hereby acknowledges receipt of any applicable Caterpillar warranty or warranties identified on this order. Seller assumes no responsibility for such warranties.

Seller will cooperate with Purchaser in seeking to obtain adjustment from the manufacturer for any breach of the manufacturer's warranty. Unless otherwise provided in a writing signed by Seller, any transportation, travel and other expenses will be for Purchaser's account. In no event will Seller have any obligation on account of any defect or defects in the equipment, or of any failure of the equipment to operate as warranted, or for any loss or damage to or caused by the equipment.

With respect to equipment described herein as "used" or "other", Purchaser agrees that all such equipment is sold "AS IS" and with all faults or defects except as otherwise expressly provided in any express warranty specifically set forth hereon or contained in a separate writing signed by Seller.

The forgoing provisions are in lieu of all other warranties, express or implied. SELLER HEREBY DISCLAIMS, AND PURCHASER HEREBY WAIVES, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE AND ANY OTHER WARRANTY OR OBLIGATION OF SELLER TO PURCHASER ON ACCOUNT OF ANY DEFECT IN OR ANY FAILURE OR INSUFFICIENCY OF THE EQUIPMENT. In no event will Seller be liable for any especial or consequential damages sustained by Purchaser, even if Seller had reason to know of them.

Purchaser expressly agrees that Seller and its officers, agents, affiliates and employees shall not be liable in tort -- whether on claims of negligence, wantonness, fraud, misrepresentation, suppression, strict liability, or other theory of tort liability -- for any action or failure to act in connection with the making of this order or negotiations leading up to it, or the repair or operation of the equipment. Purchaser agrees that it is the intent of the parties to absolve Seller, its officers, agents, affiliates, and employees, from all liability in tort, and that Purchaser's sole and exclusive remedy against Seller, its officers, agents, affiliates, and employees, shall be in contract under this order or under the express warranties, if any, made by Seller under this order or in a separate writing signed by Seller.

**4. PRODUCT IMPROVEMENTS; REPAIRS OF DAMAGE.** Purchaser acknowledges that the equipment delivered pursuant to this order may have been modified by Seller at the manufacturer's direction or request to update or improve the equipment after it left the manufacturer's plant and that Seller may have

repainted or repaired damage to the equipment suffered in demonstration, transit or storage. Purchaser consents to such modifications, repairs, or repainting and waives any further notice or disclosure thereof.

**5. SELLER'S RESERVATION OF TITLE.** Seller hereby retains title to all equipment described hereon until the Total Time Pay Balance shown hereon is paid in full or, in the case of a cash sale paid by check or a sale on account, until Seller receives full payment of the Net Balance Due in collected funds. All payments under this order shall be made in United States dollars and immediately available funds. If Purchaser defaults on any payment, the unpaid balance of the Total Time Pay Balance shall be immediately due and payable, at Seller's election. If Seller does not receive collected funds or is not paid in full when due, Seller may repossess the equipment, sell it at public or private sale or accept it in satisfaction of the unpaid debt (at Seller's election), and exercise all rights and remedies of a secured party following default by its debtor. A copy of this order may be filed as a financing statement.

**6. INTEREST AFTER DEFAULT.** After default by Purchaser in the payment of any sum owed by Purchaser under this order, such sum shall accrue interest daily, payable on demand, at the per annum rate that is 2% in excess of the highest prime rate published in The Wall Street Journal on the date of default, such rate to increase or decrease in like amount each time the prime rate changes until such sum is paid in full.

**7. COLLECTION COSTS.** Purchaser agrees to pay all expenses, including reasonable attorney's fees, incurred by Seller in enforcing this order or collecting any sum owed by Purchaser hereunder following default by Purchaser.

**8. ARBITRATION OF DISPUTES.** Purchaser and Seller acknowledge and agree that the transaction between them involves "commerce" as that term is used in the Federal Arbitration Act. Purchaser and Seller agree that all disputes, controversies or claims of any kind whatsoever arising out of or related to this order, the equipment, the transactions evidenced or contemplated by this order, any prior negotiations or dealings between them, or any maintenance or service performed by Seller on the equipment or on any other related or unrelated property before or after the date of this order, or arising out of or related to any relationship resulting from any of the foregoing, whether based in tort, contract, warranty, or statutory or strict liability, shall be submitted to binding arbitration held in Birmingham, Alabama in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The arbitrator shall determine whether the dispute is subject to arbitration. Judgment on the arbitrator's award may be entered by any court of competent jurisdiction. The arbitration shall be conducted by a sole arbitrator who shall be well versed in the sale and financing of equipment of the type involved in the dispute and shall, at the election of either party, be an attorney at law who has been licensed to practice at least 10 years. The arbitrator may not award, punitive, consequential or special damages. The foregoing does not affect the right of either party to seek a judgment in court against the other on a contract claim for breach of an express covenant to pay money and for interest and costs of collection, or to exercise any right of offset or self-help repossession, or to seek a court order for possession of personal property, or to seek an injunction or other purely equitable remedy other than a stay of arbitration. The parties agree that the commencement of litigation by either of them pursuant to the preceding sentence or otherwise shall not operate as a waiver or estoppel of the right to arbitrate any counterclaim or other similar claim, and that upon the giving of a notice of arbitration of the counterclaim or similar claim by any party hereto, the litigation of the counterclaim shall be stayed and the counterclaim shall be submitted to binding arbitration hereunder. The parties hereby waive the right to trial



Thompson Power Systems  
 30950 State Highway 181  
 Spanish Fort, AL 36527  
 251-626-5100 Phone  
 251-626-7041 Fax  
[www.thompsonpowersystems.com](http://www.thompsonpowersystems.com)

**Quotation No: SPO-230321-2A**

**Project Name: City of Milton – Police Department**  
**Project City: Milton, FL**  
**Date Issued: April 12, 2023**  
**Expiration Date: May 10, 2023**

by jury of all disputes, controversies and claims which they have hereby agreed to resolve by arbitration whether or not the dispute, claim or controversy is submitted to arbitration or is decided by a court.

**9. NO ADDITIONAL OR DIFFERENT TERMS.** If Purchaser has sent or hereafter sends Seller a purchase order, order acknowledgement, or other writing that states terms additional to or different from those contained in this order, any acceptance of this order by Seller is expressly made conditional on Purchaser's acceptance of the terms and conditions of this order, and Seller hereby gives notification of its objection to any additional or different terms proposed by Purchaser.

**10. NOTICE OF THOMPSON TRACTOR CO., INC. AND CATERPILLAR INC. CUSTOMER DATA AND TELEMATICS DATA PRIVACY STATEMENT.**

We collect information about specific machines or products (e.g., configuration or consumption of parts and services by serial number) or groups of machines or products and customer information that allows for identifying and contacting a customer such as name, address, phone number and email address.

**Telematics Data**

In the event this machine is equipped with telematics devices such as VisionLink, data concerning this machine, its condition, and its operation is being collected and transmitted to Caterpillar Inc., its affiliates, and/or Thompson Tractor Co., Inc.

Thompson Tractor Co., Inc. recognizes and respects customer privacy. The Thompson Tractor Co., Inc. Customer Data Privacy Statement and the Telematics Data Privacy Statement (the "Privacy Statement") describe the categories of information collected, the purposes of the processing of the information, and how the information is shared. The Privacy Statements are available online at [www.thompsontractor.com](http://www.thompsontractor.com).

Purchaser: \_\_\_\_\_  
 By: \_\_\_\_\_  
 Title : \_\_\_\_\_  
 Date : \_\_\_\_\_



Agenda Item # 2023-1443

## National Navy League Convention

### MEETING DATE

May 1, 2023

### PREPARED BY

Tony Tindell, Police Chief

### BACKGROUND

The Navy League National Convention will be held in Dallas, Texas from June 7 - 11, 2023. Captain Mike Cline is currently serving as the Vice-President of the Santa Rosa County Navy League. The leadership training at this convention will prepare him to lead our local Navy League organization and foster our relationship with NAS Whiting Field leadership. He has applied for a scholarship that will pay for registration and hotel fees. The cost to attend this conference is \$210 per diem plus fuel. This amount is approved in the current budget.

### SUMMARY

Committee recommends approval to send Capt. Mike Cline to the Navy League National Convention in Dallas, Texas on June 7 - 11, 2023. Cost is \$210 plus fuel.

### RECOMMENDATION

Committee recommends approval.

### ATTACHMENTS

1. Navy League National Convention



NAVY LEAGUE OF  
THE UNITED STATES  
CITIZENS IN SUPPORT OF SEA SERVICES



## See you in Dallas!

The Navy League National Convention 2023 is coming up this summer in Dallas Texas.

A preliminary schedule of our [sessions](#) is below.

## [Book your hotel group rate for Navy League National Convention](#)

If you have any additional questions regarding the schedule, please contact [Senior Vice President of Field Operations Jerry Saunders](#)

Hi there! My name is Nate, the Navy League chatbot. ✕

[Register for National Convention!](#)

## Activities and Attractions!





## Sessions

*Updated: February 1, 4:32 p.m.*

\*Council Leadership Track

### Wednesday, June 7

Time	Event	Ballroom	Documents
10:00a.m.-5:00 p.m.	Hospitality	Garden Court I	
10:00a.m.-5:00 p.m.	Registration	Garden Court I	
1:30p.m.-2:30p .m.	Investment Committee Meeting (CLOSED)	Le Gala	

### Thursday, June 8



**NAVY LEAGUE OF  
THE UNITED STATES**  
CITIZENS IN SUPPORT OF SEA SERVICES

7:30a.m.-1 0:30a.m.	Council Leadership Breakfast/Roundtable*	Mayfair
8:00a.m.-1 0:30a.m.	Executive Committee Meeting with Breakfast (CLOSED)	Le Gala
8:00a.m.-1 0:30a.m.	Breakfast on your own	On Own
10:45a.m.- 11:45a.m.	Council Leadership & Strategic Planning*	Bel Air I-III
12:00a.m.- 1:45p.m.	Hall of Fame/Council Awards Luncheon*	Malachite Showroom
2:00p.m.-3: 30p.m.	Maritime Policy Update/Legislative Affairs Training*	Bel Air I-VI
4:00p.m.-5: 00p.m.	Fireside Chat with National President & CEO*	Malachite Showroom
5:00p.m.-7: 00p.m.	Welcome Aboard Reception*	Gazebo Court (Rain backup-Le Gala)

## Friday, June 9

<b>Time</b>	<b>Event</b>	<b>Ballroom</b>	<b>Docu ments</b>
7:00a.m.-5: 00p.m.	Hospitality	Garden Court I	
7:30a.m.-5: 00p.m.	Registration	Garden Court I	
7:45a.m.-9: 15a.m.	Sea Service Senior Enlisted Leadership Breakfast*	Garden Court III	



0:15a.m.	(CLOSED)	Showroom
10:30a.m.- 11:30a.m.	Foundation Board Meeting (CLOSED)	Malachite Showroom
10:45a.m.- 12:00p.m.	Sea Services Update*	Garden Court III
12:15p.m.- 2:00p.m.	Sea Service Awards Luncheon*	Malachite Showroom
2:30p.m.-5: 00p.m.	Nominating Committee (CLOSED)	Le Gala
2:15p.m.-3: 15p.m.	Ship Commission/Unit Adoption Presentation*	Bel Air IV- VI
3:15p.m.-4: 30p.m.	Social Media Training*	Bel Air I-III

## Saturday, June 10

Time	Event	Ballroom	Documents
7:00a.m.-4:30p.m.	Hospitality	Garden Court I	
7:00a.m.-2:00p.m.	Registration	Garden Court I	
7:00a.m.-8:30a.m.	Region President Committee Meeting Breakfast (CLOSED)	Le Gala	
7:30a.m.-9:00a.m.	Breakfast on your own ( <i>members not in attendance of RP breakfast</i> )	On Own	



NAVY LEAGUE OF  
THE UNITED STATES  
CITIZENS IN SUPPORT OF SEA SERVICES

1:45p.m.-3:15p.m.	Annual Meeting of Members*	Malachite Showroom
3:30p.m.-4:30p.m.	Delegates Meeting	Malachite Showroom
4:45p.m.-5:00p.m.	Board of Directors Portrait	Le Gala
5:30p.m.-6:30p.m.	President's Circle Reception (Invite only)	Mayfair
6:00p.m.-7:00p.m.	National President Reception*	Garden Court II
7:00p.m.-9:30p.m.	National President's Farewell Dinner*	Garden Court III

## Sunday, June 11

Time	Event	Ballroom	Documents
8:00a.m.-9:00a.m.	Breakfast on your own	On Own	
9:15a.m.-10:15a.m.	New Board of Directors Meeting	Malachite Showroom	
10:30a.m.-11:30a.m.	Board of Directors Training	Malachite Showroom	
7:00a.m.-5:00p.m.	USNSCC Board Meeting	Bel Air I-VI	



Agenda Item # 2023-1363

# General Rules and Procedures for Meetings

## MEETING DATE

May 1, 2023

## PREPARED BY

Dawn Molinero, City Clerk

## BACKGROUND

It was suggested at the Agenda Workshop that a disclaimer be added to the Public Input Form and the forms be made available to the public via the City of Milton website or the agenda.

## SUMMARY

## RECOMMENDATION

Council direction.

## ATTACHMENTS

1. Meeting Procedures 2023
2. Public Input Form Disclaimer
3. Sec. 2\_32. Meetings - Revision
4. 1.5 General Rules and Procedures for City Council Meetings 2011

## Meeting Procedures

The City of Milton encourages all citizens to participate in the public meeting process by sharing their ideas and concerns with their elected officials.

- ❖ At the beginning of their presentations or public input, all speakers should state their names and addresses for the record. Speakers should address all comments to the Mayor or chairperson.
- ❖ Anyone who wishes to speak in response to an **item on the agenda** will be recognized by the Mayor or chairperson during that item discussion. Speakers are asked to be concise and to refrain from redundancy with other speakers. Time limits apply.
- ❖ Lengthy comments may be submitted via a public input form, which is accessible to the Mayor, City Council, and City Manager and available as a public record.
- ❖ As permitted by ordinance, the Mayor or chairperson may limit the number of speakers on the same topic or require them to select a representative speaker who will then be given an opportunity to speak **one time** for a period of no longer than 15 minutes.
- ❖ To request to be added as an invited speaker, contact the mayor directly by email at [hlindsay@miltonfl.org](mailto:hlindsay@miltonfl.org); alternatively, contact the City Clerk to submit your request.
- ❖ If you are added to the agenda as an invited speaker, and you wish to present electronic media, you are **required** to submit the material to the City Manager's or City Clerk's office no later than one week before the scheduled meeting for review and submission to the IT Department for preparation. Electronic presentations may not exceed 15 minutes unless the Mayor or chairperson has approved the length in advance of the meeting. Written materials are suggested to be submitted to the City Manager's or City Clerk's office no later than one week before the scheduled meeting for review. Written materials may not be distributed without first submitting them to the City Clerk.
- ❖ Anyone who wishes to distribute written materials at a meeting is expected to hand the materials to the City Clerk for immediate determination of whether or not the materials are appropriate for distribution.
- ❖ All speakers, materials, and presentations should be tasteful and truthful. Derogatory statements against staff are not in order. Complaints may be submitted individually to council members or to the Mayor, via the public input form, or to the Commission on Ethics.
- ❖ All in attendance in the chamber are expected to maintain decorum; speakers should maintain dignity and respect and be accorded dignity and respect by all in attendance. It follows that all in attendance should refrain from clapping, distracting noises and movements, and commenting when not recognized to speak.

## **PUBLIC INPUT FORM DISCLAIMER**

The information provided here is derived from the submitter. All information on this **form** is provided in an effort of transparency. However, the City of Milton makes no representation or warranty of any kind, express or implied, regarding the accuracy, adequacy, validity, reliability, availability, or completeness of any information on this **form**. Under no circumstances shall the City of Milton have any liability for any harm incurred as a result of the reliance on any information provided on this **form**. Any content that is obscene, lewd, harassing or otherwise objectionable will not be made available to the public. Your use and your reliance on any information on the **form** is solely at your risk.

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## Sec. 2-32. Meetings.

(a) *Conduct of meetings; agenda.*

- (1) An agenda will be prepared and published for each meeting of the city council.
- (2) Speaking on items on the agenda.
  - a. *Consent agenda items.* These are items which the council does not need to discuss individually and are voted on as a group. Any councilman, who wishes to discuss any individual item on the consent agenda, may request the mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
  - b. *Regular agenda items.* These are items which the council will discuss individually in the order listed on the agenda.
  - c. *Public hearing/meeting items.* The city schedules public hearings/meetings to obtain input from the public on the designated topic. ~~This portion of the agenda is generally scheduled for 5:00 p.m.~~The chair will permit any person to be heard on the scheduled topic during this portion of the meeting.
- (3) Speaking on subjects not on the agenda. any resident may address the council on any item not already on the agenda pertaining to city business during the "persons to appear" portion of the agenda. Persons wishing to speak must sign in with the city clerk before these times.

(b) *Procedures governing opportunity of the public to be heard.* The members of the public will be given a reasonable opportunity to be heard on a proposition before the council:

- (1) *Time.* Each individual may be heard for up to three minutes subject to limits set forth below.
- (2) *Representatives.* Any group in excess of five members may select a representative or representatives to present the position of the group.
- (3) *Forms.* The council will provide a form which will allow an individual to inform the council of a desire to be heard, to indicate support, opposition, or neutrality on a proposition, and to designate a representative to speak for the individual if they so choose.
- (4) *Comment limited.* Public comment on a proposition will be allowed for 15 minutes per side, to a maximum of 30 minutes per proposition.
- (5) *Decorum.* The mayor, as parliamentarian and chairperson, is responsible to ensure decorum is observed during meetings of the city council and, consistent with the Charter, is authorized to implement procedures to ensure meetings are decent and in order.

(c) *Special or exceptional circumstances.* The guidelines set forth herein are intended to be regularly observed. In special or exceptional circumstances the chair may vary the procedures as necessary or appropriate to accomplish the business of the council while allowing the public a reasonable right to be heard.

(Ord. No. 1393-13 , §§ II—IV, 9-10-2013)

CITY OF MILTON POLICY

Title: General Rules and Procedures for City Council Meetings	Page: 2	Policy Number: 1.5
Effective Date:	Revised Date: July 5, 2011	Next Review Date: July 5, 2013
Approved by Council:		
Legal Review:		

**WHO MAY SPEAK**

Meetings of the City Council are open to the public. They are not, however, public forums. Any resident who wishes to address the Council, on any subject within the scope of the Council's authority, may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

**SPEAKING ON ITEMS ON THE AGENDA**

- **Consent Agenda Items.** These are items which the Council does not need to discuss individually and are voted on as a group. Any Councilman, who wishes to discuss any individual item on the consent agenda, may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- **Regular Agenda Items.** These are items which the Council will discuss individually in the order listed on the agenda. The chair, at its discretion, may permit any person to be heard on an item at a non-public hearing.
- **Public Hearing/Meeting Items.** The City schedules Public Hearings/Meetings to obtain input from the public on the designated topic. This portion of the agenda is generally scheduled for 5:00 pm. The chair will permit any person to be heard on the scheduled topic during this portion of the meeting.

