

TOWN OF CINCO BAYOU  
TOWN COUNCIL MEETING  
JUNE 4, 1991

Mayor Laginess called the Town Council Meeting to order at 6:00 P.M.

SILENT PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL Present: Mayor Laginess  
Councilwoman Balsley  
Councilman Gage  
Councilman Kendrick  
Councilman Skelly

Absent: Councilman Broxson

Also Present: Tim Olsen Attorney McInnis  
Engineer King Manager Borchik  
Tom Leach Karen Wolf  
Secretary Cherniga Adelia Robblee  
Abbie Tyner

Mayor Laginess announced Councilman Broxson had 2nd degree burns on his face and hands due to a car radiator spill last Friday.

REGULAR BUSINESS

1. Minutes - May 7, 1991. Councilwoman Balsley made the motion to accept the minutes of May 7, 1991 Town Council Meeting as presented, seconded by Councilman Kendrick. The motion was unanimously approved.
2. Financial Report - May 1991. Councilman Kendrick made the motion to accept the Financial Report for May 1991, seconded by Councilman Gage. The motion was unanimously approved.
3. Policy for Use of Town Hall - Councilman Gage presented Rules Governing Use of Town Hall, correcting Item #11-A to read from \$25.00 cleaning charge to \$25.00 per hour cleaning charge. Councilman Skelly made the motion to accept the Rules Governing Use of Town Hall as written and as amended as follows: a. Add "use of staple gun etc." to Item 3; b. Add "and walls" to Item 9; c. Add per hour to Item 11-A; and d. Add (to paragraph) "Town Manager may waive this fee" to Item 11-B; seconded by Councilman Kendrick. The motion was unanimously approved.
4. Social Security/Retirement Plan - Chairman Gage reported his committee met once and will meet again on June 6, 1991. Consensus by the Committee leans towards the Social Security option.
5. Code Enforcement Board Nomination - Mayor Laginess nominated Joyce Dumka as 2nd Alternate to the Code Enforcement Board.

%. (Cont)

Councilman Gage made the motion the Council accept the nomination of Joyce Dumka as 2nd Alternate to the Code Enforcement Board, seconded by Councilman Skelly. The motion was unanimously approved.

6. Florida League of Cities Convention Attendees - Mayor Laginess presented names of volunteers to attend the Florida League of Cities Convention: Councilman Gage, Councilman Broxson and Mayor Laginess. Councilman Kendrick made the motion to send these council members to the Conference, seconded by Councilwoman Balsley. After a lengthy discussion on cost-factors, the motion was unanimously approved.

7. Proclamation - Mayor Laginess read a Proclamation for the Freedom Flame Memorial honoring all the armed forces both past and present. Councilman Skelly made the motion to forward this Proclamation to the Governor of Florida, seconded by Councilman Gage. The motion was unanimously approved.

#### COUNCILMEMBERS REPORTS/COMMENTS

Councilman Skelly inquired as to the Council's participation in "Political Pandemonium". Six participants were not available therefore the Town would not be entered.

Councilman Gage announced the Okaloosa League of Cities Dinner would be hosted by Destin and be held June 20, 1991 at Indian Bayou Country Club, and to make reservations through Town Secretary.

Councilman Gage reported the Panhandle League of Cities Dinner held May 31, 1991 in Panama City had it's highest attendance of 140 people.

Councilman Gage urged the Council to support Admendment III, Senate Bill 2000 and over-ride the Governor's veto.

#### PUBLIC REQUESTS WILL BE HEARD AT THIS TIME

Sadie Roblee and Abbie Tyner inquired about mosquito control in Cinco Bayou. Manager Borchik reported he had contacted the County Mosquito Control and that no spraying is done during rain time nor is water testing done for pollution. Mosquito Control and Water Pollution Testing will be provided by the County.

Karen Wolf, Reporter for the Daily News, announced this would be her last attendance at the Council Meeting. She has been named Education Reporter for Okaloosa County and Escambia County.

