

TOWN OF CINCO BAYOU
REGULAR MEETING
JULY 15, 1985

The Regular Meeting of the Town of Cinco Bayou Town Council was called to order by Mayor Usrey at 6:00 P.M.

SILENT PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Usrey requested the Clerk call the roll.

ROLL CALL

Present: Mayor Usrey
Councilwoman Balsley
Councilman Davis
Councilman Gage
Councilman Perry

Absent: Councilman Laginess

Also Present: Attorney Gontarek Helen Wren
Sadie Robblee Tracy Wenzel
Marjorie Crawford Clerk Borchik
Betty Gage Secretary Knox

MINUTES - Councilwoman Balsley moved to accept the minutes of June 10, and June 17, 1985 Town Council Meetings as written, seconded by Councilman Davis. The motion was unanimously approved.

FINANCIAL REPORT - Councilman Gage moved to accept the financial report for June, 1985, seconded by Councilwoman Balsley. The motion was unanimously approved.

1. PUBLIC HEARING - 2nd Reading of Ordinance No. 99. Attorney Gontarek read Ordinance No. 99 by title only. Councilman Gage moved to approve the 2nd reading and adopt Ordinance No. 99, seconded by Councilman Davis. The motion carried unanimously on a roll call vote.

2. PUBLIC HEARING - 2nd Reading of Ordinance No. 100. Attorney Gontarek read Ordinance No. 100 by title only. Councilman Davis moved to approve the 2nd reading and adopt Ordinance No. 100, seconded by Councilman Gage. The motion carried unanimously on a roll call vote.

REGULAR BUSINESS

1. Ordinance - Right-Of-Way Parking & Curb Damage
Councilman Davis - Councilman Davis stated he was not prepared to discuss these items at this time.

2. Request for Sidewalk - Hughes Avenue - Councilman
Davis - Mayor Usrey asked the Council if there were any

requests for additional sidewalks in the Town. A discussion followed concerning the sidewalk survey that had been done in the past. There was no action on this item. Councilwoman Balsley requested that the owners of the apartments on Kelly Avenue and Troy Street be contacted and asked to reinforce the area along the curb and where their dumpsters sit to prevent damage to the curb. The Clerk was asked to notify the property owner of this requirement and to advise the owners that they will be held responsible for any curb damage that occurs.

Councilwoman Balsley also brought up the matter of weeds covering a portion of the sidewalk on Yacht Club Drive. Councilman Gage indicated that weeds were growing through the cracks in the sidewalk. The Clerk was asked to have these conditions remedied.

3. Rubbish/Trash Pick-Up - Councilwoman Balsley

Councilwoman Balsley advised the Council of some of the recent problems with the garbage and trash pick-up in Town and that for the present, all problems appear to be resolved.

4. Fire Protection - Mayor Usrey advised that each Councilmember had a copy of the fire contract with Fort Walton Beach and an estimate of the cost of fire protection for the coming year. Following a discussion, Mayor Usrey asked that Councilman Perry and Councilman Davis look into the possibility of acquiring fire protection from the Ocean City/Wright Fire Department and report their findings to the Council at next month's meeting.

5. WFRPC Budget Request - 1985/1986 - Councilwoman Balsley made a motion to approve payment of \$254.00 as the Town's share of the West Florida Regional Planning Council's Budget for the coming year, seconded by Councilman Davis. The motion was unanimously approved.

6. FYE 1985 Audit - Creel, Bryan & Gallagher - Mayor Usrey advised the Council that a cost proposal ranging from \$3,400.00 to \$3,750.00 has been received from Creel, Bryan & Gallagher for the 1985 audit. Councilman Gage made a motion to approve the proposal from Creel, Bryan & Gallagher, seconded by Councilman Perry. The motion was unanimously approved.

PUBLIC REQUESTS WILL BE HEARD AT THIS TIME

At this time, Mrs. Betty Gage, 100 Opp Boulevard stated that there is a problem with rats and high weeds behind the Glenwood Townhomes on Opp Boulevard. Following a discussion concerning the problem, the Clerk was asked to send letters to property owners requesting their compliance with Chapter 8, Cinco Bayou Code of Ordinances. Other property owners not in compliance will also be notified.

