

MINUTES OF REGULAR MEETING
TOWN COUNCIL

AUGUST 18, 1980

The Regular Meeting of the Town of Cinco Bayou Town Council was called to order by Mayor Balsley at 7:00 P.M.

ROLL CALL: Present: Councilman Johnston Councilman Peek
Councilman Davis Councilman Perry
Councilman Usrey

Also Present: Town Clerk Borchik Mr. J. Buchanan
Town Attorney Powell Mr. W. Spain
Town Engineer Burt Mr. W. Tennis
Town Recorder Hembree Mr. J. Messick
Mr. D. Johnson Mr. P. Fought
Mr. R. Bixby Mr. & Mrs. C. Laginess
Mr. C. Edge Adelia Robblee
Abbie Tyner

SILENT PRAYER

1. APPROVAL - MINUTES, SPECIAL MEETING - JULY 10, 1980. Councilman Peek made a motion to approve the minutes as written, seconded by Councilman Perry. The motion carried unanimously.
2. APPROVAL - MINUTES, REGULAR MEETING - JULY 17, 1980. Councilman Peek made a motion to approve the minutes as written, seconded by Councilman Perry. The motion carried unanimously.
3. APPROVAL - FINANCIAL STATEMENT - JULY 1980. Councilman Peek made a motion to approve the financial statement as presented, seconded by Councilman Usrey. The motion carried unanimously.
4. SECOND READING OF ORDINANCE - AMENDING SECTION II, APPENDIX A, ZONING. Town Attorney Powell read the Ordinance by title only. Councilman Usrey made a motion to accept the second reading and to adopt the Ordinance, seconded by Councilman Peek. The motion carried unanimously. This Ordinance shall be now known as Ordinance No. 69.
5. RESOLUTION 80-3, BOARD OF ADJUSTMENT. Mayor Balsley stated that each individual nominated to the Board of Adjustment has indicated that they would serve on the Board for the specified periods. The Resolution formally naming the members of the Board of Adjustment was read. Councilman Usrey made a motion to accept Resolution 80-3, seconded by Councilman Davis. The motion carried unanimously.
6. MR. W. TENNIS. Mr. William Tennis (Harry G. Howton Real Estate, Inc.) stated that he was representing the owners of the K-Mart property, specifically Lots 1, 2, and 3 of Block 17, the location of the vacant service station. He is presently negotiating the sale of this property. The prospective buyer intends to use this property for a used car lot and the sale of gasoline. After a short discussion, the Council agreed that the sale of gasoline falls within the purview of the Zoning Ordinance, however, use of the property for a used car lot is specifically prohibited in the Ordinance and no variance would be granted. Council asked Mr. Tennis to bring in drawings outlining any proposed building modifications.

7. MR. SPAIN/MR. BUCHANAN. Mr. J. Buchanan showed the Council formal plans for the quality Townhome project proposed for Lots 1, 2, and 3, Block 23. After discussing the general features of the complex, the Council asked Mr. Buchanan and Mr. Spain to bring them a set of plans for the building to study and a list of materials to be used. They were also informed of the requirement to submit a written application to the Town Clerk for a zero lot line variance. The Town Clerk will call a meeting of the Board of Adjustment for the purpose of hearing the variance request.

8. BOAT RACE - MR. D. JOHNSON. Mr. D. Johnson informed the Council that the proposed boat race on September 7, 1980 has been tentatively rescheduled for October 4, 1980. Mr. Johnson stated that he needed the Council's approval before the Coast Guard would issue a permit. Councilman Perry made a motion to grant approval if all other permits and approvals were accepted, seconded by Councilman Johnston. The motion carried unanimously.

9. BUDGET - 79/80 REVISION, 80/81 STATUS. Councilman Peek, Finance Committee Chairman, requested the Town Clerk present the proposed budget revision. Review of bookkeeping procedures has resulted in some expenditures being charged to correct accounts, however, a need for a budget revision still exists. The proposed revision adjusts budgeted amounts within each major section and if adopted, should preclude any other adjustments this year. Councilman Peek made a motion to amend the budget as presented, (See attached sheet) seconded by Councilman Davis. The motion carried unanimously. Reference the 1980/1981 Budget, Councilmembers were given worksheets with a tentative budget for the general Town operation, however, Capital improvements were not contained in this worksheet as these were left to each specified committee for any budget input. This year's budget process would be compounded by two problems, a late millage certification and ballot referendum dealing with taxing. These problems will dictate budget actions and could cause the adoption of a tentative budget until known revenues are determined toward the end of November or December. Mr. Borchik recommended continuation of the budget process and to meet the problems as they arise.