#### COMMITTEE REPORTS

1. Administrative Committee - No report.
2. Budget Committee - FYE 1992 Budget - Manager Borshik presented the Proposed Budget for 1992, based on last years budget and updated as necessary.
3. Comprehensive Plan Committee - No report.

ENGINEER'S REPORT - Engineer King presented a revised plan for Frances Park. He asked for further guidance.

Manager Borchik stated that he was advised by Department of Natural Resources that grant money could not fund the parking area nor the drainage problem but would fund equal amount of dollars in "Primary Elements" such as benches, tables, shelters, swings, grills, deck area. Items considered "Support Items" are the parking area, drainage, landscaping and design costs and must be 50% or less than the total cost.

Councilman Kendrick made the motion that Engineer King proceed with obtaining bids for proper drainage system to meet State requirements and "people" parking as an alternate, as quick as possible, seconded by Councilman Skelly. The motion was unanimously approved.

Councilman Skelly made the motion to send Manager Borchik to the Grant Workshop in Tallahassee on June 27, 1991, seconded by Councilman Kendrick. The motion was unanimously approved.

TOWN MANAGER'S REPORT - Manager Borchik asked the Council who was to handle the Cinco Bayou Elections. Councilman Skelly made the motion to contact the Supervisor of Elections to manage the upcoming October Municipal Cinco Bayou Election, seconded by Councilman Gage. After a lengthy discussion, the motion was unanimously approved.

MAYOR'S ANNOUNCEMENTS - At this time Mayor Laginess excused Attorney McInnis.

1. Mayor Laginess announced the Town Picnic would be June 18, 1991.

CORRESPONDENCE -

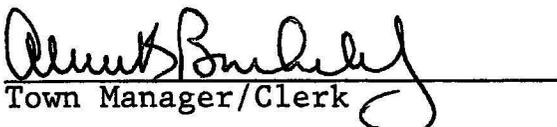
1. Letter - Ft. Walton Beach Bridge Authority - Councilman Kendrick made the motion to contribute \$100.00 to the Ft. Walton Beach Bridge Authority, seconded by Councilman Skelly. The motion was unanimously approved.

2. Letter - Ft. Walton Beach LPA Meeting - No action.

There being no further business, the meeting was adjourned at 7:40 P.M.

  
Mayor

ATTEST:

  
Town Manager/Clerk

NOTE: A mechanical recording has been made of the foregoing proceedings, of which these minutes are a part, and is on file in the office of the Town Manager/Clerk.

TOWN OF CINCO BAYOU

RULES GOVERNING USE OF TOWN HALL

1. Check all doors to see that they are securely locked before leaving.
2. Smoking in the Town Hall is prohibited.
3. Any special decorations used for a meeting or activity must be removed after the meeting. USE OF TACKS OR NAILS IS FORBIDDEN in decoration of the Town Hall.
- 4. Persons renting the Town Hall will be held responsible for any breakage or other damage inside as well as outside of building.
5. Be sure that all inside lights and air-conditioner are off before leaving the building. (Tower Lights, restroom entrance and outside lights are on a timer). In winter, if low temperatures are predicted, renter will be instructed to leave heat on at lowest setting.
6. Return chairs and/or tables to their proper places.
7. It is important that the outside be cleaned up as well as the inside. Unsightly trash, bottles, can, etc. will cause renter to lose deposit.
8. The Town Hall must be vacated by 10:00 P.M. The Town security patrol will check the Town Hall and grounds between 10:00 and 10:30 P.M.
9. No crepe paper or streamers of any type are to be taped or hung from the ceiling.
10. The pictures are not to be removed from the wall. If they are a \$50.00 fee will be deducted from the rental deposit. The flower arrangements and plants are not to be removed from their present location or an additional \$50.00 will also be retained from the renter's deposit.

11. FEES AND DEPOSITS

A. There will be no fee or security deposit for use of the building by residents of the Town. A \$25.00 cleaning charge will be levied if the building and grounds are not clean and free of trash or debris after the event.