COMMITTEE REPORTS

Standing Committees

1. Streets & Sidewalks - Councilman Davis,
Chairman - No report
2. Parks - Councilman Gage, Chairman - No report
3. Finance & Budget - Councilwoman Balsley,
Chairman - The Clerk advised the Council that the County will hold a Public Hearing on their budget on September 9 and the School Board will hold a Public Hearing on September 10. The Clerk presented a schedule for budget actions for the Town. The tentative budget adoption and tentative millage adoption Public Hearings are to be held on September 5 and final budget and millage adoption Public Hearings are to be held on September 25. The Clerk suggested that there be at least one budget meeting in July to establish the Ad Valorem tax millage rate as the County Property Appraiser must be advised of the proposed millage rate by August 2, 1985 in order to publish and mail tax notices by August 22, 1985. Mayor Usrey asked each committee chairman to submit their specific budget needs.
4. Waterfront - Boat Dock - Councilman Perry,
Chairman - The Clerk advised the Council that the County Health Department has posted the swimming area at Laguna Park due to pollution in the Bayou. The Clerk advised that the water will be tested regularly at all parks and the boat ramp starting next week.
5. Civil Defense - Councilman Perry, Chairman
No report
6. Neighborhood Watch - Councilman Laginess,
Chairman - No report

Special Committees

1. Bicycle Path - Councilwoman Balsley, Chairman
No report
2. Building Codes - Councilman Laginess, Chairman
No report
3. Comprehensive Plan - Councilman Perry, Chairman
No report
4. Code of Ordinances - Councilmen Gage and
Laginess - No report

ATTORNEY'S REPORT. None

CORRESPONDENCE

The Clerk advised the Council that registration forms have been received for the Florida League of Cities Convention

to be held in Hollywood Florida on October 10 - 12.
Anyone interested in attending should get their reservations in as soon as possible.

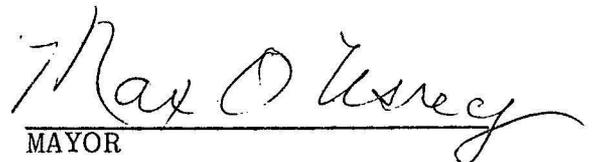
CLERK'S REPORT

1. The Clerk advised the Council that the Town Election is scheduled for October 8 to elect a Mayor and three Councilmembers. The qualification period will be from September 10 through September 24. The Clerk also advised that the last day to register to vote in the Town Election is September 6.
2. The Clerk advised the Council that two appointments to the Board of Adjustment are required at next month's meeting.
3. The Clerk advised the Council that Mr. Aaron Talley has signed the agreement to pay for paving Laguna Street and moving the fence and clearing of the lot should begin tomorrow.

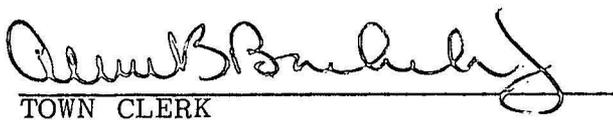
MAYOR'S ANNOUNCEMENTS

The Mayor reminded everyone about the Town Picnic tomorrow night at 6:30 p.m. in Laguna Park.

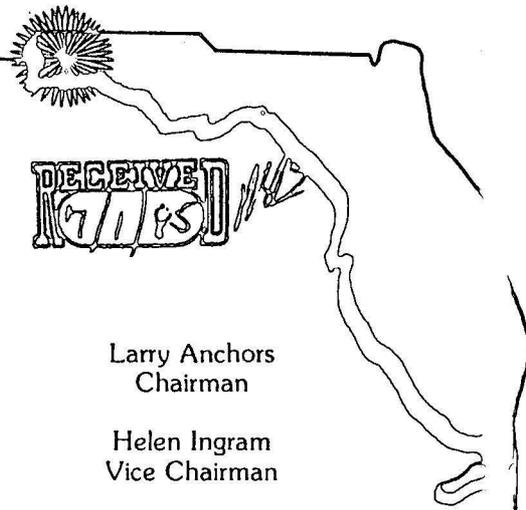
There being no further business, the meeting was adjourned at 6:58 p.m.


MAYOR

Attest:


TOWN 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 Clerk.



WEST FLORIDA
REGIONAL PLANNING COUNCIL

1190 WEST LEONARD STREET, SUITE 6 • POST OFFICE BOX 486
PENSACOLA, FLORIDA 32593-0486 • PHONE (904) 433-1459

Daniel F. Krumel
Executive Director

Larry Anchors
Chairman

Helen Ingram
Vice Chairman

M E M O R A N D U M

DATE: June 27, 1985

TO: Units of Local Government - Planning District I

FROM: Daniel F. Krumel, Executive Director *DFK*

RE: Budget Request for 1985-86

The West Florida Regional Planning Council has adopted the enclosed budget and work program for 1985-86. The Council respectfully requests your continued participation. The amount of funding requested from your unit of local government is identified on page 5.

Members of the Council and I will be available to meet with you if you have any questions.

