

TOWN OF CINCO BAYOU
REGULAR MEETING
JULY 16, 1986

The Regular Meeting of the Town of Cinco Bayou Town Council was called to order by Mayor Pro Tem Laginess at 5:00 P.M.

SILENT PRAYER

PLEGDE OF ALLEGIANCE TO THE FLAG

Mayor Pro Tem Laginess asked the Clerk to call the roll.

ROLL CALL

Present: Councilwoman Balsley
Councilman Davis
Councilman Gage
Councilman Laginess

Absent: Mayor Perry
Councilman Plaster

Also Present: Attorney McInnis Clerk Borchik
Jim Kendrick III Abbie Tyner
Sadie Robblee Josie Jackson
Beth O'Keefe

MINUTES - Councilman Gagemade a motion to accept the minutes of the Town Council Meetings of June 11 and June 18, 1986 as written, seconded by Councilman Davis. The motion was unanimously approved.

FINANCIAL REPORT - Councilwoman Balsley made a motion to accept the financial report as written, seconded by Councilman Gage. The motion was unanimously approved.

REGULAR BUSINESS

1. Resolution - Chamber of Commerce Request - Councilman Gage made a motion to table this request, seconded by Councilman Davis. The motion was unanimously approved.
2. Post Disaster Redevelpoment - Councilman Gage - Councilman Gage made a motion to table this topic until a copy of the contract is received from the Department of Community Affairs, seconded by Councilman Davis. The motion was unanimously approved.
3. Proposed Millage Rate & FYE 1987 Budget - Councilwoman Balsley
Councilwoman Balsley advised the Council that there would be a workshop to review and revise the budget and the millage rate on Wednesday, July 17, 1986 at 5 PM in the Town Hall.
4. Proposed Town Hall Addition - Councilwoman Balsley - Following a discussion about the building, it was determined that Mr Kendrick would submit a proposal to the Town for the services to be provided by KSD Architectual Associates, Inc. and upon receipt of the proposal, a notice would be sent to all Cinco Bayou Residents outlining the proposed construction and asking for their inputs, comments and approval.
- 5 Sidewalk - Councilman Davis - Councilman Davis made a motion to extend the sidewalk. The motion was lost for the lack of a second.

6. Joint Planning - Okaloosa County - Councilman Gage made a motion to join with Okaloosa County in a joint planning effort for the comprehensive plan. seconded by Councilwoman Balsley. The motion was unanimously approved.

PUBLIC REQUESTS WILL BE HEARD AT THIS TIME - Mrs Tyner asked if the Town was going to do anything about the drop-off from the new sidewalk to her driveway. Following a short discussion, it was determined that oyster shell should be placed along the sidewalk to resolve this problem. Councilwoman Balsley made a motion to purchase the oyster shell, seconded by Councilman Gage. The motion was unanimously approved.

COMMITTEE REPORTS

Standing Committees

1. Streets & Sidewalks - Councilman Davis. The County Engineer has advised that the planning has begun for the placement of pipe in the drainage ditch along Yacht Club Drive. The time frame for the work to be completed is in about 2 to 3 months. As soon as final details, schedule and cost to the Town are known, the Council will be advised.
2. Parks - Councilman Gage. No Report
3. Finance & Budget - Councilwoman Balsley. See Item 3 above.
4. Waterfront & Boatdock - Councilman Laginess, No Report.
5. Civil Defense - Councilman Plaster. No Report.
6. Neighborhood Watch - Councilman Laginess. No Report.

Special Committees

1. Bicycle Path - Councilwoman Balsley. No Report.
2. Building Codes - Councilman Plaster. No Report.
3. Comprehensive Plan - Councilman Gage. No Report.
4. Code of Ordinances - Councilmen Gage & Laginess. The workshop meeting scheduled to follow the council meeting has been rescheduled to follow the budget workshop on Thursday night.
5. Sign Ordinance - Councilman Laginess. No Report.
6. Building Committee - Councilwoman Balsley. See item 4.

ATTORNEY'S REPORT - Attorney McInnis called the Council's attention to a recent letter from the State citing a law requiring the Town to assume liability for parades and demonstrations that take place on state highways within the Town. The current Town ordinance dealing with parades allows the Mayor to use his judgement in determining whether or not a bond is required for the parade or other similar activity. Councilman Gage made a motion to have the Mayor use his discretion in requiring a bond for parades, seconded by Councilman Davis. The motion was unanimously approved.

CORRESPONDENCE

1. Letter, Creel. Bryan & Gallagher - Audit Proposal. Following a short discussion, it was decided to delay action on this proposal until a later date.
2. Letter, West Florida Regional Planning Council, Meeting Announcement. This letter advised that there would be a public hearing on the Comprehensive Regional Policy Plan on July 17, 1986.

