

TOWN OF CINCO BAYOU  
REGULAR COUNCIL MEETING MINUTES  
8 JANUARY 04

Mayor Norm Frucci called the Regular Council meeting to order at 6:00 P.M. on Thursday, January 8, 2004. Following a silent prayer and the pledge of allegiance, roll call was taken.

Roll Call: Mayor Frucci  
Councilman Koch  
Councilman Bratton  
Councilman Payne  
Councilman DesGranges  
Councilman Iovieno

A quorum was present. Also present at the meeting were Attorney Jeff McInnis, Community Officer Frank Hawley, Town Manager/Clerk Nell Webb, Assistant Monika Gillette, Town Engineer Keith Fell, and Angela Balent of O'Sullivan Creel.

### REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Frucci asked for acceptance of the agenda. Councilman Koch motioned to approve the agenda. Councilman Payne seconded the motion. The motion passed unanimously.
2. **Council Approval of Consent Agenda:** Mayor Frucci asked for acceptance of the consent agenda including Regular Council Meetings of December 8, 2003; special meeting minutes of November 17 and December 8, 2003 and Budget Status of December 31, 2003. Councilman Koch motioned to accept the consent agenda. Councilman Payne seconded the motion. The motion passed unanimously.

### ACTION ITEMS

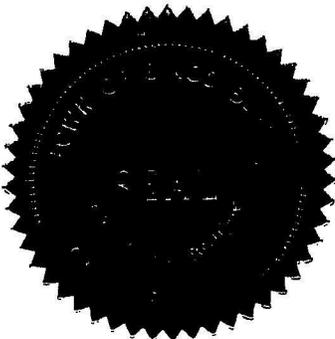
1. Angela Balent of O'Sullivan Creel addressed the council to review the financial audit for 2002/03. She stated that the Town received an unqualified audit opinion, which was the highest rating possible. She reviewed expenditures and revenues with the Council and noted that next year the Town would be required to file a GASB.
2. Council Payne motioned to support Fort Walton Beach's resolution affirming support to acquire the decommissioned aircraft carrier Oriskany for use as an artificial reef in the Gulf of Mexico waters off the coast of Escambia County. Councilmen Koch and DesGranges seconded the motion. The motion passed unanimously.
3. Councilman Payne submitted a draft resolution from the Florida League of Cities supporting municipal issues during the 2004 Legislative Session. Councilman Koch stated that she could not make a decision at this time because she did not have time to review the resolution. Councilman Payne suggested that a workshop be held to review the resolution. Mayor Frucci stated that the council come to consensus before January 22 to schedule a meeting on January 29. Attorney McInnis stated that the new sign ordinance may be ready for its first reading on that day also.

### Reports

1. **Engineer's Report:** Engineer Fell stated that the Mr. Donovan had not submitted revised plans for the Yacht Club Townhome project. He also updated the council on the park improvements. .
  2. **Attorney's Report:** none given.
  3. **Community Officer's Report:** Deputy Hawley stated that vagrants were occupying the storage sheds on the Yacht Club Townhomes property.
  4. **Town Manager's Report** – Mrs. Webb submitted a written report. In addition, she confirmed with the council that they wanted to put caps on all the posts of the SeaWay boat dock at a cost of \$406. Mayor Frucci stated that the motion made at the last meeting was up to \$500 and that the caps should be purchased.
  5. **Public Comments/Requests:** None given.
  6. **Council Member's Comments/Reports:** Councilman DesGranges asked what happened with the Institute of Senior Professionals and suggested that they be invited to the next council meeting. Councilman Payne stated the there were 19,000 registered boaters in Okaloosa County and that the EPA is planning to install 5 pump out stations. Councilman Bratton stated that he would be out of town for February's meeting. Councilman Koch stated that part of hosting the picnics included cleaning up afterwards. .
- Mayor's Report** – The Mayor announced that election qualifications would start January 20 and end January 23. Councilmen DesGranges and Payne stated that he would not run again. .

