

**TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
MAY 14, 1998**

Mayor Drabczuk called the Regular Town Council meeting to order at 6:02 PM. Following a silent prayer and the Pledge of Allegiance to the Flag, roll call was taken.

PRESENT: Mayor Drabczuk
Councilwoman Carroll
Councilman Kendrick
Councilman Payne
Councilman Skelly
Councilman Williams

ALSO PRESENT: Town Manager Borchik, Engineer Griswold, Secretary Payne, Jerry Carroll, Jason Yarobourgh, Ed Connors .

Mayor Drabczuk recessed the meeting at 6:05 PM to reconvene in Laguna Park as soon as possible to begin the walking tour of the east side of Town. The tour was completed at approximately 7:00 PM and all returned to the Town Hall. Mayor Drabczuk called the Council meeting to order at 7:10 PM.

In addition to those present prior to the recess, Attorney Massey and Ms Gina Franks were now present.

1. **COUNCIL APPROVAL OF AGENDA** - Councilman Payne made a motion to approve the Agenda as presented, seconded by Councilman Skelly. The motion was unanimously approved.

2. **CONSENT AGENDA**

- A. Minutes, Council Meeting - April 9, 1998
- B. Financial Report - April 1998
- C. List of Deposits and Checks - April 1998

Councilman Payne made a motion to approve the Consent Agenda, seconded by Councilman Kendrick. Councilwoman Carroll asked to return to item 2B, the Financial Report for April and questioned the fact that the entry titled Accrued Annual Leave amount was the same amount reflected in earlier statements. Shouldn't it change each month? Mr. Borchik said that yes, the number of days of accrued annual leave does change each month and therefore the amount listed should change too. The same holds true for the accrued payroll taxes. Following a short discussion, Councilwoman Carroll made a motion that beginning with the May Financial report, the accrued leave payable amount and the accrued payroll taxes payable amount be accurate for the reporting period, seconded by Councilman Skelly. The motion was unanimously approved.

3. **ACTION ITEMS**

A. Review bids for street paving project - Engineer Griswold gave the Mayor and Council copies of his Bid Review Report. Three companies submitted bids; Panhandle Grading & Paving, Couch Construction and Florida Grading and Paving. Bids were opened and read aloud at the Town Hall, 11:00AM, April 30, 1998 and were as follows: Panhandle Paving & Grading - \$ 97,850.24; Couch Construction - \$ 116,552.00; Florida Grading and Paving - \$ 129, 530.00. Mr. Griswold reviewed the bid packages for compliance with the bid specifications and based on his review, he recommended that the contract be awarded to Panhandle Grading and Paving, Inc. for the bid price of \$105,850.24. (this amount is the submitted bid amount plus \$8,000 for Yacht Club/Troy culvert repair) Following the Council's discussion , Councilman Skelly made a motion to accept Panhandle Grading and Paving for the bid amount of \$105,850.24 based on

MINUTES CORRECTED
AS REQUESTED
MSM

recommendation, seconded by Councilwoman Carroll. Following a short discussion, Councilman Kendrick made an amendment to the motion to accept the bid citing S & G Job No. 9605-004-01 plans & specifications and for Mr. Griswold to investigate the cost to install a culvert for drainage at the corner of Troy Street and Yacht Club Drive. The motion was approved unanimously. In response to Mr. Griswold's question as to who would sign the contract, Councilman Skelly made a motion to authorize the Mayor to sign the contract on the behalf of the Town, seconded by Councilman Payne. The motion was unanimously approved. Following a short discussion concerning the total cost of the project, Councilman Kendrick made a motion authorizing Manager Borchik to contact the local banks to obtain quotes for a loan in the amount of 120,000.00, seconded by Councilman Skelly. The motion was approved unanimously.

B. Okaloosa County Memorandum of Agreement (MOA) - Manager Borchik advised the Council that he had been attending the Hazard Mitigation planning meetings, however, a civilian representative to the Citizens Advisory Committee (CAC) is still needed. The Town of Cinco Bayou has agreed to participate with Okaloosa County in the preparation of the Hazard Mitigation Strategy for the Town and to use its share of the Grant, \$ 7,500.00, for the study. Councilman Payne made a motion to accept the terms of the Memorandum of Agreement with the County, seconded by Councilman Skelly. The motion was unanimously approved.

