

**TOWN OF CINCO BAYOU
PUBLIC HEARING MEETING MINUTES
27 FEBRUARY 2003**

Mayor Sara Carroll called the public meeting to order at 6:00 P.M. on February 27, 2003. Roll call was taken.

Present:	Mayor Carroll	Mayor Pro Tem Koch
	Councilman DesGranges	Councilman Frucci
	Councilman Jim Bratton	Councilman Bainter

Also present were: Town Mgr/Clerk Nell Webb, Town Attorney Jeff McInnis, Assistant Monika Gillette, Community Officer Frank Hawley and members of the public .

PUBLIC HEARING

1. Attorney McInnis read by title the second reading of Ordinance 198: AN ORDINANCE OF THE TOWN OF CINCO BAYOU, FLORIDA, PROVIDING FOR AMENDMENT TO CHAPTER 34, PARKS AND RECREATION OF THE CODE OF ORDINANCES OF THE TOWN OF CINCO BAYOU; AMENDING SECTION 34-42(c)(1)(f) PERMIT FOR GROUP ACTIVITIES BY DELETING THE RESERVATION FEE AND AUTHORIZING SETTING FEES BY RESOLUTION; ADDING A NEW SECTION 34-44. RECREATIONAL FACILITY FEES; AUTHORIZING SETTING FEES BY RESOLUTION AND AUTHORIZING WAIVER OF FEES BY CITY MANAGER/CLERK; PROVIDING FOR PENALTY; PROVIDING FOR REPEAL OF SECTION 34-34 PENALTY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. Councilman DesGranges motioned to accept the ordinance as read. Councilman Koch seconded the motion. During discussion, Mayor Carroll asked the public for input. Several non-residents, including Pat Fought, George Harrison, Phil Auer and Joel Colquett voiced disapproval of setting fees. Mayor Carroll stated that Ordinance 198 did not set fees, rather it gave the town authority to establish fees and that a discussion for setting fees was item 2 on the agenda. Councilman Frucci made a statement to reject the proposal. Councilman Bainter asked Attorney McInnis if the Town was doing something contrary to state statues. Mr. McInnis answered that the Town was not. A roll call vote was taken:

Councilman Koch – yes
Councilman DesGranges – yes
Councilman Frucci – no
Councilman Bainter – yes
Councilman Bratton - yes.

The motion passed and Ordinance 198 was adopted.

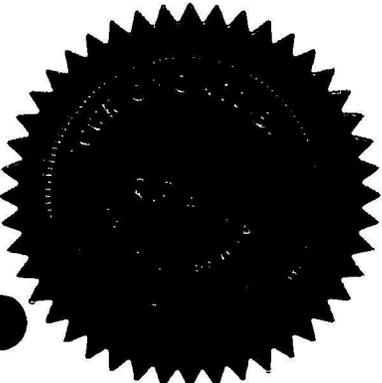
2. The discussion for setting fees was scheduled for March 13, 2003 at 5 pm at a workshop.
3. Motion to direct consultant Gail Easley to proceed through Attorney McInnis' office with the full scale amendment to the Town of Cinco Bayou's Comprehensive Plan – Wetlands issue in reference to a cell tower. Councilman DesGranges amended the motion to approve funding up to talking with State representatives and one on-site visit. Councilman Bratton seconded the motion. A roll call vote was taken:

Councilman Koch – yes
Councilman DesGranges – yes
Councilman Frucci – yes
Councilman Bainter – yes
Councilman Bratton - yes.

4. The motion passed

Adjourn – There being no further business, the meeting adjourned at 6:30 pm

ATTEST:



Sara Carroll

Sara Carroll, Mayor

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to get a good image

Nell Webb

Nell Webb, Town Manager/Clerk

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2002 through February 2003

	TOTAL			
	Oct '02 - Feb 03	Budget	\$ Over Budget	% of Budget
Income				
001 REVENUE ACCOUNTS				
TAXES				
311.000 · ADVALOREM TAXES	53,421.68	79,461.00	-26,039.32	67.23%
312.410 · FIRST LOCAL OPTION FUEL TAX	2,976.34	9,794.00	-6,817.66	30.39%
Total TAXES	56,398.02	89,255.00	-32,856.98	63.19%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	4,742.27	32,596.00	-27,853.73	14.55%
313.400 · FRANCHISE FEE - OKALOOSA GA:	737.94	3,500.00	-2,762.06	21.08%
Total FRANCHISE FEES	5,480.21	36,096.00	-30,615.79	15.18%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	6,373.03	22,050.00	-15,676.97	28.9%
314.300 · UTIL TAX - WATER FWB	1,335.76	5,250.00	-3,914.24	25.44%
314.400 · UTIL TAX - NAT GAS OKALOOSA C	521.04	2,500.00	-1,978.96	20.84%
315.000 · UTIL TAX - LOCAL COM. SERVICE:	7,993.06	25,406.00	-17,412.94	31.46%
Total UTILITY SERVICES TAXES	16,222.89	55,206.00	-38,983.11	29.39%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	6,770.00	7,000.00	-230.00	96.71%
322.000 · PERMITS - TOWN	550.00	400.00	150.00	137.5%
Total LICENSES AND PERMITS	7,320.00	7,400.00	-80.00	98.92%
STATE GRANTS				
334.700 · FRDAP - LAGUNA PARK	0.00	50,000.00	-50,000.00	0.0%
334.701 · FRDAP - GLENWOOD PARK PHAS:	0.00	50,000.00	-50,000.00	0.0%
334.702 · FRDAP GLENWOOD PHASE II	0.00	50,000.00	-50,000.00	0.0%
Total STATE GRANTS	0.00	150,000.00	-150,000.00	0.0%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PI	10,249.00	23,561.00	-13,312.00	43.5%
335.150 · ALCOHOLIC BEVERAGE LICEI	0.00	1,000.00	-1,000.00	0.0%
335.180 · LOCAL GOVT HALF-CENT SAL	6,180.92	27,880.00	-21,699.08	22.17%
Total GENERAL GOVERNMENT	16,429.92	52,441.00	-36,011.08	31.33%
Total STATE SHARED REVENUES	16,429.92	52,441.00	-36,011.08	31.33%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA C	435.90	600.00	-164.10	72.65%
Total SHARED REV OTHER LOCAL UNITS	435.90	600.00	-164.10	72.65%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	6,549.99	29,000.00	-22,450.01	22.59%
Total PHYSICAL ENVIRONMENT	6,549.99	29,000.00	-22,450.01	22.59%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	1,116.04	2,600.00	-1,483.96	42.93%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2002 through February 2003

	TOTAL			
	Oct '02 - Feb 03	Budget	\$ Over Budget	% of Budget
Total FINES AND FORFEITS	1,116.04	2,600.00	-1,483.96	42.93%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	12.25	100.00	-87.75	12.25%
361.180 · VANGUARD BANK CD	1,186.51	2,500.00	-1,313.49	47.46%
361.181 · VANGUARD BANK MONEY MARKE	154.42	500.00	-345.58	30.88%
361.182 · INTEREST EARNINGS - TAX COLL	9.09	100.00	-90.91	9.09%
Total INTEREST AND OTHER EARNINGS	1,362.27	3,200.00	-1,837.73	42.57%
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	500.00	500.00	0.00	100.0%
362.100 · FACILITY RENTAL-TOWN HALL	300.00			
Total RENTS AND ROYALTIES	800.00	500.00	300.00	160.0%
OTHER MISCELLANEOUS REVENUES				
369.000 · OTHER MISC REV	395.00			
369.100 · OTHER MISC REV - SR 85 MAINT	592.17	2,368.00	-1,775.83	25.01%
Total OTHER MISCELLANEOUS REVENUES	987.17	2,368.00	-1,380.83	41.69%
Total 001 REVENUE ACCOUNTS	113,102.41	428,666.00	-315,563.59	26.39%
OTHER SOURCES				
381.910 · INTERFUND TRANSFER BOAT LAUNCH	0.00	14,000.00	-14,000.00	0.0%
Total OTHER SOURCES	0.00	14,000.00	-14,000.00	0.0%
Total Income	113,102.41	442,666.00	-329,563.59	25.55%
Expense				
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	30,881.69	73,318.00	-42,436.31	42.12%
513.210 · EMPLOYEE FICA/MEDICARE	2,362.45	5,609.00	-3,246.55	42.12%
513.230 · EMPLOYEE LIFE & HEALTH INS	5,435.82	10,872.00	-5,436.18	50.0%
513.240 · EMPLOYEE WORKMANS COMP	1,256.50	2,513.00	-1,256.50	50.0%
513.250 · EMPLOYEE UNEMPLOYMENT CO	89.90			
Total PAYROLL EXPENSE	40,026.36	92,312.00	-52,285.64	43.36%
OPERATING EXPENDITURE/EXPENSE				
513.320 · ACCOUNTING AND AUDITING	6,081.00	5,900.00	181.00	103.07%
515.470 · MUNICIPAL CODE	0.00	200.00	-200.00	0.0%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LI	2,781.30	8,114.00	-5,332.70	34.28%
514.311 · PROF.SER.-LEGAL - CRA	237.50			
514.313 · PROF.SER.-LEGAL - TOWER F	1,100.00			
514.314 · PROF SER - LEGAL - FRDAP	325.00			
514.316 · PROF SER - LEGAL - DRAIN D	275.00			
Total PROFESSIONAL SERVICES LEGAL	4,718.80	8,114.00	-3,395.20	58.16%
PROFESSIONAL SERVICES ENGINEER				