**Adjourn** – There being no further business, the meeting adjourned at 7:05 pm

ATTEST:



*Norm Frucci*

Norm Frucci, Mayor

*Nell Webb*

Nell Webb, CMC  
Town Manager/Clerk

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October through December 2003**

	<u>Oct - Dec 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>001 REVENUE ACCOUNTS</b>				
<b>TAXES</b>				
311.000 · ADVALOREM TAXES	31,771.21	80,370.00	-48,598.79	39.5%
312.410 · FIRST LOCAL OPTION FUEL TAX	3,878.49	19,436.00	-15,557.51	20.0%
<b>Total TAXES</b>	<b>35,649.70</b>	<b>99,806.00</b>	<b>-64,156.30</b>	<b>35.7%</b>
<b>FRANCHISE FEES</b>				
313.100 · FRANCHISE FEE - GULF POWER	4,819.39	33,500.00	-28,680.61	14.4%
313.400 · FRANCHISE FEE - OKALOOSA GAS	431.26	3,500.00	-3,068.74	12.3%
<b>Total FRANCHISE FEES</b>	<b>5,250.65</b>	<b>37,000.00</b>	<b>-31,749.35</b>	<b>14.2%</b>
<b>UTILITY SERVICES TAXES</b>				
314.100 · UTIL TAX - GULF POWER	4,013.95	22,300.00	-18,286.05	18.0%
314.300 · UTIL TAX - WATER FWB	0.00	5,300.00	-5,300.00	0.0%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	171.28	2,500.00	-2,328.72	6.9%
315.000 · UTIL TAX - LOCAL COM. SERVICES	2,169.00	26,157.00	-23,988.00	8.3%
<b>Total UTILITY SERVICES TAXES</b>	<b>6,354.23</b>	<b>56,257.00</b>	<b>-49,902.77</b>	<b>11.3%</b>
<b>LICENSES AND PERMITS</b>				
321.100 · OCCUPATIONAL LICENSES	6,703.00	7,000.00	-297.00	95.8%
322.000 · PERMITS - TOWN	834.03	600.00	234.03	139.0%
<b>Total LICENSES AND PERMITS</b>	<b>7,537.03</b>	<b>7,600.00</b>	<b>-62.97</b>	<b>99.2%</b>
<b>STATE GRANTS</b>				
334.700 · FRDAP - LAGUNA PARK	0.00	42,601.00	-42,601.00	0.0%
334.701 · FRDAP - GLENWOOD PARK PHASE I	0.00	43,631.00	-43,631.00	0.0%
334.702 · FRDAP GLENWOOD PHASE II	0.00	50,000.00	-50,000.00	0.0%
334.703 · BOATING IMP FUND SEAWAY	0.00	15,000.00	-15,000.00	0.0%
<b>Total STATE GRANTS</b>	<b>0.00</b>	<b>151,232.00</b>	<b>-151,232.00</b>	<b>0.0%</b>
<b>STATE SHARED REVENUES</b>				
<b>GENERAL GOVERNMENT</b>				
335.120 · STATE REVENUE SHARING PROCEEDS	5,895.69	23,561.00	-17,665.31	25.0%
335.150 · ALCOHOLIC BEVERAGE LICENSES	169.08	1,000.00	-830.92	16.9%
335.180 · LOCAL GOVT HALF-CENT SALES TAX	2,570.27	27,880.00	-25,309.73	9.2%
<b>Total GENERAL GOVERNMENT</b>	<b>8,635.04</b>	<b>52,441.00</b>	<b>-43,805.96</b>	<b>16.5%</b>
<b>Total STATE SHARED REVENUES</b>	<b>8,635.04</b>	<b>52,441.00</b>	<b>-43,805.96</b>	<b>16.5%</b>
<b>SHARED REV OTHER LOCAL UNITS</b>				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	725.15	600.00	125.15	120.9%
<b>Total SHARED REV OTHER LOCAL UNITS</b>	<b>725.15</b>	<b>600.00</b>	<b>125.15</b>	<b>120.9%</b>
<b>PHYSICAL ENVIRONMENT</b>				
343.400 · GARBAGE/SOLID WASTE	0.00	30,500.00	-30,500.00	0.0%
<b>Total PHYSICAL ENVIRONMENT</b>	<b>0.00</b>	<b>30,500.00</b>	<b>-30,500.00</b>	<b>0.0%</b>
<b>FINES AND FORFEITS</b>				
351.100 · COURT FINES - COUNTY	200.61	2,600.00	-2,399.39	7.7%
<b>Total FINES AND FORFEITS</b>	<b>200.61</b>	<b>2,600.00</b>	<b>-2,399.39</b>	<b>7.7%</b>
<b>INTEREST AND OTHER EARNINGS</b>				
361.140 · VANGUARD BANK CHECKING	3.79	50.00	-46.21	7.6%
361.180 · VANGUARD BANK CD	0.00	1,500.00	-1,500.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	1.78	300.00	-298.22	0.6%
361.182 · INTEREST EARNINGS - TAX COLL	0.04	50.00	-49.96	0.1%
361.183 · BEACH COMMUNITY BANK CD	251.39	300.00	-48.61	83.8%
<b>Total INTEREST AND OTHER EARNINGS</b>	<b>257.00</b>	<b>2,200.00</b>	<b>-1,943.00</b>	<b>11.7%</b>