10. 79/80 FINANCIAL AUDIT. Mr. Jimmy Messick of Creel, Bryan, and Gallagher appeared before the Council to answer any questions the Council might have pertaining to the audit. Mr. Messick stated that his estimate for this year's audit would be \$2,600.00, a \$200.00 increase over last year's audit. Councilman Perry made a motion to accept the audit proposal as presented by Creel, Bryan, and Gallagher, seconded by Councilman Peek. The motion carried unanimously.

11. SALAMANDER SECURITY SYSTEMS, INC. - CONTRACT. In response to our letter, Mr. Andrews, the President of Salamander Security Systems, Inc. has informed the Council of a 10% increase for security services for the coming year, December 1980 - November 1981, and services will continue at \$500.00 a month through December 15, 1980. Councilman Davis stated he believed Cinco Bayou should have increased patrols of businesses and residences regardless of cost. Town Attorney Powell advised Council that prior to accepting the proposed contract, there is a need to clarify paragraph three (3) dealing with limits of liability for Salamander in the performance of their duties. Council directed that Attorney Powell and Town Clerk Borchik meet with Mr. Andrews to resolve this issue.

12. PURCHASE POLICY - REVISION OF PARAGRAPH 2 (PETTY CASH). Councilman Johnston made a motion to adopt the Purchase Policy as revised, seconded by Councilman Davis. The motion carried unanimously.

13. COMMITTEE REPORTS - STREETS. Sidewalks, an item for the new budget, were discussed, specifically, what areas, priority, and cost. The difference between concrete and macadam sidewalks was discussed and Mr. Burt stated that although macadam would be much cheaper, it would not last as long or as well as concrete. Councilman Davis was appointed the chairman of a committee to work out the details concerning the proposed sidewalks. A meeting with Mayor Balsley, Mr. Burt, and the Town Clerk was scheduled for Tuesday, August 19, 1980 at 1:30 P.M. at the Town Hall.

14. CLERK'S REPORT. Town Clerk Borchik informed Council that after checking with Lindsey-Pelham on insurance coverage, he was if fact covered when performing light maintenance in the Town. Therefore tree removal would begin in the next few weeks. The need for an office copier that produced quality copies on bond paper was discussed and two copiers and associated costs examined. Both are approximately \$3,000.00 and would satisfy current needs. The Council asked Mr. Borchik to have one brought in to verify it's performance.

15. ANNOUNCEMENTS. Mayor Balsley read a letter from the OI DC concerning increased air service to this area. The letter requested anyone agreeing that additional air service was needed should write to Mr. Paul Rishell, Assistant Vice President, Air Florida. In another letter, the OI DC requested support in the move of Metalcraft, Inc, to this area. Mayor Balsley read a letter from the Democratic Executive Committee urging participation in a parade on Labor Day to honor "Miz" Lillian Carter who will be in the City of Crestview on September 1, 1980. The Mayor also announced she would not be a candidate for Mayor in the coming election. She reminded all that anyone wishing to run for Mayor must submit their resignation by August 28 (to be effective not later than October 6, 1980) unless their present term will expire prior to assuming the new office. Town Attorney Powell stated that the Town should initiate negotiations with the City of Fort Walton Beach to begin formulating figures for purchasing the water system. Town Clerk Borchik was asked to write the City of Fort Walton Beach on this matter.

16. ADJOURNMENT. The meeting was adjourned at approximately 8:50 P.M. on Monday, August 18, 1980.

Irene E. Balsley
MAYOR

ATTEST:

Wm B Borchik
TOWN CLERK

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

PROPOSED REVISION TO 1979/1980 BUDGET

As of July 31, 1980 expenditures charged against nine line items in the 1979/1980 Budget exceeded budgeted amounts for those items. Accounting procedures were used to correct charges in two of the items, however, an internal budget revision is necessary to reallocate funds within each major budget area. The following list indicates the necessary adjustments.

