

TOWN OF CINCO BAYOU  
REGULAR COUNCIL MEETING MINUTES  
April 12, 2007 – 6:00 PM

Mayor Iovieno called the Regular Council meeting to order at 6:00 P.M. on Thursday, April 12, 2007. Following the Pledge of Allegiance and a silent prayer, roll call was taken:

Roll Call: Mayor Iovieno  
Mayor Pro Tem Koch  
Councilman Bratton (absent)  
Councilman Chubb  
Councilman Caforio

A quorum was present. Also present at the meeting were: Town Manager/Clerk Nell Webb, Asst. Town Manager/Clerk Monika Gillette, Attorney Jeff McInnis, Engineers Tyler Strickland and Ron Christianson, Community Officer Jim Welch, Theresa Farley, Edward Stanford, Fred Driver and Dorothy Farley.

### REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Iovieno asked for acceptance of the agenda. Councilman Koch motioned to approve the agenda. Councilman Chubb seconded the motion. The motion passed unanimously.
2. **Council Approval of Consent Agenda:** Mayor Iovieno asked for acceptance of the consent agenda including: Minutes: Expectations Workshop of March 5, 2007, Regular Council Meeting of March 8, 2007, and Budget Status as of March 31, 2007. Councilman Koch motioned to accept the consent agenda. Councilmen Chubb seconded the motion. The motion passed unanimously.

### ACTION ITEMS

1. Attorney McInnis performed an affirmation of oath of office for Councilman Theresa Farley and Councilman Carol Koch who will both serve for 2 years. Councilman Bratton was absent and was not sworn in.
2. Mayor Iovieno asked for a motion to nominate and appoint a Mayor Pro Tem. Councilman Koch stated that she would be willing to serve another term. Councilman Caforio nominated Councilman Koch to serve as Mayor Pro Tem for the next year. Councilman Chubb seconded the motion. The motion passed unanimously.
3. Mayor Iovieno asked for a motion to award the bid for a generator for Town Hall. Councilman Koch questioned the discrepancy between the prices on the bids. Attorney McInnis asked if the bids were compared to the bid specs. Councilman Caforio motioned to accept the bid from the lowest bidder, Kossen Equipment, contingent on the review of the bid against the bid specifications and the capability of them to provide an additional year warranty. Councilman Chubb seconded the motion. A roll call vote was taken:

Councilman Chubb    yes  
Councilman Koch    yes  
Councilman Farley    yes  
Councilman Caforio    yes

The motion passed unanimously.

4. Mayor Iovieno asked for a volunteer to represent Cinco Bayou in the Disabled American Veteran's Annual Memorial Day Ceremony. Councilman Koch volunteered to represent the town.

## DISCUSSION ITEMS

1. Hurricane Preparedness – No additional information was given.
2. CRA – Councilman Koch asked when the work would be started. Town Manager Webb stated that she was waiting for the cost estimate from Gulf Power. Councilman Chubb asked if the other utilities such as Cox Cable and Embarq had been contacted. Ms. Webb stated that it was discussed in the meeting with Fort Walton Beach officials and that the other utility companies would be contacted during the process. Engineer Strickland stated that he regularly meets with utility company representatives and would bring up the project with them.
3. Ms. Webb stated she and Keith Williams met with Laguna Landing resident JD Bush regarding a storm drain on Laguna Street. Mr. Bush referenced a 1973 document giving the Town the easement for a force drain. Ms. Webb stated she found a letter in the file dated 1984 that Cinco Bayou granted all easements for water and sewer to the City of Fort Walton Beach, but could not find any back up documentation to confirm the agreements. Attorney McInnis stated he thought a interlocal agreement or transfer document does exist and that it may be filed in the interlocal agreement file. Ms. Webb stated that Mr. Williams had cleaned out the drain and verified it remained clear after the next rain. Mayor Iovieno stated that he received an email thanking Mr. Williams for clearing out the drain.
4. Councilman Koch recapped the last picnic and recommend that they not continue monthly as there was not enough attendance for the effort expended. Mayor Iovieno suggested the date of incorporation, July 5, as a yearly picnic event and to schedule a picnic during the holidays. He suggested highlighting historical events in the past through the newsletter. Councilman Chubb motioned that the town host two picnics per year, one on July 5 and one in November. Councilman Koch seconded the motion. The motion passed unanimously.