**SPEAKING ON SUBJECTS NOT ON THE AGENDA**

Any resident may address the Council on any item not already on the agenda pertaining to City business during the "Persons to Appear" portion of the agenda. Persons wishing to speak must sign in with the City Clerk before these times.

**ADDRESSING THE COUNCIL, MANNER, TIME**

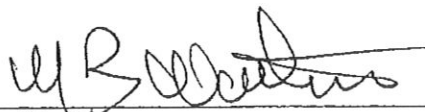
At the discretion of the Mayor or presiding officer, the length of time each individual may speak may be limited in the interest of maintaining order and to conduct the business at hand. All comments or questions of the public are to be directed to the Mayor or presiding officer only. There shall be no cross conversations or questions of any other persons.

Citizens wishing to be heard shall raise their hands until acknowledged by the Mayor. Once acknowledged, citizens shall come forward, state their name and address and address the Council.

**DECORUM**

Members of the audience shall maintain proper decorum during the meeting. If proper decorum is not maintained, the Mayor or presiding officer, at his discretion, may take corrective action up to recessing or adjourning the meeting.

City of Milton is committed to Americans with Disabilities Act by making our programs and information accessible to all people.

Approved by:  Date: 10/12/11  
City Manager



Agenda Item # 2023-1331

## City of Milton Social Media Policy

### MEETING DATE

May 1, 2023

### PREPARED BY

Heather Lindsay, Mayor

### BACKGROUND

Mayor Heather Lindsay would like to propose adding language that would allow the policy to include all people who represent the City of Milton, to include all employees, elected and appointed officials, as our conduct on social media reflects upon our city.

### SUMMARY

As the Home of NAS Whiting Field and the city 'Where Good Living Flows', Milton's values include civility, honor and respect for all people, which should include how we conduct ourselves on social media.

### RECOMMENDATION

Council direction.

### ATTACHMENTS

1. 1.8 Social Networking Policy - rev
2. 1.8 Social Networking Policy

## CITY OF MILTON POLICY

<b>Title: Social Networking Policy</b>	<b>Page:</b>	<b>Policy Number: 1.8</b>
<b>Effective Date: 6/01/2015</b>	<b>Revised Date: <u>4/13/2023</u></b>	<b>Next Review Date: 6/01/2017</b>
<b>Approved by Council: <u>5/21/15</u></b>		
<b>Legal Review: <u>5/20/15</u></b>		

The City of Milton takes no position on your decision to start or maintain a blog or participate in other social networking activities. However, it is the right and duty of the City to protect itself. The City of Milton's social networking policy includes rules and guidelines for City-authorized social networking and personal social networking and applies to all elected officials, executive officers, board/committee members, management and staff.

### General Provisions

Blogging or other forms of social media or technology include but are not limited to video or wiki postings, sites such as Facebook and Twitter, chat rooms, personal blogs or other similar forms of online journals, diaries or personal newsletters not affiliated with the City of Milton.

Unless specifically instructed, employees are not authorized to speak and are therefore restricted from speaking on behalf of the City of Milton. Employees are expected to protect the privacy of the City of Milton and its employees are prohibited from disclosing personal employee and non-employee information and any other nonpublic information to which employees have access. Such information includes but is not limited to customer information, financial information and plans.

### Employee Monitoring

Employees are cautioned that they should have no expectation of privacy while using the Internet. Your postings can be reviewed by anyone, including the City of Milton. The City of Milton reserves the right to monitor comments or discussions about the City and its employees, posted on the Internet by anyone, including employees and non-employees. The City of Milton uses blog-search tools and software to monitor forums such as blogs and other types of personal journals, diaries, personal and business discussion forums, and social networking sites.

Employees are cautioned that they should have no expectation of privacy while using City equipment or facilities for any purpose, including authorized blogging.

The City of Milton reserves the right to use content management tools to monitor, review or block content on City blogs that violate company blogging rules and guidelines.

### Appropriate ~~Employee~~ Use of Social Media

- Consistent with the City's policies on use of the City's telephone and email systems, incidental and occasional personal use of social media is permitted during work hours provided it is very limited in duration and does not have a detrimental effect on employee productivity.
- City resources, work time, social media tools, and a City employee's official position shall not be used for personal profit or business interests or to participate in political activity. For example, a

building inspector may not use the City's logo (or its likeness), email, or work time to promote a side business as a plumber.

- Personal or business venture social media account names shall not be tied to the City. For example, CityofMiltonCop would not be appropriate personal account name.
- If commenting on City business, employees should use a disclaimer which establishes that their comments represent their own opinions and do not represent those of the City of Milton; officials should avoid presenting their personal views as those of the City as a whole.
- Employees may not attribute personal statements or opinions to the City when engaging in private blogging or postings on social media sites.
- Employees, City contract employees, and City volunteers shall not use their City email account or password in conjunction with a personal social networking site.
- City elected officials, employees, appointed officials, contract employees for the City, and City volunteers shall not post images, files, or text depicting City property, equipment, or personnel in any manner that would adversely affect the reputation of the City or a City department.

### **The following Guidelines Apply to Personal Communications Using Various Forms of Social Media**

- Use common sense when using social media sites. Remember that what you write is public, may be public for a long time, and may spread to large audiences. Refrain from posting information that you would not want your supervisor or other employees to read or that you would be embarrassed to see in the newspaper or on television.
- The City expects its employees to be truthful, courteous, and respectful toward supervisors, co-workers, citizens, customers, and other persons associated with the City. Employees shall not engage in name-calling or personal attacks or other such demeaning behavior.
- Protect your privacy, the privacy of citizens, and the information the City holds. Follow all privacy protection laws, i.e., HIPAA, and protect sensitive and confidential City information.
- Do not use ethnic slurs, profanity, personal insults, or engage in any conduct that would not be acceptable in the City's workplace. Avoid comments or topics that may be considered objectionable or inflammatory.
- Employees cannot use blogs or social networking sites to harass, threaten, discriminate against or disparage employees or anyone associated with or doing business with the City of Milton.
- Elected and appointed officials, to uphold the values of the City of Milton as expressed in this policy, shall endeavor to meet these standards.

### **Reporting Violations**

The City of Milton requests and strongly urges employees to report any violations or possible or perceived violations to supervisors, managers, or the HR Department. Violations could include discussions of the City of Milton and its employees and clients as described above. Violations also include any discussion of proprietary information and any unlawful activity related to blogging or social networking.

### **Discipline for Violations**

The City of Milton investigates and responds to all reports of violations of the social networking policy and other related policies. Violation of the company's social networking policy may result in disciplinary action up to and including immediate termination. The City of Milton reserves the right to take legal action where necessary against employees who engage in prohibited or unlawful conduct. To the extent an elected or appointed official is accused of violating the standards expressed within this policy, the

mayor and city council shall determine the validity of the complaint and the action, if any, to be taken with regard to the complaint.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
City Manager

## CITY OF MILTON POLICY

Title: Social Networking Policy	Page:	Policy Number: 1.8
Effective Date: 6/01/2015	Revised Date:	Next Review Date: 6/01/2017
Approved by Council: 5/21/15		
Legal Review: 5/20/15		

The City of Milton takes no position on your decision to start or maintain a blog or participate in other social networking activities. However, it is the right and duty of the City to protect itself. The City of Milton's social networking policy includes rules and guidelines for City-authorized social networking and personal social networking and applies to all executive officers, board/committee members, management and staff.

### General Provisions

Blogging or other forms of social media or technology include but are not limited to video or wiki postings, sites such as Facebook and Twitter, chat rooms, personal blogs or other similar forms of online journals, diaries or personal newsletters not affiliated with the City of Milton.

Unless specifically instructed, employees are not authorized to speak and are therefore restricted from speaking on behalf of the City of Milton. Employees are expected to protect the privacy of the City of Milton and its employees are prohibited from disclosing personal employee and non-employee information and any other nonpublic information to which employees have access. Such information includes but is not limited to customer information, financial information and plans.

### Employee Monitoring

Employees are cautioned that they should have no expectation of privacy while using the Internet. Your postings can be reviewed by anyone, including the City of Milton. The City of Milton reserves the right to monitor comments or discussions about the City and its employees, posted on the Internet by anyone, including employees and non-employees. The City of Milton uses blog-search tools and software to monitor forums such as blogs and other types of personal journals, diaries, personal and business discussion forums, and social networking sites.

Employees are cautioned that they should have no expectation of privacy while using City equipment or facilities for any purpose, including authorized blogging.

The City of Milton reserves the right to use content management tools to monitor, review or block content on City blogs that violate company blogging rules and guidelines.

### Appropriate Employee Use of Social Media

- Consistent with the City's policies on use of the City's telephone and email systems, incidental and occasional personal use of social media is permitted during work hours provided it is very limited in duration and does not have a detrimental effect on employee productivity.
- City resources, work time, social media tools, and a City employee's official position shall not be used for personal profit or business interests or to participate in political activity. For example, a

building inspector may not use the City's logo (or its likeness), email, or work time to promote a side business as a plumber.

- Personal or business venture social media account names shall not be tied to the City. For example, CityofMiltonCop would not be appropriate personal account name.
- If commenting on City business, employees should use a disclaimer which establishes that their comments represent their own opinions and do not represent those of the City of Milton.
- Employees may not attribute personal statements or opinions to the City when engaging in private blogging or postings on social media sites.
- Employees, City contract employees, and City volunteers shall not use their City email account or password in conjunction with a personal social networking site.
- City employees, contract employees for the City, and City volunteers shall not post images, files, or text depicting City property, equipment, or personnel in any manner that would adversely affect the reputation of the City or a City department.

### **The following Guidelines Apply to Personal Communications Using Various Forms of Social Media**

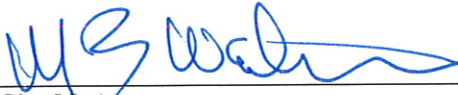
- Use common sense when using social media sites. Remember that what you write is public, may be public for a long time, and may spread to large audiences. Refrain from posting information that you would not want your supervisor or other employees to read or that you would be embarrassed to see in the newspaper or on television.
- The City expects its employees to be truthful, courteous, and respectful toward supervisors, co-workers, citizens, customers, and other persons associated with the City. Employees shall not engage in name-calling or personal attacks or other such demeaning behavior.
- Protect your privacy, the privacy of citizens, and the information the City holds. Follow all privacy protection laws, i.e., HIPAA, and protect sensitive and confidential City information.
- Do not use ethnic slurs, profanity, personal insults, or engage in any conduct that would not be acceptable in the City's workplace. Avoid comments or topics that may be considered objectionable or inflammatory.
- Employees cannot use blogs or social networking sites to harass, threaten, discriminate against or disparage employees or anyone associated with or doing business with the City of Milton.

### **Reporting Violations**

The City of Milton requests and strongly urges employees to report any violations or possible or perceived violations to supervisors, managers, or the HR Department. Violations could include discussions of the City of Milton and its employees and clients as described above. Violations also include any discussion of proprietary information and any unlawful activity related to blogging or social networking.

### **Discipline for Violations**

The City of Milton investigates and responds to all reports of violations of the social networking policy and other related policies. Violation of the company's social networking policy may result in disciplinary action up to and including immediate termination. The City of Milton reserves the right to take legal action where necessary against employees who engage in prohibited or unlawful conduct.

Approved by:   
City Manager

Date: 6/12/15



Agenda Item # 2023-1454

# Residential Facade Improvement Grant Application - Tom Powers

## MEETING DATE

May 1, 2023

## PREPARED BY

Tim Milstead, Planning Director

## BACKGROUND

Staff has received an application from Tom Powers for a residential facade improvement grant for his home at 5110 Pike Street. This home is a contributing structure within the Milton Historic District. The request would allow the city to grant funds for the repainting of multiple elements of his home, including the eaves and gables of the home.

The program was approved by the City Council in 2022, and this is the first request received by staff from the applicant for funding from this program. The application period for the first cycle of this program ended on April 7th, 2023.

## SUMMARY

The request, if approved, would authorize the expenditure of \$2,000.00, which is proposed to be matched by the applicant with \$3,862.58, for a total project amount of 5,862.58, based upon the lowest sufficient bidder. This is the least expensive option of the estimates provided by the applicant. All estimates are attached.

## RECOMMENDATION


Staff recommends review of the proposed residential facade improvement grant application. The Council voted unanimously to move this item forward at their Agenda Workshop Meeting.

## ATTACHMENTS

1. Powers Residential Facade Grant App

DATE & TIME APPLICATION RECEIVED: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

**DEADLINE FOR APPLICATIONS:**

**April 7, 2023**

DATE OF APPLICATION: 03/17/2023

PROPERTY OWNER(S): Tom & Joy Powers

PROPERTY OWNER(S) (IF DIFFERENT): \_\_\_\_\_

TOTAL AMOUNT REQUESTED (MAXIMUM \$2,000): \$ \$2000.00  
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ ~~\$2000.00~~ 3,862.58  
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ \$5862.58

ADDRESS OF PROJECT: 5110 Pike Street, Milton, FL 32570

PROJECT NAME: Paint Eaves & Gables of the house. Paint will be semi-gloss White.

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form ✓
- Detailed project description ✓
- Legal description of property ✓
- Proof of property ownership or letter from owner consenting to the project ✓
- Proof of property insurance ✓
- Certification of sign ordinance, zoning and future land use compliance - N/A
- Scaled drawing of improvements involving building changes - N/A
- Accurate color mock-ups and/or paint chips SEMI-GLOSS WHITE
- Original color photographs of existing property conditions ✓
- Three cost estimates from qualified contractors (labor and materials for entire project). ✓
- Final cost estimate including name of licensed contractor chosen to perform work ✓
- Copy of the chosen contractor's license (if licensure is required for the work) N/A
- Copy of City of Milton Business License. N/A

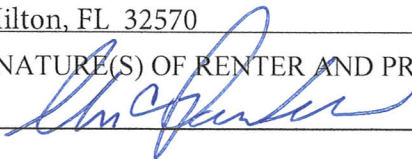
NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

Tom & Joy Powers

5110 Pike Street

Milton, FL 32570

SIGNATURE(S) OF RENTER AND PROPERTY OWNER(S) (IF DIFFERENT)

  
\_\_\_\_\_

TELEPHONE # (850) \_\_\_\_\_ CELL # 813-347-2382 EMAIL tpowers7689@outlook.com

For official use only:



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

**Memorandum of Understanding**

I, the grantee, understand that work cannot commence on any portion of the Downtown CRA Residential Façade Improvement Project prior to receiving approval of the grant funds by the City of Milton. A written notification to proceed will be provided. I, the grantee, have read, understand, and accept the terms and conditions of the grant. I have read and understand the actions which will trigger a default. In the event of a default, I, the grantee, do hereby guarantee the repayment of the principal amount of the grant in accordance with the terms of the Residential Façade Improvement Program application and guidelines. If the grantee is not the property owner, as shown in the Santa Rosa County Property Appraiser’s Database, the property owner must also execute this Memorandum of Understanding.

\_\_\_\_\_  
Grantee Name (Please Print)

\_\_\_\_\_  
Grantee Signature

\_\_\_\_\_  
Date

THOMAS C & JOY E POWERS  
Property Owner Name (Please Print)

[Signature]  
Property Owner Signature

04/05/2023  
Date

\_\_\_\_\_  
City of Milton (Please Print)

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_  
Date

## **Detailed Project Description for 5110 Pike Street, Milton, FL 32570**

1. Complete painting of exterior of the home. Eaves / trim to be painted semi-gloss white, main body of the house will be painted Dutch Tile Blue (SW 0031).
2. Raise & Brick pave the front walkway.
3. Replace Screens on front porch.
4. Install white picket fence along front of the property.
5. Install an arbor over the front walkway leading to the front steps.

### **Selected Vendor**

Five Star Painting – lowest bidder.

**Legal description of the property located at 5110 Pike Street, Milton, FL 32570**

1. Parcel Number 03-1N-28-2530-02900-0050.
2. Physical Address 5110 Pike Street, Milton, FL 32570.
3. Legal Description: TOWN OF MILTON LOT 5 BLK 29 AS DES IN OR 3952 PG 541



# Santa Rosa County Property Appraiser

## Gregory S. Brown II, CFA



[Home](#)   [Search](#)   [Map](#)

### ▼ Parcel Information

Parcel Number	03-1N-28-2530-02900-0050
Situs/Physical Address	5110 PIKE ST MILTON 32570
Property Usage	SINGLE FAMILY (0100)
Section-Township-Range	03-1N-28
Tax District	MILTON
2020 Millage Rates	0.01467140
Acreage	0.23
Homestead	Y
Brief Legal Description	TOWN OF MILTON LOT 5 BLK 29 ASDES IN OR 3952 PG 541

### ▼ Owner Information

Primary Owner	Powers Thomas C & Joy E
	5110 Pike St
	Milton, FL 32570

[Apply for Exemptions](#)   [Update Mailing Address](#)

### ▼ Valuation

	2020 Certified	2021 Certified	2022 Certified
Building	\$111,213.00	\$120,705.00	\$141,325.00
Extra Feature	\$0.00	\$0.00	\$0.00
Land Value	\$5,950.00	\$5,950.00	\$21,250.00
Land Agricultural Value	\$0.00	\$0.00	\$0.00
Agricultural (Market) Value	\$0.00	\$0.00	\$0.00
Just (Market) Value*	\$117,163.00	\$126,655.00	\$162,575.00
Co. Assessed Value	\$99,727.00	\$112,554.00	\$115,931.00
Exempt Value	\$0.00	\$50,000.00	\$50,000.00
Co. Taxable Value	\$99,727.00	\$62,554.00	\$65,931.00

## ▼ Land

Land Code	Description	Frontage	Depth	Land Units
+ 0100	SFR	100.00	100.00	100.00

## ▼ Sales

Sale Date	Sale Price	Book / Page	Grantor	Grantee
+ 05/18/2020	\$149,900	3952 / 541	VIRUSO PHILIP J II & DAWN M	POWERS THOMAS C & POWERS JOY E
+ 02/05/2018	\$100	3703 / 290	VIRUSO PHILLIP J II	VIRUSO PHILIP J II & DAWN M
+ 07/01/2013	\$100	3263 / 672	PLANT BERNICE L (WIDOW OF J B)	VIRUSO PHILIP J II & PHILLIP J
+ 11/01/1980	\$100	528 / 429	PLANT BERNICE L	PLANT J B & BERNICE L (H&W)
+ 02/01/1976	\$100	354 / 659		

## ▼ Map



The Santa Rosa County Property Appraiser and staff are constantly working to provide and publish the most current and accurate information possible. No warranties, expressed or implied are provided for the data herein, its use, or its interpretation. The current assessed values as viewed herein are 2022 Certified Values, the data elements are current as of October 04, 2022. Again, one must remember that the primary use of the assessment data contained herein is for general public information. No responsibility or liability is assumed for inaccuracies or errors.