<u>ITEM</u>	<u>ADJUSTMENT</u>	<u>REVISED TOTAL</u>
<u>General Governmental Services</u>		
Comprehensive Plan	Increase 1,750.00	1,750.00
Travel & Per Diem	Increase 134.00	309.00
Insurance	Increase 173.00	1,848.00
Repairs & Maintenance(T/H)	Reduce 2,000.00	1,500.00
Other Current Charges	Increase 200.00	500.00
Office Supplies	Increase 200.00	700.00
Operating Supplies	Increase 400.00	1,200.00
Other Wages (CETA)	Reduce 857.00	5,383.00
<u>Transportation, Roads & Streets</u>		
Repairs & Maintenance	Reduce 200.00	4,800.00
Operating Supplies (Road)	Increase 100.00	100.00
Road Materials & Supplies	Increase 100.00	100.00
<u>Recreation/Culture, Parks & Recreation</u>		
Utilities	Increase 475.00	1,100.00
Repairs & Maintenance	Reduce 575.00	2,825.00
Special Events	Increase 100.00	300.00

Leg. 9519

NOTICE OF PROPOSED ENACTMENT OF ORDINANCE

The Town Council of the Town of Cinco Bayou, Florida, proposes to enact an ordinance amending section II of appendix A, Zoning, of the Code of the Town of Cinco Bayou, Florida; modifying the Board of Adjustment; providing for terms, qualifications and removal from office, describing duties and responsibilities; establishing an administrative and a judicial appeals procedure; repealing all ordinances in conflict herewith and providing an effective date hereof. Such ordinance may be inspected by the public at the Town Hall of Cinco Bayou, Florida, and it is proposed that the ordinance shall be considered for first reading by the Town Council at a special council meeting to be held at 7:00 o'clock P.M. on August 11, 1980 at the Town Hall of the Town of Cinco Bayou, Florida, and shall be considered for second reading and enactment by the Town Council at the regular council meeting to be held at 7:00 o'clock P.M. on August 18, 1980, at the Town Hall of the Town of Cinco Bayou, Florida. Interested parties may appear at each council meeting and be heard with respect to the proposed ordinance.

ALBERT S. BORCHIK, JR.,
Town Clerk

9519 Aug. 11, 18, 1980

MONDAY MORNING

August 18, 1980

Cinco Bayou Council Drops Registration Plan

Merchants Give Fee Lukewarm Reception

By STEVE CHEW

Daily News Staff Writer

Under heavy fire from town merchants, Cinco Bayou officials recently abandoned a plan to impose annual registration fees on businesses based on gross receipts and opted instead for an occupational licensing approach.

On July 27, several town business leaders told the town council that imposing a tax on a business' gross receipts was unfair and asked them to change their plans.

K mart manager Raymond Cochrane at that meeting told town officials, "You'd be asking the profit of \$166,000 in volume," and added his yearly fee under that plan would be nearly \$5,000.

In light of that opposition, town officials drew up an ordinance providing for occupational license fees that will cost most businesses a good bit less than the original plan. That document will have its second reading Sept. 2 at the Cinco Bayou town hall.

Howard Kelley, of Kelley's IGA, who was the spokesman for many Cinco Bayou businesses against the taxation of gross receipts, now has a different view.

"It's a great improvement," Kelley says. "It's much more equitable."

But Kelley is quick to point out that he's still paying 1/2 times more than banks. Under the new ordinance,

banks pay a yearly rate of \$200.

He says although town officials say that is a "traditional" approach, "I just don't see that at all."

But Kelley too will be better off under the new plan. He will pay a \$500 yearly fee instead of a \$3,000 annual registration fee as once was planned.

But besides that, Kelley says the new plan is fair. "The rates are down in a range we feel we can live with," Kelley said, but added it was not "completely equitable."

"We have definitely established a much better relationship," Kelley says of business folk and town officials. He adds that such a relationship was "almost nonexistent before."

Kelley says he thinks that town businesses will be glad to chip in and help the town in time of financial need. "I feel positive of that," he adds.

Mayor Irene Balsley, who at one time had plans for the installation of sidewalks in Cinco Bayou, says the lower rates might curtail that project.

"We're not going to be able to do the sidewalks as quickly as we'd like to," Balsley says.

Balsley spoke highly of an offer by businesses to help out with emergencies if the town needed assistance. "I thought it was a generous offer," Balsley says. "It was nice to know the people would help out."

But Balsley says that although there

is a new communication between businesses and the town, she doesn't expect too much more input from the town's business leaders. "The reason they wouldn't do that is very few business people live here," Balsley says.

But if the town were in a different financial position, Balsley says businesses might have been paying the higher fees after all.

"If we had really had been desperate in the red — we would have ignored their pleas," Balsley says.

