

The City Council of the City of Milton met in Regular Session, February 8, 2011 at 5:00 p.m. (CST) in the Council Chambers of City Hall, 6738 Dixon Street, Milton, Florida. The following were:

PRESENT:

- Guy Thompson, Mayor
- Grady Hester
- Buddy Jordan
- Lloyd Hinote
- Patsy Lunsford
- Clayton White
- Paul Kilmartin
- R. L. Lewis
- Marilyn Jones

- Roy Andrews, City Attorney
- Brian Watkins, City Manager
- Dewitt Nobles, City Clerk
- Pam Haddan, Executive Assistant

OTHERS IN ATTENDANCE:

Margie Baldwin, Irvin Stallworth, Wade Allen, Donna Tucker, Dave Cobb, Wesley Meiss, Jody Henderson, Kyle Holley, Greg Brand, Randy Jorgenson, John Reble.

Roll call was Performed.

INVOCATION: Reverend Irvin Stallworth led the invocation and all joined in the Pledge of Allegiance.

APPROVAL OF AGENDA FOR ADDITIONAL ITEMS

** Motion was made by Mr. Hester to approve the Additional Items for the Agenda with the addition of a request from Main Street Milton requesting the closing of Elmira Street for a Car Show in the parking lot; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

APPROVAL OF MINUTES

** Motion was made by Mr. Hester to approve the minutes of the December 14, 2010 Regular Council Meeting; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

RECOGNITIONS, SPECIAL PRESENTATIONS AND AWARDS:

PERSONS TO APPEAR:

Dave Cobb, Santa Rosa County Legislative Coalition – addressed the council noting that the coalition will be in partnership with the City of Milton, the Jay Chamber of Commerce, the Pace Chamber of Commerce and the Santa Rosa Chamber relating to legislative issues. The primary focus will be on enhancements to spur growth in both businesses and the communities. Mayor Thompson will be representing the City of Milton.

Jody Henderson, CPA of O’Sullivan Creel, LLP – Re: City’s Financial Audit for period ending September 30, 2010

Mr. Henderson reported that the city was doing very well. There is still an issue with the pool cash bank reconciliation which is not reconciled to the General Ledger. He suggested the city adopt a formal reserve policy. There is concern that purchase orders and requisitions are issued after the actual purchases. They suggest that a payroll approval policy be adopted that would result in secondary review initiated after payroll is entered. The city has \$11 million dollars in net assets with a fund balance of \$2.4 million. There are 3 ½ months of reserves. The gas purchasing program is working well. The Firefighters Pension Fund, General Employees Retirement Fund and Retired Employees Insurance Fund are under-funded.

Kyle Holley, Santa Rosa Agriculture-Tourism – requested a letter of support from the City Council for the Agriplex project.

Wes Meiss addressed the council voicing concern about the pending demolition of the old Fire House. He stated the building added flavor and character to the downtown area and suggested the Santa Rosa Historical Society be informed prior to any demolition plans of other historical buildings.

Margie Baldwin of Santa Rosa Arts and Culture Foundation -- suggested the old fire station be used for storage.

ORDINANCES, RESOLUTIONS & PROCLAMATIONS:

Mr. Andrews was recognized for the reading of Ordinances, Resolutions and Proclamations:

ORDINANCE NO. 1341-11, First Reading

AN ORDINANCE OF THE CITY OF MILTON, FLORIDA ELECTING TO LOCALLY IMPLEMENT FLORIDA STATUTE 316.008(7)(A); AUTHORIZING THE PROPOSAL OF TRAFFIC INFRACTION DETECTORS INSTALLATIONS BY THE CITY MANAGER; AUTHORIZING THE CITY COUNCIL TO AUTHORIZE THE INSTALLATION OF TRAFFIC INFRACTION DETECTORS BY RESOLUTION; AUTHORIZING THE CITY MANAGER TO IMPLEMENT THE PROVISIONS OF LAW OF FLORIDA 2010-80 WITHIN THE JURISDICTION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

** Motion was made by Mr. Hester to approve Ordinance No. 1341-11, as read; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

ORDINANCE NO. 1342-11, First Reading

AN ORDINANCE OF THE CITY OF MILTON, FLORIDA, PROVIDING FOR THE ISSUANCE OF A NOT EXCEEDING \$1,542,189.27 UTILITIES

REFUNDING REVENUE NOTE, SERIES 2011; PLEDGING FUNDS TO PROVIDE FOR THE PAYMENT THEREOF; PROVIDING FOR THE RIGHTS OF THE HOLDERS OF THE 2011 UTILITIES NOTE; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION WITH THE ISSUANCE OF SUCH NOTE; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; AUTHORIZING OFFICIALS OF THE ISSUER TO TAKE ALL ACTION NECESSARY OR DESIRABLE TO ACCOMPLISH SUCH FINANCING; AND PROVIDING AN EFFECTIVE DATE.

