

**AGENDA  
EXECUTIVE COMMITTEE MEETING  
5/2/2011  
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, May 3, 2011 at 5:30 p.m.

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

- 1) Report from Committee meeting held on Thursday, April 28, 2011 at 8:00 a.m.
  - a) Inside City Sewer Connections (*Committee recommends approval to send out a reminder letter to remaining customers with an extension of 12 months*)(*Requires vote*)
  - b) FDOT Right-of-Way Mowing Contract Renewal - \$75,181.24 (*Committee recommends approval of contract renewal*)(*Requires vote*)
  - c) Purchase of (2) Floating Mixers for Surge Tank from Pump & Process Equipment, Inc. (*Committee recommends approval to proceed with purchase not to exceed \$25,000 to be paid out of Sewer Impact Fees*)(*Requires vote*)
  - d) Next meeting scheduled for Thursday, May 26, 2011 at 8:00 a.m.

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

- 1) Report from Committee meeting held Thursday, April 21, 2011 at 8:00 a.m.
  - a) New Employee Facts Policy (*Committee recommends approval to proceed with policy as presented*)(*Requires vote*)
  - b) Harassment Policy (*Committee recommends approval to proceed with policy as presented*)(*Requires vote*)
  - c) Employee Health Fair at Milton Community Center on Thursday, May 5, 2011 from 10:00am – 12:30pm (*Information only*)
  - d) Next meeting scheduled for Thursday, May 19, 2011 at 8:00 a.m.

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

- 1) Committee to meet on Thursday, April 21, 2011 at 10:00 a.m.
  - a) Mobile Vendor Locations (*Committee recommends approval to expand language on definition of Mobile Vendor and locations in Code of Ordinances*)(Requires vote)
  - b) Next meeting scheduled for Thursday, May 19, 2011 at 10:00 a.m.

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

- 1) Report from Committee meeting held on Thursday, April 28, 2011 at 9:00 a.m.
  - a) Solar Powered Traffic Signs (*Discussion*)
  - b) Request for Out-of-Town Travel for Captain Cox and Dispatcher Chris Whitworth to attend the annual Criminal Justice Information Services Annual Training Symposium in St. Petersburg, Florida on July 11 – 14, 2011 at a cost of \$2,000 (*Committee recommends approval of Out-of-Town Travel Request to be paid out of Second Dollar Fund*)(Requires vote)
  - c) Patrol Rifles (*Committee recommends approval to proceed with purchase of 4 patrol rifles from AmChar Wholesale, Inc. at a total cost of \$3,643.08 funded from Grant Funds*)(Requires vote)
  - d) Red Light Camera Update (*Information only*)
  - e) Next meeting scheduled for Thursday, May 26, 2011 at 9:00 a.m.

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

- 1) Report from Committee held on Tuesday, April 26, 2011 at 9:00 a.m.
  - a) Stormwater Projects:
    - 1) Replace Inlets Tops on Lakeshore Drive \$1,375.00
    - 2) Replace Curbing on Starhill/Polaris \$1,938.00
    - 3) Curb Repair on So. Okaloosa Street \$1,342.00
    - 4) Driveway & Curbing Repair at 5282 Conecuh St \$1,389.00
    - Total Cost \$6,044.00**

*(Committee recommends approval to proceed with the above listed projects to be paid out of Stormwater Funds)(Requires vote)*

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

- 1) Report from Committee meeting held on Monday, April 25, 2011 at 8:30 a.m.
  - a) Carpenter’s Park Playground Equipment (*Committee refers to Council*)
  - b) Carpenter’s Park – Rail Fence (*Information only*)
  - c) Next meeting scheduled for Monday, May 23, 2011 at 8:30 a.m.

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

- 1) Report from Committee meeting held on Tuesday, April 19, 2011 at 8:00 a.m.
  - a) License Activity Report for March 2011 (*Information only*)
  - b) Pride Award – Jennifer Byrom’s Office on Elmira Street (*Information only*)
  - c) Dilapidated Structures – 6875 Oak Street (*Committee recommends approval to proceed with bids for demolition)(Requires vote)*
  - d) Modular Agreement (*Committee recommends approval to recommend that Santa Rosa County hold a referendum for a new judicial center)(Requires vote)*

- e) Sedimentation Control Program (*Committee recommends approval of changes to program*)(*Requires vote*)
- f) Next meeting scheduled for Tuesday, May 17, 2011 at 8:00 a.m.

### **FINANCE COMMITTEE: CHAIRMAN – GUY THOMPSON**

- 1) Report from Committee meeting held on Thursday, April 21, 2011 at 9:00 a.m.
  - a) Financial and Budget Status Reports (*Information only*)
  - b) Bad Debt Write-off for April 2011 - \$3,019.16 for December 2010 – FYTD \$37,091.55, less collections (*Write-off collections and credits from gas fee account Oct – Mar = \$11,574.00*) (*Committee recommends approval of the write-off amount*)(*Requires vote*)
  - c) Portable Radios for Fire Department/\$7,000 - \$8,000 (*Committee recommends approval to proceed with purchase not to exceed \$8,000 to be paid out of package for new Fire Truck*)(*Requires vote*)
  - d) Costs Associated with Firefighters’ Pension Fund Application for IRS Determination Letter (*Committee recommends approval to send letter to Pension Boards stating additional costs to the City for expenses cannot be incurred without prior Council approval*)(*Requires vote*)
  - e) Next meeting scheduled for Thursday, May 19, 2011 at 9:00 a.m.

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

#### **CITY MANAGER’S REPORT:** **BIDS/PROPOSALS:**

- 1) Proposals received for Wayfinding Signage on Monday, May 2, 2011 at 2:00 p.m. under Staff Review (*Information only*)

- 2) Proposals will be received for New Fire Truck on Tuesday, May 3, 2011 at 2:00 p.m.  
*(Information only)*

### **OTHER BUSINESS:**

- 1) Board Appointments:  
Historic Preservation Board – 1 vacancy  
  
Downtown Redevelopment Advisory Board – 1 vacancy
- 2) Request for Out-of-Town Travel for Sharon Holley for the annual Florida Association of Code Enforcement Conference in Lake Buena Vista, Florida on June 22 – 23, 2011 at a cost of \$1,349.58 *(Requires vote)*
- 3) Canal Street CDBG Contract *(Information only)*
- 4) River Run Marina Environmental Report *(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*