C. Town Manager Selection Process - In response to the letter sent to the eight candidates, only seven replied by submitting applications and references. Letters were sent to all references listed and letters of reference were received from several individuals. Copies of the applications and reference letters were provided to the Mayor and Councilmembers on May 12 along with the Council meeting packages. Following a short discussion, Councilman Skelly made a motion to interview all seven candidates, seconded by Councilman Williams. Councilman Payne stated that he remembered that the Council had decided to narrow the list for interviews to five. Following discussion, the motion was approved 4 to 1 with Councilman Payne voting "No." Following a discussion concerning the candidate interviews, Councilman Skelly made a motion to conduct the interviews on Saturday, June 6, 1998 at 9:00 AM, allowing one hour for each interview, seconded by Councilman Williams. During the discussion, Councilwoman Carroll stated that the candidates had been "In Limbo" long enough and asked the interviews be held at an earlier date. A vote was called for on the outstanding motion and was defeated. Councilman Skelly then made a motion to conduct the interviews on May 30, 1998, at 8:00 AM, seconded by Councilman Kendrick. The motion was approved unanimously. Councilman Kendrick made a motion for the Town to make arrangements for lunch for the Council and those attending the interviews on May 30, 1998 with lunch from 12:00 to 1:00, seconded by Councilman Payne. The motion was approved unanimously.

4. Engineer's Report - No Report

5. Attorney's Report - No Report

6. Town Manager's Report

A. Manager Borchik introduced Ms. Gina Franks, GEM Hosting, Inc. Ms. Franks explained to the Council that her company designs Web pages for businesses that would like to have their business advertised on the Internet. Ms. Franks showed the Council a web page that she had designed of the Town. Mayor Drabczuk inquired on the cost of the project. Ms. Franks said the cost would be between &400.00 and \$1,000.00 depending on the content and number of pages. Following a short discussion, the Council decided not to commit to a home page at this time.

B. Manager Borchik said that Mrs. Skelly had contacted him concerning the tree for the Leach's and that they had requested a Savannah Holly be planted in Frances Park. Councilman Skelly said they had found one for \$60.00 and since the Council had approved \$100.00 for the tree and plaque, the other \$40.00 would be for the plaque. The Plaque will have the date it was planted and will read this tree dedicated to Tom and Carolyn Leach. The Town Manager will contact the nursery to provide and plant the tree.

C. During the recent Pride Week, April 18 through April 25, two groups undertook the clean-up of two sites here in Cinco Bayou - Compass Bank personnel cleaned up around the Sea Way Boat Launching facility and the 16th Special Operations Group cleaned up in Glenwood Park along the Board Walk.. The Town had a 20 yard dumpster placed in the Glenwood parking lot for their use. The Daily News, sponsor of this event, gave monetary prizes to the top ten groups for their participation and both the Compass Bank group and the 16th Special Operations Group received \$100.00 awards for their efforts. Councilman Kendrick made a motion to adopt a Resolution commending both teams for their efforts, seconded by Councilman Payne. The motion was unanimously approved.

D. Laguna Landing project is still a "go." There is a new realty agency advertising the project.

E. The beavers are back at Glenwood Park. Contacted Mr. Teague and he will set traps this week-end. Councilman Payne ask what the Town pays to have the beavers trapped. Manager Borchik told him \$45.00 to set a trap and \$75.00 to remove the beaver!.

F. Mrs. Kelley is reconsidering the landscaping of her property at the corner of Eglin Parkway and Yacht Club Drive and requested that I prepare a sketch of the proposed planting plan..

G. Compass Bank has offered a improved and increased banking service for the Town to include checking, savings and credit card services. Following a short discussion, Councilman Payne made a motion to move the Town's complete banking service to Compass Bank, seconded by Councilman Skelly. During the discussion, Councilman Skelly stated that he believed that they should wait until the loan for the street paving project had been approved. The motion was disapproved.

H. The Personnel Manual, adopted in March, 1997, contains several errors that require correction and several items that require review. Councilman Skelly stated that he did not have a copy of the personnel manual as did several others. The Town Manager said he would provide copies to everyone.

I. The landscaping is complete and is looking good. Gave the K Mart Manager authorization to plant and maintain the portion of the right-of-way by their Garden Shop. They will get back with us when their plan is completed.

7. Public Requests/Comments - None

8. Councilmember Reports/Comments

A. Councilman Skelly - The following items that were observed/discussed on the walking tour.

1. Sprinkler head in Laguna Park requires repair.
2. Drainage problem on Troy Street and Yacht Club Drive.
3. Pot holes at intersection of Yacht Club Drive and Troy Street
4. Unregistered vehicle parked on the Howard property .
5. Unregistered vehicle parked at 52 Yacht Club Drive.
6. There appears to be several abandoned buildings in Town. Is there an ordinance that prohibits that kind of eyesore? Manager Borchik said he will send the property owners concerned letters citing the property condition. In the case of buildings, will require letters to the building Inspector, Fire Department Inspectors and the Health Department for possible condemnation.

7. Noted that Enterprise car wash is washing cars and letting it drain into Glenwood Park, Manager Borchik said the last time he checked the detergent being used was a bio-degradable material that looked ugly but harmed nothing!

