

TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
08 JUNE 2000

Mayor Pro Tem Payne called the regular Town Council meeting to order at 7:00 P.M. Following a previous Planning and Zoning meeting.

Present: Mayor Drabczuk (absent)
Councilwoman Carroll
Councilman Kendrick (absent)
Councilman Skelly
Councilman Frucci
Mayor Pro Tem Payne

ALSO, PRESENT: Attorney Jeff McInnis, Town Manager/Clerk Nell Webb, Engineer Mark Schaeffer, Mr. Larry Lorton, Amy LeMay from Choctaw Engineering, Mr. Harold Gaines, Betty Jordan from Jordan & Assoc., Deputy Frank Hawley, and several residents.

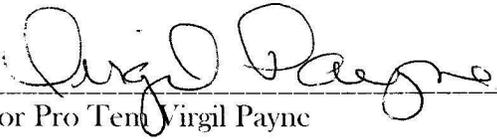
REGULAR BUSINESS

1. Council Approval of Agenda: Councilwoman Carroll made a motion to approve the agenda. Councilman Kendrick seconded the motion. The motion passed unanimously.
2. Consent Agenda: Councilwoman Carroll made a motion to approve the consent agenda Councilman Skelly seconded the motion. The motion passed unanimously.
3. Action Items:
 - A. The Planning and Zoning Board recommendation on Rub-A-Dub Car Wash was not to grant the variance requested - Councilman Skelly made a motion to sustain the recommendation from the Planning and Zoning Board and was seconded by Councilman Kendrick. The motion passed unanimously.
 - B. Request to approve a Resolution supporting 1-cent sales tax increase to be put to referendum by Okaloosa County - Councilwoman Carroll motioned to approve, and Councilman Skelly motioned to second. After discussion the motion failed with one yea and three nays.
3. Engineer's Report: - No report
4. Attorney's Report: - No report.
5. Tree Committee Report - Betty Horvath reported for the Tree Committee -
Suggestions were:
 - A. Trim dead branches on the trees around town and in the parks.
 - B. Prune limbs and scrubs along walks on Yacht Club Dr. Suggested getting two bids perhaps from Fritz and Trees Unlimited.
 - C. Take fence out in Laguna Park and replace with oleanders.
 - D. Clear out undergrowth and put in sod and plants in the area between where Laguna Landing landscape ends and the Cinco Bridge

6. Town Manager's Report: Attachment to the minutes for the record.
 - A. Administration – Ursel Behnken not qualified as independent contractor. Will have payroll taxes withheld.
 - B. Grant Writing – Betty Jordan – The Town may qualify for CDBG grant and FRDAP grants. Will provide more information at next Town meeting.
 - C. Subway Signs – Council decided Mr. Jerry McCormick of Subway needed to apply for variance and the Town Manager should write a letter stating the decision.
 - D. Okaloosa County Public Library Cooperative follow up - \$5527.20 annually – Should be a line item on budget.
 - E. Laguna Landing follow up – Fritz Tree Service trimmed trees.
 - F. Laguna Park follow up – Sprinkler system repairs have been assessed and should be working soon.
The Council debated the discussion of closing Seaway boat ramp. It was discussed that the contract drawn up to build the boat ramp was funded by boat funds and there is a time limit to keep the ramp open. The Town Manager was asked to put the Seaway boat ramp on the agenda for July meeting.
 - G. Frances Park – Sprinkler system is working.
 - H. Glenwood Park – Power pole is in place with security light. The young lady to that hit the gate will be in to pay for the gate tomorrow in the amount of \$200.00.
 - I. Budget Analysis follow up – Current fiscal year budget is being reviewed and line item changes are being made. – The Town Manager was asked to contact each individual Councilperson to coordinate the Budget Workshop dates.
 - J. Comments on 1st phase of Town Clean up follow up – A letter has been drafted to the owner Oakland Trailer Park.
 - K. ADA Compliance follow up – Was researched. – Councilman Skelly recommended that ADA curbing listed as a line item for Budget Workshop.
7. Public Requests/Comments - None
8. Council Members Reports/Comments