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2002 through February 2003

	TOTAL			
	Oct '02 - Feb 03	Budget	\$ Over Budget	% of Budget
519.310 · PROFESSIONAL SERVICES-EI	0.00	4,500.00	-4,500.00	0.0%
519.316 · PROF SERV - ENG - DRAIN DI	774.00			
Total PROFESSIONAL SERVICES ENGINEE	774.00	4,500.00	-3,726.00	17.2%
519.400 · TRAVEL AND PER DIEM	2,259.41	6,500.00	-4,240.59	34.76%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	570.33	1,900.00	-1,329.67	30.02%
519.411 · COMMUNICATIONS-POSTAGE	170.65	500.00	-329.35	34.13%
519.412 · COMMUNICATIONS-INTERNET	880.00	1,920.00	-1,040.00	45.83%
Total COMMUNICATIONS	1,620.98	4,320.00	-2,699.02	37.52%
519.430 · UTILITIES-TOWN HALL	1,491.26	3,500.00	-2,008.74	42.61%
519.450 · INS PROP/LIB/AUTO	3,805.50	7,610.00	-3,804.50	50.01%
519.460 · REPAIR & MAINTENANCE -TOWN I	760.80	1,900.00	-1,139.20	40.04%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING OTHER	400.24	1,700.00	-1,299.76	23.54%
Total LEGAL ADVERTISING	400.24	1,700.00	-1,299.76	23.54%
519.490 · OTHER CURRENT CHG & OBLIGA	2,061.58	2,900.00	-838.42	71.09%
519.491 · ELECTION EXPENSE	-50.00	1,285.00	-1,335.00	-3.89%
519.510 · OFFICE SUPPLIES	448.08	1,900.00	-1,451.92	23.58%
519.520 · OPERATING SUPPLIES	445.09	1,000.00	-554.91	44.51%
519.540 · BOOKS,PUB,SUB & MEMBERSHIP	1,216.01	2,250.00	-1,033.99	54.05%
519.630 · IMPROVEMENTS OTHER THAN BL	88.88	500.00	-411.12	17.78%
519.820 · AID TO PRIVATE ORGANIZATIONS	500.00	500.00	0.00	100.0%
Total OPERATING EXPENDITURE/EXPENSE	26,621.63	54,579.00	-27,957.37	48.78%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	26,268.00	52,536.00	-26,268.00	50.0%
Total PUBLIC SAFETY	26,268.00	52,536.00	-26,268.00	50.0%
PHYSICAL ENVIRONMENT				
534.430 · GARBAGE/SOLID WASTE-WASTE	6,475.44	29,000.00	-22,524.56	22.33%
537.630 · DRAINAGE DITCH YACHT CLUB DI	56.40	1,000.00	-943.60	5.64%
Total PHYSICAL ENVIRONMENT	6,531.84	30,000.00	-23,468.16	21.77%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	3,530.78	6,100.00	-2,569.22	57.88%
541.530 · OPERATING SUPPLIES - STREETS	217.55	1,000.00	-782.45	21.76%
541.630 · IMPROVEMENTS - STREETS	0.00	1,000.00	-1,000.00	0.0%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	0.00	11,548.00	-11,548.00	0.0%
541.720 · STREET REPAIR LOAN/INTEREST	0.00	3,452.00	-3,452.00	0.0%
Total TRANSPORTATION	3,748.33	23,100.00	-19,351.67	16.23%
HUMAN SERVICES				
562.340 · HUMAN SERVICES - PAWS	635.58	1,272.00	-636.42	49.97%
Total HUMAN SERVICES	635.58	1,272.00	-636.42	49.97%
CULTURE/RECREATION				