B. Training sessions, seminars and other meetings attended by elected and appointed government officials may use the building free of charge, however, if a registration fee or similar fee is charged, a fee of \$25.00 will be charged.

C. Non-profit organizations will be charged \$50.00 with a refundable security deposit of \$50.00.

D. Individuals not residing in the Town will be charged a fee of \$150.00 if food is to be served or \$100.00 without food. In either case, a \$200.00 refundable security deposit will be charged.

RULES GOVERNING USE OF KITCHEN/RESTROOMS

1. Electric range and all lights must be turned off.
2. No food or beverage will be left in the refrigerator.
3. Garbage must be placed in plastic bags, tied at top and placed in the outside container immediately following the meeting. Bags will be furnished by the Town.
4. Check restrooms - they must be left clean - floors clean, wastepaper baskets emptied and lights off.

RECEIVED  
5-21-91

Ft. Walton Beach Area Bridge Authority  
P.O. Box 4383  
Ft. Walton Beach, FL 32549

The Honorable Chuck Laginess  
Mayor of Cinco Bayou  
10 NE Yacht Club Dr.  
Fort Walton Beach, FL 32548

May 7, 1991

Re: Fort Walton Beach Area Bridge Authority

Dear Mayor

We the members of the Fort Walton Beach Area Bridge Authority would like to ask for your help in getting started. As a body, we were blessed with no funds with which to perform our day-to-day operation. In order to help us function more effectively we are asking for any amount of funding which may be available from your general fund to help us with our operation. We would consider this a one-time contribution to a common cause which affects us all and it is not our intention to come to you each year with our hand out. To date our total funds consist of \$50 from each member and \$1000 from the City of Fort Walton Beach Community Redevelopment Authority. These funds are greatly appreciated, but we surely need more to be effective until such time as we become funded.

We the Board Members, will be very appreciative of any financial assistance you can afford to help with our important mission. For your information we are sending this letter to each Municipality and the County Commission. Attached is a proposed internal operating budget.

Sincerely,

James Campbell, Chairman

Chuck Ingram, Vice Chairman

Glenda Glover, Sec./Trea.

Vic Deal

Dr. Jerry Hollinsworth

Buz Sawyer

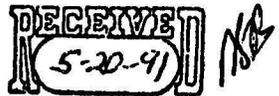
Pat Byrne

*[Handwritten signatures and scribbles over the typed names]*

1991/1992 Proposed Operating Budget

|                                               |        |
|-----------------------------------------------|--------|
| 1. Office Supplies and expenses               | \$500  |
| 2. Postage and P.O. Box rental                | \$300  |
| 3. Miscellaneous expenses and travel(members) | \$1400 |
| 4. Clerical                                   | \$2500 |
| 5. Advertising                                | \$600  |
|                                               | <hr/>  |
|                                               | \$5300 |

# City of Fort Walton Beach



P.O. Box 4009 • Fort Walton Beach, Florida 32549

Telephone (904) 243-3141

FAX (904) 664-2816

May 17, 1991

Chairman  
Cinco Bayou Local Planning Agency (LPA)  
Town of Cinco Bayou  
10 Yacht Club Drive  
Ft. Walton Beach, Fl. 32548-4436

To The Chairman:

The Local Planning Agency (Municipal Planning Board) of the City of Fort Walton Beach extends an invitation to the Local Planning Agency of the Town of Cinco Bayou to meet jointly for discussion on subjects of mutual concern.

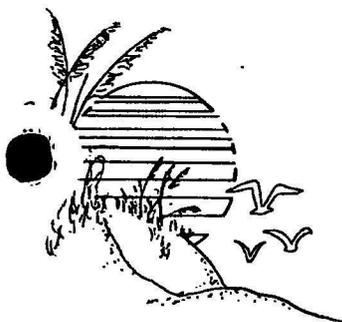
A meeting between adjacent municipalities is one of the goals listed in the Intergovernmental Coordination Element of each cities Comprehensive Plan. Some suggested topics for discussion could be zoning, shoreline protection, concurrency, signs, etc. Mutual agreement on a date and time can be discussed between the Chairmen of each Local Planning Agency. You may call me at 243-4260 or 833-3525 or you may call Mr. Len Mitchell, Planning and Zoning Director of the City of Fort Walton Beach, 243-3141.