8. A rail on the boardwalk at Glenwood Park is split and needs repair.
9. Considered the walking tour successful.

B. Councilman Williams - None

C. Councilman Kendrick

1. Rear of the K Mart building (the old Kelley Grocery) has graffiti on the wall and is an eyesore. Is there an ordinance that covers graffiti? Requested the Town Manager to take action if there is an ordinance covering graffiti.

2. Asked if there was an ordinance that covers businesses that have closed with windows covered with boards. Asked the Town Manager to review the ordinances for this situation.

3. Asked if there was an ordinance prohibiting cars from being parked on the right-of-way with "For Sale" signs?

D. Councilwoman Carroll

1. Asked if everyone received a report from her as representative to the Economic Development Council meeting.

2. Inquired on the status of the standing committees that the Town Manager had mentioned during the April Town Council meeting. Manager Borchik said it will be on the agenda at the June 11, 1998 meeting.

E. Councilman Payne

1. Asked if the Town had a motto? What is it? If none, do we need one?

2. Talked with the Managers at the Nugget Chevron Store and Hardee's concerning the homeless vagrants that frequented the Town , however, there appears to be few, if any, still in the area.

3. Still in the process of surveying members to determine if there is any interest in having the Municipal Official's Institute presented here in the Panhandle.

4. Will represent the Town at the Memorial Day ceremonies on May 25, 1998.

9. Correspondence

A. Letter, Florida Attorney General - Town Manager to request payment from fund.

B. Letter, Cox TV - Information only

C. Okaloosa County Public Hearing - No Action

D. Department of Transportation Public Hearing - No Action

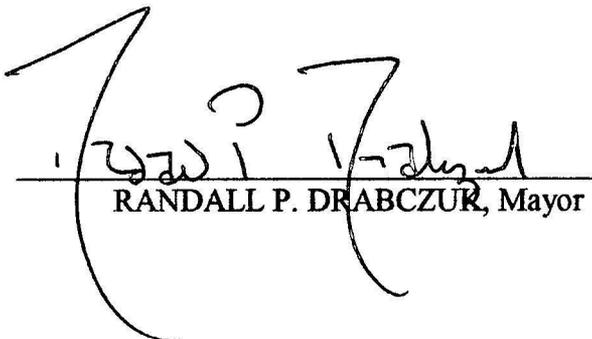
E. Invitation, Panhandle LOC Annual Meeting & Dinner - No Action

F. Letter, Department of Revenue - TRIM Workshop - No Action

G. Letter, DAV Memorial Day Ceremony - Councilman Payne will represent the Town.

10. Mayor's Comments/Announcements - Said he thought the walking tour of the Town was successful. Reminded everyone of the Town Potluck Dinner on Thursday, May 21, 1998, at 6:30 PM.

11. There being no further business, the meeting adjourned at 8:45 PM.



RANDALL P. DRABCZUR, Mayor

Attest:



ALBERT S. BORCHIK, Jr. Town Manager/Clerk

5-5-98
1813



Board of County Commissioners

State of Florida

April 29, 1998

Mr. Al Borchik
Town of Cinco Bayou
10 NE Yacht Club Drive
Fort Walton Beach, FL 32547

Dear Mr. Borchik:

I am pleased to inform you that the Department of Community Affairs has made additional funds available for the completion of a unified Local Mitigation Strategy. The Okaloosa County Board of County Commissioners approved acceptance of these funds on March 17, 1998.

The contract stipulates that Okaloosa County will subcontract a predetermined amount to your municipality for the completion of engineering studies. The Town of Cinco Bayou was awarded \$7,500. Please find attached a proposed Memorandum of Agreement (MOA) for the expenditures of these funds. The Department of Community Affairs and the County Attorney have reviewed this MOA. Please have the appropriate department for your municipality complete a review, and submit any revision to me no later than May 15, 1998. If you are satisfied with the content, please execute and return to me by Wednesday, May 27, 1998.

In the near future I will be contacting you to establish a mutually agreeable meeting time and location. If possible, I would like to arrange a meeting with the engineer from BCM, Engineers, Inc., myself, Pat Blackshear, your citizen representative and a representative from your municipality in a position to guide the engineer to areas of concern such a critical facilities located in hazardous flood prone areas, areas experiencing stormwater drainage problems, or other areas/facilities which may be subject to damage from a storm event. This meeting will be to establish a task order to accompany your MOA, for the engineer to complete a risk assessment utilizing the funds allocated.

I look forward to seeing you soon. Should you have any questions, I may be reached at (850) 651-7795.