**Front Elevation**



**Right Elevation**



**Left Elevation**



**Rear Elevation**



**Semi-Detached Garage**



Bid Summary for Painting  
5110 Pike Street, Milton, FL

1	<b>Five Star Painting</b>	<b>\$5,862.58</b>	Selected
2	Emerald Coast Painting	No Bid	
3	Certapro Painters	\$6,107.33	

Quote#: 5162 Title: Exterior Quote

Date: 03/23/2023

Estimator: John Drummond

Cell Phone: (850) 776-1867 Office Phone: (850) 760-0677

Mailing Address: P O Box 3784 Milton FL 32572



## Customer Quote

Locally Owned and Independently Operated

Tom Powers  
tpowers7689@outlook.com  
(813) 347-2382

Billing: 5110 Pike Street  
Milton, FL 32570

Service: 5110 Pike Street  
Milton, FL 32570

**Customer Notes:** Built before 1978, this property tested positive for lead-based paint. That's very common for older homes. Five Star Painting is an EPA-certified lead-paint renovator. We will follow EPA requirements for the proper protection, containment and disposal of lead-based materials. The EPA "Renovate Right" brochure is included with this quote as an email attachment; we will ask for your signature on the last page before the painting start date.

Since we are required to make full-coverage hazmat suits and respirators available to our crews while working on lead-paint projects, we normally schedule them between November 15 and February 15, when the weather is cooler.

- **THE FIVE STAR EXPERIENCE:** Our goal is high-quality results at a fair price, 100% customer satisfaction, and a 5-Star review on every job we deliver! We use only industry-leading paints and highly experienced professional painters to complete the work to your home. Our work is 100% guaranteed and we warranty our workmanship for up to 24 months.
- **LICENSED, BONDED, AND INSURED:** Five Star Painting is your safe choice because we are licensed in Escambia and Santa Rosa Counties, and carry \$1MM-\$2MM liability insurance coverage for your protection and piece of mind.
- **QUOTE:** Your final custom quote and statement of work is outlined below.
- **SCOPE OF WORK:** Surfaces to be painted, approach details, and statement of work is outlined below. We will need at least 2 feet of clearance between vegetation and/or exterior structures, and the surfaces to be painted, prior to the painting start date.
- **FAIR PRICING PHILOSOPHY:** This estimate is based on what we can visually inspect. If we find damage underneath the surface, we notify the Owner and use the Change Order process. We will provide a quote that includes labor and materials, for the Owner to consider. Pricing on this quote is based on the onsite manpower required to complete all of the tasks listed; if any tasks are excluded, pricing on the remaining tasks are likely to change.
- **PAINTS AND COVERAGE:** We use only high-quality and best-value paints by Sherwin Williams (or others brands at your direction). Our goal on every paint project is a full-coverage result to achieve a high quality, excellent hide, and a long-lasting result. We are able to achieve that result through a 1 or 2 coat application process depending on the surfaces being painted, colors selected, coatings used, and application techniques.
- **COLORS:** Final selection of colors and finish is the responsibility of the homeowner.
- **PAINTING CREW:** An experienced Five Star Painting Crew will be assigned to your project when the scope is finalized and your job is scheduled.
- **PAYMENT TERMS:** Project will be scheduled with a 1/3 down payment. Final Payment is due on the day the job is complete. Progress payments will be requested for jobs lasting longer than 4 days. A 2.5% processing fee will be added to payments made with a credit or debit card.
- **OUR LOWEST PRICE GUARANTEE:** We will meet our competitor's price or gladly refund your deposit provided same scope of work, comparable paints, proof of licensing, and General Liability Insurance.

**Not Included:** This quote excludes:

- Painting any surface not listed in this quote.
  - Carpentry and replacement materials. If needed, one of our renovator crews can provide a separate quote for repairs. Their pricing is always reasonable, and we don't mark that up.
- A warranty on paint that was not supplied by Five Star Painting. We guarantee the results only on paint that we supply.

## Details

Tape, caulk, covering materials, hazardous-materials-handling gear.

Materials: \$460.00

**Power Wash**

Power-Washing: Remove dirt, mildew, cobwebs and other debris to allow for proper paint adhesion and expose areas needed for scraping.  
Labor: \$385.00

**Caulking (Lin Ft.)**

Caulking: Caulk gaps and cracks to seal and protect against moisture.  
Labor: \$540.00

**Gables**

Paint: SW Duration Ext Sat C1 Color 1 Satin (2 Coats)  
Color: Color 1  
Notes: Lead paint present.  
Labor: \$562.50

**Home Soffit-Fascia**

Paint: SW Duration Ext Sat C2 Color 2 Satin (2 Coats)  
Color: Color 2  
Notes: Lead paint present.  
Labor: \$3,184.93  
Product: Soffit

**Garage Soffit-Fascia**

Paint: SW Duration Ext Sat C2 Color 2 Satin (2 Coats)  
Color: Color 2  
Labor: \$857.10  
Product: Soffit

**Total**

Materials: \$886.00  
Labor: \$5,529.53  
Subtotal: \$6,415.53  
Discount: \$552.95  
Total: \$5,862.58  
Deposit Required (33%): \$1,934.65  
Payment: \$0.00  
Balance Due: \$5,862.58

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum stated above. Any alteration or deviation from the specification involving extra costs will become an extra charge over and above the quote. All accounts are due and payable upon completion of work as described above. In the event suit is brought, the prevailing party shall recover its attorney fees and costs. Finance

charge of 1.5% per month will be applied on all past due accounts. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. This proposal may be withdrawn if not accepted within 15 days.

I hereby grant Five Star Painting permission to use my, and my property's, likeness in a photograph, video, or other digital media ("photo") in any and all of its publications, including web-based publications, without payment or other consideration. I understand and agree that all photos will become the property of the Five Star Painting and will not be returned. I hereby hold harmless, release, and forever discharge the Five Star Painting from all claims, demands, and causes of action.

I agree to the payment terms and contract stated above:

Authorization to begin work (Client): \_\_\_\_\_

Work Completed to satisfaction (Client): \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Customer Focused, Quality Driven™**  
Visit [FiveStarPainting.com/warranty](http://FiveStarPainting.com/warranty) for details on our 2-year warranty.

tpowers7689@outlook.com

---

**From:** Emerald Coast Painters <job-updates@dripjobs.com>  
**Sent:** Tuesday, March 28, 2023 8:05 PM  
**To:** tpowers7689@outlook.com  
**Subject:** Emerald Coast Painters



Hey Tom,

We're working on putting all the details together and will have your proposal sent over to you ASAP.

We like to be as detailed as possible!

If you have any questions in the meantime, please feel free to reply to this email, or give us a call: (850) 490-1277.

We look forward to working with you on this project! Thank you for the opportunity,

Thank you!

Michael & Jennifer Miller & The Emerald Coast Painters Team!

**Check this out!**

<https://www.youtube.com/shorts/YmfrzTs1I3s>

Emerald Coast Painters, 8246 Molina St, Navarre Florida 32566

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**tpowers7689@outlook.com**

---

**From:** 901 Tiger  
**Sent:** Monday, April 03, 2023 2:03 PM  
**To:** EmeraldCoastPainters@gmail.com  
**Subject:** RE: Emerald Coast Painters

I am putting together my package to send to the City for the Façade grants. I cannot find the copy of your proposal.

Can you please send me another copy, please. I need to have this ready by April 5<sup>th</sup>.

Thank You,  
Tom Powers  
5110 Pike Street  
Milton, FL 32570

---

**From:** Emerald Coast Painters <job-updates@dripjobs.com>  
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**Subject:** Emerald Coast Painters



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<https://www.youtube.com/shorts/YmfrzTs1l3s>

Emerald Coast Painters, 8246 Molina St, Navarre Florida 32566

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### PREPARED FOR

#### Tom Powers

5110 Pike Street  
Milton, FL 32570

(813) 347-2382

tpowers7689@Outlook.com

### PREPARED BY



(850) 517-0603  
anacuna@certapro.com

#### Agustin Nieto

Concrete Floor Coatings Manager

#### CertaPro of Northwest Florida

(850) 387-0890  
northwestflorida@certapro.com  
<http://northwestflorida.certapro.com>  
211 Main Street  
Suite A  
Destin, FL 32541

License: 3600100755683  
Full Worker's Compensation Coverage  
\$4,000,000 General Liability, \$1,000,000 Umbrella

### PRICE SUMMARY

Front -South		\$1,648.42
Right East		\$1,648.42
Back North		\$1,266.11
Left West		\$1,648.42
Fun Job Discount	Your project is right in our "sweet spot" of job sizes, because of that, here is a 5% discount on us!	-\$310.57
<b>Subtotal:</b>		<b>\$5,900.80</b>
Merchant Services		\$206.53
<b>Total:</b>		<b>\$6,107.33</b>
Deposits Due		\$3,053.67
<b>Balance</b>		<b>\$3,053.66</b>



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\*To get securely pre-qualified with no impact to your credit score, scan this code with your camera:

### PROJECT SUMMARY

Included in the price above: Front -South, Right East, Back North, Left West

#### Scope of Work:

- We will fully protect the house in plastic, we basically turn it into a plastic lab to prevent the lead dust and debris from getting on your property.
- We will sand and remove loose lead paint from the areas to be painted.
- We will put safety yellow tape around the house.
- The crew will wear PPE for lead.
- We will perform minor repairs to the soffits and gables by caulking and sanding..
- We will apply two coats of PPG/Sherwin Williams premium acrylic paint to the soffits, fascia and gables.
- Color change on any surface will require two coats of paint.
- No carpentry is included in this proposal.
- We will only be painting in the areas specifically mentioned in the proposal.

### PROJECT DETAILS

	Paint / Primer	Sheen	Color	Paint / Primer Coats
<b>Front -South</b> \$1,648.42				
Soffit	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0
Siding - Wood - Easy Roll	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0



Fascia	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Posts and Columns	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
<b>Siding - Prep &amp; Repair</b>					
<small>Paint Brands: Provided by CertaPro</small>					
<small>Positive for leas</small>					
<small>Wood - EasyRoll</small>					
<small>Gable only</small>					
<b>Right East</b>	<b>\$1,648.42</b>				
Soffit	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Siding - Wood - Easy Roll	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Posts and Columns	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Fascia	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
<b>Siding - Prep &amp; Repair</b>					
<small>Paint Brands: Provided by CertaPro</small>					
<small>Wood - EasyRoll</small>					
<small>Gable Only</small>					
<b>Back North</b>	<b>\$1,266.11</b>				
Soffit	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Fascia	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
<b>Siding - Prep &amp; Repair</b>					
<small>Paint Brands: Provided by CertaPro</small>					
<b>Left West</b>	<b>\$1,648.42</b>				
Soffit	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Siding - Wood - Easy Roll	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Fascia	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
Posts and Columns	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2 / 0	
<b>Siding - Prep &amp; Repair</b>					
<small>Paint Brands: Provided by CertaPro</small>					
<small>Wood - EasyRoll</small>					
<small>Gable only</small>					

**SET-UP**

**CERTAPRO WILL COVER & PROTECT**

Bushes and flower beds in areas where we are painting , Decking, Driveways and Sidwalks , Door Handles and Hardware , Light fixtures , Roofing , Windows

**PREPARATION**

- Caulk cracks and gaps
- Prime where necessary
- Scrape loose and peeling paint

**STANDARD LEVEL OF PREP**

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Wash or wipe down surfaces being painted.
- Scrape and sand loose and peeling paint. Please Note\*\* Scraping and sanding will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood and metal in areas being painted. We do not spot prime areas being stained.
- Caulking as needed. We only caulk areas that were previously caulked and are missing or failing. We only remove caulking that is failing.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.

- Full recaulking if caulk is not failing or missing.
- Stripping existing surface coating.

**Power washing:** To remove dirt, algae, mildew and degraded or damaged wood fibers so the new finish coat will adhere properly. This step is for cleaning...not paint removal. Homes with loose paint will have many chips on the ground after washing which we can not remove until everything dries out. Small chips are impossible to rake out of the grass and planting beds so we will do our best to get them out but there will be some residue left over. Power washing will not remove oxidation stains from gutters and downspouts. Although we will thoroughly flush the exterior surfaces after washing, you should plan on having your windows cleaned after the painting is done as power washing may leave a residue on the exterior glass.

## CLEAN-UP

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**Daily:** Ladders are taken down and stored in a designated area along with all other tools and supplies. All debris will be swept and removed from the property or deposited in the appropriate trash receptacle according to the customer's preference.

**Upon Completion:** All tools, supplies & equipment will be removed from the property. If there is leftover paint, we will leave leftover paint for your future use.

## NOTES

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**SCHEDULING:** To schedule your project, please sign the proposal electronically or delivery it by mail or in person to our office. Our office will call you directly to discuss potential start dates. If you have any special considerations or deadlines that you need us to assist you with, please let us know and we will make the necessary special accommodations. To be fair to all our customers, all projects are scheduled in the order in which they are booked, defined as receipt of a signed contract and deposit.

**PRODUCTION DELAYS:** Delays in production can happen for many reasons. Depending on the season of the year our work day lengths are affected. Such as spring and fall our work days can be shorter. Rain plays a huge part in our schedule and even a shower in the morning can stop us from doing any work on a given day. Also saturating rains may require additional drying days before we can start work again.

**CARPENTRY:** Any carpentry work to be done by anyone other than CertaPro must be 100% completed before CertaPro can begin the painting project. All carpentry estimates are based on visual inspections. Pricing could change if there are non-visible items that would require additional work to complete. Any other areas that need to be repaired, that have not been identified during our original walkthrough and proposal, will be brought to your attention and can be repaired via our CHANGE ORDER process per the prices listed below.

**ADDITIONAL WORK/CHANGE ORDERS:** Any additional work desired during the project will be charged on a time and material basis at a rate of \$50.00 per worker per hour for painting and \$75.00 per worker per hour for carpentry. If we are instructed to complete such work, we will ensure written approval and agreement on the price is received prior to proceeding.

**CHANGE TO COLORS:** Custom color paints are not returnable for store credit, so if you request a color change after we have ordered custom color paint for your job, you will be billed for the paint and charged for the additional labor necessary to repaint.

**DETAIL:** We have estimated your property to be painted with the same basic detail as it is currently unless otherwise specified. If you would like more detail that would be considered a change order and our listed change order prices would apply.

**ONE COAT COVERAGE:** If we have proposed doing a one-coat, color and sheen match on any areas, we will work with our paint vendors to ensure we achieve as close of match as possible. If for any reason we are unable to achieve a close enough match to adequately cover the substrates with a one coat application, we will immediately notify you and discuss options on achieving desired results.

**MORE THAN 3 COLORS:** This proposal assumes you will choose one ceiling color, one wall color, and/or one trim color per room and no more than 3 colors in total. There will be an upcharge of \$80.00 per additional color chosen above 3 colors per room or in total.

## ADDITIONAL NOTES

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**CHANGE TO COLORS:** Custom color paints are not returnable for store credit, so if you request a color change after we have ordered custom color paint for your job, you will be billed for the paint and charged for the additional labor necessary to repaint.

**DETAIL:** We have estimated your property to be painted with the same basic detail as it is currently unless otherwise specified. If you would like more detail that would be considered a change order and our listed change order prices would apply.

**DEEP BASE COLORS:** On rare occasions, certain deep base colors (such as dark reds) may require more than two coats for proper coverage or depth of tone. If after two coats, you are not satisfied with the look, we will fill out a change order and proceed to apply additional coats at \$50 per man hour and materials (if needed) to achieve your desired outcome.

**ONE COAT COVERAGE:** If we have proposed doing a one-coat, color and sheen match on any areas, we will work with our paint vendors to ensure we achieve as close of match as possible. If for any reason we are unable to achieve a close enough match to adequately cover the substrates with a one coat application, we will immediately notify you and discuss options on achieving desired results.

[CertaPro Painters - Payment Options powered by Acorn Finance](#)

[Example Monthly Payment Options for CertaPro Painters Project on Acorn Finance](#)

*For well qualified individuals, actual offers may vary.*

from \$84 a month for a \$5,000 project\*

from \$161 a month for a \$10,000 project\*

\*To get securely pre-qualified with no impact to your credit score, copy and paste this link into your browser

<https://www.acornfinance.com/apply-ptr/?d=CRT-NW-FL&loanAmount=5000&subPurpose=Painting&dmsg=1&yrs=7&pmt=85>

## SIGNATURES

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Authorized Franchise Representative Signature

Date

---

**PAYMENT DETAILS**

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**Payment is due:** In full upon job completion

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**DECLARATION OF CONTRACT**

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(I/We) Have read the terms stated herein, they have been explained to (me/us) and (I/we) find them to be satisfactory, and hereby accept them.

Customer Signature

Date

---

**OPTIONAL WORK**

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The following items are **NOT INCLUDED** in your project but may be added for the additional cost listed below.

Area	Paint	Sheen	Color	Coats	Price
Garage and Patio					\$941.44
Soffit	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2	
Fascia	To Be Determined - Premium-Acrylic	Semi-Gloss	White	2	

---

**THE CERTAINTY PLEDGE®**

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**Schedule & Routine**

- Tom and wife
- Okay
- No issues

**Supplies & Equipment**

- Driveway

**Pets**

- Keep gates closed

**Communication Preferences**

- Tom
- Text
- NA

**Additional Considerations**

- No
- No
- Have to apply for grant.

---

**ADDENDUM - ALL PICTURES**

---



Front -South



Front -South



Front -South



Right East



Right East



Back North



Back North



Left West



Garage and Patio



Garage and Patio



Garage and Patio



Garage and Patio



Garage and Patio

**RESIDENTIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT**

**RELATIONSHIP** — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

**COLORS** — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

**UNFORESEEN CONDITIONS** — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

**PROPOSAL** — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

**ATTENTION CLIENT:**

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

**NOTICE OF CANCELLATION**

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE, IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **CertaPro of Northwest Florida**

DATE OF TRANSACTION \_\_\_\_\_

NOT LATER THAN MIDNIGHT OF \_\_\_\_\_

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

### LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

**THIS LIMITED WARRANTY DOES NOT COVER:**

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
  - mill-glazing from smooth cedar
  - ordinary wear and tear.
  - abnormal use or misuse.
  - peeling of layers of paint existing prior to the work performed by the Contractor.
  - structural defects.
  - settling or movement.
  - moisture content of the substrate.
  - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
  - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

**FOR THIS WARRANTY TO BE VALID, YOU MUST:**

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.



