

**CINCO BAYOU
MEETING MINUTES
REGULAR TOWN COUNCIL MEETING
September 11, 2014 6:00 p.m.**

Mayor Hood called to order the meeting to order at 6:00 p.m., September 11, 2014. Roll call was taken:

ROLL CALL:

MAYOR JEAN HOOD
COUNCILMAN BRATTON (ABSENT)
COUNCILMAN KOCH

MAYOR PRO TEM CHUBB
COUNCILMAN MYERS
COUNCILMAN ANDREWS (ABSENT)

Also in attendance was Town Manager Nell Dykes, Town Attorney Jeff McInnis, Town Maintenance Manager Keith Williams, Town Deputy Clerk Linda Barringer, Town Planner Jack Dorman, Town Engineer Cliff Knauer. Nathan Sparks, Cinco Bayou residents: Martin Peuler, Maria McLean and Don Hood.

REGULAR BUSINESS:

1. Council Approval of Agenda: Mayor Hood asked for the approval of the Agenda. Councilman Koch made a motion to approve the amended agenda adding Nathan Sparks to speak to Council and to approve the Agenda. Councilman Chubb seconded the motion.

The Motion passed unanimously.

2. Council Approval of Consent Agenda: Mayor Hood asked for the approval of the consent agenda for: Meeting Minutes for the August 12, 2014 1st FY 14/15 Budget Workshop, August 14, 2014 Regular Council Meeting, August 28, 2014 Final FY 14/15 Budget Workshop and the Budget Financial Status as of August 31, 2014. Councilman Chubb made a motion to approve the Agenda. Councilman Koch seconded the motion.

The Motion passed unanimously.

Nathan Sparks with the Economic Development Council of Okaloosa County spoke to the council on the positive news about the Economic Development with over 20 projects in the pipeline. We are very excited about a new website <http://www.okaloosasites.com> to look at each individual municipality's characteristics. Cinco Bayou has a lot of positive information on it and we can provide a portal to your website.

Action Items:

1. Council did not take action at last month's meeting and needs to take action to adopt the Line Item Adjustments in the amount of **(\$17,005.00)** for FY 2013/2014 Budget **(\$408,018.00)**. Please refer to breakdown list in July 29th Budget Workshop Meeting Minutes:

Councilman Chubb made a motion to approve the Line Item Adjustments in the amount of **(\$17,005.00)** for FY 2013/2014 Budget **(\$408,018.00)**. Councilman Koch seconded the motion.

Councilman Chubb Y

Councilwoman Koch Y

Councilman Myers Y

The motion passed unanimously

2. Council to approve to correct scrivener's error in Resolution 2013-05 dated September 19, 2013 with an effective date of September 19, 2013:

Councilman Koch made a motion to approve to correct scrivener's error in Resolution 2013-05 dated September 19, 2013 with an effective date of September 19, 2013.

Councilman Chubb seconded the motion.

The motion passed unanimously.

3. Council action on approving Keith Williams to receive extra compensation in the amount not to exceed \$20.00 total hourly rate for extra managerial responsibilities while Manager Dykes is on medical leave as discussed in the Final Budget Workshop August 28, 2014:

Councilman Koch made a motion to approve the increase in compensation. Council Myers seconded the motion.

Councilman Chubb Y

Councilwoman Koch Y

Councilman Myers Y

The Motion passed unanimously.

4. Council action on the annual renewal of Preble-Rish contract:

Councilman Koch made a motion to approve the renewal of the Preble-Rish Contract. Councilman Chubb seconded the motion.

Councilman Chubb Y

Councilwoman Koch Y

Councilman Myers Y

The Motion passed unanimously.

Discussion Items:

Town Engineer Cliff Knauer suggested we may want to wait on discussion of possible projects to complete through the **FRDAP GRANT** until we hear the new rules/scoring criteria. DEP is working on a new rule/ scoring criteria, Town Engineer Knauer suggested we wait to see what the new scoring criteria the state sets for the grant before picking a project. The new rules should be out by the end of the year.

Reports:

1. Town Manager's Report – Nell Dykes – Written Report
2. Attorney's Report – Jeff McInnis- Moorings Easement License. The License Agreement is ready and good for a term of a 5 year period in the event the A/C pad is not conducive to maintain/repair of the easement.

Councilman Chubb made a motion to approve the Mooring's License Agreement. Councilman Myers seconded the motion.

The Motion passed unanimously.

3. Town Planner's Report – Jack Dorman- 7 year evaluation of the Town's Comprehensive plan and will bring a Task Specific Services Agreement to the October meeting .
4. Engineer's Report – Cliff Knauer- Cost estimates for FEMA on the Yacht Club project, FEMA goes off our cost estimates which includes: engineering, surveys etc. The small projects get paid in advance once approved by State/federal level we should receive an approval letter and a check for the small projects. Once we receive the check, we will receive bids as outlined in the Town's Purchasing Policy and Procedures. Once the bids are in We will get a contractor in here. We will need to complete an application for the waiver from the State so we will only be responsible for 12 ½. Cliff Knauer will help the Town Manger with the waiver application.

Public Request/Comments:

Council Member's Comments/Request:

Mayor's Comments/Announcements:

DATES TO REMEMBER:

September 18, 2014 5:30 pm – Second Public Hearing for FY 2014/2015 Adoption of Budget & Millage
5:45 pm - Second Public Hearing CRA FY 14/15 Adoption of Budget

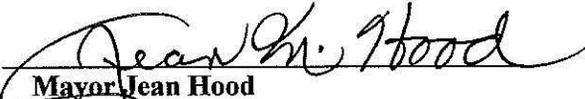
October 9, 2014 6:00 p.m. Regular Council Meeting

October 13, 2014 Town Hall will be closed in observance of Columbus Day

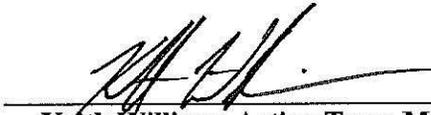
ADJOURN: after no further business, the Regular Council Meeting adjourned at 6:36.

ATTEST:





Mayor Jean Hood



Keith Williams Acting Town Manager/Clerk