

TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING
May 26, 1977

Town officials in attendance: Mayor Jim Kendrick, Council members Irene Balsley, Phil Johnston, Will Overstreet, Harold Peek, and Max Usrey; Attorney Rick Powell and Recorder Dee Rouse.

Also present were: Miller Burt representing Polyengineering; Honey Reeves representing Playground Daily News; Mimi Romaniak representing WFTW; Bill Graham and Leo Andrews representing Salamander Security Systems, Inc.; Ralph Perry, Allen Davis, Adelia Robblee, and Abbie Tyner.

Therefore, a quorum being present, Mayor Kendrick opened the meeting with a silent prayer at 7:31 p.m.

1. MINUTES-REGULAR COUNCIL MEETING-APRIL 21, 1977. Motion by Mrs. Balsley to approve as printed, seconded by Mr. Johnston. Motion carried unanimously.
2. MINUTES-SPECIAL COUNCIL MEETING-MAY 12, 1977. Motion by Mrs. Balsley to approve as printed, seconded by Mr. Johnston. Motion carried unanimously.
3. FINANCIAL STATEMENT-APRIL 1977. Motion by Mr. Usrey to approve as presented, seconded by Mr. Johnston. Motion carried unanimously.
4. APPOINTMENTS TO OKALOOSA INDUSTRIAL DEVELOPMENT COUNCIL. Mayor Kendrick appointed Council member Harold Peek to serve as a second member on the Okaloosa Industrial Development Council. Mayor Kendrick will also serve.
5. COUNCIL APPOINTMENT OF MR. ROBERT POWELL TO FILL MARSHAL'S POSITION THRU 31 OCT 77. Motion by Mr. Johnston to accept Robert Powell as Town Marshal thru 31 Oct 1977, seconded by Mrs. Balsley. Motion carried unanimously.
6. LETTER-CREEL, BRYAN AND GALLAGHER-REF: AUDIT FOR FY 1976-1977. Mayor Kendrick indicated the Council as a Committee had not reviewed the letter from the Auditor and this matter should be brought before the Financial Committee. Referred to next month's meeting.
7. OPENING AND CLOSING OF KELLY & LAGUNA PARKS-REF: LETTER, SALAMANDER SECURITY SYSTEM. Mr. Leo Andrews of Salamander Security System explained to Council how their security system operates. Monthly rates for opening and closing parks, \$100 and patrolling the Town, \$400. After lengthy discussion, Mayor Kendrick indicated that this matter should have been referred at the committee meeting. Motion by Mr. Johnston to hire Salamander Security System to open parks at 7 a.m., and close at 9 p.m., seconded by Mrs. Balsley. Attorney suggested to Council that he be allowed to review contract. Later in discussion, Mr. Johnston table the motion for thirty (30) days until Attorney approves of the contract, seconded by Mrs. Balsley. Motion carried unanimously.
8. BUILDING PERMIT REQUEST-J.T. CULLEY-YACHT CLUB ON BLOCK 2, LOT 1 & 2. Mr. Culley was not present.
9. BUILDING PERMIT REQUEST-R.L.MORRISON CO.-BARNETT BANK-ADDITION OF TELLER WINDOWS-"MOOSE LODGE PROPERTY." Motion by Mr. Overstreet to grant R. L. Morrison Company building permit request, seconded by Mr. Peek. Motion carried unanimously.

10. FRANCIS PARK-SEAWALL. Mr. Miller Burt presented to Council the preliminary sketches of the seawall. Motion by Mr. Johnston to approve the preliminary sketches so that Miller Burt of Polyengineering could apply to the State for the necessary permits, seconded by Mrs. Balsley. Motion carried unanimously.
11. KIDD BAYOU DREGGING. After lengthy discussion, Mayor Kendrick suggested to Council that Miller Burt explore more alternatives of the dregging of the Bayou.
12. ESTIMATE ON PUMP AND SPRINKLER SYSTEM FOR LAGUNA PARK. Motion by Mrs. Balsley to install pump and sprinkler system for Laguna Park, seconded by Mr. Johnston. Motion carried unanimously. Approximate cost: \$1517.14.
13. ON-STREET PARKING. Town Clerk read to Council letters he received from the State and County stating the municipality of Cinco Bayou has the concurrent jurisdiction with the DOT to prescribe regulations relative to traffic control and parking within the corporate limits of the municipality and copies of the applicable state statute and constitutional provision were sent also. Motion by Mr. Peek to discontinue the use of driving lanes for parking in the Town, seconded by Mrs. Balsley. Motion carried unanimously.
14. TOWN PICNIC - JULY 3, 1977. Motion by Mr. Johnston to give committee approval to have the Town's picnic on July 3, 1977 and submit a budget, seconded by Mrs. Balsley. Motion carried unanimously.
15. REMODELING & ADDITION TO TOWN HALL. Clerk read estimated figures on the air and heating, \$1332; Installing drop ceiling, \$469; Electrical work and 10 by 14 addition in the rear of Town Hall, \$10 a square foot, approximately \$4800. Clerk suggested to Council that the Town use Entitlement Period 8 Revenue Sharing money for this project. Mayor Kendrick suggested to Clerk that he get more information and report at committee meeting.
16. DONATION OF OLE BLUE TO TOWN. Discuss at the next committee meeting.
17. IIMC-KANSAS CITY, MO.-MAY 21-26. Clerk informed Council that he attended the IIMC Conference in Kansas City, Missouri and that he paid his expenses. During discussion, Mr. Johnston suggested to Clerk that he present Council with a written report.
18. PROGRESS REPORTS ON WORK IN PROGRESS/COMPLETED. Clerk informed Council on the following:
 - a. Fences in Francis and Laguna Parks have been installed.
 - b. The glass doors have been installed, but the Clerk feels that the doors are improperly installed and indicated he would not pay until properly installed.
 - c. The majority of the tables are in Laguna Park (County agree to make). Mrs. Balsley will pick out spots where tables will be placed in other parks (Francis and Leyenda). Four to five tables will be placed in other parks.
 - d. Garbage racks are build and placed in Laguna Park.
 - e. Leyenda Park paving section on Kidd Street was clayed on May 26 and the paving will be placed on May 27.