Agenda Item # 2023-1455

## Residential Facade Improvement Grant Application - Sanders & Young

### MEETING DATE

May 1, 2023

### PREPARED BY

Tim Milstead, Planning Director

### BACKGROUND

Staff has received an application from Jerree Sanders and Becky Young for a residential facade improvement grant for their home at 5211 Canal St. This home is a contributing structure within the Milton Historic District. The request would allow the city to grant funds for the replacement of brick support columns on the front of the home.

The program was approved by the City Council in 2022, and this is the first request received by staff for funding from this program from this applicant.

### SUMMARY

The request, if approved, would authorize the expenditure of \$2,000.00, which is proposed to be matched by the applicant with \$2,100.00, for a total project amount of \$4,100.00, based upon the lowest sufficient bidder. This is the least expensive option of the estimates provided by the applicant. All estimates are attached.

### RECOMMENDATION

Staff recommends review of the proposed residential facade improvement grant application. The Council voted unanimously to move this item forward at their Agenda Workshop Meeting.

### ATTACHMENTS

1. Sanders\_Young Residential Facade Grant App
2. Sanders\_Young Facade Grant Pictures

March 30, 2023

Re: House on Canal St @ 5211

Please note:

Most of what is in the packet is original. I do not have a copy machine so my sister and I would like these pages be returned to us.

The house and 2 lots belong to my sister and me. I completed and signed most of the application as I have more time to devote to this.

4 estimates for work completed are included. Three of these only include the masonry work and not the painting. So we are hoping to have Mr. Decker repair the brick and Terrace Davis paint when the repairs are finished.

Evidently it requires knowledge of how to apply the paint to keep from flaking as it is brushed or dabbed on the old bricks.

Becky and I are very excited about getting this work done.  
Jerree Sanders

DATE & TIME APPLICATION RECEIVED:

3/31/23

RECEIVED BY:

*[Signature]*



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

**DEADLINE FOR APPLICATIONS:**

April 7, 2023

DATE OF APPLICATION: 3/30/23 March 30, 2023  
PROPERTY OWNER(S): Jerree Sanders, Becky Young  
PROPERTY OWNER(S) (IF DIFFERENT): \_\_\_\_\_

TOTAL AMOUNT REQUESTED (MAXIMUM \$2,000): \$ 2000  
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ 2000  
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ 3000

ADDRESS OF PROJECT: 5211 Canal St. 32570  
PROJECT NAME: Column Repairs Replacing Old Chicago Brick

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project description
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- n/a Copy of the chosen contractor's license (if licensure is required for the work) - *not required*
- n/a Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

Jerree Sanders  
5211 Canal St  
Milton, FL 32570

SIGNATURE(S) OF RENTER AND PROPERTY OWNER(S) (IF DIFFERENT)

\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE # (850) 317-9096 CELL # (same) EMAIL jerreesanders@gmail.com

For official use only:

*[Signature]*



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

### Memorandum of Understanding

I, the grantee, understand that work cannot commence on any portion of the Downtown CRA Residential Façade Improvement Project prior to receiving approval of the grant funds by the City of Milton. A written notification to proceed will be provided. I, the grantee, have read, understand, and accept the terms and conditions of the grant. I have read and understand the actions which will trigger a default. In the event of a default, I, the grantee, do hereby guarantee the repayment of the principal amount of the grant in accordance with the terms of the Residential Façade Improvement Program application and guidelines. If the grantee is not the property owner, as shown in the Santa Rosa County Property Appraiser's Database, the property owner must also execute this Memorandum of Understanding.

Jerree Trimble Sanders  
Grantee Name (Please Print)

Jerree Trimble Sanders  
Grantee Signature

3-30-23  
Date

Jerree Trimble Sanders  
Property Owner Name (Please Print)

Jerree Trimble Sanders  
Property Owner Signature

3-30-23  
Date

\_\_\_\_\_  
City of Milton (Please Print)

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_  
Date

# City of Milton Grant for Repairs to Canal St House

Needed:

1. Detailed House Description:

The House in question was built in 1925 between 2 historical homes. Mr. Paul Green has memories of living in the house which was built after the house on the north side which his parents owned and he inherited.

The structure appears to be two "shotgun" houses joined down the middle. Standing in the living room with his/ her back to the street, the viewer is able to see the back wall of the house with the sight line passing through the living room, through the dining room, through the kitchen, through the room which was at one time a study and the wall of that room forming the back wall of the house on the north side.

The south side of the house begins in the front bedroom with the sight line continuing through a short hallway, through the middle bedroom, through the bigger bedroom and finally ending at the back wall of the large closet which is also the back wall of the house. Only two doors allow access from one side of the house to the other.

There are two porches: a small one which allows access to the carport and a much larger one on the front, which is visible from the street. The columns which hold up the roof of this porch is where repair work needs to be done. The base of these two columns is constructed using Old Chicago Brick. The experts attest to this type of brick being soft and crumbles easily. As the brick has been open to the elements, rain water has seeped down the bricks and later through "fissures" made by not only water but also the efforts of generations who painted the brick and attempted closure where the pointing has crumbled and fallen out.

Efforts to plug up the various holes have given the current owners "shocked laughter." As these have been removed quite a collection of items appeared:

Cotton balls, newspaper bits, cigarette ends, scraps of material which look like pieces of socks, Spanish moss, pine needles and bits of wood, part of a pine cone, a marble or two, and from a later generation, a part of a plastic spoon.

As funny as it might seem in reading the list, something must be done to stabilize the columns before bricks fall out and disappear. So efforts to give the historical district a facelift may also save sections of the dwelling from eventual collapse.

*James J. Sanders*


*Jerree Sanders*

*From city records*

▼ Parcel Information

Parcel Number	03-1N-28-2530-07400-0033
Situs/Physical Address	5211 CANAL ST MILTON
Property Usage	SINGLE FAMILY (0100)
Section-Township-Range	03-1N-28
Tax District	MILTON
2020 Millage Rates	0.01501870
Acreage	0.53
Homestead	N
Brief Legal Description	TOWN OF MILTON N 81 FT OF E 202 FT & S 75 FT OF N 91 FTOF W 68 FT OF LOT 3 BLK 74 ASDES IN OR 1101 PGS 49 & 50& OR 1142 PG 266 & OR 3609 PGS1525 & 1527 (PB)



5211 Canal St.

A handwritten signature in black ink, consisting of stylized initials.



**County Records Office, LLC**

1002 Church Street, Suite 18935

Tampa, FL. 33679

Dear Property Owner: *Jerree Sanders, Becky Young*

Enclosed is a copy of the deed requested. County Records Office has provided other pertinent information regarding your property which you may find useful.

Keep this information in your files for future use.

Please note: If you require corrections changes or modifications to the deed, you will need to contact the original preparer or seek legal advice. This office does not prepare or alter legal documents. If you have any questions, concerns or clarification relating to the property and the documentation provided please seek legal counsel.

Sincerely,

*County Records Office, LLC*

**Disclaimer:** Every effort has been made to ensure the accuracy reliability and completeness of the documents and resources provided by County Records Office. County Records Office makes no warranties, expressed or implied, regarding errors or omissions and assume no legal liability or responsibility for loss or damage resulting from the use or misuse of information contained within and cannot be held liable for the content, accuracy, completeness, or timeliness of any data or information provided or any action taken by you in reliance upon such information or data. County Records Office is not affiliated with the county in which your deed is filed in, nor affiliated with any government agencies. This product or service has not been approved or endorsed by any governmental agency, and this offer is not being made by an agency or government. County Records office operates in accordance to both business and professional code. All sales final.



# Santa Rosa County Property Appraiser

## Gregory S. Brown II, CFA



[Home](#)   [Search](#)   [Map](#)

### ▼ Parcel Information

<b>Parcel Number</b>	03-1N-28-2530-07400-0033
<b>Situs/Physical Address</b>	5211 CANAL ST MILTON 32570
<b>Property Usage</b>	SINGLE FAMILY (0100)
<b>Section-Township-Range</b>	03-1N-28
<b>Tax District</b>	MILTON
<b>2020 Millage Rates</b>	0.01467140
<b>Acreage</b>	0.53
<b>Homestead</b>	N
<b>Brief Legal Description</b>	TOWN OF MILTON N 81 FT OF E202 FT & S 75 FT OF N 91 FT OF W 68 FT OF LOT 3 BLK 74 AS DES IN OR 1101 PGS 49 & 50 & OR1142 PG 266 & OR 3609 PGS 1525& 1527 (PB) & AS DES IN OR4258 PG 862 & AS DES IN OR4258 PG 864

### ▼ Owner Information

**Primary Owner**

Sanders Jerree Trimble &  
 Young Rebecca Trimble  
 5211 Canal St  
 Milton, FL 32570

### ▼ Valuation

	2020 Certified	2021 Certified	2022 Certified
<b>Building</b>	\$79,513.00	\$90,900.00	\$108,055.00
<b>Extra Feature</b>	\$3,000.00	\$3,001.00	\$3,001.00
<b>Land Value</b>	\$9,357.00	\$9,357.00	\$21,388.00
<b>Land Agricultural Value</b>	\$0.00	\$0.00	\$0.00
<b>Agricultural (Market) Value</b>	\$0.00	\$0.00	\$0.00
<b>Just (Market) Value*</b>	\$91,870.00	\$103,258.00	\$132,444.00
<b>Co. Assessed Value</b>	\$91,870.00	\$101,058.00	\$111,164.00
<b>Exempt Value</b>	\$0.00	\$0.00	\$0.00
<b>Co. Taxable Value</b>	\$91,870.00	\$101,058.00	\$111,164.00

Start Chat

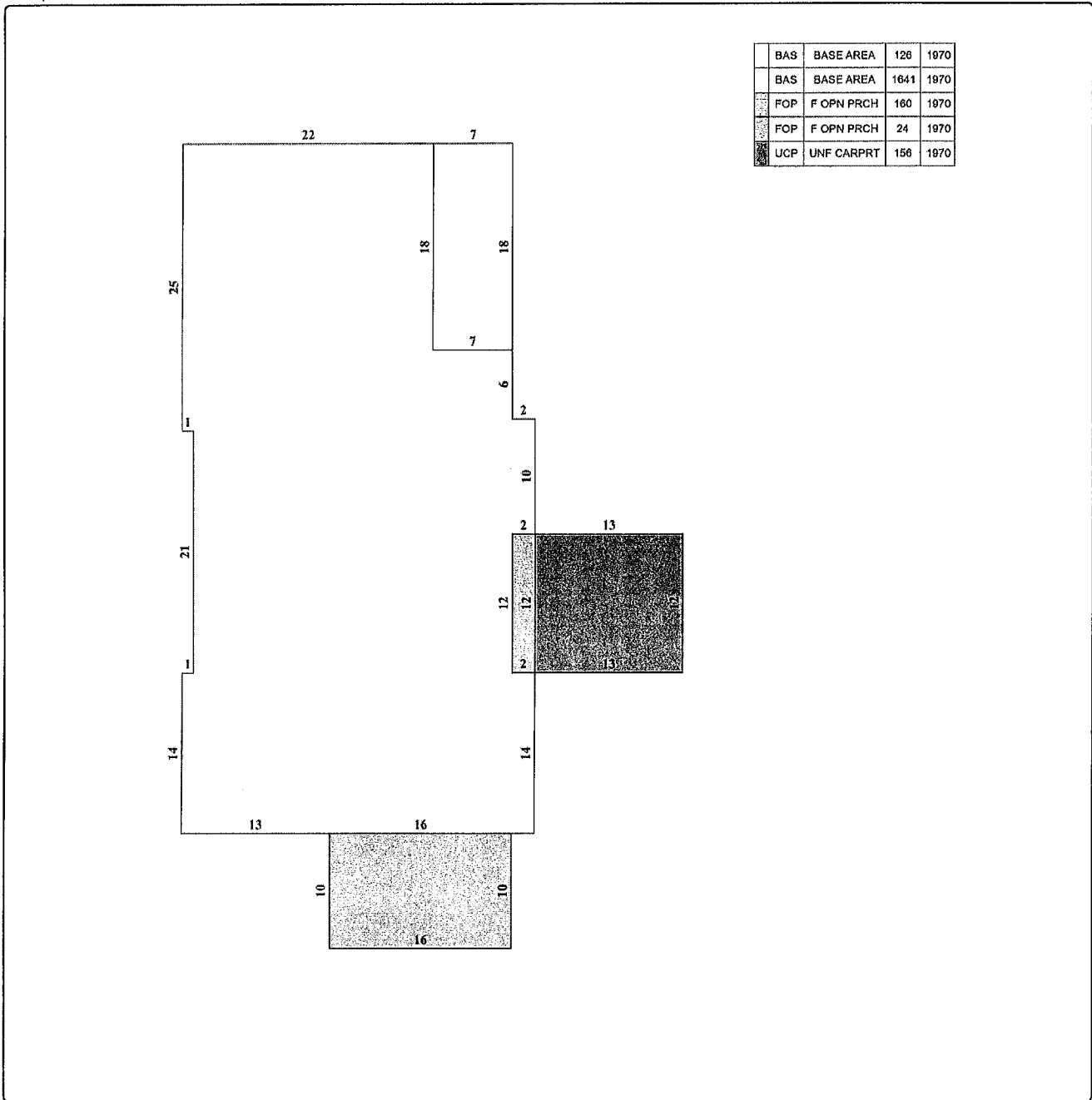
## ▼ Residential Buildings

### Building 1

Type	SINGLE FAM
Total Area	2107
Heated Area	1767.00
Ext Walls	VINYL SIDE
Roof Cover	ASPHALT SH
Interior Walls	DRYWALL
Foundation	OFF GRADE
Frame	WOOD FRAME
Floor	PINE WOOD
Heat Type	FCD AIR D
A/C Type	CENTRAL
Bathrooms	1.00
Bedrooms	3.00
Stories	1.00
Actual Year Built	1930
Effective Year Built	1970

Use: SINGLE FAM (0100)

Start Chat 



▼ Land

Land Code	Description	Zoning	Frontage	Depth	Unit Type	Land Units	Land Value
0100	SFR	R1	81.00	210.00	FF	81.00	\$13,996
0100	SFR	R1	75.00	79.00	FF	75.00	\$7,392

▼ Extra Features

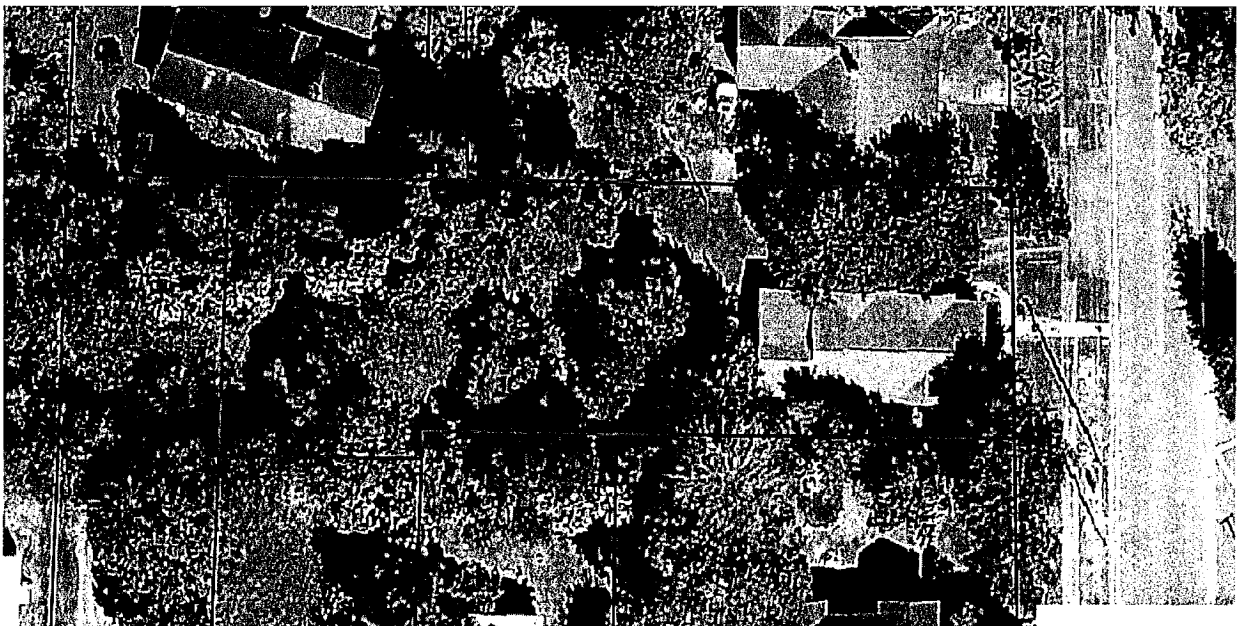
Description	Number of Items	Units	Year	Extra Feature Value
SHED	1.00	1.00 UT	1990	\$0
SHED	1.00	1.00 UT	2020	\$0

Start Chat 

▼ Sales

Multi-Parcel Sale	Sale Date	Sale Price	Instrument <b>i</b>	Book / Page	Qualification	Vacant or Improved	Grantor	Grantee
N	03/11/2022	\$20,000	QD	4258 / 864	U	I	TRIMBLE PAUL DAVID	SANDERS JERREE TRIMBLE ET AL
N	03/11/2022	\$20,000	QD	4258 / 862	U	I	TRIMBLE PAUL DAVID	SANDERS JERREE TRIMBLE & YOUNG
N	03/24/2017	\$100	PB	3609 / 1527	U	I	-OSA- TRIMBLE JAMES W EST	YOUNG REBECCA,SANDERS JERREE T
N	03/24/2017	\$100	PB	3609 / 1525	U	I	-ODH- TRIMBLE JAMES W EST	YOUNG REBECCA,SANDERS JERREE T
N	12/01/1990	\$100	QD	1142 / 266	U	I		TRIMBLE JAMES W & VIVIAN P
N	06/01/1990	\$2,000	WD	1101 / 50	U	I		
N	06/01/1990	\$45,000	WD	1101 / 49	U	I		
N	01/01/1986	\$2,000	WD	786 / 112	U	V		
N	10/01/1984	\$18,300	WD	709 / 552	Q	I		
N	11/01/1983	\$3,500	WD	666 / 635	U	I		
N	11/01/1983	\$100	PR	661 / 408	U	I		

▼ Map



Start Chat 

This Quitclaim Deed Made this 11<sup>th</sup> day of March, 2022, by Paul David Trimble

hereinafter called the Grantor, to Rebecca Trimble Young whose post office address is 6132 Willard Norris Rd. Milton, FL 32570 hereinafter called the Grantee.