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October through December 2003**

	Oct - Dec 03	Budget	\$ Over Budget	% of Budget
<b>RENTS AND ROYALTIES</b>				
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	100.00	100.00	0.00	100.0%
362.200 · TEMP CELL TOWER LEASE	4,500.00	18,000.00	-13,500.00	25.0%
362.000 · SEAWAY STREET	0.00	500.00	-500.00	0.0%
362.100 · FACILITY RENTAL-TOWN HALL	0.00	250.00	-250.00	0.0%
<b>Total RENTS AND ROYALTIES</b>	<b>4,600.00</b>	<b>18,850.00</b>	<b>-14,250.00</b>	<b>24.4%</b>
<b>OTHER MISCELLANEOUS REVENUES</b>				
369.300 · SCHOOL PLANNING INTERLOCAL AGRE	547.78			
369.200 · OTHER MISC REV - TRAFFIC SIGNAL	0.00	500.00	-500.00	0.0%
369.000 · OTHER MISC REV	0.00	500.00	-500.00	0.0%
369.100 · OTHER MISC REV - SR 85 MAINT	0.00	2,368.00	-2,368.00	0.0%
<b>Total OTHER MISCELLANEOUS REVENUES</b>	<b>547.78</b>	<b>3,368.00</b>	<b>-2,820.22</b>	<b>16.3%</b>
<b>Total 001 REVENUE ACCOUNTS</b>	<b>69,757.19</b>	<b>462,454.00</b>	<b>-392,696.81</b>	<b>15.1%</b>
<b>OTHER SOURCES</b>				
381.910 · INTERFUND TRANSFER BOAT LAUNCH	1,982.40	15,000.00	-13,017.60	13.2%
<b>Total OTHER SOURCES</b>	<b>1,982.40</b>	<b>15,000.00</b>	<b>-13,017.60</b>	<b>13.2%</b>
<b>Total Income</b>	<b>71,739.59</b>	<b>477,454.00</b>	<b>-405,714.41</b>	<b>15.0%</b>
<b>Expense</b>				
<b>001-EXPENDITURE/EXPENSE ACCTS.</b>				
<b>PAYROLL EXPENSE</b>				
513.120 · SALARIES & WAGES	20,227.71	75,828.00	-55,600.29	26.7%
513.210 · EMPLOYEE FICA/MEDICARE	1,549.65	5,801.00	-4,251.35	26.7%
513.230 · EMPLOYEE LIFE & HEALTH INS	2,793.19	15,803.00	-13,009.81	17.7%
513.240 · EMPLOYEE WORKMANS COMP	672.25	3,000.00	-2,327.75	22.4%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	0.00			
PAYROLL EXPENSE - Other	29.41			
<b>Total PAYROLL EXPENSE</b>	<b>25,272.21</b>	<b>100,432.00</b>	<b>-75,159.79</b>	<b>25.2%</b>
<b>OPERATING EXPENDITURE/EXPENSE</b>				
513.320 · ACCOUNTING AND AUDITING	5,000.00	6,100.00	-1,100.00	82.0%
515.470 · MUNICIPAL CODE	0.00	200.00	-200.00	0.0%
<b>PROFESSIONAL SERVICES LEGAL</b>				
514.310 · PROFESSIONAL SERVICES-LEGAL	2,597.16	8,200.00	-5,602.84	31.7%
514.313 · PROF.SER.-LEGAL - TOWER PROJ.	19,453.39			
514.317 · PROF SER LEGAL - SIGN ISSUE	1,575.00			
<b>Total PROFESSIONAL SERVICES LEGAL</b>	<b>23,625.55</b>	<b>8,200.00</b>	<b>15,425.55</b>	<b>288.1%</b>
<b>PROFESSIONAL SERVICES ENGINEER</b>				
519.310 · PROFESSIONAL SERVICES-ENGINEER	2,174.74	4,500.00	-2,325.26	48.3%
519.313 · PROF.SER.-ENGINEER - TOWER PROJ	-1,500.00			
<b>Total PROFESSIONAL SERVICES ENGINEER</b>	<b>674.74</b>	<b>4,500.00</b>	<b>-3,825.26</b>	<b>15.0%</b>
519.400 · TRAVEL AND PER DIEM	1,350.00	6,800.00	-5,450.00	19.9%
<b>COMMUNICATIONS</b>				
519.410 · COMMUNICATIONS-PHONE	364.72	1,400.00	-1,035.28	26.1%
519.411 · COMMUNICATIONS-POSTAGE	111.38	500.00	-388.62	22.3%
519.412 · COMMUNICATIONS-INTERNET	720.00	1,920.00	-1,200.00	37.5%
<b>Total COMMUNICATIONS</b>	<b>1,196.10</b>	<b>3,820.00</b>	<b>-2,623.90</b>	<b>31.3%</b>
519.430 · UTILITIES-TOWN HALL	868.37	3,700.00	-2,831.63	23.5%
519.440 · RENTALS AND LEASES	21.00	500.00	-479.00	4.2%
519.450 · INS PROP/LIB/AUTO	2,030.75	9,000.00	-6,969.25	22.6%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	2,566.11	500.00	2,066.11	513.2%
519.461 · REPAIR & MAINTENANCE - OTHER	0.00	1,700.00	-1,700.00	0.0%
<b>LEGAL ADVERTISING</b>				
519.480 · LEGAL ADVERTISING OTHER	2,320.47	1,700.00	620.47	136.5%
<b>Total LEGAL ADVERTISING</b>	<b>2,320.47</b>	<b>1,700.00</b>	<b>620.47</b>	<b>136.5%</b>