DFK/lg
Enclosure

WEST FLORIDA REGIONAL PLANNING COUNCIL

October 1, 1985 - September 30, 1986

PROPOSED BUDGET

	<u>ADMIN.</u>	<u>MPO</u>	<u>TOTAL</u>
<u>ESCAMBIA COUNTY</u>	3,920	9,534	13,454
Fensacola	1,472	3,296	4,768
Century	316		316
<u>SANTA ROSA COUNTY</u>	1,155	1,592	2,747
Gulf Breeze	366	290	656
Jay	264		264
Milton	403	380	783
<u>OKALOOSA COUNTY</u>	1,566	3,513	5,079
Cinco Bayou	254		254
Crestview	411		411
Fort Walton Beach	692	1,582	2,274
Laurel Hill	263		263
Mary Esther	325	268	593
Niceville	431	649	1,080
Shalimar	258		258
Valparaiso	380	466	846
Destin	341		341
<u>WALTON COUNTY</u>	556		556
DeFuniak Springs	368		368
Freeport	264		264
<u>BAY COUNTY</u>	1,005	1,935	2,940
Callaway	402	424	826
Cedar Grove	273		273
Lynn Haven	382	369	751
Mexico Beach	263		263
Panama City	957	1,976	2,933
Panama City Beach	296	127	423
Parker	341	255	596
Springfield	403	428	831
<u>WASHINGTON COUNTY</u>	442		442
<u>HOLMES COUNTY</u>	482		482
	<hr/>	<hr/>	<hr/>
	19,251	27,084	46,335

City of Fort Walton Beach

RECEIVED
10/16/84
MJB

P. O. Box 4009 ◦ Fort Walton Beach, Florida 325 9

Telephone (904) 243-31 1

October 15, 1984

Albert Borchik, Jr., CMC
Town Clerk
Town of Cinco Bayou
35 Kelly Avenue
Fort Walton Beach, FL 32548

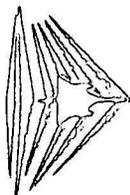
Dear Al:

Based upon City cost of fire protection, the millage for the current fiscal year is 3.668. This millage rate is based upon City cost of operating the Fire Department for the fiscal year which will end September 30, 1985. In order to compute the amount due the City, multiply your tax base times 3.668 mills.

Sincerely,


CHARLES H. EVANS
Director of Finance

/sa



HOME OF THE

Janie Boom

TOWN OF CINCO BAYOU

35 KELLY AVENUE (CINCO BAYOU)
FT. WALTON BEACH, FLORIDA 32548
904-244-2712

November 21, 1984

Mr. Charles H. Evans
Finance Director
City of Fort Walton Beach
P. O. Box 4009
Fort Walton Beach, Florida 32549

Re: Fire Protection for the Town of Cinco Bayou

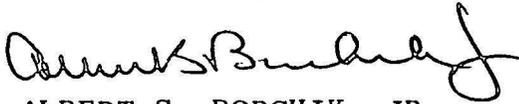
Dear Mr. Evans:

Enclosed is the Town of Cinco Bayou's check, # 3726, dated November 20, 1984, in the amount of \$ 38,931.83 for fire protection for the period October 1, 1984 through September 30, 1985.

Breakdown is as follows:

\$ 11,056,156.00	Assessed Evaluation
.003668	Fire Protection Millage
<hr/>	
\$ 40,553.98	
1,622.15	Less 4% Discount
<hr/>	
\$ 38,931.83	Total

Respectfully,



ALBERT S. BORCHIK, JR.
Town Clerk

1 Encl:
Check # 3726

THIS YEAR'S ESTIMATE.

\$ 14,030,070.00	PROPERTY EVALUATION.
.003668	LAST YEAR'S FIRE MILLAGE
<hr/>	
\$ 51,462.30	
2,058.49	LESS 4%
<hr/>	
\$ 49,403.81	TOTAL DUE.

AGREEMENT

Comes now the CITY OF FORT WALTON BEACH, a municipal corporation, hereinafter referred to as "Fort Walton Beach" and the TOWN OF CINCO BAYOU, hereinafter referred to as "Cinco Bayou," and in consideration of the mutual covenants, the parties agree as follows:

1. Fort Walton Beach agrees to furnish fire protection service to Cinco Bayou beginning May 1, 1974, such fire protection service to be comparable to that furnished to the residents of the City of Fort Walton Beach during the duration of this contract. The City of Fort Walton Beach fire inspectors authorized by the City of Fort Walton Beach shall be permitted to make such inspections at proper times of such businesses and residences in Cinco Bayou as they deem necessary to determine compliance with the Cinco Bayou fire protection code (current fire prevention code adopted by American Insurance Association).