This document was prepared by: Rebecca Trimble Young  
6132 Willard Norris Rd.  
Milton, FL 32570

Witnesseth, That the Grantor, for and in consideration of the sum of \$ twenty thousand Dollars (\$ 20,000.00 ) paid by the said Grantee the receipt whereof is hereby acknowledge, does hereby remise, release and quitclaim unto the said Grantee forever, all the right, title, interest and claim which said Grantor has in and to the following described parcel of land, and improvements and appurtenances thereto in the County of Santa Rosa State of Florida, to wit:

74-F1 to POB TH CONT N 58° W 404.53 FT TH N 390.50 FT TH N 89° E 345.31 FT TH S 602.21 FT TO POB AS DES IN OR 547 PG 817

On Witness Whereof the said Grantor has signed and sealed these presents the day and year first above written. Signed, sealed and delivered in the presence of:

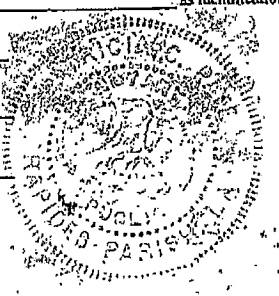
Dora Soibean  
Signature of Witness  
Dora Soibean  
Print name of Witness  
Wickey D. Pigg  
Signature of Witness  
Wickey D. Pigg  
Print name of Witness

Paul David Trimble  
Signature of Grantor  
PAUL DAVID TRIMBLE  
Print Name of Grantor  
/  
Signature of Co-Grantor  
Print name of Co-Grantor

State of Louisiana  
County of Rapides

The foregoing instrument was acknowledged before me on this 11<sup>th</sup> day of March, 2022, by Paul David Trimble who is personally known to me  or who produced as identification.

Patricia C. Pate  
Signature of Notary  
Patricia C. Pate  
Print Name  
at death  
My Commission Expires



Patricia C. Pate  
Commissioned for Life  
No. 058017

**Exhibit "A"**

The North 81 Feet of the East 202 Feet of Lot 3, Block 74 of the Town of Milton, Santa Rosa County, Florida, located in Section 3, Township 1 North, Range 28 West.

AND

The South 75 Feet of the North 91 Feet of the West 68 Feet of Lot 3 in Block 74, according to the plat of the Town of Milton, Florida, on file in the office of the Clerk of the Circuit Court of Santa Rosa County, Florida, located in Section 3, Township 1 North, Range 28 West.

5211 Canal Street  
Santa Rosa County  
Parcel ID No: 03-1N-28-2530-07400-0033

This Quitclaim Deed, Made this 11<sup>th</sup> day of March, 2022, by Paul David Trimble hereinafter called the Grantor, to Jerree Trimble Sanders whose post office address is 5211 Canal Street Milton FL 32570 hereinafter called the Grantee.

This document was prepared by: Rebecca Trimble Young 6132 Willard Norris Rd Milton, FL 32570

Witnesseth, That the Grantor, for and in consideration of the sum of \$ twenty thousand Dollars (\$ 20,000.00 ) paid by the said Grantee the receipt whereof is hereby acknowledge, does hereby remise, release and quitclaim unto the said Grantee forever, all the right, title, interest and claim which said Grantor has in and to the following described parcel of land, and improvements and appurtenances thereto in the County of Santa Rosa State of Florida, to wit:

74 FT TO POB - TH CONT N 58° W 404.53 FT TH N 390.50 FT TH N 89° E 345.31 FT TH S 602.21 FT TO POB AS DES IN OR 547 PG 817

On Witness Whereof, the said Grantor has signed and sealed these presents the day and year first above written. Signed, sealed and delivered in the presence of:

Dora Soliman Signature of Witness  
Dora Soliman Print name of Witness  
Wickey D. Pigg Signature of Witness  
Wickey D. Pigg Print name of Witness

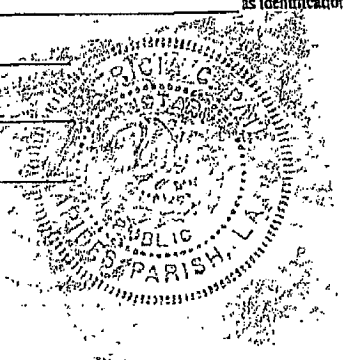
Paul David Trimble Signature of Grantor  
PAUL DAVID TRIMBLE Print Name of Grantor  
Signature of Co-Grantor  
Print name of Co-Grantor

State of Louisiana  
County of Rapides

The foregoing instrument was acknowledged before me on this 11<sup>th</sup> day of March, 2022, by Paul David Trimble who is personally known to me or who produced as identification.

Patricia C Pate Signature of Notary  
Patricia C Pate Print Name  
at death My Commission Expires

Patricia C. Pate Commissioned for Life No. 058017



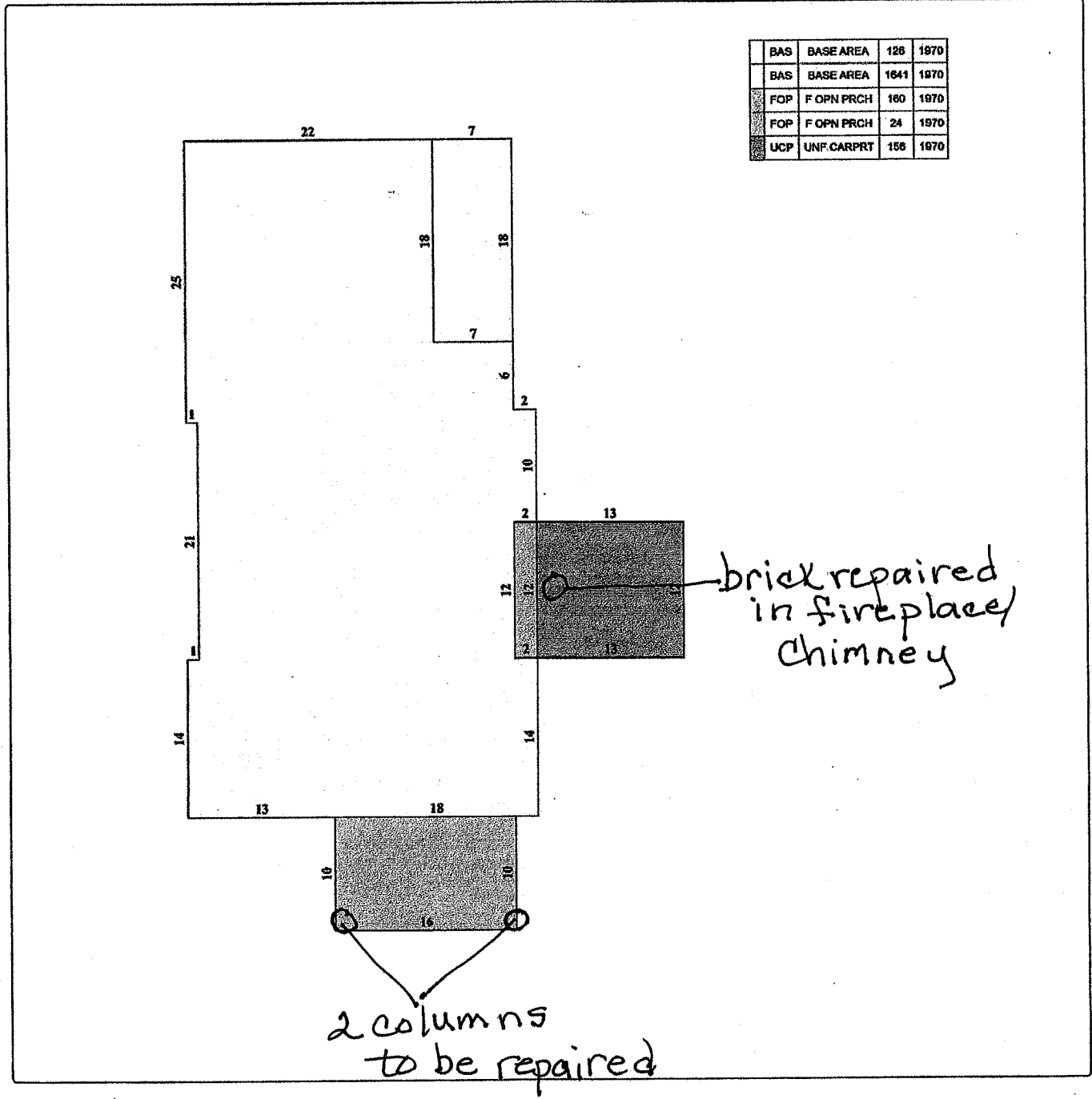
**Exhibit "A"**

The North 81 Feet of the East 202 Feet of Lot 3, Block 74 of the Town of Milton, Santa Rosa County, Florida, located in Section 3, Township 1 North, Range 28 West.

**AND**

The South 75 Feet of the North 91 Feet of the West 68 Feet of Lot 3 in Block 74, according to the plat of the Town of Milton, Florida, on file in the office of the Clerk of the Circuit Court of Santa Rosa County, Florida, located in Section 3, Township 1 North, Range 28 West.

5211 Canal Street  
Santa Rosa County  
Parcel ID No: 03-1N-28-2530-07400-0033



BAS	BASE AREA	126	1970
BAS	BASE AREA	1641	1970
FOP	F OPN PRCH	160	1970
FOP	F OPN PRCH	24	1970
UCP	UNF.CARPRT	156	1970

▼ Land

Land Code	Description	Zoning	Frontage	Depth	Unit Type	Land Units	Land Value
0100	SFR	R1	81.00	210.00	FF	81.00	\$6,123
0100	SFR	R1	75.00	79.00	FF	75.00	\$3,234

▼ Extra Features

Description	Number of Items	Units	Year	Extra Feature Value
SHED	1.00	1.00 UT	1990	\$0
SHED	1.00	1.00 UT	2020	\$0

*Jerree Sanders*

STR#6368

BEHR

BASE: 4300

PREMIUM PLUS EXTERIOR/FLAT, MATTE  
{CM Custom Color Match

CLRNT	BL	RL	VUL
0Z	0	2	0
38477	224	246	104

QUART -

4/30/2020 (9)



636820305811

NOT RETURNABLE





Search



For broken Brick



**\$37<sup>98</sup>** /gallon

Pay **\$12.98** after **\$25 OFF** your total purchase upon opening a new card.



Apply for a Home Depot Consumer Card

For column bases



\$37.96

BEHR PREMIUM

# BEHR Premium Ultra Pure White Low-Lustre Enamel Interior/Exterior Porch and Patio Floor Paint

★★★★ (669) Questions & Answers (101)

Pay \$12.96 after \$25 OFF your total qualifying purchase upon opening a new card. [Apply for a Home Depot Consumer Card](#)



- Ideal for wood or concrete porches, patios or walkways
- Mildew, scuff and fade resistant finish
- Available in custom colors and computerized color matching
- [View More Details](#)

## Pace Store

✓ 20 in stock Aisle 02, Bay 020 [Text to Me](#)

Sheen: **Low Lustre**

Gloss

**Low Lustre**

Delivering to: 32571 | Change

**Store Pickup**  
Pickup Today



Ship to Home

Get it by

Mon, Apr 3



Scheduled

Delivery

Not available for this item



From: **Lawrence Decklever** ddeck307@gmail.com

Date: **Mar 27, 2023 at 3:20:04 PM**

To: **DBYoung13@hotmail.com**

**Decklevers masonry llc**

**5211 canal st milton fl**

**Grinding out and repack mortar joints on 2 columns and 1 buctress wall and 1 porch wall. Replace 5 brick in various spots.**

**Material 2 bags of mortar, brick, and sand included. Clean up all excess debris and remove.**

**\$1500**

From: **Barbara Parrish** bparrishc@hotmail.com  
Subject: **Carl Parrish Masonry quote**  
Date: **Mar 27, 2023 at 3:48:02 PM**  
To: **DYoung13@hotmail.com**

**5211 Canal Street**  
**Milton, Fl.**

**Grinding out and repacking mortar joints on columns, 1 wall and 1 porch.**  
**Replacing various bricks, cleanup and material .**  
**\$1800**

From: **Steve Brown** stevejkbrown79@gmail.com  
Subject: **Bid on 5211 canal st Milton Fl**  
Date: **Mar 27, 2023 at 3:30:14 PM**  
To: **DYoung13@hotmail.com**

2 columns grind out and replace joints. Replace 5 brick cut out and put back.  
Cutout joints on buttress wall and point back in with mortar. Material cost in  
bid mortar,sand and brick. Also clean job and take away debris.

Total: \$1650.00

Brown's Masonry Inc.  
Steve Brown

Sent from my iPhone



VERBODEN TOEGANG  
 4552 Financial Forest Blvd  
 Maitland, FLORIDA 32751  
 407.676.2000 • FAX (407) 681.2000

3162033

Janice Sanders  
 5311 Canal St  
 Maitland, FL 32570

DESCRIPTION	PRICE	AMOUNT
Repair Brick Columns		
Demo out Damaged Brick on columns and fireplace		
Historic brick will be used to repair and replace damaged brick.		
Will fill in areas that need mortar		
material & labor		
Brick, masonry sand, mortar mix	141	
	TOTAL	2300 00

13:00  
 407-676-2000

Thank You



TERRENCE DAVIS

6937 Emerald Forest Drive

MILTON, FLORIDA 32570

(813) 636 1088 • FAX (813) 981 2996

3-10-2003

Jerice Sanders  
5211 Canal St  
Milton, FL 32570

QTY DESCRIPTION PRICE AMOUNT

Paint Brick Columns  
Paint Brick fireplace  
Paint Steps on porch

Material Paint  
paint supplies

Behr masonry paint  
owner to pick color

TAX

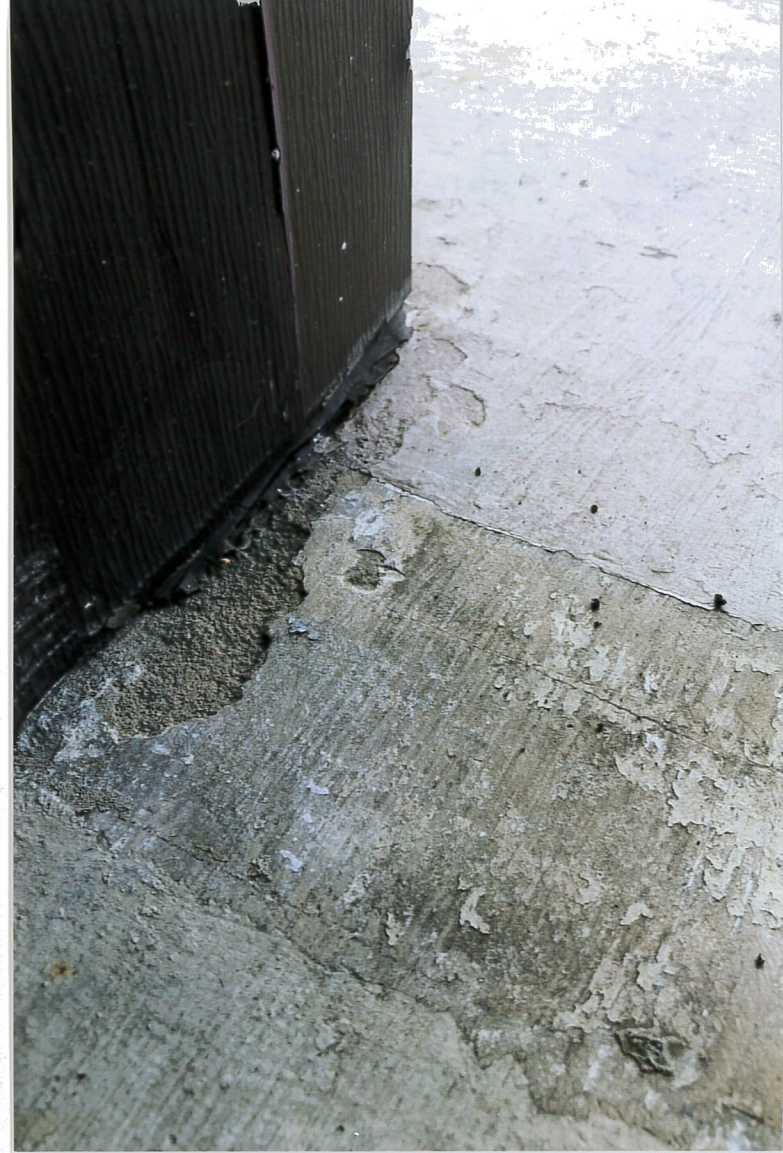
TOTAL

150.00

100% Satisfaction  
800-225-6382 • WWW.DVD.COM

Thank You















Agenda Item # 2023-1456

## Residential Facade Improvement Grant Application - Frank White

### MEETING DATE

May 1, 2023

### PREPARED BY

Tim Milstead, Planning Director

### BACKGROUND

Staff has received an application from Frank and Linda White for a residential facade improvement grant for their home at 5073 Susan Street. This home is located within the Downtown CRA, but outside the Milton Historic District. The request would allow the city to grant funds for the repainting of the upstairs balcony area on the front of the home. The program was approved by the City Council in 2022, and this is the first request received by staff from the applicant for funding from this program.

### SUMMARY

The request, if approved, would authorize the expenditure of \$670.54, which is proposed to be matched by the applicant with \$670.55, for a total project amount of \$1,341.09, based upon the lowest sufficient bidder, and the portions of the project that are eligible for funding. This is the least expensive option of the estimates provided by the applicant. All estimates are attached.

### RECOMMENDATION

Staff recommends review of the proposed residential facade improvement grant application. The Council voted unanimously to move this item forward at their Agenda Workshop Meeting.

### ATTACHMENTS

1. White Residential Facade Grant App
2. White Facade Grant Pictures

DATE & TIME APPLICATION RECEIVED:

4/6/23

RECEIVED BY:

*[Handwritten Signature]*



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
www.miltonfl.org

**DEADLINE FOR APPLICATIONS:**

**April 7, 2023**

DATE OF APPLICATION: 4-4-2023

PROPERTY OWNER(S): FRANK T. & LINDA R. WHITE

PROPERTY OWNER(S) (IF DIFFERENT): \_\_\_\_\_

TOTAL AMOUNT REQUESTED (MAXIMUM \$2,000): \$ ~~1500.00~~ 750.00

TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ 750.00

TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ 1500.00

ADDRESS OF PROJECT: 5073 SUSAN STREET

PROJECT NAME: BALCONY PROJECT

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project description
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- Copy of the chosen contractor's license (if licensure is required for the work)
- Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

FRANK T. & LINDA R WHITE  
5073 SUSAN STREET  
MILTON FLORIDA 32570

SIGNATURE(S) OF RENTER AND PROPERTY OWNER(S) (IF DIFFERENT)

*Frank T. White*  
*Linda R. White*

TELEPHONE # (850) 983-9509 CELL # 850-549-7619 EMAIL White6551@bellsouth.net

For official use only:



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

### Memorandum of Understanding

I, the grantee, understand that work cannot commence on any portion of the Downtown CRA Residential Façade Improvement Project prior to receiving approval of the grant funds by the City of Milton. A written notification to proceed will be provided. I, the grantee, have read, understand, and accept the terms and conditions of the grant. I have read and understand the actions which will trigger a default. In the event of a default, I, the grantee, do hereby guarantee the repayment of the principal amount of the grant in accordance with the terms of the Residential Façade Improvement Program application and guidelines. If the grantee is not the property owner, as shown in the Santa Rosa County Property Appraiser's Database, the property owner must also execute this Memorandum of Understanding.

