TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
08 March 2001

Mayor Drabczuk called the regular Town Council meeting to order at 6:00 P.M. Following a silent prayer and the pledge of allegiance, roll call was taken.

Present: Mayor Drabczuk
Councilman Carroll
Councilman Kendrick (absent)
Councilman Skelly (absent)
Councilman Frucci
Mayor Pro Tem Payne

A quorum was present. Also present were Town Manager/Clerk Nell Webb, Assistant Monika Gillette, Town Attorney Jeff McInnis, Town Engineer Mark Shaeffer, Community Officer Frank Hawley, residents, Carol Koch, Hugh Bainter, Kim Payne and Perry Kirsch and guest, Zack Marks.

REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Drabczuk asked for acceptance of the agenda. Councilman Payne made a motion to approve the agenda. Councilman Carroll seconded the motion. During discussion Councilman Payne requested that an item, a dedication request, be added to the agenda as the first action item. With the friendly change, the motion passed unanimously.

2. **Consent Agenda**: Mayor Drabczuk asked for acceptance of the consent agenda. Councilman Payne made a motion to approve the consent agenda. Councilman Carroll seconded the motion. During discussion Councilman Frucci pointed out there was a mistake crediting him with making a motion which he could not have done since he was not at the meeting. With the change, the motion passed unanimously.

3. **Action Items:**

1. Councilman Payne presented the council with a motion to dedicate the Council Chambers to Councilman Jim Kendrick saying at this time it was appropriate to pay honor to the long time resident and public official of the Town, noting he and his family were residents before there even was a town. He went on to say that the dedication that Councilman Kendrick has shown was driven by a passion for this community and a commitment to maintain an environment for families to grow and enjoy. He continued by noting that many times an honor is bestowed on an individual only long after they have departed, but at this time the Council has an opportunity to show its appreciation and give thanks. He finished by saying that he knew this was only a small token of esteem and there is no way to fully convey to him the Council's appreciation for his long and continuous service to the residents and town of Cinco Bayou. Councilman Payne asked for permission to bring forth the motion, which was: "On this 8th day of March in this year of 2001 I, V.E. Dutch Payne, Councilman of the Town of Cinco Bayou, Florida,

hereby move from now and forever that this assembly room be named, "The Kendrick Chambers" and that a plaque be acquired with the appropriate inscriptions upon, and this plaque be on permanent display herein as a testament to the long and dedicated service of Claude James Kendrick, III to the Town of Cinco Bayou." He followed his motion by saying this is opportunity to honor Councilman Kendrick and to keep him in our thoughts, prayers and wished him a speedy recovery. Councilman Carroll seconded the motion. The motion passed unanimously.

B. Town Attorney McInnis read the first reading of Ordinance 186 with changes requested from the draft reading. Councilman Payne made a motion to pass the first draft of Ordinance 186 as read. Councilman Carroll seconded the motion. The motion passed unanimously.

C. Town Manager/Clerk Webb stated the need to appoint a Canvassing Board for the March 13, 2001 election and recommended that she and Assistant Monika Gillette be appointed. Councilman Payne made a motion to appoint Nell Webb and Monika Gillette to the Canvassing Board for the March 13, 2001 election. Councilman Carroll seconded the motion. The motion passed unanimously. During discussion, Councilman Frucci asked if a non-resident could be appointed and Mrs. Webb stated that it was not a problem.

D. Town Manager/Clerk Webb addressed the Council with a request from Cinco Baptist Church for authorization to paint street numbers on curbs in front of houses for easier 911 identification. Councilman Carroll asked how it would work for condos and asked if curbing was in place throughout the town. She posed a question to Community Officer Frank Hawley if finding houses was a problem. He answered that it usually was not a problem except on Kelly Street. Councilman Payne asked what kind of format would be used and Mrs. Webb stated that the design has been submitted and it was a basic white on black design and that there would be no charge for the resident, but that they would get permission first from the resident. Councilman Payne made the motion to approve Cinco Baptist Church's request to paint street numbers on curbs in front of residences after obtaining resident's permission. Councilman Frucci seconded the motion. The motion passed unanimously.