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2002 through February 2003

	TOTAL			
	Oct '02 - Feb 03	Budget	\$ Over Budget	% of Budget
571.540 · LIBRARY MEMBERSHIP	70.00	400.00	-330.00	17.5%
Total CULTURE/RECREATION	70.00	400.00	-330.00	17.5%
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	4,923.30	12,124.00	-7,200.70	40.61%
572.430 · UTILITIES - PARKS	471.31	1,000.00	-528.69	47.13%
572.520 · OPERATING SUPPLIES - PARKS	5.76	100.00	-94.24	5.76%
572.630 · REPAIRS & MAINTENANCE - PARK	150.62	1,675.00	-1,524.38	8.99%
FRDAP GRANT LAGUNA PARK				
572.631 · FRDAP GRANT/LAGUNA PARK	0.00	50,000.00	-50,000.00	0.0%
572.310 · PROF.SER.-ENGINEER - LAGL	320.00			
572.485 · LEGAL ADVERTISING FRDAP	113.16			
Total FRDAP GRANT LAGUNA PARK	433.16	50,000.00	-49,566.84	0.87%
FRDAP GRANT GLENWOOD PK PHASE I				
572.632 · FRDAP GRANT/GLENWOOD P	4,000.00	50,000.00	-46,000.00	8.0%
572.311 · PROF.SER.-ENGINEER-GLENV	240.00			
Total FRDAP GRANT GLENWOOD PK PHASI	4,240.00	50,000.00	-45,760.00	8.48%
FRDAP GRANT GLENWOD PK PHASE II				
572.633 · FRDAP GRANT/GLENWOOD P	0.00	50,000.00	-50,000.00	0.0%
Total FRDAP GRANT GLENWOD PK PHASE	0.00	50,000.00	-50,000.00	0.0%
BOATING IMPROVEMENT FUND				
572.635 · BOATING IMPROV LEGAL EXP	125.00			
572.634 · PROF SERV - ENGINEER-SEA	1,782.01			
Total BOATING IMPROVEMENT FUND	1,907.01			
Total PARKS AND RECREATION	12,131.16	164,899.00	-152,767.84	7.36%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNER:	1,222.78	1,700.00	-477.22	71.93%
Total SPECIAL EVENTS	1,222.78	1,700.00	-477.22	71.93%
SPECIAL RECREATION FACILITIES				
575.630 · MAINTENANCE SEAWAY BOAT RA	0.00	1,000.00	-1,000.00	0.0%
Total SPECIAL RECREATION FACILITIES	0.00	1,000.00	-1,000.00	0.0%
OTHER CULTURE/RECREATION				
579.630 · TREE/BEAUTIFICATION	55.53	500.00	-444.47	11.11%
Total OTHER CULTURE/RECREATION	55.53	500.00	-444.47	11.11%
OTHER USES				
581.910 · INTERFUND TRANSFER BOAT LAL	0.00	14,000.00	-14,000.00	0.0%
580.990 · CONTINGENCY FUND	0.00	6,368.00	-6,368.00	0.0%
Total OTHER USES	0.00	20,368.00	-20,368.00	0.0%
Total 001-EXPENDITURE/EXPENSE ACCTS.	117,311.21	442,666.00	-325,354.79	26.5%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2002 through February 2003

	TOTAL			
	<u>Oct '02 - Feb 03</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Expense	<u>117,311.21</u>	<u>442,666.00</u>	<u>-325,354.79</u>	<u>26.5%</u>
Net Income	<u><u>-4,208.80</u></u>	<u><u>0.00</u></u>	<u><u>-4,208.80</u></u>	<u><u>100.0%</u></u>