FRANK T. WHITE  
Grantee Name (Please Print)  
Frank T. White  
Grantee Signature

4-4-2023  
Date

\_\_\_\_\_  
Property Owner Name (Please Print)

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Milton (Please Print)

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_  
Date

## Customer Quote

Locally Owned and Independently Operated

Linda White  
(850) 983-9509

Billing: 5073 Susan st  
Milton , FL 32570

Service: 5073 Susan st  
Milton , FL 32570

- Customer Notes:
- **THE FIVE STAR EXPERIENCE:** Our goal is high-quality results at a fair price, 100% customer satisfaction, and a 5-Star review on every job we deliver! We use only industry-leading paints and highly experienced professional painters to complete the work to your home. Our work is 100% guaranteed and we warranty our workmanship for up to 24 months.
  - **LICENSED, BONDED, AND INSURED:** Five Star Painting is your safe choice because we are licensed in Escambia and Santa Rosa Counties, and carry \$1MM-\$2MM liability insurance coverage for your protection and piece of mind.
  - **QUOTE:** Your final custom quote and statement of work is outlined below.
  - **SCOPE OF WORK:** Surfaces to be painted, approach details, and statement of work is outlined below. We will need at least 2 feet of clearance between vegetation and/or exterior structures, and the surfaces to be painted, prior to the painting start date.
  - **FAIR PRICING PHILOSOPHY:** This estimate is based on what we can visually inspect. If we find damage underneath the surface, we notify the Owner and use the Change Order process. We will provide a quote that includes labor and materials, for the Owner to consider. Pricing on this quote is based on the onsite manpower required to complete all of the tasks listed; if any tasks are excluded, pricing on the remaining tasks are likely to change.
  - **PAINTS AND COVERAGE:** We use only high-quality and best-value paints by Sherwin Williams (or others brands at your direction). Our goal on every paint project is a full-coverage result to achieve a high quality, excellent hide, and a long-lasting result. We are able to achieve that result through a 1 or 2 coat application process depending on the surfaces being painted, colors selected, coatings used, and application techniques.
  - **COLORS:** Final selection of colors and finish is the responsibility of the homeowner. Need help choosing colors? Click here: <https://fivestarpainting.decorist.com/>
  - **PAINTING CREW:** An experienced Five Star Painting Crew will be assigned to your project when the scope is finalized and your job is scheduled.
  - **PAYMENT TERMS:** Project will be scheduled with a 1/3 down payment. Final Payment is due on the day the job is complete. Progress payments will be requested for jobs lasting longer than 4 days. A 2.5% processing fee will be added to payments made with a credit or debit card.
  - **OUR LOWEST PRICE GUARANTEE:** We will meet our competitor's price or gladly refund your deposit provided same scope of work, comparable paints, proof of licensing, and General Liability Insurance.

Not Included: This quote excludes:

- Painting any surface not listed in this quote.
  - Moving services; we ask our customers to move exterior furniture, TVs, stereo systems, computers and any breakable items off or away from the surfaces to be painted, prior to the arrival of our painting crew. Five Star Painting is not responsible for any moving damage of such items.
  - Carpentry and replacement materials. If needed, one of our renovator crews can provide a separate quote for repairs. Their pricing is always reasonable, and we don't mark that up.
- A warranty on paint that was not supplied by Five Star Painting. We guarantee the results only on paint that we supply.

## Details

Tape, caulk, covering materials

**Power Wash**

Power Washing: Remove dirt, mildew, cobwebs and other debris to allow for proper paint adhesion and expose areas needed for scraping.  
Labor: \$155.00

**Caulking (Lin Ft.)**

Caulking: Caulk gaps and cracks to seal and protect against moisture.  
Labor: \$50.00

**1FL Porch Ceiling**

Paint: SW Duration Ext Sat C1 Color 1 Satin (2 Coats)  
Color: Sage Green  
Labor: \$360.38

**2FL Porch Deck**

Paint: SW Porch and Floor Enamel Color 1 Satin (2 Coats)  
Color: Sage Green  
Labor: \$302.50

**2FL Porch Ceiling**

Paint: SW Duration Ext Sat C1 Color 1 Satin (2 Coats)  
Color: Sage Green  
Labor: \$300.00

Total	
Materials:	\$445.00
Labor:	\$1,167.88
Subtotal:	\$1,612.88
Discount:	\$116.79
Total:	\$1,496.09
Deposit Required (33%):	\$493.71
Payment:	\$0.00
Balance Due:	\$1,496.09

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum stated above. Any alteration or deviation from the specification involving extra costs will become an extra charge over and above the quote. All accounts are due and payable upon completion of work as described above. In the event suit is brought, the prevailing party shall recover its attorney fees and costs. Finance

charge of 1.5% per month will be applied on all past due accounts. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. This proposal may be withdrawn if not accepted within 15 days.

I hereby grant Five Star Painting permission to use my, and my property's, likeness in a photograph, video, or other digital media ("photo") in any and all of its publications, including web-based publications, without payment or other consideration. I understand and agree that all photos will become the property of the Five Star Painting and will not be returned. I hereby hold harmless, release, and forever discharge the Five Star Painting from all claims, demands, and causes of action.

I agree to the payment terms and contract stated above:

Authorization to begin work (Client): \_\_\_\_\_

Work Completed to satisfaction (Client): \_\_\_\_\_

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Customer Focused, Quality Driven™**  
Visit [FiveStarPainting.com/warranty](http://FiveStarPainting.com/warranty) for details on our 2-year warranty.

Find messages, documents, photos or people [Advanced](#) ▾



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Compose

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- + New Folder
- Alignable 89
- Amazon Orders,... 30
- Community Gard... 7
- Drafts
- drop-in 9
- Etsy 6
- FAMU Business 4
- FAMU Marching... 44
- FAMU NAA EM... 185
- Hawthorn Family Her...
- Important Mail 103
- Investments 5
- Kappa
- Lin's Marriage 1
- OoohLin, L.L.C.
- Out West Trip August...
- Tony & Whitti 9
- TrailBlazers 100
- untitled 2
- Virtual b'day(Lula) 1
- Vistaprint 10
- White-Nix Pics

**Intuit**  
www.intuit.com [Visit site](#) ⋮

Estimate 1224 from Lance Lewis Yahoo/Inbox ☆  
Painting LLC

**Lance Lewis Painting LLC** 📄 📧 Tue, Mar 21 at 6:51 PM ☆  
To:  
white6551@bellsouth.net

Dear Linda White,  
  
Please review the estimate below. Feel free to contact us if you have any questions.  
We look forward to working with you.  
  
Have a great day,  
Lance Lewis Painting LLC

----- Estimate -----

P.O. Box 5346  
Navarre, FL 32566 US  
+1 8502180801

Estimate #: 1224  
Date: 03/21/2023  
Exp. Date: \$1,517.47

Address:  
  
Linda White  
5073 Susan Street  
Milton, Florida 32570

Date	Activity	Description	Qty	Rate
03/21/2023	Painting	SPressure wash area to be painted	1	100.00
03/21/2023	Painting	SPaint ceiling	145.38	3.25
03/21/2023	Painting	SPaint deck under ceiling	145.38	3.25
03/21/2023	Painting	SPaint bottom of deck	145.38	3.25

-----  
Total:



**Lance Lewis Painting LLC**

P.O. Box 5346  
Navarre, FL 32566 US  
+1 8502180801  
lewis.lance@mchsi.com

# Estimate

**ADDRESS**

Linda White  
5073 Susan Street  
Milton, Florida 32570

**ESTIMATE #** 1224  
**DATE** 03/21/2023

---

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Painting Services</b>	Pressure wash area to be painted	1	100.00	100.00
	<b>Painting Services</b>	paint ceiling	145.38	3.25	472.49
	<b>Painting Services</b>	Paint deck under ceiling	145.38	3.25	472.49
	<b>Painting Services</b>	Paint bottom of deck	145.38	3.25	472.49

---

TOTAL **\$1,517.47**

Accepted By

Accepted Date



Suite Painting & Finishes LLC  
850 688 9924  
6451 Kennington Circle  
Milton, Florida 32570  
United States

## Suite Painting & Finishes Llc

Prepared For	Proposal Date	Proposal Number
Linda White	03/22/2023	0036534
5073 Susan St.		
Milton FL. 32570		

### The Agreement

This agreement is hereby entered this 22nd day of March, 2023 between Suite Painting & Finishes LLC and Linda White, Owner of the above referenced property, for the described work at said location. By signing this proposal you agree to all terms and the Scope of Work in this proposal.

### Terms

Suite Painting & Finishes LLC, a company registered in the State of Florida, L17000197226, does hereby agree to provide the labor and material to complete the described work.

**PAYMENT:** A non-refundable **25% deposit** is required prior to scheduling your project and balances are due upon completion. Upon receipt of accepted proposal a tentative date will be scheduled for your project. **All deposits must be received prior to scheduling your project.**

**Walkthroughs must be completed within one business day of completion of your project. If you are unable to be present for the walkthrough, It is your responsibility to have a representative at the walkthrough with final payment in hand. If you are paying invoices through a rental management company you are authorizing said rental management company to pay all invoices related to this project to include any deposits.**

**For owners not paying through a rental management company we accept checks and credit cards via Paypal, credit/debit cards have a 3.5% fee that will be applied to the invoice.**

### Overview

#### **THIS PROPOSAL:**

**Due to material costs, this quote is guaranteed for 21 days. All work scheduled must be started within 45 days of scheduled date. Any failure of the above will require an updated and accepted quote.**

Exterior Balcony Painting: Ceiling of upper side of balcony, Floor of upper balcony, and lower side of balcony

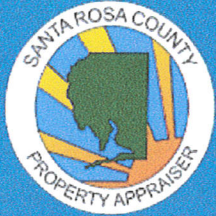
floor.

## Pricing

---

Description	Rate	Qty	Line Total
Exterior Painting Balcony floor, both sides. Ceiling upper balcony	\$1,500.00	1	\$1,500.00
		Subtotal	1,500.00
		Tax	0.00
	Proposal Total (USD)		\$1,500.00

Linda White



# Santa Rosa County Property Appraiser

## Gregory S. Brown II, CFA



[Home](#)   [Search](#)   [Map](#)

### ▼ Parcel Information

<b>Parcel Number</b>	03-1N-28-3370-00600-0011
<b>Situs/Physical Address</b>	5073 SUSAN ST MILTON 32570
<b>Property Usage</b>	SINGLE FAMILY (0100)
<b>Section-Township-Range</b>	03-1N-28
<b>Tax District</b>	MILTON
<b>2020 Millage Rates</b>	0.01467140
<b>Acreage</b>	0.93
<b>Homestead</b>	Y

**Brief Legal Description**  
 ENHANCED LIFE EST RESERVED IN:RAILROAD SUB N 1/2 OF LOT 1BLK 6 AS DES IN OR 2905 PG 754& IN OR 2907 PG 750 & IN OR2976 PG 1444 & IN OR 2979 PG821 & THE S 1/2 OF LOT 1 BLK 6AS DES IN OR 3211 PG 652 & ALLAS DES IN OR 3770 PG 1368

### ▼ Owner Information

**Primary Owner**  
 White Frank T & White Linda R  
 5073 Susan St  
 Milton, FL 32570

[Apply for Exemptions](#)   [Update Mailing Address](#)

### ▼ Valuation

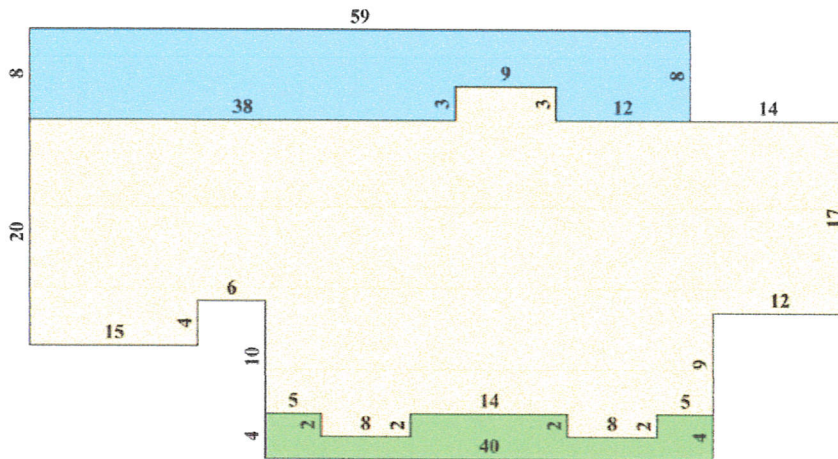
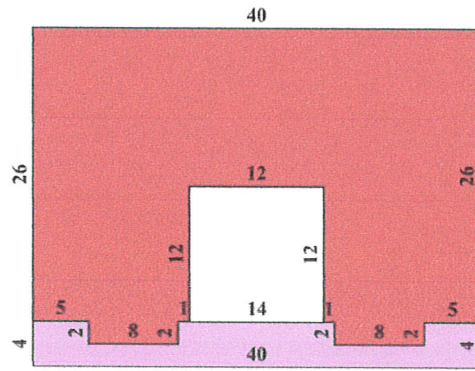
	2020 Certified	2021 Certified	2022 Certified
<b>Building</b>	\$137,530.00	\$150,878.00	\$186,958.00
<b>Extra Feature</b>	\$2,501.00	\$2,501.00	\$2,501.00
<b>Land Value</b>	\$12,764.00	\$12,764.00	\$29,176.00
<b>Land Agricultural Value</b>	\$0.00	\$0.00	\$0.00
<b>Agricultural (Market) Value</b>	\$0.00	\$0.00	\$0.00
<b>Just (Market) Value*</b>	\$152,795.00	\$166,143.00	\$218,635.00
<b>Co. Assessed Value</b>	\$124,446.00	\$126,188.00	\$129,974.00
<b>Exempt Value</b>	\$50,000.00	\$50,000.00	\$50,000.00
<b>Co. Taxable Value</b>	\$74,446.00	\$76,188.00	\$79,974.00

## ▼ Residential Buildings

### Building 1

Type	SINGLE FAM
Total Area	3328
Heated Area	2627.00
Ext Walls	BRICK ; HARDBOARD
Roof Cover	ASPHALT SH
Interior Walls	CUSTOM
Foundation	BLOCK/MASN
Frame	WOOD FRAME
Floor	CARPET
Heat Type	FCD AIR D
A/C Type	CENTRAL
Bathrooms	2.00
Bedrooms	4.00
Stories	2.00
Actual Year Built	1989
Effective Year Built	1989

BAS	BASE AREA	1699	1989
FOP	F OPN PRCH	128	1989
FUS	FIN UP STY	928	1989
OP1	PRCH OPUF1	128	1989
PTO	PATIO	445	1989



▼ Land

Land Code	Description	Zoning	Frontage	Depth	Unit Type	Land Units	Land Value
0100	SFR	R2	97.00	210.00	FF	97.00	\$14,588
0100	SFR	R2	97.00	210.00	FF	97.00	\$14,588

▼ Extra Features

Description	Number of Items	Units	Year	Extra Feature Value
FIREPLACE	1.00	1.00 UT	1989	\$0
SHED	1.00	1.00 UT	2006	\$0
CARPORT	1.00	1.00 UT	2019	\$0

## ▼ Sales

Multi-Parcel Sale	Sale Date	Sale Price	Instrument <sup>i</sup>	Book / Page	Qualification	Vacant or Improved	Grantor	Grantee
N	09/13/2018	\$100	QD	3770 / 1368	U	I	WHITE FRANK & LINDA	WHITE FRANK T & WHITE LINDA R
N	01/25/2013	\$100	WD	3211 / 652	U	V	PHILPOT GEORGIA & WHITE LINDA	WHITE FRANK & LINDA
N	04/29/2010	\$23,100	QD	2976 / 1444	U	I	WHITE LINDA ROBERTS & FRANK E	WHITE LINDA & FRANK
N	09/25/2009	\$20,000	QD	2979 / 821	U	I	PHILPOT GEORGIA MAE	WHITE LINDA & FRANK
N	05/29/2009	\$100	PB	2905 / 754	U	I	ROBERTS SILVER NELL ESTATE	SEE NOTE FOR NEW OWNERS
N	05/12/2009	\$1,000	QD	2907 / 750	U	I	ROBERTS GREGORY (HIS 1/12 INT	WHITE LINDA & FRANK
N	03/29/1984	\$100	WD	679 / 650	U	V	ROBERTS EDWARD & OPHELIA	ROBERTS SILVER NELL
N	05/15/1981	\$100	WD	978 / 302	U	V	ROBERTS EDWARD & OPHELIA	ROBERTS SILVER

## ▼ Map



The Santa Rosa County Property Appraiser and staff are constantly working to provide and publish the most current and accurate information possible. No warranties, expressed or implied, are provided by the data herein, its use, or its interpretation. The current assessed values as viewed herein are 2022 Certified Values; the tax amounts are current as of October 31, 2022. Ag 100, 600

must remember that the primary use of the assessment data contained herein is for general public information. No responsibility or liability is assumed for inaccuracies or errors.