** Motion was made by Mrs. Jones to approve Ordinance No. 1342-11, as read; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

RESOLUTION NO.: 1168-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA, ESTABLISHING A SCHEDULE OF FEES, RATES AND CHARGES FOR THE CITY OF MILTON.

** Motion was made by Mr. Hester to approve Resolution No. 1168-11, as read; seconded by Mrs. Jones. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

RESOLUTION NO. 1169-11

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF MILTON, FLORIDA TO CONTINUE TO SUPPORT CONSTRUCTION OF THE “KING MIDDLE SCHOOL SIDEWALK CONNECTION” WITH TRANSPORTATION ENHANCEMENT FUNDING, AND PROVIDING FOR AN EFFECTIVE DATE.

** Motion was made by Mrs. Jones to approve Resolution No. 1169-11, as read; seconded by Mr. Jordan. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

CITY CLERK’S REPORT

Mrs. Nobles reminded that she and Mayor Thompson will have to sign the Investment Corporate Resolution at the bank.

** Motion was made by Mr. Hester to authorize the City Clerk and Mayor to execute the Investment Corporate Resolution; seconded by Mr. Kilmartin. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

GENERAL CONSENT AGENDA

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

- 1) **Report from Committee meeting held on Thursday, January 27, 2011 at 8:00 a.m.**
 - a) **Garbage Exemption for 6671 Grace Street #B** (*Action: Approval of garbage exemption*)
 - b) **Downtown Improvements** (*Committee recommends approval to proceed with Downtown Improvements as presented at a cost of \$32,543 from Downtown Redevelopment Trust Fund and \$13,000 from Stormwater Fund*)(*Action: Approval of Committee recommendation*)
 - c) **Electrical at Russell Harbor Landing – North End** (*Committee recommends approval to proceed with Gulf Power portion of project at an approximate cost of \$30,000*)(*Action: Approval of Committee recommendation*)
 - d) **Demolition of Old Fire Station & Reconstruction of Fire House Well** (*Committee recommends approval to proceed using Water Impact Fees not to exceed \$140,000*)(*Action: Approval of Committee recommendation*)
 - e) ****** Improvements to City Hall HVAC System** (*Committee recommends approval to proceed with improvements using Reserve Funds not to exceed \$150,000*) (*Action: Removed from General Consent Agenda, for presentation during regular council meeting for discussion*)****
 - f) **Sewer Line Installation at 5982 Berryhill Road** (*Committee recommends approval to proceed with installation at a cost of \$4,950 out of Sewer Impact Fees*)(*Action: Approval of Committee recommendation*)
 - g) **Carpenter’s Park Resurfacing** (*Committee recommends approval to proceed with resurfacing by “piggy-backing” on the Santa Rosa County Paving Contract with Panhandle Grading & Paving for a cost of \$40,401 to be paid out of Reserve Funds. This item is referred to Finance Committee for final approval*)(*Action: Approval to forward to Finance Committee*)
 - h) **Carpenter’s Park Restriping** (*Committee recommends approval to proceed with restriping by “piggy-backing” on the Santa Rosa County Striping Contract with Coastline Striping at a cost \$2,850. This item is referred to Finance Committee for final approval*)(*Action: Approval to forward to Finance Committee*)
 - i) **Next meeting scheduled for Thursday, February 24, 2011 at 8:00 a.m.**

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

- 1) **Report from Committee meeting held Thursday, January 20, 2011 at 8:00 a.m.**
(*No Action*)
 - a) **Next meeting scheduled for Thursday, February 17, 2011 at 8:00 a.m.**

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

- 1) **Report from Committee meeting held on Thursday, January 20, 2011 at 10:00 a.m.**
 - a) **Red Light Camera Ordinance** (*Committee recommends approval for 1st Ending at February 8, 2011 Council meeting*)(*Information only*)
 - b) **Proposed Changes to Resolution of Schedule of Fees** (*Action: Approval of Committee recommendations for Items #1 – 3*))

- 1) **Parking Area Review Fee** (*Committee recommends approval of amending language to resolution for parking areas less than 1,000 square feet to be a fee of \$100 and areas greater than 1,000 square feet a fee of \$240*)
 - 2) **Irrigation Meter Fees** (*Committee recommends approval of language being added to resolution to state that Irrigation Meter Fees will be the same as Residential Fees*)
 - 3) **Attachment C** (*Committee recommends approval to delete the wording on this attachment and intentionally leave blank – same rates in previous section of resolution*)
- c) **Next meeting scheduled for Thursday, February 17, 2011 at 10:00 a.m.**

