

TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
13 MAY 2004

Mayor Norm Frucci called the Regular Council meeting to order at 6:00 P.M. on Thursday, May 13, 2004. Following a silent prayer and the pledge of allegiance, roll call was taken.

Roll Call: Mayor Frucci
Councilman Koch
Councilman Bratton (absent)
Councilman Iovieno
Councilman Simmons (absent)
Councilman St. John

A quorum was present. Also present at the meeting were Town Manager/Clerk Nell Webb, Assistant Monika Gillette, and Town Engineer Keith Fell.

REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Frucci asked for acceptance of the agenda. Councilman St. John motioned to approve the agenda. Councilman Iovieno 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 Meeting of April 8, 2004, and Budget Status of April 30, 2004. Councilman Koch motioned to accept the consent agenda. Councilman St. John seconded the motion. The motion passed unanimously.

Action Items

1. Councilman Koch motioned to cancel picnics for June, July and August 2004. Councilman St. John seconded the motion. The motion passed unanimously.
2. Mayor Frucci stated that Budget Meetings were being scheduled and that the Budget Review of the 2003/04 budget would be June 24, 2004 at 5:30 pm. Ms. Webb reminded the Council that the millage rate would need to be set by August 1, 2004 to meet state deadlines. 2004/05 Budget meetings were scheduled for July 15, 20 and 21 (if needed), 2004 at 5:30 pm. Mayor Frucci stated one important issue was to decide if the budget was a guideline or a concrete plan.
3. Councilman St. John volunteered to represent Cinco Bayou at the Memorial Day services at Beal Memorial Cemetery.
4. Councilman Koch motioned to authorize the Town Manager and Town Attorney to execute an Interlocal Agreement with Okaloosa County for maintenance of the traffic signals at Yacht Club Drive and Eglin Parkway. Councilman Iovieno seconded the motion. The motion passed unanimously.

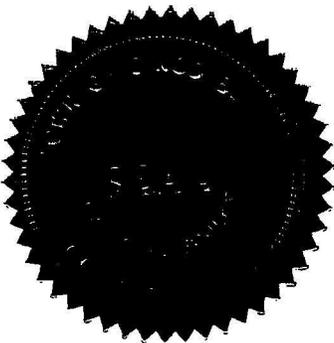
Reports

5. **Town Manager's Report:** Ms. Webb reviewed the written report she submitted. She stated that there was a problem with Decks N Such and that they had exceeded the contract terms of 180 days. Mayor Frucci requested that the council be sent the total amount paid to Decks N Such to date for the projects and to review the contract to see if there is a penalty for going beyond the contract completion date. She also stated that the Elections Office had contacted her and stated that Town Hall would need to be brought into ADA compliance in order to stay a polling place. Mr. Phil Babiak of the Moorings approached the council to state that the homeowners association would repair the fence that jetted into the water. He also stated that the fence is not currently on the property line and that if they were forced to move the fence they would shift it back to the property line, which would lessen public access at Laguna Park. Councilman Iovieno stated that although he understands why the home owners would want the fence to prevent people from walking on their beach, it is a state requirement that the fences end at the mean high water line. It was the consensus of the council to wait until the Town Attorney could give his opinion on the matter before making a decision.
6. **Engineer's Report:** Engineer Fell reiterated the problems with Decks N Such and stated that a letter would be submitted to them stating they were out of compliance.
7. **Attorney's Report:** none given.
8. **Community Officer's Report:** Deputy Hawley submitted a written report.
9. **Public Comments/Requests:** None given.
10. **Council Member's Comments/Reports:** Councilman St. John stated he was getting comfortable as a council member and that the residents seemed to be happy. Councilman Koch stated that the council consider applying for another grant for Glenwood Park. Ms. Webb stated that a new grant could not be applied for until the current grants are closed out.

Mayor's Report – Mayor Frucci stated he attended the Okaloosa County League of Cities luncheon and reported that he was updated that the former head of the Senate was actively pushing for taxes on services in Florida and that the Florida League of Cities was contributing \$100,000 to help the bill pass.