18. PROGRESS REPORTS ON WORK IN PROGRESS/COMPLETED, Cont.

- f. Parking section for two vehicles have been completed behind Town Hall.
- g. Landscaping will be completed by next week, if possible.
- h. Street and Regulatory Signs - County having one problem with reflected materials and will be completed by the next council meeting.

19. PAVING ENTRANCE ROAD INTO FRANCIS PARK & INTERNAL PAVING. Motion by Mrs. Balsley to pave the entrance road into Francis Park and internal paving, seconded by Mr. Johnston. Motion withdrawn until later date. Approximate cost: \$1600.

20. ADJOURNMENT. Meeting adjourned at 9:17 p.m.

RESPECTFULLY SUBMITTED AS TRUE AND CORRECT TO BEST OF MY ACKNOWLEDGE.


JAMES O. GODWIN, SR.
Town Manager/Clerk

ATTACHMENTS TO RECORD SET TO MINUTES:

1. Financial Statement.
2. Letter-Creel, Bryan & Gallagher
3. Letter-Salamander Security Systems, Inc.

TOWN OF CINCO BAYOU - JOURNAL OF CHECKS WRITTEN - DEPOSITS MADE

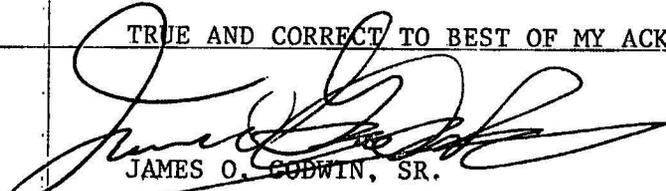
April 1977

Check Number	To Whom	Purpose	Date	Amount Of Check	Bank Bal Fwd And Deposits	ACCOUNTING CODES
-- --		Bal Fwd	1	--	2471.07	
22 19	BMS	Actg - Mar	1	50.00		401-04
20	Estergren, FA&P	Ret - Mar	1	50.00		401-01
21	Estergren, FA&P	Ltr - 1st Fed	1	15.00		401-02
22	Madaris Off Sup	Office Sup	1	7.71		414
23	J.O. Godwin, Sr.	Clk Conference	1	135.62		422
24	Bob Jones	PGDN-Apr-Jun	5	9.75		412
25	Oka W&S Sys	Tap-Lt#12Bik14	5	101.84		654 (454)
26	Oka W&S Sys	Swr Trmt-Mar	5	1036.00		405-11
27	Joseph Wilkins	Traf Lit Rpr	6	55.00		413
28	CENTEL	Town Hall	8	76.58		405-01
-- --		SeeDep76/77-18	7	--	2424.00	---
--	Frm Ck Acct	See DMtoSayAct	8	--	2424.00*	---
29	J.O. Godwin, Sr.	Petty Cash	8	25.00		603
30	Allen Davis	Gas For Mower	8	4.45		404
31	City of FWB	Town Hall	11	7.18		405-03
32	City of FWB	Seaway	11	7.18		405-04
33	City of FWB	Laguna Park	11	7.18		405-04
34	J.O. Godwin, Sr.	2Wks-3/29-4/11	12	380.00		427
35	D. Rouse	2Wks-3/29-4/11	12	175.60		427
36	A. Davis	2Wks-3/29-4/11	12	63.60		427
37	G. Oglesby	2Wsk-3/29-4/11	12	17.15		427
-- --		SeeDep76/77-19	11	--	527.94	---
38	IBM	Typewtr Maint	14	28.80		403
39	Atlas Ext	Svs - Apr	14	7.00		406
40	POECO	Typewtr Sup's	14	50.08		414
-- --		SeeDep76/77-20	15	--	2766.88	---
-- --		SeeDep76/77-21	19	--	20075.25	---
DM	Frm Ck Acct	CD's	19	20000.00**		606
41	Lindsey Ins Agency	Increase In	20	33.00		423
		Fire Policy				---
		4/14/77-2/28/77				---
42	J.O. Godwin, Sr.	Reimbursemt	20	32.90		404
		For Ladder & Concrete				---
43	Gulf Power Co	Town Hall	20	40.75		405-05
44	Gulf Power Co	Traffic Light	20	20.82		405-06
45	Gulf Power Co	L/S-Laguna	20	14.96		405-08
46	Gulf Power Co	L/S-Kelly	20	4.75		405-08
47	Doug Hales's Plumbing	Emergency Svs	21	16.00		403