PUBLIC SAFETY COMMITTEE: CHAIRMAN – COUNCILMAN GRADY HESTER

- 1) **Report from Committee meeting held on Thursday, January 27, 2011 at 9:00 a.m.**
 - a) **Police Vehicle Purchase** (*Committee recommends approval to purchase (3) 2011 Chevrolet Impala's under Florida Sheriff's Contract #09-17-0908 not to exceed \$29,631 per vehicle. This item is referred to Finance Committee for final approval)(Action: Approval to forward to Finance Committee)*)
 - b) **Triple Combination Pumper Fire Truck** (*Committee recommends approval to proceed with bids for a Triple Combination Pumper. This item is referred to Finance Committee for final approval)(Action: Approval to forward to Finance Committee)*)
 - c) **Synthetic Marijuana** (*Information only*)
 - d) **Next meeting scheduled for Thursday, February 24, 2011 at 9:00 a.m.**

STORMWATER MANAGEMENT COMMITTEE: CHAIRMAN – COUNCILMAN GRADY HESTER

- 1) **Report from Committee held on Tuesday, January 25, 2011 at 9:00 a.m.**

a) **Stormwater Projects:**

1.	Storm Drain to Mt. Pilgrim Baptist Church	\$ 3,500
2.	Sanders Street Curbing near Oriole Dr.	\$ 3,600
3.	Storm Drain at Heritage Plaza	\$ 750
4.	5614 Alabama Street Driveway Improvement	\$ 1,900
5.	So. Elmira Street Improvements (Curbing & Inlet)	\$13,000
6.	Susan Street Pipe Replacement	\$ 2,372
	TOTAL	\$25,122

(Committee recommends approval of above listed projects)(Action: Approval of Committee recommendation)

PARKS & RECREATION COMMITTEE: CHAIRMAN – COUNCILMAN BUDDY JORDAN

- 1) **Report from Committee meeting held on Monday, January 24, 2011 at 8:30 a.m.**
 - a) **Lucille Johnson Park Signage** (*Committee recommends approval to proceed with bids for proposed signage)(Action: Approval of Committee recommendation)*)

- b) **Utility Vehicle for Parks Department** (*Committee recommends approval to proceed with purchase of a Utility Vehicle at State contract price of \$6,788.84*)(Action: Approval of Committee recommendation)
- c) **Russell Harber Landing Improvements** (*Information only*)
- d) **Next meeting scheduled for Monday, February 28, 2011 at 8:30 a.m.**

FINANCE COMMITTEE: CHAIRMAN – GUY THOMPSON

1) Report from Committee meeting held on Thursday, January 20, 2011 at 9:00 a.m.

- a) **Financial and Budget Status Reports** (*Information only*)
- b) **Bad Debt Write-off for December 2010 - \$6,158.38 for August 2010 and January 2011 - \$3,094.63 for September 2010 – FYTD \$28,635.32** (*Committee recommends approval of the write-off amount*)(Action: Approval of Committee recommendation)
- c) **Refinancing of current \$1.759M Utility Loan** (*Action: Approval to proceed with refinancing of Utility Loan*)
- d) **Hurricane Ivan Close-out Report** (*Committee recommends approval of payment to FEMA for \$72,574.65 with an insurance reimbursement of \$40,754.10 resulting in a net payment of approximately \$31,820.55 to be paid out of City Reserves*)(Action: Approval of Committee recommendation)
- e) **Ft. Bragg Relocating Marketing Efforts** (*Committee recommends approval of expenses not to exceed \$20,000 for marketing efforts to be paid from Utility Loan Proceeds*)(Action: Approval of Committee recommendation)
- f) **Year-end Fund Balances** (*Committee recommends approval to proceed with allocation of \$650,000 into Reserves, \$150,000 for City Hall HVAC expenses and \$30,200 for IT purchases*)(Action: Approval of Committee recommendation)
- g) **Next meeting scheduled for Thursday, February 17, 2011 at 9:00 a.m.**

2) Budget Amendment(s): (Action: Approval of following budget amendments)

- a) **Water/Sewer Dept. \$21,974.** Increase for two (2) additional pumps at prison lift station to be offset with Sewer Impact Fees.
- b) **General Fund. \$182,000.** Increase to reflect Reserve Funds spending authorizations for IT purchases and City Hall HVAC Unit.
- c) **Capital Project Fund. \$150,000.** Increase to reflect Reserve Funds in from General Fund for City Hall HVAC Unit.
- d) **Natural Gas Marketing Fund. \$20,000.** Increase for marketing efforts for Eglin personnel from Utility Loan Proceeds.