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Last Data Update: 3/28/23 2:10:48 AM

Developed by:



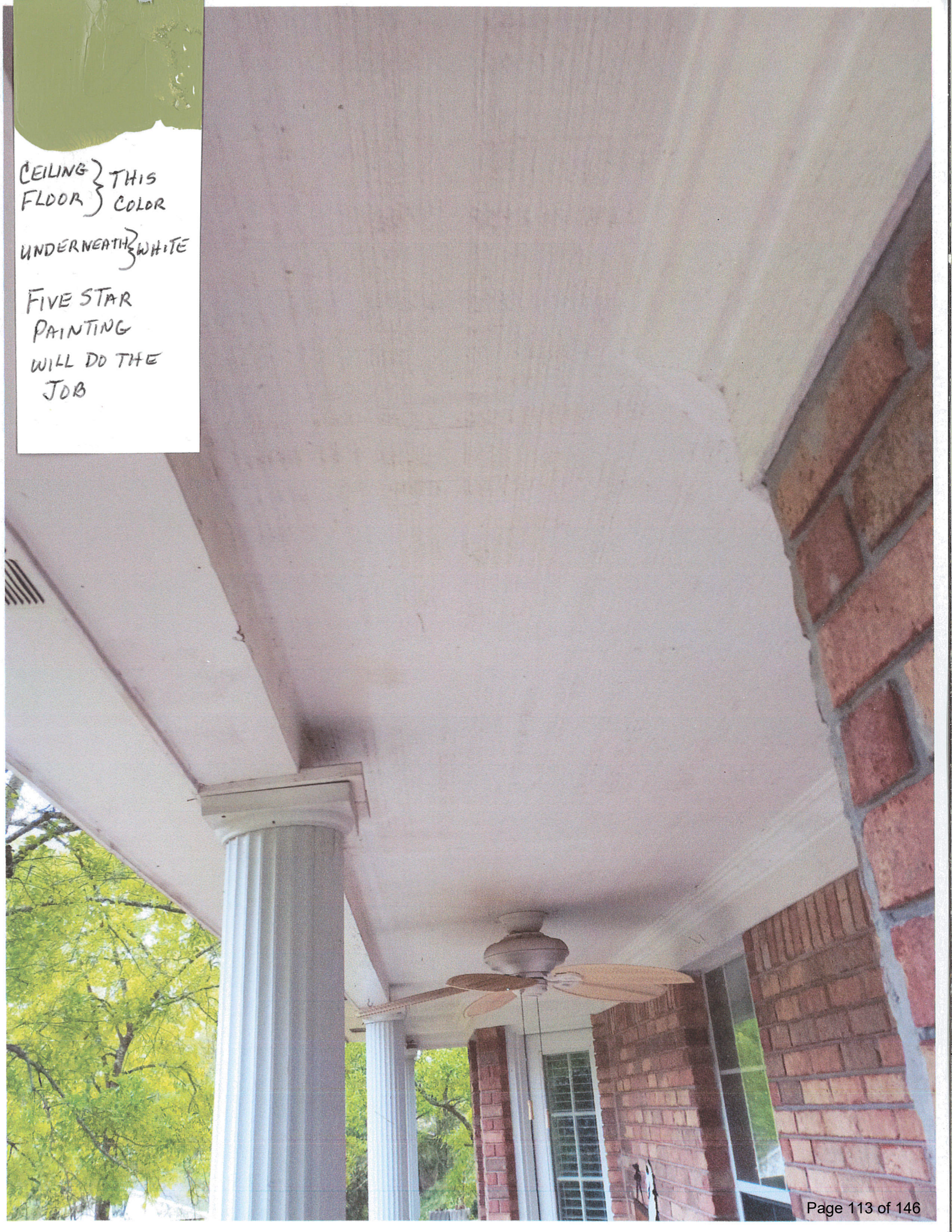
Santa Rosa County  
Property Appraiser



CEILING } THIS  
FLOOR } COLOR

UNDERNEATH } WHITE

FIVE STAR  
PAINTING  
WILL DO THE  
JOB













Agenda Item # 2023-1457

# Residential Facade Improvement Grant Application - Warren Gilmore

## MEETING DATE

May 1, 2023

## PREPARED BY

Tim Milstead, Planning Director

## BACKGROUND

Staff has received an application from Warren Gilmore for a residential facade improvement grant for his home at 5166 Dr. Martin Luther King Jr. Drive. This home is located within the Downtown CRA, but outside the Milton Historic District. The request would allow the city to grant funds for the replacement of the roof of the home.

The program was approved by the City Council in 2022, and this is the first request received by staff from the applicant for funding from this program.

## SUMMARY

The request, if approved, would authorize the expenditure of \$2,000.00, which is proposed to be matched by the applicant with \$11,860.00, for a total project amount of \$13,860.00, based upon the lowest sufficient bidder, and the portions of the project that are eligible for funding. This is the least expensive option of the estimates provided by the applicant. All estimates are attached. The owner has indicated that this project is not available for any funding through their insurance provider.

## RECOMMENDATION

Staff recommends review of the proposed residential facade improvement grant application. The Council voted unanimously to move this item forward at their Agenda Workshop Meeting.

## ATTACHMENTS

1. Gilmore Residential Facade Grant App
2. Gilmore Roof 1
3. Gilmore Roof 2
4. Gilmore Roof 3

DATE & TIME APPLICATION RECEIVED: 4/7/23

RECEIVED BY: [Signature]



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
www.miltonfl.org

**DEADLINE FOR APPLICATIONS:**

**April 7, 2023**

DATE OF APPLICATION: 4-6-2023  
PROPERTY OWNER(S): Warren Gilmore  
PROPERTY OWNER(S) (IF DIFFERENT): \_\_\_\_\_

TOTAL AMOUNT REQUESTED (MAXIMUM \$2,000): \$ 2,000.00  
TOTAL AMOUNT OF MATCH (MINIMUM 100%): \$ 2,000.00  
TOTAL AMOUNT OF PROJECT (ALL ASPECTS): \$ 13,860.00

ADDRESS OF PROJECT: 5166 Dr. Martin Luther King Jr. Drive, Milton, FL 32570  
PROJECT NAME: Re Roof of Residence.

ATTACH REQUIRED ADDITIONAL INFORMATION:

- Complete application form
- Detailed project description
- Legal description of property
- Proof of property ownership or letter from owner consenting to the project
- Proof of property insurance
- Certification of sign ordinance, zoning and future land use compliance
- Scaled drawing of improvements involving building changes
- Accurate color mock-ups and/or paint chips
- Original color photographs of existing property conditions
- Three cost estimates from qualified contractors (labor and materials for entire project).
- Final cost estimate including name of licensed contractor chosen to perform work
- Copy of the chosen contractor's license (if licensure is required for the work)
- Copy of City of Milton Business License.

NAME & MAILING ADDRESS OF OWNER/APPLICANT (PLEASE PRINT):

Warren P. Gilmore  
P.O. Box 3538  
Milton, FL 32572

SIGNATURE(S) OF RENTER AND PROPERTY OWNER(S) (IF DIFFERENT)

[Signature]

TELEPHONE # (850) \_\_\_\_\_ CELL # 850-748-8821 EMAIL gilmore295522@bellsouth.net

For official use only:



City of Milton  
Planning & Development Dept  
6738 Dixon Street  
Milton, FL 32572  
[www.miltonfl.org](http://www.miltonfl.org)

**Memorandum of Understanding**

I, the grantee, understand that work cannot commence on any portion of the Downtown CRA Residential Façade Improvement Project prior to receiving approval of the grant funds by the City of Milton. A written notification to proceed will be provided. I, the grantee, have read, understand, and accept the terms and conditions of the grant. I have read and understand the actions which will trigger a default. In the event of a default, I, the grantee, do hereby guarantee the repayment of the principal amount of the grant in accordance with the terms of the Residential Façade Improvement Program application and guidelines. If the grantee is not the property owner, as shown in the Santa Rosa County Property Appraiser's Database, the property owner must also execute this Memorandum of Understanding.

Warren P. Gilmore

Grantee Name (Please Print)

[Handwritten Signature]

Grantee Signature

4-6-2023

Date

Warren P. Gilmore

Property Owner Name (Please Print)

[Handwritten Signature]

Property Owner Signature

4-6-2023

Date

\_\_\_\_\_  
City of Milton (Please Print)

\_\_\_\_\_  
City Manager Signature

\_\_\_\_\_  
Date



Jacob Hill Roofing LLC

# ESTIMATE

Warren Gilmore  
5166 Doctor M.L.K. Jr Dr  
Milton, FL, 32570-1803  
US

Date created: 2023-04-05 10:32 AM  
License #: RC0034968

## Description - Work to be Completed

**Total**

Underlayment Decking 4 rolls for meeting building code

Replace damaged wood for decking ( 4 sheets) \$25x 4

Subtotal \$12,743.99

Taxes \$981.72

Discounts **-\$200.00**

**Total \$13,525.71**



PO Box 4577  
Milton, Florida, FL, 32572  
US



[jacob.hill.roofingllc@gmail.com](mailto:jacob.hill.roofingllc@gmail.com)  
[www.JacobHillRoofingllc.com](http://www.JacobHillRoofingllc.com)



850-529-0547



Jacob Hill Roofing LLC

# ESTIMATE

Warren Gilmore  
5166 Doctor M.L.K. Jr Dr  
Milton, FL, 32570-1803  
US

Date created: 2023-04-05 10:32 AM  
License #: RC0034968

Description - Work to be Completed	Total
Install WinterGuard Ice & Water shield	
Install Shadow Ridge hip & ridge cap	
Install SwiftStart starter strip at roof perimeter	
Nail Shingles to decking with coil nails	
Install CertainTeed Landmark Pro shingles	
Replace universal rubber zip boot	
Seasonal Discount	
To Collect and Remove Debris	
Caulk needed areas on the roof	
Labor cost for ridge, valley and wood work	
Labor for All other work	
Fee to deliver materials from supplier/warehouse	



PO Box 4577  
Milton, Florida, FL, 32572  
US



[jacob.hill.roofingllc@gmail.com](mailto:jacob.hill.roofingllc@gmail.com)  
[www.JacobHillRoofingllc.com](http://www.JacobHillRoofingllc.com)



850-529-0547

# Terry Sowell Roofing Co.

6618 MUNSON HWY.  
MILTON, FL 32570  
994-9611

ESTABLISHED 1960

## ESTIMATE & AGREEMENT

DATE: MARCH 31, 2023

To WARREN GILMORE  
5166 DR. MARTIN LUTHER KING JR. DR.  
MILTON, FL 32570

**BID:** We hereby propose to furnish material and labor to complete the work outlined herein for the sum of:

(\$ 13,860.00 ) Payment to be made as follows  
**IN FULL UPON COMPLETION**

We hereby submit specifications and bid for:

REROOFING OF RESIDENCE LOCATED AT 5166 DR. MARTIN LUTHER KING JR. DR. IN MILTON, FL.

REMOVE EXISTING SHINGLE ROOF TO SMOOTH SURFACE FOR REROOFING.

AS PER BUILDING CODE, ROOF DECKING AND FASTENERS SHALL BE STRENGTHENED AND CORRECTED AND TWO LAYERS OF NEW SYNTHETIC UNDERLAYMENT FELT WILL BE FURNISHED AND INSTALLED ACCORDING TO SPECIFIED NAIL PATTERNS.

FURNISH AND INSTALL NEW PREPAINTED EAVE METAL. COLOR SELECTION: \_\_\_\_\_

FURNISH AND INSTALL NEW ROOF VENT COVERS.

FURNISH AND INSTALL NEW 25 YEAR 3-TAB FUNGUS RESISTANT CLASS A FIBERGLASS SHINGLES BACK TO ENTIRE SLOPE SECTION, SEALING THE FIRST COURSE WITH PLASTIC CEMENT AS PER CODE.

COLOR SELECTION: \_\_\_\_\_

REMOVE EXISTING FLAT ROOF TO SMOOTH SURFACE FOR REROOFING.

FURNISH AND INSTALL ONE LAYER OF FIBERGLASS BASE FELT OVER SMOOTH SURFACE.

FURNISH AND INSTALL GRANULAR MODIFIED BITUMEN ROOF SYSTEM OVER BASE FELT.

FURNISH AND INSTALL NEW PREPAINTED METAL EDGING.

REMOVE ALL DEBRIS FROM PREMISES RESULTING FROM THIS REROOFING.

THIS ROOF CARRIES A FIVE YEAR WORKMANSHIP WARRANTY, A TEN YEAR LIMITED MATERIAL WARRANTY ON MODIFIED BITUMEN ROOF SYSTEM AND A 25 YEAR LIMITED MATERIAL WARRANTY ON SHINGLES.

NOTE: WOOD REPLACEMENT, IF ANY NECESSARY, WILL BE AT AN ADDITIONAL COST OF MATERIALS AND LABOR FOR INSTALLING.

NOTE: SIGN HERE FOR OWNER APPROVAL  
UPON OWNERS APPROVAL, LIFETIME DIMENSIONAL SHINGLES CAN BE INSTALLED FOR AN ADDITIONAL CHARGE OF \$ 722.00 ADDED TO THE ABOVE CONTRACT PRICE.

NOTE: SIGN HERE FOR OWNER APPROVAL:  
UPON OWNERS APPROVAL, PEEL AND STICK ROOFING CAN BE APPLIED TO ENTIRE ROOF SURFACE FOR AN ADDITIONAL CHARGE OF \$ 810.00 ADDED TO THE ABOVE CONTRACT PRICE. \* (THIS IS AN ICE AND WATER SHIELD/SECONDARY WATER BARRIER.)

CUSTOMER INITIAL \_\_\_\_\_ ACKNOWLEDGEMENT THAT YOU HAVE READ AND UNDERSTAND THE BELOW STATEMENT  
NOTE: IF YOU HAVE A SATELLITE DISH DIRECTLY MOUNTED TO YOUR ROOF DECK WE WILL REMOVE IT DURING ROOFING AND HOMEOWNER WILL BE RESPONSIBLE FOR REINSTALLATION TO FASCIA OR POLE. PLEASE CONTACT YOUR CABLE PROVIDER PRIOR TO REROOF COMMENCEMENT. TERRY SOWELL ROOFING WILL NOT BE LIABLE IN ANY EVENT DURING THE REROOFING (OR ROOF REPAIR) PROCESS FOR DAMAGES CAUSED BY FAILURE OF ROOF DECK, FAULTY SKYLIGHTS, THIS INCLUDES EXTERIOR SIDEWALK OR DRIVEWAY SURFACES. NOR WILL IT BE HELD LIABLE FOR DAMAGE CAUSED TO INTERIOR WALLS, CEILING OR ITEMS (MIRRORS, PICTURES, COLLECTIBLES, ETC.) THAT MAY BE SECURED TO WALLS.

### CONTRACTOR'S GUARANTEE

We guarantee all material used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized.

### ACCEPTANCE OF BID

The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work.

Date

Signed

Date

Signed

3-31-23

*Terry Sowell*

**THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS PINK COPY IS SIGNED AND RETURNED TO BIDDER**

WE COMPLY WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS. Page 123 of 146



Thank you for choosing  
Sowell Roofing, Inc

P.O. BOX 3821  
MILTON, FLORIDA 32572

CERTIFIED ROOFING CONTRACTOR  
FL LIC #: CCC1333549  
NUMBER1ROOFMAN@GMAIL.COM

# ROOFING ESTIMATE

*This Roof Includes A 5-Year Workmanship Warranty  
And A 30-Year Manufacturer's Shingles Warranty*

**NAME:** Annie Gilmore **DATE:** 04/05/2023  
**PHONE:** (850) 748-8822 **EMAIL:** agilmore5166@bellsouth.net  
**ADDRESS:** 5166 Dr. Martin Luther King Jr Dr, Milton, Florida, 32572

**WE WILL BE GLAD TO PROVIDE THE FOLLOWING REROOFING SERVICES  
FOR MAIN SHINGLE HOUSE AND LOW-SLOPE PATIO**

- Furnish all labor, materials, and necessary permits
- Remove existing roof to decking
- Renail all decking to bring it up to new FL code
- Install one layer self-adhered ice and water shield in all valleys
- Install 2 layers of synthetic felt underlayment
- Replace all plumbing pipe boots
- Install new limited lifetime 30 year dimensional shingles to main home
- Install new ridge vents
- Replace 750 stove vent, if applicable
- Install new drip edge
- Remove all trash and debris resulting from the job
- Price includes magnetic sweeping and dump fees
- We will remove satellite dishes to install new roof - Dish can be discarded but cannot be reinstalled/recalibrated
- We will provide the passed inspection report from the County and pictures of the job upon completion

**TOTAL COST: \$** 12,900

**NOTE: Any unsound decking or damaged wood must be replaced in order to comply with FL Building Codes.**

**Wood/Decking will be assessed upon removal of shingles and will be replaced at the additional costs:**

\$ 75 per 4 x 8 plywood sheet

\$9.00 per 1x4 linear feet (LF), \$8.50 per 1x6 LF, \$9.50 per 2x4 LF, \$6 per flashing LF

**Please be aware: \*The prices quoted in this estimate are only guaranteed for 30 days  
due to regular price increases from our shingles manufacturers\***

termination.

*Tim Sowell*

04/05/2023

Signature Date









Agenda Item # 2023-1500

# Pensacola Perdido Bay Estuary Program Interlocal Agreement

## MEETING DATE

May 1, 2023

## PREPARED BY

Randy Jorgenson, City  
Manager

## BACKGROUND

The PPBEP Policy Board approved the First Amended and Restated Interlocal Agreement at their latest board meeting.

## SUMMARY

First Amended and Restated Pensacola and Perdido Bays Estuary Program Interlocal Agreement

## RECOMMENDATION

Staff recommends approval.

## ATTACHMENTS

1. PPBEP First Amended and Restated Interlocal Agreement

**FIRST AMENDED AND RESTATED  
PENSACOLA AND PERDIDO BAYS ESTUARY PROGRAM  
INTERLOCAL AGREEMENT**

**This Interlocal Agreement** (hereinafter referred to as the “Agreement”) is executed and made effective by and among: Escambia County, Santa Rosa County, and Okaloosa County, political subdivisions of the State of Florida; Baldwin County, a political subdivision of the State of Alabama (hereinafter referred to as the “Counties”); City of Gulf Breeze, City of Milton, City of Pensacola, and Town of Century, municipal corporations of the State of Florida; and City of Orange Beach, a municipal corporation of the State of Alabama (hereinafter referred to as the “Cities”) (each being at times referred to as “Party” or “Parties”).