Councilman Skelly questioned the status of the Anniversary party.
Councilman Frucci stated the guy across the Bayou mows his lawn and dumps his grass in the Bayou. The Town Manager asked if anyone got a name and address of the person doing it.
Councilman Kendrick appreciated the Town Manager's report.
Mayor Pro Tem Payne – Harold Gaines contractor asked for Rub-A-Dub to be put on the agenda for the next council meeting - Mr. Gaines was referred to Town Manager to get put on the July agenda.
Mayor Pro Tem Payne said he had hamburger and hotdog buns, and fruit punch donated for the anniversary celebration. The time of the celebration will be announced.
9. Correspondence
 - A. Letter from US Department of Army (regarding US Army Day Proclamation) – Councilman Skelly motioned and Councilman Kendrick seconded the approval of the Proclamation.
10. Mayor's Comments/Announcements – None the Mayor was absent
11. Adjourn – There being no further business, the meeting adjourned at 7:50 PM

Attest:



Mayor Pro Tem Virgil Payne



Nell Webb, Town Manager/Clerk

**TOWN MANAGER'S REPORT
TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING
08 JUNE 2000**

This is a summary of actions taken by the Town Manager since the last Regular Council Meeting.

ADMINISTRATION:

- 1.) It was decided that since Ursel Behnken did not qualify as an Independent Contractor, she would be paid wages with payroll taxes withheld. This will still be within the Town Budget.

GRANTS:

Mrs Betty Jordan with Jordan & Associates is in Town on vacation. She was by to visit with me on Tuesday Councilman Payne, Mrs. Jordan and myself toured the town to take a look at Grant possibilities She offered to speak to us about the possibilities of Grants that the Town of Cinco Bayou may be eligible for. I met her while attending a CDBG workshop in Tallahassee last month

SUBWAY SANDWICH SHOP:

- 1.) Mayor Drabczuk called me this week to inform me that Subway Sandwich Shop had the Logo "Subway" on the awnings on all three sides of the shop He advised me that the Council had disallowed the Logo "Subway" on the third awning facing the parking lot due to no provision for this in the Town of Cinco Bayou Sign Ordinance. I read the minutes and listened to the tape of the February, 2000 Town Meeting and it was suggested by the Council that if Subway wanted the Logo "Subway" on all three awnings they should apply for a variance. I called the previous Town Manager and asked about the variance and was told he did not remember if a variance was ever applied for. I called Mr. Jerry McCormick, the owner of Subway to inform him that he was not permitted the third Logo on the awning facing the parking lot. His response is in an attached letter. It is my suggestion to the Council to forgive this violation and allow the awning to remain as is It appears that there was no communication with Mr. McCormick of a variance being needed There is no correspondence in the files or the computer data files to indicate there was any given.

OKALOOSA COUNTY PUBLIC LIBRARY:

- 1) Per Debbie Marrs, Cooperative Coordinator, the rate at this time for Municipalities is \$13.16 per capita x aprx.420 households = \$5527.20 annually.

LAGUNA LANDING:

- 1.) Fritz Tree Service will be over at Laguna Landing on Wednesday, June 7th to trim the pine tree limbs overhanging the deck area and roof area. Maintenance Supervisor, Bill Munkus will be present while the trees are being trimmed.

LAGUNA PARK:

- 1.) An assessment of repairs to the sprinkler system has been done and repairs will start soon. The cost for the repairs will not be as much as anticipated and will be within our current budget. There is a possibility that we may qualify for a FRDAP Grant to upgrade this park. (another pavilion, picnic tables, barbecue grills, beach erosion repair, etc.)

FRANCES PARK:

- 1) The sprinkler system is working. Maintenance Supervisor Bill Munkus contacted Mr. Sullivan's office to inquire about the well on his property. He has not responded as of this date. There is a possibility that we may qualify for a FRDAP Grant to upgrade this park. (gazebo, barbecue grills, beach erosion repair, observation deck, etc.)

GLENWOOD PARK:

- 1.) The power pole is in place and the security light is set and working at the entrance of the park.

BUDGET ANALYSIS:

- 1) The budget doesn't seem to be too far off, but the general ledger is in need of a lot of work. There are several accounts that have been charged with wrong entries. It is taking quite a lot of time to correct these entries, but by doing them myself it will prevent the auditor from having to do it and will save the Town money in the long run. I have spoken with the Auditor and line item changes can be done as long as it doesn't change the budget total. I would like to schedule Budget Workshops for July 19th and 20th.

