

TOWN OF CINCO BAYOU
EAR/COMPREHENSIVE PLAN MEETING MINUTES
June 20, 2007 – 5:00 pm

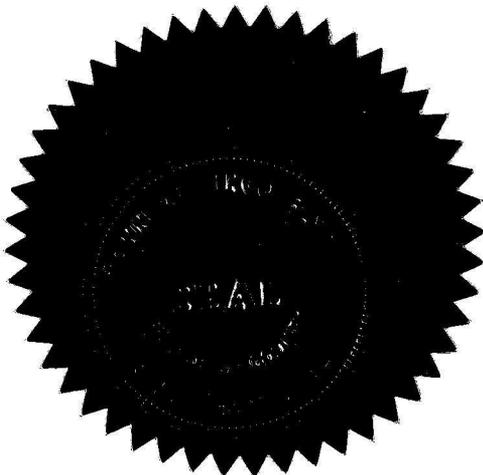
Mayor Pro Tem Koch called the EAR/Comprehensive Plan Workshop to order at 5:30 P.M. Following a silent prayer and the Pledge of Allegiance, roll call was taken. Present at the workshop were: Mayor Pro Tem Koch, Councilman Farley, Councilman Chubb, Councilman Caforio, Town Manager/Clerk Nell Webb, Assistant Monika Gillette, Attorney Jeff McInnis and Jack Dorman of J. Dorman and Associates of Destin. Mayor Iovieno and Councilman Bratton were absent.

Mayor Pro Tem Koch opened the workshop emphasizing the importance of the Evaluation Appraisal Report (EAR) required to be filed by the State of Florida. She said that the report was due in February 2008 and that the council will be very busy. Mr. Jack Dorman of J. Dorman & Associates of Destin was introduced. Mr. Dorman helped the Town with a Comprehensive Plan and Land Development Code written in 1990. Mr. Dorman explained the purpose of the EAR was a planning process associated with each municipality's comprehensive plan and that it needed to be updated every seven years. He stated that the plan was a forward looking document that would identify specific issues important to the Town. He also explained that there was a process to be followed with a first step being a scope of vision workshops to determine those issues. Once issues important to the town are established documentation would be forwarded to the State Department of Community Affairs for review. Following approval, a draft EAR would be presented through public hearings. He reiterated that the deadline was February 2008 and that it was feasible that the report could be completed within that time. If the deadline was not met, he stated there are usually no sanctions levied, but that changes in the town's comprehensive plan could not be made until the EAR is submitted.

Councilman Chubb asked what the first step was in the process. He stated he would communicate with Mr. McInnis and Ms. Webb to submit an agreement for his services. He stated that although the Town could do as much as possible to help complete the report, it was realistic that his firm would assume 90-95 percent of the responsibility and estimated his cost at \$25,000. Mr. McInnis stated that he would present a "not to exceed" contract with the Town and Mr. Dorman at the next council meeting and that he would negotiate with Mr. Dorman and the Town.

Adjourn – There being no further business, the meeting adjourned at 6:07 pm.

ATTEST:





Carol Koch, Mayor Pro Tem



Nell Webb
Town Manager/Clerk

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2006 through May 2007

	Oct '06 - May 07	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
001 REVENUE ACCOUNTS				
300.000 · CASH FORWARD	0.00	45,000.00	-45,000.00	0.0%
TAXES				
311.000 · ADVALOREM TAXES	120,218.67	133,493.00	-13,274.33	90.1%
312.410 · FIRST LOCAL OPTION FUEL TAX	14,849.03	28,207.00	-13,357.97	52.6%
Total TAXES	135,067.70	161,700.00	-26,632.30	83.5%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	26,259.10	33,500.00	-7,240.90	78.4%
313.400 · FRANCHISE FEE - OKALOOSA GAS	2,676.47	3,500.00	-823.53	76.5%
Total FRANCHISE FEES	28,935.57	37,000.00	-8,064.43	78.2%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	16,393.24	22,300.00	-5,906.76	73.5%
314.300 · UTIL TAX - WATER FWB	3,393.20	5,300.00	-1,906.80	64.0%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	1,768.72	2,500.00	-731.28	70.7%
315.000 · UTIL TAX - LOCAL COM. SERVICES	19,281.82	24,219.00	-4,937.18	79.6%
Total UTILITY SERVICES TAXES	40,836.98	54,319.00	-13,482.02	75.2%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	6,035.50	6,000.00	35.50	100.6%
322.000 · PERMITS - TOWN	75.00	600.00	-525.00	12.5%
Total LICENSES AND PERMITS	6,110.50	6,600.00	-489.50	92.6%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PROC...	17,352.48	26,392.00	-9,039.52	65.7%
335.140 · MOBILE HOME LICENSES	39.25			
335.150 · ALCOHOLIC BEVERAGE LICENSES	197.27	500.00	-302.73	39.5%
335.180 · LOCAL GOVT HALF-CENT SALES ...	16,235.49	32,870.00	-16,634.51	49.4%
Total GENERAL GOVERNMENT	33,824.49	59,762.00	-25,937.51	56.6%
Total STATE SHARED REVENUES	33,824.49	59,762.00	-25,937.51	56.6%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	311.48	750.00	-438.52	41.5%
Total SHARED REV OTHER LOCAL UNITS	311.48	750.00	-438.52	41.5%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	15,223.78	35,500.00	-20,276.22	42.9%
Total PHYSICAL ENVIRONMENT	15,223.78	35,500.00	-20,276.22	42.9%
CULTURE/RECREATION				
347.500 · BOAT LAUNCH FEES	8,841.50	15,000.00	-6,158.50	58.9%
Total CULTURE/RECREATION	8,841.50	15,000.00	-6,158.50	58.9%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	489.07	800.00	-310.93	61.1%
Total FINES AND FORFEITS	489.07	800.00	-310.93	61.1%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	395.67	250.00	145.67	158.3%
361.180 · VANGUARD BANK CD	0.00	0.00	0.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	79.29			
361.182 · INTEREST EARNINGS - TAX COLL	20.90	125.00	-104.10	16.7%
361.183 · BEACH COMMUNITY BANK CD #3188	1,371.87	1,500.00	-128.13	91.5%
361.184 · BEACH COMMUNITY BANK SAVINGS	227.57	1,500.00	-1,272.43	15.2%
361.185 · BEACH COMMUNITY BANK CD #8649	1,364.15	1,500.00	-135.85	90.9%
361.186 · BEACH COMMUNITY BANK CD #8650	1,364.15			
Total INTEREST AND OTHER EARNINGS	4,823.60	4,875.00	-51.40	98.9%
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	0.00	500.00	-500.00	0.0%
362.100 · FACILITY RENTAL-TOWN HALL	950.00	500.00	450.00	190.0%
362.200 · CELL TOWER LEASE	16,361.55	22,200.00	-5,838.45	73.7%
362.300 · SEAWAY RIGHT OF WAY WHATABUR...	0.00	100.00	-100.00	0.0%
Total RENTS AND ROYALTIES	17,311.55	23,300.00	-5,988.45	74.3%
OTHER MISCELLANEOUS REVENUES				
369.000 · OTHER MISC REV	561.30	100.00	461.30	561.3%
369.100 · OTHER MISC REV - SR 85 MAINT	1,189.61	1,189.00	0.61	100.1%
369.200 · OTHER MISC REV - TRAFFIC SIGNAL	1,165.00	1,098.00	67.00	106.1%
369.201 · ST HIGHWAY SYSTEM LIGHTING	0.00	1,087.00	-1,087.00	0.0%
Total OTHER MISCELLANEOUS REVENUES	2,915.91	3,474.00	-558.09	83.9%
Total 001 REVENUE ACCOUNTS	294,692.13	448,080.00	-153,387.87	65.8%
Total Income	294,692.13	448,080.00	-153,387.87	65.8%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2006 through May 2007