## Reports

1. **Town Manager's Report:** Ms. Webb submitted a written report. In addition she stated she had received a call from Mr. Johnson regarding the property next to town hall and that demolition of the slab would be started next week. Ms. Webb stated that the sound system had been installed and introduced Ben Savage of A to Z Security and Sound. Mr. Savage stated that he was available to answer any questions.
2. **Engineer's Report:** Engineer Strickland stated that the Town had received letters from exemption from the DEP for Francis Park and SeaWay boat launch. He also stated he was reviewing the plans for Gary's Fitness Center and Anchor Ice House. He introduced Ron Christianson of his firm.
3. **Attorney's Report:** None given.
4. **Community Officer's Report:** Deputy Welch submitted a written report. He also stated that a new auto repair shop had opened on Garnett Avenue and that he was working problems of junk vehicles and illegal parking. He stated he had talked with the owner and gave ordinance information. After being asked about increased car crashes, Deputy Welch stated the increase was in parking lot crashes at K-Mart.

**Public Comments/Requests:** Fred Driver of 137 Opp Blvd. addressed the council and asked about the upkeep of the landscaping around the cell tower in Glenwood Park and the general disrepair of Glenwood Park. Mayor Iovieno stated that the park would be evaluated. Deputy Welch stated that he and Mr. Williams had recently toured the park and that Mr. Williams repaired the railings and decking removed.

**Council Member's Comments/Reports:**

- Councilman Chubb asked that since there was \$50 remaining in the tree beautification budget that it be used for much to dress up the beds around town hall. Ms. Webb stated that work on the beds had already been started. Councilman Chubb also thanked Councilman Koch and Keith Williams for their effort in Francis Park.
- Councilman Koch thanked the Council and Keith Williams for the plants at Francis Park.
- Councilman Caforio stated that the front offices looked great and made a world of difference.

Mayor Iovieno presented certificates to Councilmen Caforio and Chubb for completing a damage assessment workshop. He also thanked those in attendance and reiterated that Glenwood Park would be evaluated.

**Adjourn** – There being no further business, the meeting adjourned at 6:55 pm.

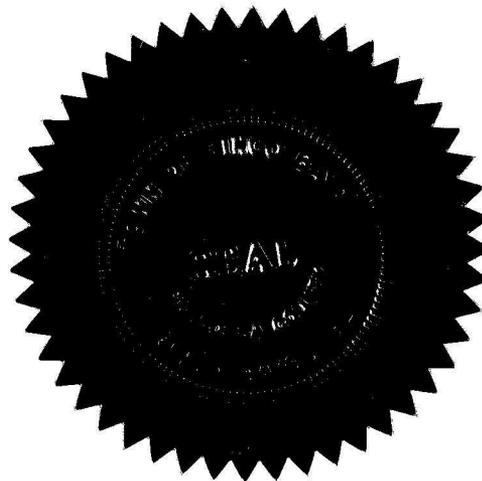
ATTEST:



Michael Iovieno, Mayor



Nell Webb  
Town Manager/Clerk



**REGULAR TOWN MEETING SIGN IN SHEET**

Name:	Dorothy Farley		
Address:	1130 opp Blvd NE		
Phone:	796-1818	Email:	

Name:	FRED DRIVER		
Address:	137 OPP BLVD NE		
Phone:	244-1381	Email:	

Name:	ED STANFORD		
Address:	109 Sleepy OAKS RD NW FWB		
Phone:	664-6686	Email:	edssr@cox.net

Name:	DUTCH PAYNE		
Address:			
Phone:		Email:	

Name:			
Address:			
Phone:		Email:	

Name:			
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**MANAGERS REPORT – APRIL 2007**

**UNFINISHED BUSINESS: Francis Park** – The letter of approval has been received from DEP. Keith is working on getting the project ready to start. Keith has planted 60 azalea bushes along the fence line adjacent to Kidd Bayou Oaks town homes. The plants were \$7.50 for a total of \$450.

**Seaway Boat Launch** – The letter of approval to put rip rap at the south west end of the left board walk has been received. Keith is working on getting the project ready to start.

**CDBG Grant** – The New Mayor Pro-Tem (will be appointed at the April council meeting) and I will open a non interest bearing checking account at the Vanguard Bank by transferring funds from the general fund account in the amount of \$100.00. The grant funds will reimburse the general fund when funds are applied for.

I received an email with a projected schedule from Dave Hodges the Engineer assigned to our project from Mittauer & Associates. It is as follows:

***Acquire FDOT plans . . . . . 4 wks +/-***  
***Prepare a Base Roadway Plan . . . . . 3 wks +/-***  
***Conference with interested Parties . . . . . 3 wks +/-***  
***(City of Fort Walton Bch, Gulf Power, etc.)***  
***Survey. . . . . 4 wks +/-***  
***Prepare Plans/Specifications . . . . . to be determined***

***The issues that may have a significant impact on our progress will be the demands of the aerial services besides the electric which may involve cable, telephone or others.***

***Barring any unforeseen obstacles, within four months we should have all preliminary matters addressed and be into the design work.***

This is a cut and pasted from Dave Hodges' email.