Sincerely,

Sherry Harper, Planner
Okaloosa County Planning and Inspection

Courthouse

101 E. James Lee Blvd. Crestview, FL 32536
(850) 689-5030 FAX: 689-5059

Courthouse Annex

1250 N. Eglin Pkwy. Shalimar, FL 32579
(850) 651-7497 FAX: 651-7334

1804 Lewis Turner Blvd. Suite 100
Fort Walton Beach, FL 32547
(850) 651-7105 FAX: 651-7142

MEMORANDUM OF AGREEMENT

This Memorandum of Understanding is between Okaloosa County and Town of Cinco Bayou. The purpose of this agreement is to establish the administrative party for the execution of contract No. 98-LM-4H-0156-01-046, and participating parties' responsibilities. This grant is for the continued preparation of a unified local mitigation strategy, and is to be a cooperative effort between the nine municipalities and Okaloosa County.

Witnesseth:

Whereas, both parties have expressed an interest in hazard mitigation for Okaloosa County as a whole, and the local government jurisdiction of Okaloosa County was awarded a CDBG contract for the preparation of a unified local hazard mitigation strategy, and,

Whereas, through vote of the Okaloosa County Comprehensive Plan Committee, acting as the Technical Steering Committee, and consisting of representatives of the nine municipalities, Eglin Air Force Base, Hurlburt Field, Okaloosa County School Board, the University of West Florida and Okaloosa Walton Community College, it was unanimously decided for Okaloosa County to act as the administrative authority in the execution of the initial CDBG contract for the preparation of a unified local mitigation strategy, and,

Whereas, the County has been awarded additional funding from the Department of Community Affairs for the continued preparation of a unified local mitigation strategy, with pre-determined amounts to be expended for engineering services within each of the municipalities, and

Whereas, the attached contract with attachments between Okaloosa County and the Department of Community Affairs is a true and correct copy of the original contract, containing these pre-determined amounts, and

Whereas, the parties hereto mutually and freely enter this agreement. Participation is voluntary, participants may withdraw with or without notice.

NOW THEREFORE:

The above mentioned parties agree to provide information and assistance as provided in this MOU, for the preparation of a unified local mitigation strategy as follows:

1. Provide the administrative bodies with copies of relevant ordinances and resolutions, existing plans and/or policies, as may be related to hazard mitigation.

2. To continue to provide one representative from staff to serve on the Okaloosa County Comprehensive Planning Committee in a technical capacity and to continue to have a minimum of one citizen at large to represent their jurisdiction in an advisory capacity.

3. To assist as necessary in the preparation of a hazard assessment of Okaloosa County in order to ensure fair representation in the completed plan, and to assist in the development of a task order, to be included as an attachment to this agreement when completed, for the engineering firm to perform the engineering services specific to the municipality, and

4. To utilize the informal mediation process established by Rule of the West Florida Regional Planning Council to mediate conflicts which cannot be resolved by the Comprehensive Plan Committee.

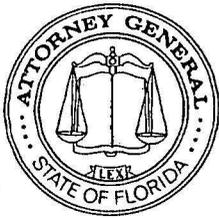
IN WITNESS WHEREOF, we, the undersigned, duly authorized representatives of the County and the municipality, do hereby enter into this agreement.

Chairman, Okaloosa County, Florida
Board of County Commissioners

Mayor, Town of Cinco Bayou

ATTEST: _____

ATTEST: _____



OFFICE OF THE ATTORNEY GENERAL

DEPARTMENT OF LEGAL AFFAIRS

THE CAPITOL

TALLAHASSEE, FLORIDA 32399-1050

ROBERT A. BUTTERWORTH
*Attorney General
State of Florida*

5-6-98
VSD
Please reply to:

Office of the Attorney General
Suite PL-01
The Capitol
Tallahassee, Florida 32399-1050
(850) 414-3600; FAX: (850) 488-9134

May 4, 1998

Randy P. Drabczuk
Mayor
Town of Cinco Bayou
10 Yacht Club Drive
Cinco Bayou, FL 32548-4436

Dear Mr. Drabczuk:

The purpose of this letter is to apprise you of a settlement from which funds may be distributed to political subdivisions. Please review the information below carefully.

In 1973, the State of Florida filed a price-fixing lawsuit against several of the major oil companies on behalf of Florida consumers and Florida governmental entities which purchased refined petroleum products during the period July 9, 1969 to March 20, 1981. The matter was settled in 1987, but was not finally approved by the federal district court until recently because of fee claims by private counsel.

The Settlement Fund is about to be distributed. In its order approving the settlement, the District Court determined that because the number of potential claimants was large compared to the size of the fund, there was no practical plan of distribution which, would afford individual consumers a reasonable opportunity to secure an appropriate portion of the Fund. Accordingly, the Court determined that a cy pres distribution, that is, a distribution to counties and cities based upon population, was the fairest and most reasonable manner in which to distribute the funds. In opting for this plan, the Court required that all funds distributed be used for road construction or maintenance. Because many Florida cities have no road departments and exclusively rely upon their counties for road maintenance and construction, they will necessarily be excluded from participating in the court's settlement. Consequently, before an appropriate distribution can take place, it is important to know whether your city relied upon your county for road maintenance and construction or has its own independent road maintenance department. Unless we are notified otherwise, in order to ensure full compliance with the court's order, it is our intention to distribute the settlement funds to each of Florida's 67 counties.