April 1977

Check Number	To Whom	Purpose	Date	Amount Of Check	Bank Bal Fwd And Deposits	ACCOUNTING CODES
22 48	CENTEL	L/S-Seaway	21	5.40		405-02
49	CENTEL	L/S-Laguna/Kelly	21	18.75		405-02
50	Courter GardenSup	Supplies	25	32.50		404
51	Gulf Power Co	Street Light	25	222.65		405-07
52	A&J Lawnmower	Mower Overall	25	240.67		403
53	Barnett Bank	P/R Dep-Mar	25	532.60		702
54	J.O.Godwin, Sr.	2Wks-4/12-4/25	26	380.00		427
55	D. Rouse	2Wks-4/12-4/25	26	179.80		427
56	A. Davis	2Wks-4/12-4/25	26	42.40		427
57	G. Oglesby	2Wks-4/12-4/25	26	25.75		427
--	--	See Dep 76/77-22	28	--	1236.45	
58	J&L Electric	Repairs	28	45.00		403
59	ContractUnlimited	Carpet-Town Hall	28	512.64		650
60	OIDC	2 Memberships	28	500.00		412
Total (Cks Wr)				25212.06	27030.52	(Income for April)
Bal Fwd 1 Apr 77					2471.07	
Total Funds Available					29501.59	
*TRF Frm Ck to Sav Acct					-2424.00	
Checks Written					-25212.06	
Cash O/H In Bank				30	1865.53	
Petty Cash Fund				30	1.63	
Cash In Bank & P/C				30	1867.16	
**Cert of Dep Plus * Added				30	83000.00	
Sav Acct 1 Apr 77				22317.31		
*TRF Frm Ck to Sav Acct				2424.00		
TOTAL SAVINGS				30	24741.31	
TOTAL FUNDS AVAILABLE				30	109608.47	

TRUE AND CORRECT TO BEST OF MY ACKNOWLEDGE.


 JAMES O. GODWIN, SR.

Town Clerk

CREEL, BRYAN & GALLAGHER
CERTIFIED PUBLIC ACCOUNTANTS

128 N. EGLIN PARKWAY - P. O. BOX 1443

FT. WALTON BEACH, FLORIDA

32548

May 13, 1977

L. E. CREEL, C. P. A.
R. BRENTWOOD BRYAN, C. P. A.
WILLIAM P. GALLAGHER, C. P. A.
A. WAYNE WILLIAMS, C. P. A.
J. STEVE JAY, C. P. A.
JOHN R. HAYNES, C. P. A.
JIMMY D. MESSICK, C. P. A.

MEMBERS
FLORIDA INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

OFFICES
PENSACOLA, FLORIDA
FT. WALTON BEACH, FLORIDA

MARK L. GOFF, C. P. A.
To The Honorable Mayor and
Members of the Town Council
Town of Cinco Bayou, Florida

Ladies & Gentlemen:

This letter will confirm our understanding of the arrangements to make an examination of the financial statements of the various funds and account groups of the Town of Cinco Bayou, Florida, for the fiscal year ended September 30, 1977, for the purpose of expressing an opinion as to the fairness of presentation of such financial statements in conformity with generally accepted accounting principles.

We shall examine the financial statements of the Town of Cinco Bayou, Florida, as of September 30, 1977, and provide such accounting and auditing services as deemed necessary, including a review of any capital expenditures made during the fiscal year, and the preparation of appropriate year-end adjustments. We will also assist in the preparation of the Annual Financial Report of Units of Local Government to be filed with the Florida Department of Banking and Finance.

Our examination will include the Federal Revenue Sharing Trust Fund, but does not anticipate any extended optional audit procedures nor the preparation of a special audit report for the Office of Revenue Sharing, Washington D. C.