4. Engineer's Report. Town Engineer Mark Schaeffer stated he had spoken to Larry McDonald with the City of Fort Walton Beach with regards to paving repairs on Opp Blvd. Mr. Schaeffer stated that Mr. McDonald said that not quite all of the repairs had been done and that some of the patches needed tending, but that they were aware of the problems.. He also said that the City of Fort Walton Beach would be requesting an open cut crossing across Yacht Club Drive for additional repairs. Mr. Shaeffer also stated that he spoke with Danielle Slaterpryce regarding the ditch on Yacht Club and reported that all the County was planning to do was to do a light debris removal and light sediment removal and would install a temporary turbidity curtain at the mouth of the ditch. He was asked if the curtain would protect the ditch to which he answered that it was only a temporary measure while the work was being done. Mrs. Webb stated that she had been working with Gary Bowden and the DEP and that the clean up would be scheduled when the DEP sends the letter of exemption. Councilman Frucci apologized for missing the

last meeting and asked Mrs. Webb what we asked the County to do. Mrs. Webb replied that at this time only debris removal was to be done.

5. Attorney's Report. No report given.

6. Community Officer's Report. Community Officer Hawley thanked the Council for the flowers and good wishes for his wife during her surgery and recovery.

7. Town Manager's Report.

   A. Mrs. Webb gave an update on an accidental trip and fall, which was reported on Hughes Street. She stated that a woman fell on an uneven sidewalk and that a claim had been submitted to the insurance company. She stated that part of the problem was the sewer drain at the corner and that she had a meeting with Mr. Hofstead the Public Works Director with the City of Fort Walton Beach to talk about that problem as well as the paving of Hughes Street. Pictures taken by Maintenance Supervisor, Bill Munkus were submitted along with his evaluation of the condition of the sidewalks along Hughes Street. Mayor Drabczuk asked all in attendance to please report any problems anyone sees with sidewalks to the Town Manager. Councilman Payne asked Mrs. Webb how the lady was doing and she replied that she seemed to be fine and that she had made a statement to Deputy Hawley regarding the accident. Mrs. Webb stated that the Mr. Munkus put warning cones on the sidewalk and that he would temporarily fix the sidewalk. Councilman Payne also asked if the Council could be updated on the status of the claim. Attorney McInnis stated that the claim would be processed through the insurance company and they would send a report when the claim is finished being processed. Councilman Payne asked if there would be a way to get the dollar amount on the repaving of Hughes Street after the meeting with the City of Fort Walton Beach. Town Engineer Shaeffer said they should be able to get some numbers. Councilman Payne pointed out that this as well as other costs emphasize the need for a capital improvement list. Councilman Frucci wanted to make sure that the Town Manager stress the importance of this project to the City of Fort Walton Beach. Councilman Carroll complimented Mr. Munkus on his report.

   B. Mrs. Webb gave an update from the Tree Committee. She said she had met with Chris Beal of Beal Nurseries to look at the bed on Eglin Parkway to evaluate plants that needed to be replaced from the winter cold. Mr. Beal said it would be a waste of money to put in plants in the bed on Eglin Parkway without irrigation. Mrs. Webb stated that there might be some money remaining from the project through DOT and suggested a letter be written to request assistance from them. Mayor Drabczuk clarified that Laguna Landing developers put in the island. Mrs. Webb stated that a dogwood would be purchased for Laguna Park from the donation Councilman Skelly made in honor of his wife. She also said that Carolina jasmine, an evergreen that withstands cold, would be planted at the lift station at Laguna Park. She also said that 4 crepe myrtles died behind K-mart and that they would be replaced with was myrtles or short hedges. Mrs. Webb stated that she had talked with Patti Gonzo who talked with Mike Iovieno of Laguna Landing who will put in irrigation to cover the small spot near the bridge. Councilman Carroll made a motion to proceed with the

recommendations from Beal Nursery to purchase/replace specific trees and plants. Councilman Payne seconded the motion. During discussion, Councilman Carroll stated that landscaping timbers should not be used since they attract termites. She also asked about a proposed "welcome" sign and asked if it would obstruct the view on Eglin Parkway. Mrs. Webb said the sign would be low and within regulations from DOT. Councilman Frucci voiced his concern because no dollar amount had been given and was concerned that the entire $5,000 budget would be spent. Mrs. Webb said that she would work within the budget. Councilman Payne stated that the budget had already been set and that it was the Town Manager's responsibility to spend the money responsibly. The motion passed with Mr. Frucci casting a nay vote.