**Disaster Preparedness** – Three bids were submitted for the generator. They are as follows: Kingdom Enterprises Intl., Inc. - **\$20,517.00** – BEBCO Generator Division - **\$17,928.00** – Kossen Equipment, Inc. - **\$15,582.00**. Copies of their bid sheets are in your packets. The Council will need to decide who to award the bid to or decide to go out for new bids.

**Town Hall** – The offices have been painted and the new furniture has been set. They have a new professional look.

**CRA:** Neither Councilman Koch or I was able to attend the workshop in Jacksonville. We are hoping there will be closer in the future for us to attend. No one knows for sure but is the opinion of David Cardwell (the CRA attorney who did our CRA) that the Property Tax Reform Bills if passed will have considerable effect on CRAs through out the state. I will keep you posted as information comes in.

**Communications Services Tax:** I have been invited to attend a workshop at the FWB city council chambers on Tuesday at 5:30 PM to hear a briefing from FWB's attorney from Tallahassee on a meeting they had with DOR.

**Sound System in Council Chambers:** The wiring has been done. The speakers that were ordered were too big and new ones have been ordered. They are supposed to be installed before the next council meeting.

**Backwater Development:** Attorney McInnis, and Attorney Amy McBride, the town's engineers and I met at the site at 6 Yacht Club Drive on March 16<sup>th</sup> to do an assessment of the condition of the property. It was decided there were several code violations visible. A letter referencing Code Violations was sent to Mr. Woody Johnson giving them until April 12<sup>th</sup> to meet the requirements specified in the letter. Mr. Johnson visited my office on March 30<sup>th</sup> and met with Deputy Welch and me. He acknowledged receiving the letter and expressed his sincere commitment to meet the requirements as stated in the letter. He also sent an email requesting a waiver of the chain link fence as stipulated in the letter. I contacted Attorney McInnis and he and I and Deputy Welch felt for safety reasons a temporary fence should be constructed around the entire structure, all entrances should be closed off and all exposed rebar should be capped. These requirements and all construction materials removed from the site are to be done by the April 12<sup>th</sup> deadline. Another letter was sent to him with these stipulations. His plan is to demolish the structure after April 15<sup>th</sup> at which time he will have funds available to have the work done.

**Employee Job Descriptions:** The update for employee job descriptions is in process. Council members will review the Town Manager/Clerk's job description and task.

**Laguna Landing:** The residents of Laguna Landing have requested help from the Town of Cinco Bayou to clean out a clogged drain on Laguna Street. Engineer Keith Fell visited the site and determined that a speed bump at the entrance of Laguna Street on the Yacht Club Drive end would help alleviate some of the run off from Yacht Club Drive and our maintenance Keith is working on getting that taken care of. The drain appears to be on private property but there was an alley way easement granted that may be the town's responsibility. It is being researched.

**NEW BUSINESS:** **Property Tax Reform:** I was able to obtain the information from the FLOC on how Cinco Bayou and all of the cities in Okaloosa County will be affected by the roll back rate bill. Cinco will be affected by -31%. A copy is in your packet. We do not know about the Homestead Exemption portion of the bill yet. Some opinions are that that portion will not pass.

**Sea Way Boat Launch:** Auer Marine had a boat loose power last weekend and crashed into the middle boardwalk at the boat launch. Keith has roped off the section and put closed signs on the boardwalk. Auer Marine is getting the repairs done.

#### **DATES FOR YOUR CALENDAR:**

Tuesday, April 17<sup>th</sup> – Okaloosa County League of Cities Qtrly. Dinner mtg – Two Trees Restaurant – 6:00 PM  
Friday, May 11<sup>th</sup> – NWFLOC Summer Dinner Meeting – Sandestin Golf & Bch Resort – 5:00 PM – RSVP  
NLT, Tuesday, April 24<sup>th</sup>.

9:36 AM

04/06/07

Accrual Basis

**Town of Cinco Bayou  
Trial Balance  
As of March 31, 2007**

	Mar 31, 07	
	Debit	Credit
001- CASH ACCOUNTS:101.220 · VANGUARD BANK CHECKING	90,660.79	
001- CASH ACCOUNTS:101.221 · VANGUARD BANK MONEY ...	6,464.12	
001- CASH ACCOUNTS:101.224 · BEACH COMMUNITY BANK ...	23,431.30	
001- CASH ACCOUNTS:101.223 · BEACH COMMUNITY BANK ...	54,686.88	
001- CASH ACCOUNTS:101.225 · BEACH COMMUNITY BANK ...	51,345.07	
001- CASH ACCOUNTS:101.226 · BEACH COMMUNITY BANK ...	51,345.07	
<b>TOTAL</b>	<b><u>277,933.23</u></b>	<b><u>0.00</u></b>