Expense	Oct '06 - May 07	Budget	\$ Over Budget	% of Budget
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	60,054.60	92,856.00	-32,801.40	64.7%
513.210 · EMPLOYEE FICA/MEDICARE	4,677.01	7,104.00	-2,426.99	65.8%
513.230 · EMPLOYEE LIFE & HEALTH INS	15,709.94	22,335.00	-6,625.06	70.3%
513.240 · EMPLOYEE WORKMANS COMP	1,933.50	3,000.00	-1,066.50	64.5%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	5.84			
PAYROLL EXPENSE - Other	1,082.89			
Total PAYROLL EXPENSE	83,463.78	125,295.00	-41,831.22	66.6%
OPERATING EXPENDITURE/EXPENSE				
513.320 · ACCOUNTING AND AUDITING	9,500.00	9,500.00	0.00	100.0%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LEGAL	5,474.00	8,600.00	-3,126.00	63.7%
Total PROFESSIONAL SERVICES LEGAL	5,474.00	8,600.00	-3,126.00	63.7%
PROFESSIONAL SERVICES ENGINEER				
519.310 · PROFESSIONAL SERVICES-ENGIN...	0.00	2,500.00	-2,500.00	0.0%
Total PROFESSIONAL SERVICES ENGINEER	0.00	2,500.00	-2,500.00	0.0%
519.400 · TRAVEL AND PER DIEM	4,785.34	8,000.00	-3,214.66	59.8%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	1,522.25	2,300.00	-777.75	66.2%
519.411 · COMMUNICATIONS-POSTAGE	318.05	500.00	-181.95	63.6%
519.412 · COMMUNICATIONS-INTERNET	1,072.00	1,700.00	-628.00	63.1%
Total COMMUNICATIONS	2,912.30	4,500.00	-1,587.70	64.7%
519.430 · UTILITIES-TOWN HALL	3,126.75	5,000.00	-1,873.25	62.5%
519.440 · RENTALS AND LEASES	1,069.67	2,000.00	-930.33	53.5%
519.450 · INS PROP/LIB/AUTO	12,700.80	12,800.00	-99.20	99.2%
519.480 · REPAIR & MAINTENANCE -TOWN HALL	2,286.96	4,900.00	-2,613.04	46.7%
519.461 · REPAIR & MAINTENANCE - OTHER	48.65	200.00	-151.35	24.3%
519.470 · PRINTING/BINDING	1,942.21	2,000.00	-57.79	97.1%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING	667.00	2,000.00	-1,333.00	33.4%
Total LEGAL ADVERTISING	667.00	2,000.00	-1,333.00	33.4%
519.490 · OTHER CURRENT CHG & OBLIGATIO...	5,396.34	6,300.00	-903.66	85.7%
519.491 · ELECTION EXPENSE	637.20	700.00	-62.80	91.0%
519.510 · OFFICE SUPPLIES	1,573.38	2,300.00	-726.62	68.4%
519.520 · OPERATING SUPPLIES	440.36	1,000.00	-559.64	44.0%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	1,775.63	2,700.00	-924.37	65.8%
519.620 · CAPITOL IMPROVEMENTS - TOWN HAL	5,280.00	5,300.00	-20.00	99.6%
519.630 · IMPROVEMENTS OTHER THAN BLDGS.	0.00	1,000.00	-1,000.00	0.0%
519.640 · MACHINERY & EQUIPMENT	2,412.33	2,500.00	-87.67	96.5%
519.820 · AID TO PRIVATE ORGANIZATIONS	500.00	500.00	0.00	100.0%
Total OPERATING EXPENDITURE/EXPENSE	62,528.92	84,300.00	-21,771.08	74.2%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	50,146.47	66,862.00	-16,715.53	75.0%
Total PUBLIC SAFETY	50,146.47	66,862.00	-16,715.53	75.0%
EMERGENCY AND DISASTER RELIEF S				
525.640 · GENERATOR FOR TOWN HALL	0.00	21,000.00	-21,000.00	0.0%
Total EMERGENCY AND DISASTER RELIEF S	0.00	21,000.00	-21,000.00	0.0%
PHYSICAL ENVIRONMENT				
530.520 · EQUIPMENT & TOOLS	349.87	500.00	-150.13	70.0%
534.430 · GARBAGE/SOLID WASTE-WASTE MG...	13,860.00	27,800.00	-13,940.00	49.9%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
Total PHYSICAL ENVIRONMENT	14,209.87	28,800.00	-14,590.13	49.3%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	6,536.20	9,000.00	-2,463.80	72.6%
541.480 · REPAIR & MAINTENANCE SERVICES	1,237.70	2,500.00	-1,262.30	49.5%
541.520 · OPERATING SUPPLIES FUEL & OIL	518.07	1,000.00	-481.93	51.8%
541.530 · OPERATING SUPPLIES - STREETS	7.56	500.00	-492.44	1.5%
541.630 · IMPROVEMENTS - STREETS	0.00	1,000.00	-1,000.00	0.0%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	0.00	14,305.00	-14,305.00	0.0%
541.720 · STREET REPAIR LOAN/INTEREST	0.00	1,617.00	-1,617.00	0.0%
Total TRANSPORTATION	8,299.53	29,922.00	-21,622.47	27.7%
ANIMAL CONTROL SERVICES				
562.340 · ANIMAL CONTROL SERVICES - PAWS	1,176.75	1,500.00	-323.25	78.5%
Total ANIMAL CONTROL SERVICES	1,176.75	1,500.00	-323.25	78.5%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	180.00	400.00	-220.00	45.0%
Total CULTURE/RECREATION	180.00	400.00	-220.00	45.0%