2. Cinco Bayou agrees to pay Fort Walton Beach annually a sum equal to its same millage rate charged city residents for fire protection times the assessment valuation of the real property located in the Town of Cinco Bayou prepared by the County Tax Assessor, allowing to the Town of Cinco Bayou the same discount percentage as is allowed by the tax assessor's office to each tax payer, that is, 4 per cent for November and 3 per cent for December. The above sum shall be paid to Fort Walton Beach on or before the 31st day of December during each year during the duration of this contract. In the event that fire protection services are furnished for a period of less than one year, then the aforesaid sum shall be pro-rated for the period of time that the actual fire service is furnished to Cinco Bayou.

3. That either party to this contract may terminate the same upon giving sixty (60) days written notice to the

other party of their desire to do so, and any such fire protection service shall be pro-rated for the period fo time the agreement was in effect.

IN WITNESS WHEREOF, the parties hereto have executed this contract this 12th day of June, 1974.

Raymond J. Taylor
Witness

Anthony J. Bishop
Witness

CITY OF FORT WALTON BEACH

By: Walter B. Baker
City Manager

ATTEST: Charles H. Evans
City Clerk

[Signature]
Witness

James O. Godwin Sr.
Witness

TOWN OF CINCO BAYOU

By: Harold K. Smith
Mayor

ATTEST: Maureen Crawford
City Clerk

BUDGET ACTIONS

JULY Budget Meeting
JULY Budget Meeting
JULY Special Meeting - Set Millage Rate

AUG 2 Millage Rate to County
AUG 22 Tax Notices Mailed

SEPT 5 Cinco Bayou Public Hearing to adopt
tentative Millage Rate & Budget
SEPT 9 Council Meeting
SEPT 9 Okaloosa County Public Hearing
SEPT 10 School Board Public Hearing
SEPT 16 Council Meeting
SEPT 25 Cinco Bayou Public Hearing & Special
Meeting to adopt Final Millage Rate
& FYE 1986 Budget

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.
DHN R. HAYNES, C.P.A.
MMY D. MESSICK, C.P.A.
MARK T. GOFF, C.P.A.
MARJORIE L. CUMMINS, C.P.A.
GENE G. BARKER, C.P.A.

CREEL, BRYAN & GALLAGHER

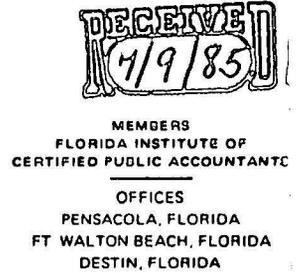
CERTIFIED PUBLIC ACCOUNTANTS

45 BEAL PARKWAY, N. E. — P. O. BOX 1600

FORT WALTON BEACH, FLORIDA 32549-1600

(904) 244-5121

July 8, 1985



To the Honorable Mayor and Members
of the Town Council
Town of Cinco Bayou
35 Kelly Avenue
Fort Walton Beach, Florida 32548

Ladies and Gentlemen:

This letter is submitted as our proposal to make an examination of the financial statements of the various funds and account groups of the Town of Cinco Bayou, Florida (hereinafter referred to as Town), for the fiscal year ending September 30, 1985.

We shall examine the financial statements of the Town, as of September 30, 1985, 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 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.

The fair presentation of financial position and results of operations in conformity with generally accepted accounting principles is the Town's responsibility. The Town is responsible for the development, implementation and maintenance of an adequate system of internal accounting control and for the accuracy of the financial statements. Although we may advise you about appropriate accounting principles and their application, the selection and method of application are responsibilities solely of management.

Our engagement is subject to the inherent risk that material errors, irregularities or illegal acts, including fraud or defalcations, if they exist, will not be detected. However, we will inform you of any such matters that come to our attention.

July 8, 1985

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 for the Town, 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 \$3,400.00 and \$3,750.00. We will make every effort to keep our time at a minimum consistent with quality professional services required by the engagement. If, however, we should encounter unexpected problems and it becomes apparent that our bill will exceed the maximum costs of \$3,750.00, we will bring the matter to your attention immediately. Our bill will be due and payable upon receipt.

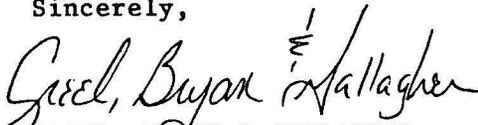
Whenever possible, we will attempt to use your personnel. This effort could reduce our time requirements and help you hold down audit fees.

During the course of our engagement, we may observe opportunities for economy in or improved controls over your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

Please indicate your agreement to these arrangements by signing the attached copy of this letter and returning it to us.

We appreciate your confidence in retaining us as your certified public accountants and look forward to working with you and your staff.

Sincerely,


CREEL, BRYAN & GALLAGHER
Certified Public Accountants

BBB:taw
enc:as stated

Town of Cinco Bayou, Florida

Signature _____ Date _____