She says the new occupational fees

"It's a great improvement. It's much more equitable... The rates are down in a range we feel we can live with... We have definitely established a much better relationship."

— Howard Kelley, Kelley's IGA

will generate about \$5,000 in revenues for the city to invest or spend on improvements.

"It didn't pay for it," Balsley says of an outdated \$1 fee which businesses currently pay. She says the town decided a new fee was in order because it was just good business sense.

"I think it's our place and a good business head to see the businesses pay for something," Balsley says.

"I don't want good business to run a town and have a disaster and not have any

money in the bank." She says town officials were being "thrifty."

Balsley says in addition to sidewalks and an emergency fund, the town could do many things with the additional money.

She says the town is including in this year's budget a \$10,000 filtering system that will curtail pollution in Kidd's Bayou.

Balsley says inflation is putting a bite in the town's buying power and cited sidewalks as an example. She says when the town first began pricing sidewalks, they went for \$3 a foot; now

the price is up to \$5 a foot.

Balsley says that because the businesses in the town are there to make money, they should pay for services they get. She adds she doesn't want the town's 199 residents to have to pay taxes for city improvements.

Town Clerk Al Borchik says an allegation by business people that the town has a budget surplus of \$20,000 plus \$180,000 invested in the bank is not totally correct. Businessmen have used the town's sturdy financial situation as one reason to oppose the fees.

Borchik says the town has \$150,000 in certificates of deposit, and with interest it has drawn the sum amounts to \$165,000. He says any budget surplus is included in that figure.

Borchik says he feels the new occupational fees will rest well with local business people because many of the business people's suggestions were considered when the new ordinance was drawn up.

He says the council wanted to levy a higher fee than the \$1 because the businesses were getting town services at almost no cost.

Cochrane says, "I never think any tax is equitable." He adds it is another form of interference in free enterprise.

"Why they need all this extra money is beyond me," Cochrane says.

"They don't have any need for this money," Cochrane says, adding that once the money is collected a desperate need for it will be created.

"It's more equitable," Cochrane says of the new fee and agrees that the number of people employed by a business should decide fees.

Cochrane says, however, that information from his home office shows that even in some large metropolitan cities in Florida other K mart stores pay no more than \$1,000. Under the

new plan he will face a \$500 yearly fee.

Even though he considers it more equitable, Cochrane still feels the town doesn't need the extra revenue. "We view it as a 500 percent increase," Cochrane says, citing the jump from \$1 to the \$500.

He says he and other businesses will live with it but if it were put on a referendum, he feels even the levying of the less expensive occupational fees would be defeated.

But another Cinco Bayou businessman isn't as critical. Bill Callahan, of Cinco Chevron, says "All I asked was it be equitable."

"They've drawn up a schedule I think is quite reasonable," he added.

"I'm not against supporting the community," Callahan says. "I think they've done what they needed to do."

Callahan's business now falls under the category of public service, which is required to pay \$50 a year. Under the old plan, he would have faced at \$750 to \$1,000 annual fee.

Callahan said if the town had been "going in the hole" the need for added revenues could have been clearly seen. But otherwise, Callahan says "my income doesn't justify paying on gross receipts."

AN ORDINANCE TO BE ENTITLED:

AN ORDINANCE AMENDING SECTION II OF APPENDIX A, ZONING, OF THE CODE OF THE TOWN OF CINCO BAYOU, FLORIDA; MODIFYING THE BOARD OF ADJUSTMENT; PROVIDING FOR TERMS, QUALIFICATIONS AND REMOVAL FROM OFFICE; DESCRIBING DUTIES AND RESPONSIBILITIES; ESTABLISHING AN ADMINISTRATIVE AND A JUDICIAL APPEALS PROCEDURE; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CINCO BAYOU, FLORIDA:

SECTION I: That Section II of Appendix A, Zoning, of the Code of Ordinances, Town of Cinco Bayou, Florida, is hereby amended to read as follows:

A. CREATION AND COMPOSITION: There is hereby established a Board of Adjustment consisting of five (5) members who shall be appointed by the Town Council. In addition two (2) alternate members shall be appointed and designated by the Town Council. The alternate members may act in the temporary absence or disability of any regular member, or may act when a regular member is otherwise disqualified in a particular case that may be presented to the Board. No member or alternate member of the Board shall be a paid or elected official or employee of the Town of Cinco Bayou.