If your city maintains its own road department and wishes to use its share of the fund allotted for your county for your city's own road maintenance related projects, as decreed by the Court, it is important that you notify us in writing by May 29, 1998; of your city's desire to receive a share of the Fund. Otherwise, municipal shares of the fund will be allotted to the appropriate county road department.

You may direct your letters to the following address:

Office of the Attorney General
Antitrust Section
PL-01, The Capitol
Tallahassee, Florida 32399-1050

Should you have any questions or require additional information, please call me at (850)414-3600.

Sincerely,

A handwritten signature in cursive script that reads "Patricia A. Conners". The signature is written in dark ink and includes a small flourish at the end of the name.

Patricia A. Conners
Chief, Antitrust Section

PAC/cf

5-5-98

320 Racetrack Road N.W.
P.O. Box 2827
Fort Walton Beach, Florida 32549
(850) 862-4142
(850) 862-1708 fax

118/B
F7

May 4, 1998

Mr. Al Borchik, Town Manager
Town of Cinco Bayou
10 Yacht Club Dr.
Ft. Walton Beach, FL 32548-4436



Dear Mr. Borchik,

The purpose of this letter is to provide notice to the Town of Cinco Bayou that effective June 3, 1998, Cox Communications will realign its channel line-up. Please find enclosed the new channel line-up.

This realignment is being done in order to group our services into easy to find categories like News and Information, Sports, Family, Living and Learning and Variety. Our research has shown that our customers prefer easier faster and more efficient ways to find what they like to watch. We are also standardizing the channel location of our various services among the markets we serve in Northwest Florida. We are in the process of notifying our customers in their bills, and as we approach the realignment, we will be running advertising and sending new channel line-up information to our customers.

In conjunction with this realignment, we will be adding Beach T.V. throughout the greater Ft. Walton Beach and Niceville areas. We are required by Federal law to make a certain number of channels available for leased access. Beach T.V. has requested a channel as a leased access provider. In order to make room for Beach T.V., we will be dropping The Travel Channel on June 3, 1998.

Please contact me at your convenience if you have any questions regarding this matter.

With kindest personal regards, I am

Sincerely yours,

A handwritten signature in black ink, appearing to read "Joseph S. Brewster".

Joseph S. Brewster
Director of Public/Governmental Affairs

JSB/msh

The Big Shuffle - FWB & Eglin

Starting June 3 all the channels will be grouped together by category so customers can find their favorite channels faster and easier than ever.

Ft. Walton Beach -- Effective date: 6/3/98

CH#	Basic
3	WEAR/ABC
4	WTVY/CBS
5	WKRG/CBS
6	Channel 6
7	WJHG/NBC
8	WPMI/NBC
9	WSRE/PBS
10	WALA/FOX
11	WTBS/IND
12	WFGX/IND
13	WGN/IND
14	WMPV
15	WHBR
16	WJTC
17	BLAB
18	WPAN
19	HSN
20	QVC
21	C-SPAN
22	C-SPAN 2
23	SNEAK
24	Leased

CH#	Family
25	Nickelodeon
26	Disney
27	Sci-Fi
28	Family
29	Lifetime
CH#	Living & Learning
30	Discovery
31	Learning
32	HGTV
33	Animal Planet
CH#	News & Information
34	Headline News
35	CNN
36	CNBC
37	MSNBC
38	Weather
39	PIN
CH#	Sports
40	ESPN
41	Speed Vision
42	Outdoor Life
43	Sunshine

CH#	Variety
44	USA
45	SNEAK
46	TNT
47	E! TV
48	A&E
49	Bravo
50	AMC
51	TNN
52	BET
53	VH1
54	MTV
55	PREVUE
56	Comedy
57	Beach TV
58	EWTN/TIN
59	Cartoon
CH#	Select
60	History
61	ESPN-2
62	Encore
63	TCM
64	Golf

CH#	Movies
65	HBO
66	HBO-2
67	CINEMAX
68	MOREMAX (formerly Cinimax 2)
69	SHOWTIME
70	SHOWTIME-2
71	TMC
72	VIEWERS' CHOICE 1
73	HOT CHOICE
74	VIEWERS' CHOICE 4
74	ADAM & EVE (10PM-6AM)
75	VIEWERS' CHOICE 8
75	SPICE (10PM-6AM)
76	N/A
77	VIEWERS' CHOICE 5
78	VIEWERS' CHOICE 2



Board of County Commissioners

URGENT
5-5-98
AKB
JF

State of Florida

Department of Emergency Services



E911 ☆ Emergency Operations ☆ E.M.S.