Sincerely,

A handwritten signature in cursive script that reads "John Bishop".

John Bishop  
Chairman, Municipal Planning Board

jb/gp



AMERICA'S MOST BEAUTIFUL BEACHES



RECEIVED  
5-31-91

MB

● SIR(S)

I see this SITUATION with  
3 (OR MORE) OPTIONS:

- 1) CHANGE THE ORDINANCE —  
(NEVER HAD ANY COMPLAINTS BY  
NEIGHBORS OR ANYONE ELSE)
- 2) SUE ME IN THE COURTS WHERE MY  
PERSONAL/PROPERTY TAXS WILL  
BE SPONT TO PROSECUTE ME
- 3) VIOLATE MY PERSONAL  
PROPERTY WITH THE UNDERSTAND-  
ING I WILL NOT STAND BY  
IDLE,

Harold G. Hedley  
286 Kidd STREET  
F.W.B. (CINCO) FL



# TOWN OF CINCO BAYOU

10 YACHT CLUB DRIVE (CINCO BAYOU)  
FT. WALTON BEACH, FLORIDA 32548-4436  
904-244-2712

Mayor:  
CHARLES R. LAGINESS

Council Members:  
IRENE E. BALSLEY  
EUGENE E. BROXSON  
RICHARD K. GAGE  
JIM KENDRICK  
JOSEPH P. SKELLY

Town Attorney:  
C. JEFFREY McINNIS

Town Manager/Clerk:  
ALBERT S. BORCHIK, JR.

## NOTICE OF VIOLATION

May 28, \_\_\_\_\_, 19 91

Complaint #91- 015

Howard Kelley

286 Kidd Street

Cinco Bayou, Florida

Subject property legal description and/or street address: \_\_\_\_\_  
286 Kidd Street, Cinco Bayou, Florida

Dear Mr. Kelley,

You are hereby notified as the owner of the subject property that an inspection of the premises on May 28, 1991 indicates that a violation or violations of Cinco Bayou Town Code exists. Briefly stated, the property is in violation of:

Code of Ordinances, Town of Cinco Bayou, Florida;

Chapter 14 Section 14-3; Nuisances prohibited - (inoperative motor vehicles).

This correspondence will serve as official notification that the above stated violation must be corrected by July 1, 1991. Failure to comply before this date will result in the commencement of appropriate enforcement action and/or possible fine. If the violation is corrected and then recurs or if the violation is not corrected by the time specified for correction by the Code Enforcement Officer, the case may be presented to the enforcement board even if the violation has been corrected prior to the board hearing. The burden shall rest upon the Respondent to request a re-inspection by the Code Enforcement Officer to determine whether the property is in compliance.

For further information regarding this matter, you may contact the undersigned Code Enforcement Officer at (904) 244-2712.

TOWN OF CINCO BAYOU, FLORIDA  
CODE ENFORCEMENT BOARD

Timothy M. Olsen  
Code Enforcement Officer

(Cinco:CEB-1)

TOWN OF CINCO BAYOU  
REVENUES  
FYE 1992  
(OCT 91 THRU SEPT 92)