**WITNESSETH:**

**WHEREAS**, the Florida Parties are authorized by Section 163.01, Florida Statutes, et seq., to enter into interlocal agreements and thereby cooperatively utilize their powers and resources in the most efficient and economical manner possible; and

**WHEREAS**, the City of Orange Beach is an Alabama Class 8 municipality vested with a portion of the state’s sovereign power to protect the public health, safety, and welfare pursuant to *Alabama Code* §11-45-1 et seq. (1975), and has specific authority to enter into contracts with counties and municipal corporations for the joint exercise of their powers and resources pursuant to *Alabama Code* §11-102-1 et seq. (1975); and

**WHEREAS**, Baldwin County is a political subdivision of the State of Alabama which is vested with certain authority as provided by state law, which includes the authority to provide for and protect the public health, safety, and welfare in the exercise of enumerated powers, and pursuant to *Alabama Code* § 11-102-1, et seq., (1975), Baldwin County has the authority to enter into contracts with counties and municipal corporations for the joint exercise of any power or service that state or local law authorizes each contracting entity to execute individually, subject to the limitations set forth in applicable laws, rules and regulations, including, but not limited to, *Alabama Code* § 11-102-5 (1975); and

**WHEREAS**, the Florida political subdivisions of Escambia and Santa Rosa Counties and the Florida municipal corporations of the Cities of Gulf Breeze, Milton, and Pensacola entered into an interlocal agreement, *Restated Interlocal Agreement Establishing Local Funding Requirements for the Bay Area Resource Council*, on May 18, 1987, revised on July 22, 1997, and last revised on August 9, 2005, establishing the Bay Area Resource Council (hereinafter the “BARC”) to ensure effective water resource planning, preservation, and coordination; and

**WHEREAS**, on August 31, 2017, the Parties were notified of intent to award funds to establish the Pensacola and Perdido Bays Estuary Program (hereinafter referred to as the “Estuary Program” or “Program”) through a Cooperative Agreement between the Gulf Coast Ecosystem Restoration Council (hereinafter referred to as the “RESTORE Council”) and the US Environmental Protection Agency’s (USEPA) Gulf of Mexico Program (GMP); and

**WHEREAS**, the Estuary Program succeeds and absorbs the BARC's mission; and

**WHEREAS**, the Estuary Program is established to develop and implement a Comprehensive Conservation & Management Plan (CCMP) to restore and protect the Pensacola Bay System and Perdido Bay System, and their associated watersheds as defined in Article I; and

**WHEREAS**, this Agreement establishes the Estuary Program to develop and implement the CCMP through close cooperation with the Parties, local, state, and federal agencies, and the public for effective planning, restoration, and protection of the Pensacola Bay System and Perdido Bay System.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions contained in this Agreement, the receipt and adequacy acknowledged by them, the Parties agree as follows:

#### **ARTICLE 1 – PURPOSE OF AGREEMENT**

- 1.1 **Recitals**: The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
- 1.2 **Geographic Territory**: The geographic territory of the Estuary Program shall include the Pensacola Bay System (Figure 1) and the Perdido Bay System (Figure 2) and their associated watersheds, including all bayous, bays, creeks, rivers, and streams contained within. The Pensacola Bay System includes: Blackwater Bay, East Bay, Escambia Bay, Pensacola Bay, and Santa Rosa Sound, as well as the Blackwater River, East River, Escambia River, and Yellow River. The Perdido Bay System includes: Bay La Launch, Big Lagoon, Perdido Bay, and Wolf Bay, as well as the Blackwater River, Perdido River, and Styx River. Collectively, the waterbodies in the geographic territory shall be referred to as the "Bay Systems".

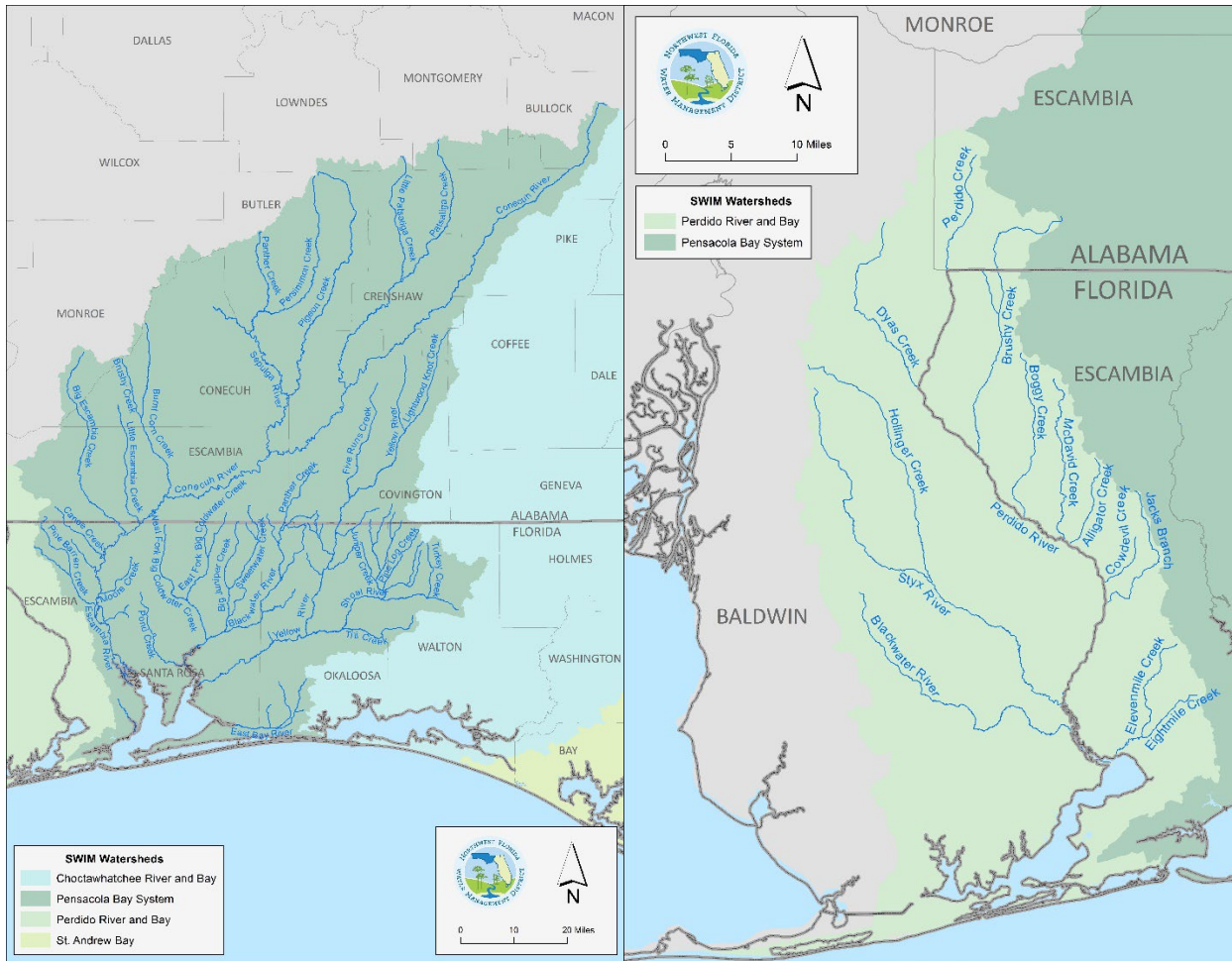


Figure 1: Pensacola Bay System

Figure 2: Perdido Bay System

1.3 **Purpose:** The Estuary Program will guide the development and implementation of a Comprehensive Conservation and Management Plan (CCMP) to improve water quality and living resources for the Bay Systems, as defined in section 1.2, through publicly identified outcomes and goals developed by the Parties, local, state, and federal agencies, and the public.

The Parties agree to work collaboratively and effectively on the development and implementation of the CCMP to meet the following outcomes:

- a) Water quality improvement;
- b) Restoration and conservation of habitat;
- c) Healthy ecosystems that support wildlife and fisheries;
- d) Improve surface and ground water quality and quantity, and flood control;
- e) Enhance community resilience; and
- f) Revitalize the coastal economy and quality of life.

## **ARTICLE 2 – AUTHORITY, COMPOSITION, AND POWERS**

2.1 **Authority:** This Agreement is an interlocal agreement, as authorized by Section 163.01, Florida Statutes, et seq., (hereinafter referred to as the Act) and pursuant to the authority of subsection (4) of the Act, all Florida Parties qualify to be a part of this Agreement under such Act. The Alabama Parties have authority to enter into this agreement pursuant to applicable state law, including, but not limited to, *Alabama Code* § 11-102-1, et seq., (1975), subject to the limitations set forth in applicable law, rules and regulations, including, but not limited to, *Alabama Code* § 11-102-5 (1975). Collectively, such laws are hereinafter referred to as the “Enabling Acts.”

2.2 **Immunity:** Pursuant to the Enabling Acts, and other laws, all privileges and immunities from liability, exemptions from laws, ordinances, and rules; and pensions and relief, disability, workers' compensation, and other benefits which apply to the activity of officers, agents or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents, or employees extraterritorially under the provisions of this Agreement.

2.3 **Composition:**

2.3.1 **Creation of a Florida Not-for-Profit Corporation:** Pursuant to the Act, an independent public body corporate and politic, to be known as the Pensacola and Perdido Bays Estuary Program, Inc., a Florida not-for-profit corporation (the “Corporation”), shall be created for the purpose of administering and carrying out the purpose of the Estuary Program.

2.3.2 **Corporation Board:** The Board of the Corporation shall serve as the Top Level Organizational Unit (TLOU) and be comprised of the Parties. Escambia County and Santa Rosa County will each appoint and be represented by two voting directors, all other Parties will each appoint and be represented by one voting director. Each Party will also appoint an alternate director for the Corporation Board from time to time to serve when their primary director is not available. Each Party may change their director or alternate director from time to time with prior written notice by a duly authorized representative of any change to the Corporation Board before any meeting. The Corporation Board shall have policy-making powers for the Estuary Program in addition to those powers explicitly set forth in this Agreement.

a) Meetings. The Corporation Board should convene not less than quarterly. Meetings should be convened as needed as described in the bylaws;

b) Quorum. Except as otherwise specifically set forth herein or in the bylaws, a quorum for Corporation Board meetings shall be a majority of the Corporation Board directors;

c) Officers. The Corporation Board shall elect (i) a chair and vice chair of the Corporation Board; and (ii) other Corporation Board officers as deemed necessary by the Corporation Board. Election processes and term limits shall be described in the bylaws;

d) Voting. Each director shall have one vote. Voting will be conducted in person to the maximum extent possible, and other voting processes and criteria shall be described in the bylaws;

e) No compensation. All directors of the Corporation Board shall serve without compensation; and

f) Additional Board Members. The Corporation Board may allow other governmental entities, regulatory agencies, or other entities, to the extent allowed by law, to participate as members of the Corporation Board, provided they are approved by a supermajority vote of the Corporation Board. Upon approval, such Party must execute a Joinder Agreement by which it agrees to comply with all the provisions of this Agreement.

2.3.3 Committees: At the direction of the Corporation Board, the Corporation Board or Estuary Program staff may establish or terminate committees as it deems necessary including, without limitation, the Technical Committee, the Community Committee, the Education Committee, the Business Partnership Committee, and the Environmental Justice Committee. Procedures for establishing the nature (fact-finding or advisory) of a committee and its membership shall be described in the bylaws. All committee members shall serve without compensation.

## 2.4 Powers, Functions, and Responsibilities:

2.4.1 Powers: Pursuant to the Enabling Acts, the Estuary Program has the power to engage in agreements or contracts with other public or private entities for provisions of assistance in planning, financing, and coordinating the physical, chemical, biological, economic, and aesthetic aspects of the Bay Systems. The Estuary Program may establish rules, regulations, bylaws, and organization necessary to perform the Estuary Program's intended functions; provided, however, no such rules or regulations will operate in a manner that obligates a Party to act without the approval of the Party's governing body.

2.4.2 Exercise of Powers: All powers, privileges, and duties vested in or imposed upon the Estuary Program shall be exercised and performed upon a majority vote of a quorum of members; provided, however, subject to Corporation Board oversight, the exercise of such executive, administrative, and ministerial powers may be delegated by the Corporation Board to any of its officers, staff, or agents, to the extent provided under Florida Law. Any such delegation of powers may be withdrawn at any time for any reason.

2.4.3 Limitations of Powers: The Estuary Program shall have no power of taxation, regulation, eminent domain, law enforcement, nor obligate or bind a Party to act without approval by the Party's governing body.

## 2.5 Responsibilities:

2.5.1 Personnel: The Corporation Board shall be responsible for hiring, supervising, evaluating, and/or terminating the Executive Director. The Executive Director shall be responsible for hiring, supervising, evaluating, and/or terminating subordinate staff. The Executive Director must receive approval from the Corporation Board prior to the establishment of any new positions.

2.5.2 Budget: The Corporation Board shall approve an annual budget. Processes for establishing the budget shall be described in the bylaws.

2.5.3 Adoption of the CCMP Goals and Priorities: The Parties hereby agree that once approved by the Corporation Board, the Goals for the geographic territory of the Pensacola and Perdido Bays Estuary Program as described in the CCMP will be submitted for approval and

adoption by each of the Parties. The Parties shall endeavor to undertake reasonable efforts to achieve the Goals within the time periods described and shall work cooperatively to achieve all of the Goals applicable to them in a cost-effective manner. Additionally, the Parties agree to work together in good faith and undertake reasonable effort to address other actions and recommendations in the CCMP.

2.5.4 Bylaws: The Corporation Board by super-majority vote shall create, adopt, amend and update Bylaws or appropriate rules of procedure for the Pensacola and Perdido Bays Estuary Program for its governance and which shall remain in effect until modified by the Corporation Board.

2.5.5 Modification: The CCMP and its incorporated Goals shall not be amended, changed, extended, modified, or supplemented without unanimous consent of all the Parties. The process for modification shall be defined in the Corporation Board bylaws.

### **ARTICLE 3 – FUNDING**

3.1 Funding: Recurring funding contributions will be necessary to fund Estuary Program operations and implementation of the CCMP. Program operations will be financed by local, state, and federal government contributions, donations, grants, assistance funds and bequests. Contributions recommended for each Party shall be determined by a super-majority vote of the Corporation Board; however, nothing contained herein shall obligate any Party to appropriate or expend any monies for the Estuary Program or make any contributions thereto without the prior approval of the Party's governing body.

### **ARTICLE 4 – TERM**

4.1 Term: The term of this Agreement shall commence upon its execution by all Parties and shall continue indefinitely unless terminated as provided for herein.

4.2 Termination: Estuary Program membership may be terminated by any Party for convenience, upon sixty (60) days written notice by the terminating Party to the other Parties of such termination. This Agreement may be terminated by the then Parties upon sixty (60) days written notice to one other.

4.3 Sunset Review: This Agreement shall be subject to a review by the Corporation Board five (5) years from the Effective Date of this Agreement and on the same day of each five (5) year period thereafter at which time the Corporation Board shall evaluate the appropriateness and effectiveness of this Agreement and the Estuary Program. The Corporation Board shall vote by majority vote on whether to recommend terminating this Agreement, amending this Agreement or to let the status quo prevail.

## **ARTICLE 5 – GENERAL PROVISIONS**

5.1 **Fiscal Year**: The Estuary Program shall observe a fiscal year beginning on October 1 and ending September 30 of each year.

5.2 **Records**: The Parties acknowledge that this Agreement and any related financial records, audits, reports, plans, correspondence, and other documents may be subject to disclosure to members of the public pursuant to Florida and/or Alabama open records laws. In the event a Party fails to abide by the provisions of such laws, the other Parties may, without prejudice to any right or remedy and after giving that Party seven (7) days written notice, during which period the Party fails to allow access to such documents, terminate this Agreement.

5.3 **Survival**: All other provisions, which by their inherent character, sense, and context are intended to survive termination of this Agreement, shall survive the termination of this Agreement.

5.4 **Governing Law**: This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the Parties stipulate that venue for any matter, which is a subject of this Agreement, shall be in Escambia County, Florida.

5.5 **Severability**: The invalidity or non-enforceability of any portion or provision of this Agreement shall not affect the validity or enforceability of any other portion or provision. Any invalid or unenforceable portion or provision shall be deemed severed from this Agreement, and the balance hereof shall be construed to be enforced as if this Agreement did not contain such invalid or unenforceable portion or provision.

5.6 **Modification**: This Agreement may be modified, altered or amended only by a written instrument recommended by the Corporation Board and subsequently approved and executed by the Parties hereto.

5.7 **Execution**: This Agreement shall not be effective, nor shall it have any force and effect whatsoever, until all the Parties have duly executed this Agreement and filed the Agreement pursuant to section 5.8.

5.8 **Filing**: The Estuary Program shall, pursuant to Section 163.01(11), Florida Statutes, file a copy of this Agreement and any other amendments thereto with the Clerk of the Circuit Court of each County where the Parties are located.

5.9 **Debt**: Neither the Estuary Program nor any Party shall have the power to incur any debt or obligation which shall become the responsibility of any other Party.

5.10 **Benefit**: This Agreement is for the benefit of the Parties only and is not intended to confer any rights or benefits, either direct, indirect, intended or implied, to any third party.

5.11 **Indemnification**: Each Party to this Agreement, its officers, employees and agents do not assume and specifically disclaim any liability for the acts, omissions, or negligence of the other Parties, their officers, employees and agents, arising from or related to this Agreement.

**IN WITNESS WHEREOF**, the Parties hereto have made and executed this Agreement on the respective dates under each signature: the Counties, through their respective Boards of County Commissioners, signing by and through their Chairmen, and the Cities through their respective City Managers and/or Mayors.

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SIGNATURE PAGES ATTACHED

**ESCAMBIA COUNTY, FLORIDA**, a political subdivision of the State of Florida acting by and through its duly authorized Board of County Commissioners.

By: \_\_\_\_\_  
Lumon J. May, Chairman

ATTEST:

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

By: \_\_\_\_\_  
Pam Childers  
Clerk of the Circuit Court

(SEAL)

**SANTA ROSA COUNTY, FLORIDA**, a political subdivision of the State of Florida acting by and through its duly authorized Board of County Commissioners.

By: \_\_\_\_\_  
Colten Wright, Chairman

ATTEST:

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

By: \_\_\_\_\_  
Donald C. Spencer  
Clerk of the Circuit Court

(SEAL)

**OKALOOSA COUNTY, FLORIDA**, a political subdivision of the State of Florida acting by and through its duly authorized Board of County Commissioners.

By: \_\_\_\_\_  
Robert A. "Trey" Goodwin, Chairman

ATTEST:

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

By: \_\_\_\_\_  
J.D. Peacock, II  
Clerk of the Circuit Court

(SEAL)

**BALDWIN COUNTY, ALABAMA**, a political subdivision of the State of Alabama acting by and through its duly authorized Board of County Commissioners.

By: \_\_\_\_\_  
Charles F. Gruber, Chairman

ATTEST:

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

By: \_\_\_\_\_  
Ronald J. Cink  
Interim County Administrator

(SEAL)

**CITY OF GULF BREEZE**, a Florida  
Municipal Corporation acting by and through  
its duly authorized City Council.

By: \_\_\_\_\_  
Cherry Fitch, Mayor

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

ATTEST:

By: \_\_\_\_\_  
Leslie H. Guyer, CMC, City Clerk

(SEAL)

**CITY OF MILTON**, a Florida Municipal Corporation acting by and through its duly authorized City Council.

By: \_\_\_\_\_  
Heather Lindsey, Mayor

ATTEST:

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

By: \_\_\_\_\_  
Dawn Molinero  
City Clerk

(SEAL)

**CITY OF PENSACOLA**, a Florida Municipal Corporation acting by and through its duly authorized City Council.

By: \_\_\_\_\_  
D.C. Reeves, Mayor

ATTEST:

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

By: \_\_\_\_\_  
Ericka Burnett  
City Clerk

(SEAL)

**TOWN OF CENTURY**, a Florida Municipal Corporation acting by and through its duly authorized Town Council.

By: \_\_\_\_\_  
Benjamin Boutwell, Mayor

ATTEST:

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

By: \_\_\_\_\_  
Leslie Howington  
Town Clerk

(SEAL)

**CITY OF ORANGE BEACH**, a Alabama  
Municipal Corporation acting by and through  
its duly authorized City Council.

By: \_\_\_\_\_  
Tony Kennon, Mayor

ATTEST:

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

By: \_\_\_\_\_  
Renee Eberly  
City Clerk

(SEAL)