**Town of Cinco Bayou
Profit & Loss Budget vs. Actual**

October 2006 through May 2007

	Oct '06 - May 07	Budget	\$ Over Budget	% of Budget
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	19,313.28	24,120.00	-4,806.72	80.1%
572.430 · UTILITIES - PARKS	207.20	400.00	-192.80	51.8%
572.480 · REPAIR AND MAINTENANCE PARKS	5,515.99	5,800.00	-284.01	95.1%
572.520 · OPERATING SUPPLIES - PARKS	11.65	200.00	-188.35	5.8%
572.630 · CAPITAL IMPROVEMENTS PARKS	4,518.00	12,200.00	-7,682.00	37.0%
Total PARKS AND RECREATION	29,566.12	42,720.00	-13,153.88	69.2%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	870.51	1,500.00	-629.49	58.0%
Total SPECIAL EVENTS	870.51	1,500.00	-629.49	58.0%
SPECIAL RECREATION FACILITIES				
572.521 · OPERATING SUPPLIES-BOAT LAUNCH	0.00	900.00	-900.00	0.0%
575.460 · SEA WAY BOAT LAUNCH REP & MAINT	247.99	2,500.00	-2,252.01	9.9%
Total SPECIAL RECREATION FACILITIES	247.99	3,400.00	-3,152.01	7.3%
OTHER CULTURE/RECREATION				
579.630 · TREE/BEAUTIFICATION	0.00	500.00	-500.00	0.0%
Total OTHER CULTURE/RECREATION	0.00	500.00	-500.00	0.0%
OTHER USES				
580.990 · CONTINGENCY FUND	0.00	3,786.00	-3,786.00	0.0%
581.910 · CRA TAX INCREMENTS TWN PORTION	38,094.33	38,095.00	-0.67	100.0%
Total OTHER USES	38,094.33	41,881.00	-3,786.67	91.0%
Total 001-EXPENDITURE/EXPENSE ACCTS.	288,784.27	448,080.00	-159,295.73	64.4%
Total Expense	288,784.27	448,080.00	-159,295.73	64.4%
Net Ordinary Income	5,907.86	0.00	5,907.86	100.0%
Other Income/Expense				
Other Expense				
Clearing Account	0.00			
Total Other Expense	0.00			
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	5,907.86	0.00	5,907.86	100.0%