| SOURCE                           | AMOUNT               |
|----------------------------------|----------------------|
| Ad Valorem Taxes                 | **                   |
| Franchise Fees                   | 20,200.00            |
| Gulf Power                       | 17,000.00            |
| Okaloosa Gas                     | 2,000.00             |
| Warner Communications            | 1,200.00             |
| Utility Taxes                    | 30,000.00            |
| Gulf Power                       | 17,500.00            |
| CENTEL                           | 6,000.00             |
| Ft Walton Beach (Water)          | 3,000.00             |
| Okaloosa Gas                     | 3,500.00             |
| Cinco Bayou Occupational License | 6,500.00             |
| State Shared Revenue             | 42,647.00            |
| Cigarette Tax                    | 1,000.00             |
| Revenue Sharing                  | 21,997.00            |
| Mobile Home Licenses             | 150.00               |
| Alcoholic Beverage Licenses      | 1,000.00             |
| Half Cent Sales Tax              | 12,000.00            |
| Local Option Gas Tax             | 6,500.00             |
| County Shared Revenue            | 1,400.00             |
| Occupational Licenses            | 400.00               |
| Municipal Fines                  | 1,000.00             |
| Interest                         | 4,000.00             |
| Other Miscellaneous Revenues     | 500.00               |
| <u>TOTAL REVENUE</u>             | <u>\$ 105,247.00</u> |
|                                  | (+ Ad Valorem Tax)   |

5/31/91

TOWN OF CINCO BAYOU  
EXPENDITURES  
FYE 1992  
(OCT 91 THRU SEPT 92)

| <u>ACCOUNT #</u>                  | <u>EXPENDITURE</u>                                                                                                                                                                                | <u>AMOUNT</u> |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| <u>GENERAL GOVERNMENT SERVICE</u> |                                                                                                                                                                                                   |               |
| 51312                             | Salaries and Wages<br>(\$ 28,380.00 - Town Manager/Clerk)<br>(\$ 10,400.00 - Secretary)<br>(\$ 1,625.20 - Maintenance Man)<br>(\$ 4,160.00 - Code Enforcement Officer)                            | \$ 44,565.00  |
| 51321                             | FICA                                                                                                                                                                                              | 4,280.00      |
| 51323                             | Life & Health Insurance<br>(\$ 375.00 - Life Insurance)<br>(\$ 5,462.00 - Health Insurance)<br>(\$ 1,050.00 - Deductables)<br>(\$ 450.00 - Prescriptions)<br>(\$ 300.00 - Administrative fees)    | 7,637.00      |
| 51324                             | Workmans Compensation Insurance                                                                                                                                                                   | 1,300.00      |
| 51332                             | Accounting and Auditing                                                                                                                                                                           | 5,000.00      |
| 51431                             | Legal Counsel - Professional Services<br>(\$ 3,000.00 - Retainer @ \$250.00/mo)<br>(\$ 2,500.00 - Legal Fees)<br>(\$ 1,060.00 - Code Enforcement Board)                                           | 6,560.00      |
| 51931                             | Professional Services - Other<br>(\$ 600.00 - Engineer Retainer @ \$50/mo)<br>(\$ 900.00 - Engineering Fees)                                                                                      | 1,500.00      |
| 51934                             | Other Contractual Services<br>(\$ 220.00 - Alarm Monitoring Service)                                                                                                                              | 220.00        |
| 51940                             | Travel and Per Diem<br>(\$ 2,500.00 - Convention & Meetings)<br>(\$ 1,500.00 - Code Enforcement Board)<br>(\$ 4,200.00 - Mayor & Council Expenses<br>Mayor - \$100.00/mo<br>Council - \$50.00/mo) | 8,200.00      |
| 51941                             | Communications Services<br>(\$ 700.00 - Town Hall)                                                                                                                                                | 700.00        |
| 51942                             | Transportation<br>(\$ 300.00 - Postage)<br>(\$ 75.00 - Postage - Code Enf Board)<br>(\$ 75.00 - Freight)                                                                                          | 450.00        |