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October through December 2003**

	Oct - Dec 03	Budget	\$ Over Budget	% of Budget
519.490 · OTHER CURRENT CHG & OBLIGATIONS	1,155.68	3,500.00	-2,344.32	33.0%
519.491 · ELECTION EXPENSE	0.00	850.00	-850.00	0.0%
519.510 · OFFICE SUPPLIES	278.68	1,300.00	-1,021.32	21.4%
519.520 · OPERATING SUPPLIES	435.58	1,500.00	-1,064.42	29.0%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	521.00	1,750.00	-1,229.00	29.8%
519.630 · IMPROVEMENTS OTHER THAN BLDGS.	0.00	300.00	-300.00	0.0%
519.820 · AID TO PRIVATE ORGANIZATIONS	250.00	500.00	-250.00	50.0%
<b>Total OPERATING EXPENDITURE/EXPENSE</b>	<b>42,294.03</b>	<b>56,420.00</b>	<b>-14,125.97</b>	<b>75.0%</b>
<b>PUBLIC SAFETY</b>				
521.340 · LAW ENFORCEMENT	9,301.34	55,808.00	-46,506.66	16.7%
<b>Total PUBLIC SAFETY</b>	<b>9,301.34</b>	<b>55,808.00</b>	<b>-46,506.66</b>	<b>16.7%</b>
<b>PHYSICAL ENVIRONMENT</b>				
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT	6,504.00	30,500.00	-23,996.00	21.3%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
<b>Total PHYSICAL ENVIRONMENT</b>	<b>6,504.00</b>	<b>31,000.00</b>	<b>-24,496.00</b>	<b>21.0%</b>
<b>TRANSPORTATION</b>				
541.430 · UTILITY SERVICES - STREETS	2,159.19	8,000.00	-5,840.81	27.0%
541.530 · OPERATING SUPPLIES - STREETS	112.93	2,500.00	-2,387.07	4.5%
541.630 · IMPROVEMENTS - STREETS	10,873.34	15,000.00	-4,126.66	72.5%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	0.00	12,183.00	-12,183.00	0.0%
541.720 · STREET REPAIR LOAN/INTEREST	0.00	3,740.00	-3,740.00	0.0%
<b>Total TRANSPORTATION</b>	<b>13,145.46</b>	<b>41,423.00</b>	<b>-28,277.54</b>	<b>31.7%</b>
<b>HUMAN SERVICES</b>				
562.340 · HUMAN SERVICES - PAWS	317.79	1,272.00	-954.21	25.0%
<b>Total HUMAN SERVICES</b>	<b>317.79</b>	<b>1,272.00</b>	<b>-954.21</b>	<b>25.0%</b>
<b>CULTURE/RECREATION</b>				
571.540 · LIBRARY MEMBERSHIP	0.00	400.00	-400.00	0.0%
<b>Total CULTURE/RECREATION</b>	<b>0.00</b>	<b>400.00</b>	<b>-400.00</b>	<b>0.0%</b>
<b>PARKS AND RECREATION</b>				
572.340 · OTHER CONTRACTUAL SERVICES	2,088.32	12,124.00	-10,035.68	17.2%
572.430 · UTILITIES - PARKS	192.06	1,100.00	-907.94	17.5%
572.520 · OPERATING SUPPLIES - PARKS	121.21	500.00	-378.79	24.2%
572.630 · REPAIRS & MAINTENANCE - PARKS	-750.00	3,780.00	-4,530.00	-19.8%
<b>FRDAP GRANT LAGUNA PARK</b>				
572.631 · FRDAP GRANT/LAGUNA PARK	0.00	42,394.00	-42,394.00	0.0%