MAYOR REPORT: CHAIRMAN – GUY THOMPSON

CITY MANAGER’S REPORT:

1) EXPENDITURES: (Action: Approval of following expenditures)

- 1) Authorization to make payment to *Appleyard Agency* for partial payment on Natural Gas Website and Relocation Brochures (*Budgeted*) **Total \$12,044.50**

** Motion was made by Mr. Lewis to approve the General Consent Agenda; seconded by Mrs. Jones. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

MILTON PLANNING BOARD

- 1) **Report from Board meeting held on Tuesday, February 1, 2011 at 5:30 p.m.**
- a) **Evaluation and Appraisal Report Review** (in process)
 - b) **Next meeting scheduled for Tuesday, March 1, 2011 at 5:30 p.m.**

COUNCIL COMMITTEE ITEMS:

GROWTH, DEVELOPMENT & ANNEXATION COMMITTEE:
CHAIRWOMAN – MARILYN JONES

- 1) **License Activity Report for January 2011**
- 2) **Next scheduled meeting for Tuesday, March 8, 2011 at 3:30 p.m.**
- 3) **River Run Marina** - ** Motion was made by Mr. Hester to work with the Tourist Development Council and Santa Rosa County to attempt to acquire the River Run Marina property; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.
- 4) **Wayfinding Signage** - Motion was made by Mrs. Jones to authorize \$6,000 to match the Tourist Development Council's funding for Wayfinding signage; seconded Mr. Hester. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.
- 5) **Evaluation Appraisal Report** --- Motion was made by Mrs. Jones to send the EAR to the Department of Community Affairs; seconded by Mr. Hester. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

FINANCE COMMITTEE: CHAIRMAN – GUY THOMPSON

- 1) **Budget Amendment(s):**
- a) **Sanitation Dept. \$12,000.** Increase to revenue and expense for Whiting Pines.
 - b) **Water/Sewer Dept. \$0.** Modify budget to reflect Federal and State grant repayment to FEMA for Hurricane Ivan grant close-out.
 - c) **Water/Sewer Dept. \$4,950.** Increase Sewer Impact Fees for sewer line installation at 5982 Berryhill Road.

** Motion was made by Mrs. Jones to approve the Budget Amendments as presented; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

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

Improvements to City Hall HVAC System (*Removed from General Consent Agenda for discussion*) (*Committee recommends approval to proceed with improvements using Reserve Funds not to exceed \$150,000*)

** Motion was made by Mr. Hester to proceed with the improvements to the HVAC system at City Hall at an estimated cost of \$155,000 by Comfort Systems; seconded by Mr. Jordan. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

CITY MANAGER’S REPORT:

EXPENDITURES:

- 1) Authorization to make payment to **Foster & Foster, Inc.** for Actuarial Valuation and Benefit Study (**Retired Employees Insurance Fund**) **Total \$9,350.00**
- 2) Authorization to make payment to **O’Sullivan Creel, LLP** for partial payment of audit for year ended September 30, 2010 (**Budgeted**) **Total \$7,550.00**

** Motion was made by Mrs. Jones to approve the expenditures, as presented; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

BIDS AND PROPOSALS:

- 1) **Removal of Sand/Grit from Oxidation Ditch** proposals received by 2:00 p.m. on Friday, January 21, 2011. There was only one bidder for the Sand & Grit Removal, Settles Solid Management, with a bid of \$65,000.

** Motion was made by Mrs. Jones to approve the award of bids to Settled Solids Management; seconded by Mr. Lewis. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

OTHER BUSINESS:

- 1) **Chuck Prince Street Dedication will be held on Thursday, February 10, 2011 at 1:30 p.m.**
- 2) **March Executive Committee Meeting will be held on Monday, February 28, 2011 at 4:00 p.m. (Information only)**
- 3) **Main Street Milton** will have the Elmira Street Parking Lot closed March 4, 2011 for

their Car Show.

** As there was no further business to be addressed; motion was made by Mr. Hester to adjourn the meeting at 5:50 p.m.; seconded by Mr. Hinote. Roll call vote: Mr. Lewis, aye; Mrs. Lunsford, aye; Mr. Hester, aye; Mrs. Jones, aye; Mr. White, aye; Mr. Jordan, aye; Mr. Kilmartin, aye. Motion carried.

Mayor Guy Thompson

ATTEST:

Dewitt Nobles, City Clerk

/jbs