MANAGERS REPORT – FEBRUARY 13, 2003

1. **STATUS DRAINAGE DITCH:** Mayor Carroll, Attorney McInnis, Engineer Stanford, Paul Hartzog from Decks N Such and I met with Mr. Perry Kirsch on January 10th at Mr. Kirsch's property to address the issues Mr. Kirsch had with the drainage ditch modifications. All of the issues have been addressed and taken care of except for two. Mr. Hartzog has assured me that these will be taken care immediately. He is coordinating the removal of two timbers, one that is on and one that is partially on Mr. Kirsch's easement.
2. **GLENWOOD PARK:** We have received approval from the Corps of Engineers to reconstruct the damaged boardwalk and approval from FRDAP to begin work. Engineer Stanford and I will meet Thursday to discuss the final plans and the bidding process.
3. **LAGUNA PARK:** The rebidding of this project will be included in the bidding process of Glenwood Park.
4. **PAVING OF LUCILLE, KIDD & SEAWAY:** We still have not heard from Commissioner Tucker on this issue. I emailed her last week as well.
5. **VERIZON TOWER PROJECT:** Per the Council's direction, Attorney McInnis has obtained a consultant to study the Comprehensive Plan and Land Development Code. He will give his report at the regular council meeting.
6. **SEAWAY BOAT LAUNCH:** There will be the 1st reading of Ordinance 198 authorizing the Town to asses launch fees. Last month I asked for a motion to begin assessment of Launch fees on March 1, 2003. Realizing that the second reading of the ordinance will not be until February 27, 2003, I will ask for a motion to change the start date to April 1st. This will allow a 30 day time frame for the boaters to adjust to the idea and the staff have everything in place to begin.
7. **INSTITUTE FOR SENIOR PROFESSIONALS (ISP):** Attorney McInnis has prepared a Resolution requesting the assistance of the Institute of Senior Professionals to conduct a study of Comprehensive Plan and Land Development Code as directed by the Council at the January 2003 council meeting.
8. **ANNUAL AUDIT:** The annual audit has been completed and will be presented to the Council by Angela Balent from O'Sullivan Creel CPA Firm. A motion to approve the audit as presented will be on the agenda.
9. **ELECTION:** A motion to appoint a Canvassing Board for the March 11th election will be on the Agenda. Two people need to be appointed – either incumbent council member or a resident and me (the supervisor of election recommends that the town clerk be appointed to the canvassing board).
Dates for Candidates to file financial reports are February 21st and March 7th.
10. **USE OF TOWN HALL FACILITY:** Due to the amount of interest generated in the rental and use of the Town Hall for various functions, I am again requesting the Council reconsider contracting Ursel Behnken for administering rental contracts with a compensation fee of 10% of rental fees. We have been receiving inquiries and request for evening and weekend functions. Presently staff has been working their off time schedules to accommodate these functions without compensation. Mrs. Behnken is still on staff and has security code clearance, keys and time.

REGULAR TOWN MEETING SIGN IN SHEET

Name:	<u>George Harvial</u>		
Address:	<u>715 NORTH PARK BULD FWB</u>		
Phone:	<u>862 8893</u>	Email:	

Name:	<u>Jerry Carroll</u>		
Address:			
Phone:	<u>243 4329</u>	Email:	

Name:	<u>Dw Foylt</u>		
Address:	<u>15 Lake Cir ME</u>		
Phone:	<u>581-0272</u>	Email:	

Name:	<u>Paula Zgure</u>		
Address:			
Phone:	<u>504-846-6275</u>	Email:	

Name:	<u>A Summerford</u>		
Address:			
Phone:	<u>504-232-6247</u>	Email:	

Name:	<u>JOEL COLQUETT</u>		
Address:	<u>920 POCAHONTAS DR</u>		
Phone:	<u>850-243-3730</u>	Email:	<u>JOELCOLQUETT @ AOL.com</u>

Name:	<u>R Smith</u>		
Address:			
Phone:		Email:	

Name:			
Address:			
Phone:		Email:	

Name:			
Address:			
Phone:		Email:	

Public mtg
VISION WORKSHOP SIGN IN SHEET

Town of Cinco Bayou Date: 2-27-03

Name:	Lee Farst		
Address:	Daily News		
Phone:		Email:	

Name:	Pat Fought		
Address:	15 Lake Cir ME		
Phone:		Email:	

Name:	Doree Harrison		
Address:	715 North Park Fwb		
Phone:		Email:	

Name:	Phil Auer		
Address:	714 Sulfur Dr Fwb		
Phone:	243-7163	Email:	

Name:	Jeff Womble		
Address:	13 Lake Circle Mary Estler		
Phone:	243-7163	Email:	

Name:	Steve Womble		
Address:	345 Brooks St. SE Fwb, FL		
Phone:	243-9762	Email:	gitwinds@BSC.net

Name:	JOHN GERDINE		
Address:	115 12th Ave		
Phone:	651-2101	Email:	jgerdine@cox.net.

Name:	Anthony Zagorka		
Address:	219 Racetrack Rd NW, Fairb FL 32547		
Phone:	(850) 315-7388	Email:	Racetrack@earthlink.net

Name:			
Address:			
Phone:		Email:	