COMMENTS ON PHASE #1 OF TOWN CLEANUP:

- 1.) Deputy Hawley and I met with Attorney Jeff McInnis on May 30th to review Town of Cinco Bayou Code of Ordinances that would apply to the Oakland Trailer Park cleanup.
- 2.) Deputy Hawley and I have drafted a letter to the Owner of the Oakland Trailer Park referencing several violations. It has been reviewed and approved by Attorney McInnis. This letter will be sent return receipt requested. This will be our first project in Town cleanup.

ADA COMPLIANCE FOR CURBING:

- 1.) After researching with the State and several municipalities it was determined there was no set date for compliance, "a reasonable time is given" is all that is stated.

TREE TRIMMING:

We have a proposal from Fritz Tree Service for \$1100.00 to trim the trees and brush along Yacht Club Drive on the back side of Glenwood Park. We are soliciting a proposal from Trees Unlimited.

MEMORIAL DAY CEREMONIES:

- 1.) Councilman Payne and I attended ceremonies at Memorial Park as representatives of the Town on Memorial Day.

REVENUE SHARING:

- 1.) I attended a workshop at Okaloosa County Board of Commissioners on May 30th to present the Town's Planned Capital Expenditures List. There were nine municipalities represented. It was suggested that each Municipality adopt a Resolution supporting a sales surtax referendum. A suggested Resolution has been included in your packet.

BEAUTIFICATION COMMITTEE:

- 1.) The Beautification Committee met at Town Hall on May 24th. I was unable to attend due to being out of Town. Ursel Behnken sat in for me. The minutes are included in your packet.

Please be advised if you plan to attend the NWFLC Summer Dinner in Panama City on the 9th of June, you should leave early. The traffic in Panama City at this time of year is extremely heavy.

The Okaloosa County League of Cities quarterly dinner is being sponsored by the City of Ft. Walton Beach and will be held at the Summerhouse Restaurant on Thursday, June 15th. Please make your reservations with me no later than Friday, June 9th.

The EDC Quarterly Roundtable Breakfast will be Friday, June 16th from 7:30-9.00 a.m. at the Ramada Plaza Beach Resort on Okaloosa Island. Please make your reservations with me no later than June 14th.

The Florida League of Cities Annual Conference is August 10-12th. Please be thinking about who you will send to represent the Town of Cinco Bayou.

The Anniversary Committee will meet Wednesday, June 14th at 12:00. Councilman Payne and I will sit in.

REMINDER: Please be sure to pick up your mail. Some of your boxes are running over.

If you have any suggestions, questions, or comments on this report please feel free to let me know.

PROCLAMATION

WHEREAS, the U.S. Army has proudly defended this nations interests for 225 years and;

WHEREAS, the residents of Cinco Bayou have fought bravely in all of our nations wars from the formation of this great country to the Persian Gulf War and continue to make this city proud by serving in peacekeeping missions around the world; and

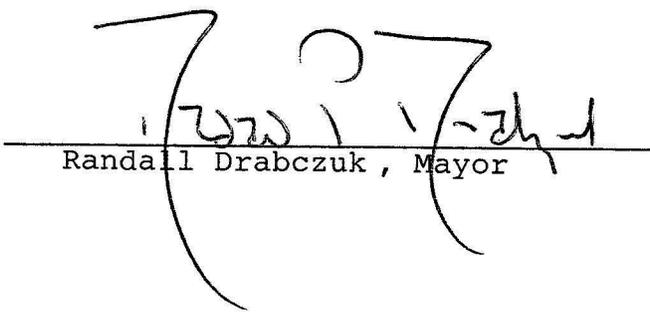
WHEREAS, the Regular Army, U.S. Army Reserve and the National Guard have all provided many Cinco Bayou residents with vocational and educational opportunities as well as valuable life lessons in courage, discipline and teamwork; and

WHEREAS, todays Army still offers Cinco Bayou residents, from all walks of life, an opportunity to serve their state and nation proudly while bettering themselves and their families;

Now, therefore, I, Randy Drabczuk, Mayor of the City of Cinco Bayou, Florida, hereby proclaim June 14, 2000,

U.S. ARMY DAY
IN COMMEMORATION OF THE ARMY'S
225TH BIRTHDAY

in the City of Cinco Bayou and urge all residents to join me in this worthy observance.


Randall Drabczuk, Mayor