Our examination of the financial statements will be made in accordance with generally accepted auditing standards and will include such tests of the accounting records and such other procedures as we consider necessary in the circumstances and will be directed to the expression of our opinion on the fairness of presentation of the financial statements taken as a whole in conformity with generally accepted accounting principles.

An examination directed to the expression of an opinion on the financial statements is not primarily or specifically designed, and cannot be relied upon, to disclose defalcations or other similar irregularities should any exist, although their discovery may result.

We will from time to time require the assistance of the Town Clerk and/or your other office personnel to prepare schedules or locate and submit to us invoices, vouchers, cancelled checks and other documents and records which we request. This will serve to expedite the completion of our field work and the audit report.

Our fee for the services enumerated above will be primarily dependent upon the time required to complete the engagement. Based upon our experience in auditing prior years

(Continued)

May 13, 1977

for the Town of Cinco Bayou, Florida, and subject to the books and records being up-to-date and maintained in accordance with generally accepted accounting principles, we estimate that our fee will range between \$1,600.00 and \$1,950.00. If we should encounter unexpected problems and it becomes apparent that our bill will exceed the maximum amount of \$1,950.00, we will bring the matter to your attention immediately. Every effort will be made to keep our time at a minimum consistent with quality professional services required by the engagement. Our bill will be due and payable upon receipt.

We are pleased that you have again selected us as your independent certified public accountants and look forward to a continuing pleasant relationship.

Please indicate your agreement with the arrangements discussed herein by signing and returning the enclosed copy of this letter.

If you have any questions or comments, please do not hesitate to let us know.

Sincerely,



CREEL, BRYAN & GALLAGHER
Certified Public Accountants

RBB:sp

Town of Cinco Bayou, Florida

Signed: _____

Date: _____



SALAMANDER SECURITY SYSTEMS, INC.

"QUALITY - EFFICIENCY - INTEGRITY"

134 EGLIN PARKWAY N.E.

POST OFFICE BOX 704 904-243-3923

FORT WALTON BEACH, FLORIDA 32548

- SECURITY PATROL
- GUARD SERVICE
- INVESTIGATION
- ALARMS

May 10, 1977

Town of Cinco Bayou
Kelly Avenue
Fort Walton Beach, Florida 32548

Dear Sirs:

Confirming our recent conversation regarding security patrol for the city parks, we propose the following: we will lock the gates at 8 pm every evening and open at 6 am each morning at Laguna and Francis Parks. We will also patrol these two locations at least twice more each night, seven nights a week. Patrols will also keep a look-out on all of Cinco Bayou during the above mentioned hours. If any unauthorized persons are detected in the parks or loitering around any closed business places, our patrolman will question them or detain for action by the Sheriffs Department. We propose this security patrol at the rate of \$100.00 per month on a one year contract.

Since there are no city police per se for Cinco Bayou, we do have the trained personnel, equipment and facilities to adequately provide security for the entire town if you so desire.

We invite you to visit our office and communications center at any time. We had much rather show you than tell you about our services.

Sincerely Yours

W. J. Graham, Security Superintendent

WJG/pah

Cinco Bayou Offered Playground Daily News May 27, 1977 Park Security System

By **HONEY REEVES**

Daily News Staff Writer

Cinco Bayou now has fences and gates to close its public parks at night but will have to wait for security patrols of the areas until the contract is approved by the town's attorney.

Bill Graham of Salamander Security System presented the Wednesday night council meeting a package deal which included multiple security checks as well as opening and closing of the gates.

The parks package would cost the town \$1,200 a year. The possibility of turning over the security of the entire town to the private firm at the cost of \$4,800 a year was tabled for further discussion until after Town Attorney Rick Powell determines whether the contract precludes liability of the town.

The parks are currently undergoing a renovation with the installation of fencing, picnic tables and trash receptacles. A tentative approval of closing the parks from 9 p.m.-7 a.m. was tabled until next month.

The town budgeted over \$8,000 for park improvements this year and to date has obligated just over \$3,000.

Another \$1,517 was obligated during the meeting for a pump and sprinkler system to be installed in Laguna Park. The park is situated just east of the intersection of Yacht Club Drive and Eglin Parkway.

In discussing other park improvements the council agreed to wait to pave the road into and in Francis Park until after a seawall is built. The council told Miller Burt of Polyengineering to continue development of the plans for the seawall.

Burt was also told to check with Fort Walton Beach on their plans for the dredging of Kidd Bayou.

Two other items were covered which will effect many non-residents of Cinco Bayou. The council granted a building permit to Barnett Bank for construction of drive-in teller islands in the former site of the Moose Lodge, located behind the bank building.

In answering a recurring question of parking on Sundays by members of Cinco Baptist Church the town reversed a previous policy of allowing parking in the driving lanes of Yacht Club Drive.