May 4, 1998

Cinco Bayou, Town of
10 N.E. Yacht Club Dr
Ft. Walton Beach, FL 32548

Dear Sirs,

You are hereby notified per Okaloosa County Ordinance 93-45 that a public hearing will be conducted by the Board of County Commissioners relating to the issuance of an ambulance Certificate of Public Convenience and Necessity for Non-Emergency Medical Transportation Service.

Date: May 19, 1998 (Tuesday)
Time: 8:30 AM
Location: Okaloosa County Administration Bldg. - 3rd floor
1804 Lewis Turner Boulevard
Ft. Walton Beach, Florida

Sincerely,


Hank Christen
Director Emergency Services
Okaloosa County

cc: Municipalities
Healthcare Transportation Services, Inc.
Rural Metro Ambulance service, Inc.

FLORIDA

LAWTON CHILES
GOVERNOR



DEPARTMENT OF TRANSPORTATION

THOMAS F. BARRY, Jr.
SECRETARY

5-4-98
T.F.B.

April 27, 1998

Mr. Albert S. Borchik, Jr.
Town of Cinco Bayou
10 Yacht Club Drive
Fort Walton Beach, FL 32548-4436

RE: PUBLIC INFORMATION MEETING
State Road 20 Improvements, from Rocky Bayou to SR 293 (White Point Road)
State Project Number 57040-1578
Work Program Number 3117424
Okaloosa County

Dear Mr. Borchik:

The Florida Department of Transportation has scheduled a public information meeting for the above referenced project. The meeting will be held on Tuesday, May 19, 1998, in the City of Niceville Council Chambers located at 208 North Partin Drive in Niceville. The meeting will begin with an informal open house at 6:00 p.m.

The purpose of the meeting is to afford persons the opportunity to express their views concerning the location, design, and social, economic, and environmental effects of the proposed improvements. The proposed project consists of the improvement and widening of the SR 20 corridor from Rocky Bayou to SR 293 (White Point Road). Maps of the proposed project will be on display at the meeting and Department representatives will be present to informally discuss the project and to answer questions during the open house period.

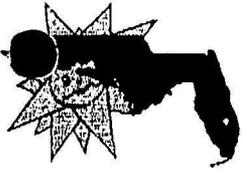
Please understand that this is a public information meeting and not a public hearing. A formal public hearing for the project was held earlier in the project development process, as required by state and federal law.

We invite and encourage you to attend this public information meeting to view and discuss this transportation improvement proposal.

Sincerely,

Brian Blanchard, P.E.
District Design Engineer

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THE PANHANDLE LEAGUE OF CITIES

YOU ARE CORDIALLY INVITED TO ATTEND
 THE PANHANDLE LEAGUE OF CITIES'
 21ST ANNUAL SUMMER DINNER
 AND GENERAL MEMBERSHIP MEETING

- WHEN:** FRIDAY, MAY 22, 1998
- WHERE:** THE HARBOUR HOUSE RESTAURANT, PANAMA CITY, FL
- SCHEDULE:**
 5:00 - BOARD OF DIRECTORS MEETING
 6:00 - RECEPTION
 7:00 - DINNER
- MENU:** A TRADITIONAL SEAFOOD BUFFET, FEATURING
- | | | | |
|----------------------|-----------------------|--------------------|----------------|
| SEAFOOD NEWBURG | FRIED CALICO SCALLOPS | TWO VEGETABLES | ROLLS & BUTTER |
| FRIED FILLET OF FISH | ROAST BEEF | TOSSED GREEN SALAD | DESSERT |
| FRIED POPCORN SHRIMP | CREAMED POTATOES | COLE SLAW | COFFEE & TEA |
- COST:** \$9.00 PER PERSON, WHICH INCLUDES TAX & GRATUITY
 (ASSOCIATE MEMBERS RECIEVE ONE MEAL AT NO COST)
- TO ATTEND:** RETURN THE ATTACHED RESPONSE FORM NO LATER THAN WEDNESDAY, MAY 13. ALL
 PRE-REGISTRANTS WILL BE BILLED. CANCELLATIONS MUST BE RECEIVED BY MAY 15.

THE PROGRAM FOR THE DINNER MEETING WILL INCLUDE THE ELECTION OF THE 1998-1999 PLC BOARD OF DIRECTORS BY THE MEMBERSHIP, AS WELL AS THE PRESENTATION OF THE 1998 PANHANDLE LEAGUE OF CITIES LEGISLATOR OF THE YEAR AWARD TO REPRESENTATIVE SCOTT CLEMONS. PLEASE COME AND BE A PART OF THIS IMPORTANT EVENING!