| <u>ACCT #</u> | <u>EXPENDITURE</u>                                                                                                                                                                                                                                                                                                                                                                                                         | <u>AMOUNT</u> |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 51943         | Utility Service (Town Hall)<br>(\$ 3,140.00 - Electricity)<br>(\$ 500.00 - Water & Sewer)                                                                                                                                                                                                                                                                                                                                  | 3,640.00      |
| 51945         | Insurance<br>(\$ 3,400.00 - Liability)<br>(\$ 600.00 - Vehicle)                                                                                                                                                                                                                                                                                                                                                            | 4,000.00      |
| 51946         | Repairs & Maintenance - Town Hall<br>(\$ 450.00 - Copier Maintenance Agreement)<br>(\$ 82.00 - Recorder Maintenance Agreement)<br>(\$ 200.00 - Computer Maintenance Agreement)<br>(\$ 240.00 - Monthly Pest Control)<br>(\$ 75.00 - Annual Termite Control)<br>(\$ 253.00 - Miscellaneous)                                                                                                                                 | 1,300.00      |
| 51949         | Other Current Charges<br>(\$ 550.00 - Legal Ads)<br>(\$ 200.00 - Legal Ads, Code Enforcement Board)<br>(\$ 350.00 - Storage, Christmas Decorations)                                                                                                                                                                                                                                                                        | \$ 1,100.00   |
| 51951         | Office Supplies<br>(\$ 300.00 - Copier paper)<br>(\$ 150.00 - Copier Supplies)<br>(\$ 150.00 - Computer Supplies)<br>(\$ 100.00 - Code Enforcement Board)<br>(\$ 550.00 - Miscellaneous)                                                                                                                                                                                                                                   | \$ 1,250.00   |
| 51952         | Operating Supplies<br>(\$ 500.00 - Gasoline)<br>(\$ 250.00 - Truck Repair/Parts/Tires)<br>(\$ 300.00 - Equipment Maintenance/Parts)<br>(\$ 720.00 - Uniforms)<br>(\$ 100.00 - Code Enforcement Board)                                                                                                                                                                                                                      | \$ 1,870.00   |
| 51954         | Books, Publications, Subscriptions and Memberships<br>(\$ 250.00 - Economic Development Council)<br>(\$ 160.00 - FWB Chamber of Commerce)<br>(\$ 150.00 - Florida League of Cities)<br>(\$ 100.00 - Panhandle League of Cities)<br>(\$ 100.00 - Okaloosa League of Cities)<br>(\$ 100.00 - 1991/1992 Florida Statutes)<br>(\$ 96.00 - Daily News)<br>(\$ 30.00 - Barnett Visa annual charge)<br>(\$ 74.00 - Miscellaneous) | \$ 1,060.00   |
| 51963         | Capital Improvements                                                                                                                                                                                                                                                                                                                                                                                                       | 0             |
| 51964         | Capital Outlay                                                                                                                                                                                                                                                                                                                                                                                                             | 0             |

| <u>ACCT #</u>                        | <u>EXPENDITURE</u>                                                                                   | <u>AMOUNT</u>        |
|--------------------------------------|------------------------------------------------------------------------------------------------------|----------------------|
| <u>RECREATION AND CULTURE: PARKS</u> |                                                                                                      |                      |
| 57212                                | Salaries and Wages                                                                                   | 3,250.00             |
| 57234                                | Other Contractual Services<br>ARC Park Maintenance Contract<br>(\$ 550.00/month)                     | 6,600.00             |
| 57243                                | Utilities<br>(\$ 300.00 - Electricity)<br>(\$ 240.00 - Water)<br>(\$ 460.00 - Rubbish/Trash Pick-up) | 1,000.00             |
| 57246                                | Repairs and Maintenance                                                                              | 500.00               |
| 57252                                | Operating Supplies                                                                                   | 200.00               |
| 57264                                | Capital Outlay                                                                                       | 0                    |
| 57499                                | Special Events<br>(\$ 400.00 - Town Picnics)<br>(\$ 200.00 - Miscellaneous)                          | 600.00               |
|                                      | <u>TOTAL</u>                                                                                         | <u>\$ 149,077.00</u> |

5/31/91

NOTES:

1. Ad Valorem Taxes will be determined after the FYE 1992 Budget is finalized and the Ad Valorem Tax Millage rate determined

2. Salaries/Wages listed are the same as FYE 1991. FICA and Workman's Compensation Insurance amounts are based on the salaries/wages listed. An change in Salaries/Wages (Accounts 51312, 54112, 57212) will result in a change in FICA (Account 51321) and Workman's Comp.(Account 51324)