<b>Total FRDAP GRANT LAGUNA PARK</b>	<b>0.00</b>	<b>42,394.00</b>	<b>-42,394.00</b>	<b>0.0%</b>
<b>FRDAP GRANT GLENWOOD PK PHASE I</b>				
572.632 · FRDAP GRANT/GLENWOOD PARK	0.00	43,585.00	-43,585.00	0.0%
<b>Total FRDAP GRANT GLENWOOD PK PHASE I</b>	<b>0.00</b>	<b>43,585.00</b>	<b>-43,585.00</b>	<b>0.0%</b>
<b>FRDAP GRANT GLENWOD PK PHASE II</b>				
572.633 · FRDAP GRANT/GLENWOOD PK II	0.00	50,000.00	-50,000.00	0.0%
<b>Total FRDAP GRANT GLENWOD PK PHASE II</b>	<b>0.00</b>	<b>50,000.00</b>	<b>-50,000.00</b>	<b>0.0%</b>
<b>BOATING IMPROVEMENT FUND</b>				
572.636 · BOATING IMPROVEMENT FUND	12,752.00	15,000.00	-2,248.00	85.0%
<b>Total BOATING IMPROVEMENT FUND</b>	<b>12,752.00</b>	<b>15,000.00</b>	<b>-2,248.00</b>	<b>85.0%</b>
<b>Total PARKS AND RECREATION</b>	<b>14,403.59</b>	<b>168,483.00</b>	<b>-154,079.41</b>	<b>8.5%</b>
<b>SPECIAL EVENTS</b>				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	951.73	2,000.00	-1,048.27	47.6%
<b>Total SPECIAL EVENTS</b>	<b>951.73</b>	<b>2,000.00</b>	<b>-1,048.27</b>	<b>47.6%</b>
<b>SPECIAL RECREATION FACILITIES</b>				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	847.26	500.00	347.26	169.5%
<b>Total SPECIAL RECREATION FACILITIES</b>	<b>847.26</b>	<b>500.00</b>	<b>347.26</b>	<b>169.5%</b>

2:11 PM  
 12/31/03  
 Accrual Basis

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October through December 2003**

	<u>Oct - Dec 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>OTHER CULTURE/RECREATION</b>				
579.630 · TREE/BEAUTIFICATION	0.00	500.00	-500.00	0.0%
<b>Total OTHER CULTURE/RECREATION</b>	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>	<u>0.0%</u>
<b>OTHER USES</b>				
581.910 · INTERFUND TRANSFER BOAT LAUNCH	1,013.12	15,000.00	-13,986.88	6.8%
580.990 · CONTINGENCY FUND	0.00	4,216.00	-4,216.00	0.0%
<b>Total OTHER USES</b>	<u>1,013.12</u>	<u>19,216.00</u>	<u>-18,202.88</u>	<u>5.3%</u>
<b>Total 001-EXPENDITURE/EXPENSE ACCTS.</b>	<u>114,050.53</u>	<u>477,454.00</u>	<u>-363,403.47</u>	<u>23.9%</u>
<b>Total Expense</b>	<u>114,050.53</u>	<u>477,454.00</u>	<u>-363,403.47</u>	<u>23.9%</u>
<b>Net Income</b>	<u><u>-42,310.94</u></u>	<u><u>0.00</u></u>	<u><u>-42,310.94</u></u>	<u><u>100.0%</u></u>

REGULAR TOWN MEETING SIGN IN SHEET

Name:	Angela Baker, CPA		
Address:	PO Box 1600 FWB, FL		
Phone:	244-5121	Email:	abaker@scullinacul.com

Name:			
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