Adjourn – There being no further business, the meeting adjourned at 7:21 pm

ATTEST:





Norm Frucci, Mayor



Nell Webb, CMC
Town Manager/Clerk

10:17 AM

05/10/04

Accrual Basis

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2003 through April 2004

	Oct '03 - Apr 04	Budget	\$ Over Budget	% of Budget
Income				
001 REVENUE ACCOUNTS				
TAXES				
311.000 · ADVALOREM TAXES	70,867.58	80,370.00	-9,502.42	88.2%
312.410 · FIRST LOCAL OPTION FUEL TAX	11,853.71	19,436.00	-7,582.29	61.0%
Total TAXES	82,721.29	99,806.00	-17,084.71	82.9%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	17,009.18	33,500.00	-16,490.82	50.8%
313.400 · FRANCHISE FEE - OKALOOSA GAS	2,509.40	3,500.00	-990.60	71.7%
Total FRANCHISE FEES	19,518.58	37,000.00	-17,481.42	52.8%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	12,792.55	22,300.00	-9,507.45	57.4%
314.300 · UTIL TAX - WATER FWB	2,664.80	5,300.00	-2,635.20	50.3%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	1,203.33	2,500.00	-1,296.67	48.1%
315.000 · UTIL TAX - LOCAL COM. SERVICES	12,283.26	26,157.00	-13,873.74	47.0%
Total UTILITY SERVICES TAXES	28,943.94	56,257.00	-27,313.06	51.4%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	7,553.00	7,000.00	553.00	107.9%
322.000 · PERMITS - TOWN	1,084.03	600.00	484.03	180.7%
Total LICENSES AND PERMITS	8,637.03	7,600.00	1,037.03	113.6%
STATE GRANTS				
334.700 · FRDAP - LAGUNA PARK	2,986.15	42,601.00	-39,614.85	7.0%
334.701 · FRDAP - GLENWOOD PARK PHASE I	10,460.60	43,631.00	-33,170.40	24.0%
334.702 · FRDAP GLENWOOD PHASE II	13,324.80	50,000.00	-36,675.20	26.6%
334.703 · BOATING IMP FUND SEAWAY	15,000.00	15,000.00	0.00	100.0%
Total STATE GRANTS	41,771.55	151,232.00	-109,460.45	27.6%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PROCEEDS	16,157.16	23,561.00	-7,403.84	68.6%
335.150 · ALCOHOLIC BEVERAGE LICENSES	810.19	1,000.00	-189.81	81.0%
335.180 · LOCAL GOVT HALF-CENT SALES TAX	10,765.27	27,880.00	-17,114.73	38.6%
Total GENERAL GOVERNMENT	27,732.62	52,441.00	-24,708.38	52.9%
Total STATE SHARED REVENUES	27,732.62	52,441.00	-24,708.38	52.9%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	856.91	600.00	256.91	142.8%
Total SHARED REV OTHER LOCAL UNITS	856.91	600.00	256.91	142.8%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	13,075.82	30,500.00	-17,424.18	42.9%
Total PHYSICAL ENVIRONMENT	13,075.82	30,500.00	-17,424.18	42.9%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	631.46	2,600.00	-1,968.54	24.3%
Total FINES AND FORFEITS	631.46	2,600.00	-1,968.54	24.3%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	38.44	50.00	-11.56	76.9%
361.180 · VANGUARD BANK CD	0.00	1,500.00	-1,500.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	6.45	300.00	-293.55	2.2%
361.182 · INTEREST EARNINGS - TAX COLL	0.04	50.00	-49.96	0.1%
361.183 · BEACH COMMUNITY BANK CD	755.18	300.00	455.18	251.7%
Total INTEREST AND OTHER EARNINGS	800.11	2,200.00	-1,399.89	36.4%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2003 through April 2004