C. Mrs. Webb stated that there was currently no contract with PAWS and that there had not been one for two years. She said the annual amount would be $901, but that was subject to increase in October. She said that without a contract, PAWS would not pick up any animals. Councilman Payne moved to approve a contract with PAWS. The motion died due to a lack of a second. Mrs. Webb stated she would have a contract for review at the next fiscal year budget meeting.

D. Mrs. Webb said she was meeting with Destin officials to review their city boat ramp at Joe's Bayou, which charges a launching fee. She said this meeting was just to see how their system worked and that it might be a revenue generating option for the Town.

E. Mrs. Webb requested permission to issue a certificate to Cinco Baptist Church and Waste Management for their help cleaning up 90 Yacht Club Drive. Councilman Carroll made a motion to issue the certificate. Councilmen Frucci and Payne simultaneously seconded the motion. The motion passed unanimously.

F. Mrs. Webb said that a workshop needed to be scheduled to develop a list of capital improvements if the one-cent sales tax referendum passed. She suggested March 26, 2001. Councilman Frucci asked how much money the Town would receive and was answered with $152,000 over 5 years. Councilman Payne said that Shalimar, Laurel Hill and Cinco Bayou's amount may be doubled since they are the smallest cities in Okaloosa County. He also said the money could only be used for capital improvements. Councilman Carroll made a motion to hold the workshop on March 26, 2001. Councilman Payne seconded the motion. During discussion Councilman Frucci asked for clarification if the Town could hold this workshop since the latest resolution regarding the one-cent sales tax failed. Mrs. Webb stated that a resolution passed 1-½ years ago supported the one-cent sales tax initiative. Mr. McInnis said we needed to see if the original resolution was rescinded. Councilman Frucci stated the need to be legally accurate. The motion passed with Councilman Frucci casting a nay vote.

8. Public Requests/Comments: Mr. Perry Kirsch again approached the Council to voice his concern over the condition of the Ditch alongside his property at 55 Yacht Club Drive. He asked the Council for a permit to put a bulkhead on his property. Mrs. Webb stated that she had contacted DEP and they must approve the permit. Mr. Kirsch said that the

former owner, Mrs. Ursery, received a permit. He reiterated that fact that he did not want the County to clean out the ditch because of fears they would dig it out and that would flood his back yard. Mr. McInnis stated that the ownership of the ditch has not been established and that it was a friendly agreement between the Town and the County to clean up the debris from the ditch. Mr. Kirsch said he wanted to attend any public meeting regarding the ditch. Mr. Kirsch said that the ditch has been a problem for the past 20 years and asked the Town to apply for a permit to fix the ditch. He also said that he had spoken with someone at DEP who said if the Town applied for the permit, it would be approved. Mayor Drabczuk asked for documentation since we were not given the same information. Councilman Frucci asked if the County had furnished proof they did not own the ditch. Upon request, Town Engineer Shaeffer gave his opinion of the problem. He stated that the initial complaint was the stagnant water in the ditch and the request for a cleanup to help the water flow. Mr. Kirsch said that the water was not stagnant and that the tree limbs were acting as a sieve and again stressed his fears of what would happen if sand was removed. Mr. Shaeffer reiterated the fact that no sand was to be taken out and that only debris removal was scheduled. Councilman Frucci asked why the retaining wall was a DEP problem. Mr. Shaeffer stated that DEP has jurisdiction over the area and supersedes the Town's authority. Councilman Frucci asked at what point did Mr. Kirsch get away from DEP. Mr. Shaeffer stated he could apply for a permit. Mr. Kirsch said he would attend future council meetings until the problem was resolved and that he would present his case to the County Commissioners at their next meeting. Councilman Frucci stated his support for Mr. Kirsch and said he would accompany him to the County Commission meeting.

9. Council Member's Comments/Reports:

   Councilman Payne gave the meeting times for the Northwest Florida League of Cities on March 15th and the Okaloosa County League of Cities on March 22, 2001.

10. Mayor's Report – Mayor Drabczuk stated that the elections were on Tuesday, March 13, 2001 and encouraged everyone to vote. He also announced that the town picnic was scheduled for March 20, 2001 at 6:30 pm.

11. **Adjourn** – There being no further business, the meeting adjourned at 7:32 p.m.

ATTEST:

Nell Webb
Town Manager/Clerk

Mayor Randall P. Drabczuk

MANAGER'S REPORT
REGULAR TOWN COUNCIL MEETING
March 8, 2001

1. **SIDEWALKS:** Pictures and report from Bill Munkus

2. **UPDATE ON DRAINAGE DITCH:** Spoke with Gary Bowden, he call DEP – the application has been approved and the Letter of Exemption for routine maintenance has been written and waiting for signature.