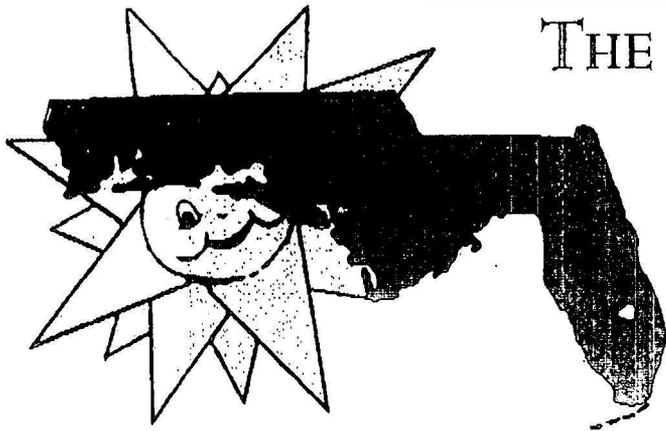
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5-5-98

MB JY

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THE PANHANDLE LEAGUE OF CITIES



Howard Milton, Jr., President
 City of Marianna
Brenda Hendricks, Vice President
 and FLC Director
 City of Parker
Clay Ford, Vice President
 City of Gulf Breeze
Judy Strickland, Treasurer
 City of Callaway
Randall Wise, Past President
 City of Niceville

Guyton Williams, Legislative Chairman
 City of Graceville
Samuel Hayes, Legislative Vice Chairman
 City of Crestview
A.O. Campbell, Director
 and FLC Director
 City of Defunick Springs
Rita E. Jones, Director
 City of Pensacola

FINAL REMINDER

May 5, 1998

To: Panhandle League of Cities Member Cities

From: Jeff Hendry, Executive Director *JH*
The Panhandle League of Cities

Re: PANHANDLE LEAGUE OF CITIES SUMMER DINNER RESERVATIONS AND
1998-1999 BOARD OF DIRECTORS' NOMINATIONS

The attached information is provided as a final reminder for making reservations for the 21st Annual Panhandle League of Cities Summer Dinner and for presenting nominations to be considered for appointment to the PLC Board of Directors. Please distribute the information to all elected officials, appointed staff, and other designated officials in your city.

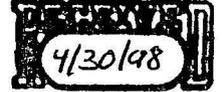
Registrations for the Summer Dinner should be returned no later than May 13th. Nominations for consideration should be forwarded no later than May 8th. If you have questions or need additional information, please call me at (850) 487-1870. Thank You!



L. H. Fuchs
Executive Director

STATE OF FLORIDA
DEPARTMENT OF REVENUE

TALLAHASSEE, FLORIDA 32399-0100



1182 71
General Tax Administration
Child Support Enforcement
Property Tax Administration
Administrative Services
Information Services

April 28, 1998

MEMORANDUM

To: Taxing Authorities

From: *VKS* Velma K. Smith, TRIM Coordinator
Property Tax Administration Program

Re: Truth in Millage (TRIM) Workshop

The TRIM staff will offer workshops designed to give basic information and practical assistance with TRIM compliance. These workshops WILL NOT deal with budget matters and are designed specifically for Taxing Authorities who have experienced compliance problems in prior years and for Taxing Authorities with new employees involved with the TRIM process.

The TRIM workshops will be in the following six locations:

1. Friday, May 29, 1998, Panama City, Florida (Bay County)
2. Tuesday, June 09, 1998, Miami, Florida (Dade County)
3. Thursday, June 11, 1998, Fort Myers, Florida (Lee County)
4. Tuesday, June 30, 1998, Tavares, Florida (Lake County)
5. Wednesday, July 8, 1998, Live Oak, Florida (Suwannee County)
6. Thursday, July 9, 1998, St. Augustine, Florida (St. Johns County)

There are no fees to attend the workshops. Please complete the appropriate registration and fax it to us as soon as possible. If more information is needed please contact the following TRIM staff:

Velma Smith	(850) 922-7965
David Butler	(850) 922-7964
Letecia Mariner	(850) 922-7963
Fax #	(850) 414-1308

**DISABLED AMERICAN VETERANS
PLAYGROUND CHAPTER 72, INC.**

P.O. BOX 2275
FT. WALTON BEACH, FL 32549
TELEPHONE: (850) 862-9215



22 April 1998

Dear Sir/Madam:

The Disabled American Veterans, Playground Chapter 72, will host the annual Memorial Day ceremonies at Beal Memorial Cemetery on Monday, 25 May 1998.

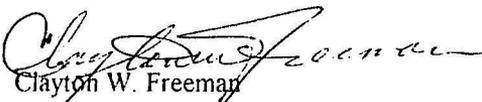
We cordially extend to you, your organization, and families an invitation to participate with us in these ceremonies honoring all veterans who have unselfishly given themselves in service to our great nation.

In order that appropriate homage be paid to the deceased veterans who were members of your organization, we respectfully request that, at your earliest convenience, you forward to us a "ROLL CALL" listing the names of those veterans who have expired since Veterans Day 1997, our last ceremony. Our cut-off date of the deceased will be 15 days before the ceremony takes place.