	Oct '03 - Apr 04	Budget	\$ Over Budget	% of Budget
RENTS AND ROYALTIES				
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	100.00	100.00	0.00	100.0%
362.200 · TEMP CELL TOWER LEASE	12,280.00	18,000.00	-5,720.00	68.2%
362.000 · SEAWAY STREET	500.00	500.00	0.00	100.0%
362.100 · FACILITY RENTAL-TOWN HALL	150.00	250.00	-100.00	60.0%
Total RENTS AND ROYALTIES	13,030.00	18,850.00	-5,820.00	69.1%
OTHER MISCELLANEOUS REVENUES				
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	21.00	500.00	-479.00	4.2%
369.100 · OTHER MISC REV - SR 85 MAINT	592.17	2,368.00	-1,775.83	25.0%
Total OTHER MISCELLANEOUS REVENUES	1,160.95	3,368.00	-2,207.05	34.5%
Total 001 REVENUE ACCOUNTS	238,880.26	462,454.00	-223,573.74	51.7%
OTHER SOURCES				
381.910 · INTERFUND TRANSFER BOAT LAUNCH	6,224.77	15,000.00	-8,775.23	41.5%
Total OTHER SOURCES	6,224.77	15,000.00	-8,775.23	41.5%
Total Income	245,105.03	477,454.00	-232,348.97	51.3%
Expense				
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	46,332.71	75,828.00	-29,495.29	61.1%
513.210 · EMPLOYEE FICA/MEDICARE	3,546.69	5,801.00	-2,254.31	61.1%
513.230 · EMPLOYEE LIFE & HEALTH INS	9,237.51	15,803.00	-6,565.49	58.5%
513.240 · EMPLOYEE WORKMANS COMP	2,016.75	3,000.00	-983.25	67.2%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	0.00			
PAYROLL EXPENSE - Other	29.41			
Total PAYROLL EXPENSE	61,163.07	100,432.00	-39,268.93	60.9%
OPERATING EXPENDITURE/EXPENSE				
513.320 · ACCOUNTING AND AUDITING	6,100.00	6,100.00	0.00	100.0%
515.470 · MUNICIPAL CODE	0.00	200.00	-200.00	0.0%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LEGAL	4,845.43	8,200.00	-3,354.57	59.1%
514.313 · PROF.SER.-LEGAL - TOWER PROJ.	5,602.59			
514.314 · PROF SER - LEGAL - FRDAP	125.00			
514.317 · PROF SER LEGAL - SIGN ISSUE	7,225.09			
Total PROFESSIONAL SERVICES LEGAL	17,798.11	8,200.00	9,598.11	217.1%
PROFESSIONAL SERVICES ENGINEER				
519.310 · PROFESSIONAL SERVICES-ENGINEER	4,549.81	4,500.00	49.81	101.1%
Total PROFESSIONAL SERVICES ENGINEER	4,549.81	4,500.00	49.81	101.1%
519.400 · TRAVEL AND PER DIEM	3,169.91	6,800.00	-3,630.09	46.6%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	882.31	1,400.00	-517.69	63.0%
519.411 · COMMUNICATIONS-POSTAGE	218.11	500.00	-281.89	43.6%
519.412 · COMMUNICATIONS-INTERNET	1,360.00	1,920.00	-560.00	70.8%
Total COMMUNICATIONS	2,460.42	3,820.00	-1,359.58	64.4%
519.430 · UTILITIES-TOWN HALL	2,021.33	3,700.00	-1,678.67	54.6%
519.440 · RENTALS AND LEASES	21.00	500.00	-479.00	4.2%
519.450 · INS PROP/LIB/AUTO	6,092.25	9,000.00	-2,907.75	67.7%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	2,167.02	500.00	1,667.02	433.4%
519.461 · REPAIR & MAINTENANCE - OTHER	0.00	1,700.00	-1,700.00	0.0%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING OTHER	4,989.87	1,700.00	3,289.87	293.5%
Total LEGAL ADVERTISING	4,989.87	1,700.00	3,289.87	293.5%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2003 through April 2004