3. **RECOMMENDATIONS FROM TREE/COMMITTEE: (MET WITH CHRIS BEAL FROM BEAL'S NURSERY)** Replace azeleas in bed by fence, and along side of parking lot.

   To plant anything in the island on Eglin would be a waste of money. Mr. Beal will be writing a letter to this affect. I called DOT to find out what we could do. They suggested writing a letter to the Project Manager who still has funds, the means (equipment, personal etc.) to make it an attractive.

   Tree in Laguna Park in honor of Eli Skelly – Dogwood suggested, can get nice tree for $50.00 donated by Joe Skelly.

   Jasmine around fence at lift station – Carolina Jasmine was suggested, is hearty and evergreen with yellow blossoms

   Trees behind Kmart – plant 4 wax myrtles to replace the ones that have be killed.

4. **PAVING ON HUGHES ST.:** Meeting with Mark & John Hofstad March 14th

5. **BOAT RAMP FEES:** Meeting with Destin Parks & Recreation Director March 16th.

6. **CERTIFICATE OF APPRECIATION TO CHURCH AND WASTE MGMT.**

7. **MGR. BREAKFAST:** Workshop to come up with capital needs March. 26th 6:00 pm

Town of Cinco Bayou Date: 3-8-01

REGULAR TOWN MEETING SIGN IN SHEET

Name:	Carol Koch		
Address:	240 Kidd ST		
Phone:	664 0698	Email:	

Name:	Zack Marks		
Address:	1192 Brookridge Trace		
Phone:	314-7787	Email:	

Name:	HUGH BAINTON.		
Address:	268 h 100 ST		
Phone:	243-2709	Email:	

Name:			
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TOWN OF CINCO BAYOU
General Ledger
For the Period From Mar 1, 2001 to Mar 31, 2001

Filter Criteria includes: 1) IDs from 01.101220 to 01.101220. Report order is by ID. Report is printed with Truncated Transaction Descriptions and in Detail Format.