As in the past, it is customary at these ceremonies for the organizations to place a floral wreath at the memorial. If your organization desires to participate in this function, please indicate accordingly. It should be noted that the persons designated by you to place the wreath should be in place no later than 10:45 a.m. All others should arrive prior to 11:00 a.m.

In order to establish our agenda and listing of participating persons and organizations, please return the attached form no later than 20 May 1998 to indicate your desires and intentions.

Respectfully,


Clayton W. Freeman
Commander

Telephone: 862-9215

*RSVP

"Update" Report to
Economic Development Council

RECEIVED
4/27/98

4/22/98 MSB
117

Original document is skewed

There isn't a lot of economic development activity to report in a land/water locked town on approximately five square blocks and 400 plus residents. Our current endeavors focus on:

- A beautification project to which we have pledged approx. 5% of our operating budget;
- Hiring a city manager with six candidates currently undergoing reference checks;
- An effort to obtain a Post Office Zip Code unique to Cinco Bayou to improve the receipt of revenue currently allocated on the basis of Zip Code; and
- Preparing to conduct our first Town "Walking Tour" by the Town's Mayor, Councilmembers, City Manager and interested citizens.

Sarah H. Carroll

5/14/98

MSB

SMITH AND GILLESPIE ENGINEERS, INC.

910 Airport Road, Suite A3
Destin, Florida 32541
(850) 837-2843
FAX (850) 837-5936

P.O. Box 235
Destin, Florida 32540

May 14, 1997

Town Council
Town of Cinco Bayou
10 Yacht Club Drive
Fort Walton Beach, FL 32548

Re: 1998 Street Improvements
S&G Job No. 9605-004-01

Dear Town Council:

Bids for the captioned project were received at the Town Hall on April 30, 1998. At that time, the bids were opened and read aloud. Bids were received from Panhandle Grading and Paving, Couch Construction, and Florida Grading and Paving. The bids have been tabulated and reviewed by us and the Town Attorney and all bids are in order. The bid tabulation is attached.

Based on the reviews, we recommend that this contract be awarded to Panhandle Grading and Paving, Inc. for the amount of \$105,850.24. This amount is the sum of their base bid and Alternate No. 1.

If you have questions or require additional information, please contact me.

Sincerely,

SMITH & GILLESPIE ENGINEERS, INC.



Richard F. Griswold, P.E.
Project Manager

copy: Jeff McInnis

**BID TABULATION FOR
STREET IMPROVEMENTS
S&G PROJECT NO. 9605-004-01
CINCO BAYOU, FLORIDA**

Panhandle
Grading and Paving

Couch
Construction, L.P.

Florida
Grading and Paving

ITEM	DESCRIPTION	EST. QUANTITY	UNIT	Panhandle		Couch		Florida	
				Grading and Paving	Grading and Paving	Construction, L.P.	Construction, L.P.	Grading and Paving	Grading and Paving
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Site Preparation	1	LS	\$ 12,500.00	\$ 12,500.00	\$ 13,100.00	\$ 13,100.00	\$ 30,000.00	\$ 30,000.00
2	Furnish and Install Type S-III Asphaltic Concrete Leveling Course Including Tack Coat	700	Tons	\$ 43.90	\$ 30,730.00	\$ 45.00	\$ 31,500.00	\$ 51.00	\$ 35,700.00
3	Furnish and Install Type S-III Asphaltic Concrete Overlay (1 1/4 inch thick) Including Tack Coat	12688	SY	\$ 2.98	\$ 37,810.24	\$ 4.00	\$ 50,752.00	\$ 3.75	\$ 47,580.00
4	Roadway Reconstruction	120	SY	\$ 18.00	\$ 2,160.00	\$ 55.00	\$ 6,600.00	\$ 25.00	\$ 3,000.00
5	Curb and Gutter Repair	80	LF	\$ 25.00	\$ 2,000.00	\$ 30.00	\$ 2,400.00	\$ 20.00	\$ 1,600.00
6	Adjust Sanitary Sewer Manhole	7	each	\$ 500.00	\$ 3,500.00	\$ 750.00	\$ 5,250.00	\$ 350.00	\$ 2,450.00
7	Adjust Valve Boxes	2	each	\$ 200.00	\$ 400.00	\$ 250.00	\$ 500.00	\$ 350.00	\$ 700.00
8	Striping and Signage	1	LS	\$ 7,750.00	\$ 7,750.00	\$ 5,450.00	\$ 5,450.00	\$ 7,500.00	\$ 7,500.00
9	Testing Allowance	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
TOTAL					\$ 97,850.24		\$ 116,552.00		\$ 129,530.00
Additive Alternate No. 1									
1	Culvert at Troy and Yacht Club	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00

Richard F. Rice