	Oct '03 - Apr 04	Budget	\$ Over Budget	% of Budget
519.490 · OTHER CURRENT CHG & OBLIGATIONS	1,473.54	3,500.00	-2,026.46	42.1%
519.491 · ELECTION EXPENSE	630.00	850.00	-220.00	74.1%
519.510 · OFFICE SUPPLIES	679.97	1,300.00	-620.03	52.3%
519.520 · OPERATING SUPPLIES	865.05	1,500.00	-634.95	57.7%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	1,114.85	1,750.00	-635.15	63.7%
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%
Total OPERATING EXPENDITURE/EXPENSE	54,383.13	56,420.00	-2,036.87	96.4%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	37,205.36	55,808.00	-18,602.64	66.7%
Total PUBLIC SAFETY	37,205.36	55,808.00	-18,602.64	66.7%
PHYSICAL ENVIRONMENT				
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT	19,430.27	30,500.00	-11,069.73	63.7%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
Total PHYSICAL ENVIRONMENT	19,430.27	31,000.00	-11,569.73	62.7%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	5,052.62	8,000.00	-2,947.38	63.2%
541.530 · OPERATING SUPPLIES - STREETS	120.53	2,500.00	-2,379.47	4.8%
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%
Total TRANSPORTATION	16,046.49	41,423.00	-25,376.51	38.7%
HUMAN SERVICES				
562.340 · HUMAN SERVICES - PAWS	641.83	1,272.00	-630.17	50.5%
Total HUMAN SERVICES	641.83	1,272.00	-630.17	50.5%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	0.00	400.00	-400.00	0.0%
Total CULTURE/RECREATION	0.00	400.00	-400.00	0.0%
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	7,011.62	12,124.00	-5,112.38	57.8%
572.430 · UTILITIES - PARKS	454.27	1,100.00	-645.73	41.3%
572.520 · OPERATING SUPPLIES - PARKS	305.42	500.00	-194.58	61.1%
572.630 · REPAIRS & MAINTENANCE - PARKS	542.55	3,780.00	-3,237.45	14.4%
FRDAP GRANT LAGUNA PARK				
572.631 · FRDAP GRANT/LAGUNA PARK	27,980.19	42,394.00	-14,413.81	66.0%
Total FRDAP GRANT LAGUNA PARK	27,980.19	42,394.00	-14,413.81	66.0%
FRDAP GRANT GLENWOOD PK PHASE I				
572.632 · FRDAP GRANT/GLENWOOD PARK	25,592.23	43,585.00	-17,992.77	58.7%
Total FRDAP GRANT GLENWOOD PK PHASE I	25,592.23	43,585.00	-17,992.77	58.7%
FRDAP GRANT GLENWOOD PK PHASE II				
572.633 · FRDAP GRANT/GLENWOOD PK II	14,445.00	50,000.00	-35,555.00	28.9%
Total FRDAP GRANT GLENWOOD PK PHASE II	14,445.00	50,000.00	-35,555.00	28.9%
BOATING IMPROVEMENT FUND				
572.636 · BOATING IMPROVEMENT FUND	12,752.00	15,000.00	-2,248.00	85.0%
Total BOATING IMPROVEMENT FUND	12,752.00	15,000.00	-2,248.00	85.0%
Total PARKS AND RECREATION	89,083.28	168,483.00	-79,399.72	52.9%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	1,691.72	2,000.00	-308.28	84.6%
Total SPECIAL EVENTS	1,691.72	2,000.00	-308.28	84.6%
SPECIAL RECREATION FACILITIES				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	847.26	500.00	347.26	169.5%
Total SPECIAL RECREATION FACILITIES	847.26	500.00	347.26	169.5%

10:17 AM
 05/10/04
 Accrual Basis

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
 October 2003 through April 2004

	<u>Oct '03 - Apr 04</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
OTHER CULTURE/RECREATION				
579.630 · TREE/BEAUTIFICATION	0.00	500.00	-500.00	0.0%
Total OTHER CULTURE/RECREATION	0.00	500.00	-500.00	0.0%
OTHER USES				
581.910 · INTERFUND TRANSFER BOAT LAUNCH	1,476.55	15,000.00	-13,523.45	9.8%
580.990 · CONTINGENCY FUND	0.00	4,216.00	-4,216.00	0.0%
Total OTHER USES	1,476.55	19,216.00	-17,739.45	7.7%
Total 001-EXPENDITURE/EXPENSE ACCTS.	281,968.96	477,454.00	-195,485.04	59.1%
Total Expense	281,968.96	477,454.00	-195,485.04	59.1%
Net Income	-36,863.93	0.00	-36,863.93	100.0%

~~4/28/04~~
5/13/2004

REGULAR TOWN MEETING SIGN IN SHEET

Name:	Clay Mc CARTNEY		
Address:	#1 HOORIN 65		
Phone:	243 3503	Email:	

Name:	PHIL BABIAK		
Address:	53 YACHT CLUB DR #41		
Phone:	244-4649	Email:	

Name:			
Address:			
Phone:		Email:	

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