B. TERMS OF OFFICE, REMOVAL FROM OFFICE, VACANCIES: Members of the Board shall be eighteen (18) years of age or older and shall reside within the corporate limits of the Town. Their terms of office shall be for three (3) years or until their successors are appointed and qualified, except members of the first Board shall be appointed so that their terms shall expire as follows: one member - one year; two members - two years; two members - three years. The alternate members of the Board shall serve for a term of one (1) year. Any member or alternate member of the Board may be removed from office for cause by the Town Council upon written charges and after public hearing. Any vacancy occurring during the

unexpired term of office of any regular or alternate member shall be filed by the Town Council for the remainder of the term. Such vacancy shall be filled within thirty (30) days after the vacancy occurs.

C. OFFICERS, RULES OF PROCEDURES, EMPLOYEES, QUORUM:

The Board shall elect a chairperson and a vice-chairperson from among its regular members and shall appoint a secretary who may be an officer or employee of the Town. A majority of the regular Board members shall constitute a quorum for the transaction of business. The Board shall adopt rules for the transaction of its business, and shall keep a record of its resolutions, transactions, findings and determinations, which record shall be public record. Meetings of the Board shall be held at the call of the chairperson and at such times as the Board may determine. All meetings shall be held at the Town Hall of the Town of Cinco Bayou.

D. POWERS AND DUTIES: The Board of Adjustment shall have all power and duties prescribed in Florida Statute 163.220-163.225 (1979) and shall be authorized to consider requests for and grant a variance from the terms of the Zoning Ordinance in accordance with the provisions of Florida Statute 163.225 (3) (a), (b), (c) and (d). The Board is not authorized to hear, decide or grant any special exceptions except those special exceptions hereafter specifically authorized by the Town Council pursuant to the Ordinance enacted hereafter. The Board shall confer with the Town's Planning Council in all cases involving requests for special exceptions which the Board is hereafter authorized to consider.

E. APPLICATION FOR VARIANCE, SCHEDULE OF FEES:

A request for variance shall be submitted in writing to the Town Clerk and be accompanied by an application fee of
One Hundred Dollars,
and those documents, plans, papers and other materials

necessary to clarify and support the request. The Town Clerk shall receive and forward the request for variance to the Board for consideration.

F. REVIEW OF ADMINISTRATIVE ORDERS: In exercising its powers, the Board of Adjustment may, upon appeal and in conformity with provisions of this Code, reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination made by an administrative official in the enforcement of any zoning ordinance or regulation adopted pursuant to this Code, and may make any necessary order, requirement, decision, or determination, and to that end shall have all the powers of the officer from whom the appeal is taken. The concurring vote of a majority of all the members of the Board shall be necessary to reverse any order, requirement, decision or determination of any such administrative official or to decide in favor of the applicant on any matter upon which the Board is required to pass under this Code.

G. APPEALS TO BOARD OF ADJUSTMENT FROM DECISION OF ADMINISTRATIVE OFFICIAL: Appeals to the Board of Adjustment may be taken by any person aggrieved or by any officer, board, or bureau of the governing body affected by any decision of an administrative official under the Zoning Ordinance. Such appeal shall be taken within thirty (30) days after rendition of the order, requirement, decision or determination appealed from by filing with the office from whom the appeal is taken and with the Board of Adjustment a notice of appeal specifying the grounds thereof. The appeal shall be in the form prescribed by the rules of the Board. The administrative office from whom the appeal is taken shall, upon notification of the filing of the appeal, forthwith transmit to the Board of Adjustment all the documents, plans, papers or other materials constituting the record upon which the action appealed from was taken.

H. APPEALS TO TOWN COUNCIL FROM DECISION OF BOARD

OF ADJUSTMENT: Appeals to the Town Council may be taken by any person aggrieved or by any officer, board or bureau of the Town affected by any decision of the Board. Such appeal shall be taken within thirty (30) days after rendition of the order, requirement, decision, or determination appealed from by filing with the Board of Adjustment a notice of appeal specifying the grounds thereof. The appeal shall be in the form prescribed by the rules of the Board. The Board shall, upon notification of the filing of the appeal, forthwith transmit to the Town Council all the documents, plans, papers, or other materials constituting the record upon the action appealed from was taken.