Account ID Account Description	Date	Referenc	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
01.101220	3/1/01			Beginning Balance			35,392.81
VANGUARD BANK	3/1/01	13789	CDJ	OKALOOSA COUNTY		4,351.50	
	3/1/01	13790	CDJ	GULF POWER COMP		717.25	
	3/1/01	13791	CDJ	METROPOLITAN LIF		72.03	
	3/1/01	13792	CDJ	BLUE CROSS/BLUE S		778.50	
	3/1/01	13793	CDJ	OKALOOSA COUNTY		150.00	
	3/1/01	13794	CDJ	KILLINGSWORTH PE		51.00	
	3/1/01	13795	CDJ	ADVANCED LAWN C		85.00	
	3/5/01	SHUTTE	GEN	STATE PORTION SHU	959.06		
	3/5/01	SHUTTE	GEN	FEMA PORTION SHU	5,754.38		
	3/8/01	13796	PRJ	BILLY J. MUNKUS		730.87	
	3/8/01	13797	PRJ	AGNES J. WEBB		974.33	
	3/8/01	13798	PRJ	MONIKA GILLETTE		474.24	
	3/8/01	13799	PRJ	URSEL BEHNKEN		270.00	
	3/8/01	13800	CDJ	VANGUARD BANK		1,331.07	
	3/8/01	13801	CDJ	BANKCARD CENTER		175.80	
	3/8/01	13802	CDJ	BANKCARD CENTER		100.00	
	3/8/01	13803	CDJ	SPRINT		191.64	
	3/8/01	13804	CDJ	DAILY NEWS OF NOR		100.13	
	3/8/01	13805	CDJ	GATLIN LUMBER & S		54.58	
	3/8/01	13806	CDJ	RANDALL DRABCZU		100.00	
	3/8/01	13807	CDJ	VIRGIL PAYNE		50.00	
	3/8/01	13808	CDJ	NORM FRUCCI		50.00	
	3/8/01	13809	CDJ	JIM KENDRICK		50.00	
	3/8/01	13810	CDJ	SARA CARROLL		50.00	
	3/8/01	13811	CDJ	JOSEPH SKELLY		50.00	
	3/8/01	13812	CDJ	NELL WEBB		214.80	
	3/14/01	POSTAG	GEN	POSTAGE NEOPOST		100.00	
	3/15/01	13813	CDJ	ENDUROTECH OF N		7,672.50	
	3/15/01	13814	CDJ	GREG'S WELL DRILLI		200.00	
	3/15/01	13815	CDJ	ANCHORS, FOSTER,		822.00	
	3/15/01	13816	CDJ	CITY OF FT. WALTO		27.78	
	3/15/01	13817	CDJ	CHEVRON PRODUCT		7.79	
	3/15/01	13818	CDJ	AT & T BUSINESS SE		20.33	
	3/15/01	13819	CDJ	SAM'S CLUB		66.75	
	3/19/01	CASH	CRJ	LOWELL BARLOW	20.00		
	3/19/01	10211	CRJ	COASTAL SEAL COA	10.00		
	3/19/01	2557	CRJ	WPSM 91.1 PSALMS R	50.00		
	3/19/01	37905	CRJ	OK CTY TAX COLLE	436.68		
	3/19/01	37810	CRJ	OKALOOSA COUNTY	38.11		
	3/22/01	13820	PRJ	BILLY J. MUNKUS		730.87	
	3/22/01	13821	PRJ	AGNES J. WEBB		974.33	
	3/22/01	13822	PRJ	MONIKA GILLETTE		447.16	
	3/22/01	13823	PRJ	URSEL BEHNKEN		150.10	
	3/22/01	13824	CDJ	FLORIDA ASSOC OF		60.00	
	3/22/01	13825	CDJ	LIBERTY FLAG & SPE		60.50	
	3/22/01	13826	CDJ	D & B TREE SERVICE		50.00	
	3/22/01	13827	CDJ	GULF POWER COMP		255.10	
	3/22/01	13828	CDJ	PRIVATE MINI STOR		140.00	
	3/22/01	3381711	CRJ	SPRINT -FLORIDA, IN	571.90		
	3/22/01	20101412	CRJ	NEWMAN C. BRACKI	472.13		
	3/26/01	LOCAL	GEN	LOCAL OPT SALES T	499.56		
	3/27/01	1/2 CENT	GEN	1/2 CENT SALES TAX	1,640.88		
	3/28/01	LIQUOR	GEN	LIQUOR LIC REVENU	70.45		
	3/29/01	673864	CRJ	GULF POWER	971.11		
	3/29/01	673863	CRJ	GULF POWER	1,532.68		
	3/29/01	208	CRJ	NORM & DEANNA FR	25.00		
	3/29/01	13829	CDJ	J&R LAWN CARE SO		1,125.00	
	3/29/01	13830	CDJ	OKALOOSA COUNTY		4,351.50	
	3/29/01	13831	CDJ	METROPOLITAN LIF		72.03	
	3/29/01	13832	CDJ	GULF POWER COMP		541.83	
	3/29/01	13833	CDJ	BLUE CROSS/BLUE S		778.50	
	3/29/01	13834	CDJ	OFFICEMAX #980		57.69	
	3/29/01	13835	CDJ	CITY OF NICEVILLE		100.00	
	3/31/01	INTERES	GEN	INTEREST INCOME	45.77		
				Current Period Change	13,097.71	29,984.50	-16,886.79
	3/31/01			Ending Balance			18,506.02

TOWN OF CINCO BAYOU
General Ledger
For the Period From Mar 1, 2001 to Mar 31, 2001

Filter Criteria includes: 1) IDs from 01.151120 to 01.151120. Report order is by ID. Report is printed with Truncated Transaction Descriptions and in Detail Format.

Account ID Account Description	Date	Referenc	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
01.151120 CD - COMPASS BA	3/1/01			Beginning Balance			100,000.00
	3/31/01			Ending Balance			100,000.00

TOWN OF CINCO BAYOU
General Ledger
For the Period From Mar 1, 2001 to Mar 31, 2001

Filter Criteria includes: 1) IDs from 01.101221 to 01.101221. Report order is by ID. Report is printed with Truncated Transaction Descriptions and in Detail Format.

Account ID Account Description	Date	Referenc	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
01.101221	3/1/01			Beginning Balance			73,130.78
VANGUARD MO M	3/31/01	INTERES	GEN	INTEREST 3/01	262.28		
				Current Period Change	262.28		262.28
	3/31/01			Ending Balance			73,393.06

Notes