

**AGENDA  
EXECUTIVE COMMITTEE MEETING  
12/06/2010  
4:00 P.M.**

**OPEN MEETING**

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

**PUBLIC HEARINGS/MEETINGS**

**RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:**

**PERSONS TO APPEAR:**

**ORDINANCES, RESOLUTIONS, & PROCLAMATIONS:**

**CITY ATTORNEY'S REPORT**

**CITY CLERK'S REPORT**

## **MILTON PLANNING BOARD**

- 1) Board to meet on Tuesday, January 4, 2011 at 5:30 p.m.

## **PUBLIC WORKS COMMITTEE: CHAIRMAN – COUNCILMAN R.L. LEWIS**

- 1) Report from Committee meeting held on Tuesday, November 23, 2010 at 8:00 a.m.
  - a) Sand Removal in the WWTP oxidation ditch (*Committee recommends approval to proceed with bid process for these services to be paid out of Sewer Impact Fees*)(Requires vote)
  - b) Revision to Berryhill Tank Main Agreement (*Committee recommends approval to add new tank to contract at an annual cost of an additional \$7,500*)(Requires vote)
  - c) Garbage/Back Yard Pickup Exemption List (*Committee recommends approval of the exemption list presented*)(Requires vote)
  - d) Prison Lift Pump Station (*Committee recommends approval to replace failed pump at an estimated cost of \$10,987 to be paid out of Sewer Impact Fees as sole source to Pump and Process, Inc.*)(Requires vote)
  - e) Next meeting scheduled for Thursday, January 27, 2011 at 8:00 a.m.

## **ADMINISTRATION COMMITTEE: CHAIRMAN – COUNCILMAN PAUL KILMARTIN**

- 1) Report from Committee meeting held Thursday, November 18, 2010 at 8:00 a.m.
  - a) Employee Sick Leave Pool Policy (*Committee recommends approval of policy as presented*)(Requires vote)
  - b) Travel Policy for City Employees and Elected Officials (*Committee recommends approval of policy as presented*)(Requires vote)

- c) Professional, Civic and Service Membership Policy (*Committee recommends approval of policy as presented*)(*Requires vote*)
- d) List of Membership Dues (*Requires vote*)
- e) Next meeting scheduled for Thursday, January 20, 2011 at 8:00 a.m.

**ORDINANCE REVIEW COMMITTEE: CHAIRWOMAN –  
COUNCILWOMAN PAT LUNSFORD**

- 1) Report from Committee meeting held on Thursday, November 18, 2010 at 10:00 a.m.
  - a) Synthetic Marijuana (*Committee recommends approval to:*
    - 1) *Recognize Circle K, with a letter, for not selling these products.*
    - 2) *Send a letter to City businesses requesting that they refrain from selling these products and issue a Press Release stating Council's concerns.**(Requires vote)*
  - b) Next meeting scheduled for Thursday, January 20, 2011 at 10:00 a.m.

**PUBLIC SAFETY COMMITTEE: CHAIRMAN – COUNCILMAN GRADY  
HESTER**

- 1) Committee meeting to be held on Thursday, January 27, 2011 at 9:00 a.m.

**STORMWATER MANAGEMENT COMMITTEE: CHAIRMAN –  
COUNCILMAN GRADY HESTER**

- 1) Committee meeting to be held on Tuesday, January 25, 2011 at 9:00 a.m.

**PARKS & RECREATION COMMITTEE: CHAIRMAN – COUNCILMAN  
BUDDY JORDAN**

- 1) Committee meeting to be held on Monday, January 24, 2011 at 8:30 a.m.
- 2) Renaming of Sanders Street Park (*Sports Advisory Board recommends approval to rename park to “Milton Sports Plex”*)(Requires vote)
- 3) Naming of Street into Upper Ballfields at Park (*Sports Advisory Board recommends approval to name street “Chuck Prince Street”*)(Requires vote)

**GROWTH, DEVELOPMENT AND ANNEXATION COMMITTEE:  
CHAIRWOMAN – COUNCILWOMAN MARILYN JONES**

- 1) Committee to meet on Tuesday, December 14, 2010 at 3:00 p.m.
- 2) License Activity Report for October 2010 (*Information only*)

**FINANCE COMMITTEE: CHAIRMAN – GUY THOMPSON**

- 1) Report from Committee meeting held on Thursday, November 18, 2010 at 9:00 a.m.
  - a) Financial and Budget Status Reports (*Information only*)
  - b) Bad Debt Write-off for November 2010 - \$5,513.00 for July 2010 – FYTD \$19,382.31 (*Committee recommends approval of the write-off amount*)(Requires vote)
  - c) Auditing Firm (*Committee recommends approval to Request for Proposals/Request for Quotes for auditing services*)(Requires vote)
  - d) Recycling Efforts (*Committee recommends approval to authorize City Manager to move forward with a “pilot program” and take action necessary to implement this effort*)(Requires vote)
  - e) First Night Santa Rosa (*Committee recommends approval of \$500 for sponsorship to be paid from the Natural Gas Marketing fund*)(Requires vote)
  - f) Refinancing of Utility Loan - \$1.759M (*Requires vote*)

- g) Next meeting scheduled for Thursday, January 20, 2011 at 9:00 a.m. unless a meeting is necessary before that date
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- 2) Budget Amendment(s);
    - a) Water/Sewer Dept. and Capital Project Funds. \$38,900.00. Funds forward from Utility Loan monies to be transferred through Water/Sewer Dept. to Capital Project Funds to fund payment of MHS lighted sign.
    - b) Fire Dept. \$285.00. Donation from Fred's to go into miscellaneous expenses.
    - c) Water/Sewer Dept. \$10,987.00. Increase Sewer Impact Fee Revenues to fund new pump for Prison Lift Station.

**MAYOR REPORT: CHAIRMAN – GUY THOMPSON**

- 1) Education Committee Membership Review

**CITY MANAGER'S REPORT:**

**BIDS/PROPOSALS:**

- 1) Riverwalk North at Carpenter's Park Construction proposals received by 2:00 p.m. on Thursday, December 2, 2010 (*Information only*)
- 2) Annual Directional Boring Contract bids due by 2:00 p.m. on Monday, December 13, 2010 (*Information only*)

## **OTHER BUSINESS:**

- 1) Board Appointments:  
Police Pension Board:
  - 1 vacancy (City Residents)  
Fire Pension Board:
  - 1 vacancy (City Resident)
  
- 2) Santa Rosa County Chamber of Commerce 74<sup>th</sup> Annual Leadership Awards and Installation Banquet to be held on Saturday, January 29, 2011 at NAS Whiting Field  
*(Information only)*

## **ADJOURN/RECESS:**

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

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

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