I. STAY OF WORK AND PROCEEDINGS ON APPEAL: An appeal to the Board of Adjustment or the Town Council stays all work on the premises and all proceedings in furtherance of the action appealed from, unless the official or Board from whom the appeal was taken shall certify to the Board or Council that, by reason of facts stated in the certificate, a stay would cause imminent peril to life or property. In such case, proceedings or work shall not be stayed except by a restraining order which may be granted by the Board of Adjustment, the Town Council or by a court of record on application, on notice to the officer or Board from whom the appeal is taken and on due cause shown.

J. HEARING OF APPEALS BY BOARD OF ADJUSTMENT OR TOWN COUNCIL: The appellate body, whether the Board of Adjustment or the Town Council shall fix a reasonable time for the hearing of the appeal, give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. Upon the hearing, any party may appear in person, by agent, or by attorney. Appellants shall pay a fee of Seventy Five Dollars for each appeal filed.

K. JUDICIAL REVIEW OF DECISIONS OF TOWN COUNCIL:

Any person or persons, jointly or severally, aggrieved by any decision of the Town Council, Board of Adjustment, or any officer, department, board, commission or bureau of the governing body, may apply to the Circuit Court in the First Judicial Circuit for judicial relief within thirty (30) days after rendition of the decision by the Town Council.

SECTION II: All ordinances or parts thereof in conflict herewith by the Town of Cinco Bayou, Florida, are hereby repealed.

SECTION III: This Ordinance shall become effective immediately upon its passage and approval by the Mayor.

ADOPTED this 18th day of August, 1980.

APPROVED:

James E. Balsby
Mayor

ATTEST:

Alfred B. Bachling
Town Clerk

PURCHASING POLICY #1

SUBJECT: PURCHASING POLICY #1 - PERTAINING TO THE AUTHORITY FOR, METHOD OF AND ADMINISTRATIVE CONTROLS OVER PURCHASING BUILDING MAINTENANCE AND REPAIRS, PARK MAINTENANCE, EQUIPMENT SUPPLIES, AND SERVICE FOR THE TOWN OF CINCO BAYOU, FLORIDA.

TO: TOWN EMPLOYEES

1. This policy is to implement that part of the Town's Ordinance #56, providing for appointment and setting forth powers and duties of the Town Clerk being Section 3, Paragraph F, City responsibilities for "purchasing policy" for the office involved.

2. A Petty Cash fund of \$ 25.00 will be maintained in the Town Hall for the purpose of making small, general housekeeping, comfort and maintenance type purchases. On the last day of each month, the Petty Cash fund will be replenished by check written for an amount necessary to return the balance to \$ 25.00. A Petty Cash voucher system will be used for each withdrawal from the Petty Cash fund. Vouchers will be numbered in sequence, sales slips attached and each voucher appropriately initialed.

3. Purchases of equipment, building materials, supplies or improvements to buildings, parks, streets or sewer systems, professional services, etc., valued at \$ 10.00 to \$ 200.00 shall be made by the Town Clerk by use of written purchase order countersigned (approved) by the appropriate committee chairman knowledgeable of the need and use of the item involved as well as the adequacy of budgeted funds.

4. Purchases of equipment, building materials, supplies or improvements to buildings, parks, streets or sewer systems involving funds in excess of \$ 200.00 shall be an item of a Town Council meeting and shall be discussed to be disapproved or approved at that time. It shall then be purchased by use of a written purchase order countersigned (approved) by a member of the Town Council knowledgeable of the action taken in the Council meeting.

5. All purchases (except Petty Cash) shall be paid for by the Town Clerk by use of check countersigned by the Mayor or Mayor Pro-Tem.

RESOLUTION NO. 80-3

WHEREAS, the Town Council of Cinco Bayou has created a Board of Adjustment pursuant to Florida Statutes, Section 163.220 (1979), and,

WHEREAS, the Town Council desires to appoint five members and two alternate members to such Board and provide for their terms of office,

IT IS THEREFORE:

RESOLVED, that the following individuals are hereby appointed to constitute the five member Board of Adjustment effective August 18, 1980, for the term of office enumerated:

Paul Howard	3 year term
Jim Kendricks, III	3 year term
Howard Kelly	2 year term
William Overstreet	2 year term
Ruth Usrey	1 year term

BE IT FURTHER RESOLVED, that Charles Laginess and John Brandt are hereby appointed as alternate members of the Board of Adjustment effective August 18, 1980, each for a one-year term.

ADOPTED this 18 day of August, 1980 by the Town Council of the Town of Cinco Bayou, Florida.

ATTEST:

Alvin B. Boche
Town Clerk

Irene E. Balsley
Mayor