

**AGENDA  
EXECUTIVE COMMITTEE MEETING  
4/4/2011  
4:00 P.M.**

**OPEN MEETING**

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

**PUBLIC HEARINGS/MEETINGS**

- 1) USDA Rural Development Public Meeting

**RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:**

**PERSONS TO APPEAR:**

**ORDINANCES, RESOLUTIONS, & PROCLAMATIONS:**

**CITY ATTORNEY'S REPORT**

- 1) 6820 Berryhill Street (*Information only*)
- 2) Green-Simmons Lawsuit (*Information only*)

## **CITY CLERK'S REPORT**

### **MILTON PLANNING BOARD**

- 1) Board to meet on Tuesday, May 3, 2011 at 5:30 p.m.

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

- 1) Report from Committee meeting held on Thursday, March 24, 2011 at 8:00 a.m.
  - a) Firehouse Well Improvements (*Requires vote*)
    - Demolition Contractor damaged water well at a cost of \$13,450
  - b) Proposed Modification of Trash Pick-up Route (North End of Thursday Route moved to Friday) (*Committee recommends approval of modification of Trash Pick-up Route*)(*Requires vote*)
  - c) Revised Year 2011 Street Resurfacing Program (*Committee recommends approval of revised Street Resurfacing Program*)(*Requires vote*)
  - d) Next meeting scheduled for Thursday, April 28, 2011 at 8:00 a.m.

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

- 1) Report from Committee meeting held Thursday, March 17, 2011 at 8:00 a.m.
  - a) Utilities Department Personnel (*Committee recommends approval to give a mid-year one step increase to the 2 Utilities Department employees as stated in memo*)(*Requires vote*)
  - b) Non-Fraternization Policy (*Committee recommends approval of the policy as presented*)(*Requires vote*)
  - c) Discipline Policy (*Committee recommends approval of the policy as presented*)(*Requires vote*)

- d) Letter of Counseling Policy (*Committee recommends approval of the policy as presented*)(*Requires vote*)
- e) Next meeting scheduled for Thursday, April 21, 2011 at 8:00 a.m.

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

- 1) Report from Committee meeting held on Thursday, March 17, 2011 at 10:00 a.m.
  - a) Solicitation Ordinance (*Committee recommends approval of proposed amended language and hours of solicitation ordinance to coincide with Santa Rosa County*)(*Information only*)
  - b) Next meeting scheduled for Thursday, April 21, 2011 at 10:00 a.m.

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

- 1) Report from Committee meeting held on Thursday, March 24, 2011 at 9:00 a.m.
  - a) Portable Radios for Fire Department (*Committee refers this item to Finance Committee*)(*Information only*)
  - b) Next meeting scheduled for Thursday, April 28, 2011 at 9:00 a.m.

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

- 1) Committee to meet on Tuesday, April 26, 2011 at 9:00 a.m.

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

- 1) Report from Committee meeting held on Monday, March 28, 2011 at 8:30 a.m.
  - a) Temporary No Wake Zone (*Discussion only*)
  - b) Santa Rosa County God & Country Rally (*Requires vote*)
  - c) Next meeting scheduled for Monday, April 25, 2011 at 8:30 a.m.

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

- 1) Committee to meet on Tuesday, April 19, 2011 at 8:00 a.m.

**FINANCE COMMITTEE: CHAIRMAN – GUY THOMPSON**

- 1) Report from Committee meeting held on Thursday, March 17, 2011 at 9:00 a.m.
  - a) Financial and Budget Status Reports (*Information only*)
  - b) Bad Debt Write-off for March 2011 - \$2,965.63 for November 2010 – FYTD \$34,072.39, less collections (*Write-off collections and credits from gas fee account Oct – Feb 28<sup>th</sup> = \$10,011.24*) (*Committee recommends approval of the write-off amount*)(*Requires vote*)
  - c) East Milton Wastewater Treatment Plant (*Committee recommends approval to draw down the available funds from the State Revolving Loan*)(*Requires vote*)
  - d) City of Milton Street Maintenance Plan (*Committee recommends approval of modified Street Maintenance Plan*)(*Requires vote*)
  - e) Santa Rosa Arts & Culture Foundation Sponsorship (*Committee recommends approval of a Silver Sponsorship (\$1,000) from the City Budget and a Silver Sponsorship (\$1,000) from the Natural Gas Marketing Budget*)(*Requires vote*)
  - f) Revision to Purchasing Card Authorization Limits (*Committee recommends approval to revise authorization limits on Purchasing Card from \$250 to \$500 to match Purchasing Policy*)(*Requires vote*)

- g) Fund Balance and Reserve Policy (*Committee recommends approval of policy as presented*)(*Requires vote*)
- h) Year-end Fund Balances:
  - 1) Police Cars \$100,000
  - 2) Fire Truck \$500,000(*Committee recommends approval to proceed with purchases as proposed*)(*Requires vote*)
- i) Next meeting scheduled for Thursday, April 21, 2011 at 9:00 a.m.

### **MAYOR REPORT: CHAIRMAN – GUY THOMPSON**

- 1) Erosion Control (*Information only*)

### **CITY MANAGER’S REPORT:**

### **OTHER BUSINESS:**

- 1) River Run Marina Contract (*Information only*)
- 2) Avalon Road Gas Line (*Information only*)
- 3) City of Milton Relay for Life Golf Tournament (*Information only*)
- 4) Gill-Bass Park Dedication on Friday, April 8, 2011 at 10:00 a.m. (*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*