CLERK'S REPORT - The Clerk has contacted the Department of Transportation reference the bridge and traffic signal complaints. They agreed to put a temporary sidewalk between the bridge and the widened street, however, there was little that could be done with the traffic signalization at this time. Possibly the problems would be solved when the repaving was completed.

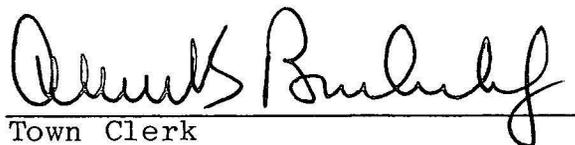
MAYOR'S ANNOUNCEMENTS - None

The meeting adjourned at 6:00 P.M.



Mayor Pro Tem

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.

Original document is skewed



L. E. CREEL, C.P.A.
R. BRENTWOOD BRYAN, C.P.A.
A. WAYNE WILLIAMS, C.P.A.
STEVE JAY, C.P.A.
JOHN R. HAYNES, C.P.A.
JIMMY D. MESSICK, C.P.A.
MARK T. GOFF, C.P.A.
MARJORIE L. CUMMINS, C.P.A.
GENE G. BARKER, C.P.A.
FRED A. HURD, JR., C.P.A.
WILLIAM P. GALLAGHER, C.P.A.
CONSULTANT

CREEL, BRYAN & GALLAGHER
CERTIFIED PUBLIC ACCOUNTANTS
45 BEAL PARKWAY, N. E. — P. O. BOX 1600
FORT WALTON BEACH, FLORIDA 32549-1600
(904) 244-5121

MEMBERS
FLORIDA INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
OFFICES
PENSACOLA, FLORIDA
FT. WALTON BEACH, FLORIDA
DESTIN, FLORIDA

July 8, 1986

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, 1986.

We shall examine the financial statements of the Town, as of September 30, 1986, 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.

Town of Cinco Bayou

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July 8, 1986

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.

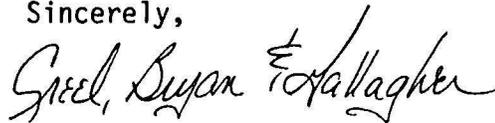
Whenever possible, we will attempt to use your personnel. This effort could reduce our time requirements and help you hold down audit fees.

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 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

TGR:jdm

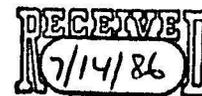
Town of Cinco Bayou, Florida

Signature _____ Date _____

WEST FLORIDA REGIONAL PLANNING COUNCIL

POST OFFICE BOX 486
PENSACOLA, FLORIDA 32593-0486 • PHONE (904) 433-1459

Daniel F. Krumel
Executive Director



Helen Ingram
Chairman

George Jernigan
Vice Chairman

M E M O R A N D U M

TO: All Interested Parties
FROM: West Florida Regional Planning Council
DATE: July 9, 1986

**SUBJECT: Comprehensive Regional Policy Plan
Public Workshop - July 17, 1986**

In an on-going process of soliciting participation and input into the development of the Comprehensive Regional Policy Plan (CRPP), the West Florida Regional Planning Council is pleased to announce a public workshop to discuss progress to date on the CRPP. The workshop will be held July 17, 1986, in the Foundation Room of the John C. Pace Library, The University of West Florida, beginning at 7:00 p.m. The public and representatives of local government, community organizations, and other agencies are encouraged to attend the workshop.

Draft background analyses, goals and policies have been completed for sixty-seven (67) regional issues. Performance standards and measures have been identified for many of the draft policies.

Implementation Strategy, the final section of the Plan, will include a growth management portion which will describe how the CRPP will be used in carrying out Regional Planning Council responsibilities regarding local planning, state and regional planning, and Development of Regional Impact (DRI) reviews. The interrelationships of the policy clusters will be explained graphically and verbally. Priority water, land and transportation issues related to managing growth in the region will be summarized.

In preparation of the intergovernmental coordination portion of the Implementation Strategy, a matrix has been developed indicating state agency, local government, and private sector involvement in reaching each of the goals identified in the State Comprehensive Plan. A review is being prepared which will further the information provided in the matrix by identifying particular areas of concern and actions needed to ensure implementation of the Regional Plan.

WEST FLORIDA REGIONAL PLANNING COUNCIL

Page 2, PUBLIC WORKSHOP

TO: All Interested Parties

DATE: July 9, 1986

A Technical Study will be developed in conjunction with the CRPP and will contain a complete inventory of resources in the region. This regional data base will be used to show an historical perspective of the region along with predicting future regional trends. An equally important benefit from the Technical Study will be realized by local governments as they update and revise local comprehensive plans.

Draft documents of the CRPP will be available at the workshop or by request. Future workshops include three (3) meetings tentatively scheduled in mid-September to be held in Santa Rosa County, Bay County, and Okaloosa County.