

AGENDA
REGULAR COUNCIL MEETING
September 13, 2007 ♦ 6:00 PM

SILENT PRAYER / PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

MAYOR IOVIENO
COUNCILMAN KOCH
COUNCILMAN CHUBB

COUNCILMAN BRATTON
COUNCILMAN CAFORIO
COUNCILMAN FARLEY

PUBLIC HEARING:

1. Second Reading and adoption of Ordinance No. 215 - **AN ORDINANCE OF THE TOWN OF CINCO BAYOU, FLORIDA, AMENDING CHAPTER 30 OF THE TOWN OF CINCO BAYOU CODE OF ORDINANCES TO BE ENTITLED "THREATENING, INTIMIDATING, AND HARASSING BEHAVIOR FOR SOLICITATION PROHIBITED"; PROVIDING AUTHORITY; PROVIDING LEGISLATIVE FINDINGS AND INTENT; PROVIDING DEFINITIONS; ESTABLISHING PENALTIES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**
2. Second Reading and adoption of Ordinance No. 216 - **AN ORDINANCE OF THE TOWN OF CINCO BAYOU, FLORIDA, AMENDING SUBPART B, RELATED LAWS, ARTICLE II. ELECTIONS; CREATING A NEW SECTION 12 ENTITLED "2008 MUNICIPAL ELECTION DATE"; ESTABLISHING JANUARY 29, 2008 AS THE MUNICIPAL ELECTION DATE FOR 2008; PROVIDING FOR AUTHORITY; PROVIDING LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR A PURPOSE; PROVIDING FOR CREATION OF SECTION 12, [2008 MUNICIPAL ELECTION DATE]; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**
3. First Reading Ordinance No. 217 setting the tentative millage rate of 2.0639 mills per \$1000 of property value - **AN ORDINANCE OF THE TOWN OF CINCO BAYOU, FLORIDA LEVYING THE AD VALOREM PROPERTY TAX MILLAGE RATE FOR MUNICIPAL PURPOSES ON ALL TAXABLE PROPERTY WITHIN THE TOWN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2007 AND ENDING SEPTEMBER 30, 2008; AND, PROVIDING AN EFFECTIVE DATE.**

Public input

Close Public Hearing

REGULAR BUSINESS:

1. Council Approval of Agenda
2. Council Approval of Consent Agenda: Minutes: Regular Council Meeting Minutes of August 9, 2007, Special Council Meeting of August 21, 2007 and Budget Status as of August 31, 2007.

Action Items:

No Actions Items

Discussion Items:

1. Hurricane Preparedness Plan.
2. CRA.

Reports:

1. Town Manager' Report
2. Engineer's Report
3. Attorney's Report
4. Community Officer's Report

Public Request / Comments:

Council Members Comments / Request:

Mayor's Comments / Announcements –

Adjourn

MANAGERS REPORT – SEP 2007

UNFINISHED BUSINESS:

CDBG Grant – I attended a meeting at the Gulf Power office on Monday August 20th. In attendance were Jeff Rouillier, with Gulf Power, John Lewis and Tyler Strickland, Connelly Wicker, David Hodges and Jason Shelter, with Mittauer & Assoc, and Christy Johnson and Missy McKim with the City of Fort Walton Beach. The discussion was primarily about the involvements that would be required from Gulf Power. The cost estimate studies that Gulf Power is doing, about the trenching, repaving, landscaping, streetlights, switch cabinets & transformers and underground three phase 1000 MCM Cu construction cost. I attended a meeting at VMS with DOT in Valparaiso on August 21st. Tyler and John from Connelly Wicker, Christy Johnson and Missy McKim from City of FWB, David Hodges and Jason Shefler from Mittauer, and several representatives from DOT and VMS attended. The discussions were referencing construction on DOT right-of-ways and bore drilling under Eglin Pkwy. There will more meetings as progress is made.

Disaster Preparedness – The generator has been delivered and installed. The Council approved the purchase of push to talk cell phones at the Special Meeting on August 21st. The cell phones have been delivered to town hall and Monika has set them up. The Debris Management Plan is expected to be ready by the Sep 27th meeting.

Town Hall – Keith will work on getting the conference room painted around his other projects.

CRA: There have been no changes at this point. It is not clear at this point what effect the Property Tax reform will have on the CRA TIF funds.

Communications Services Tax: No changes since June report.

Backwater Development: There have been no changes since the last council meeting.

Property Tax Reform: The first reading of Ordinance 217 adopting a tentative millage rate of 2.0639 mills per \$1,000 on the taxable property within the Town of Cinco Bayou will be read at the Sep 13th Public Hearing prior to the regular council meeting. This is the maximum millage rate allowed by DOR this year per the new Property Tax Reform rules.

E.A.R (Evaluation and Appraisal Report): The Council decided that the Comp Plan be reviewed by exception rather than line by line. Attorney McInnis and I met with Mr. Jack Dorman on August 14th. We went over several items in the Comp Plan. Mr. Dorman and I rode around the town and Mr. Dorman made notes. He will update the council when he has a first draft ready for review.

FRANCES PARK: As of this date we have not received any response from the letter Attorney McInnis sent to Mr. O'Brian. Tyler will give an update on the status of the shoreline armoring. Keith has set the post for the signs and will mount the signs as soon as he gets the posts painted. I was told by DEP that we were not eligible for a FRDAP Grant because Frances Park does not provide enough recreation such as trails, ball fields etc. I did some more research and found that we may in fact still qualify. I am not sure if we can make the dead line now but I am trying to make it happen.

WOODEN PARK AND STREET SIGNS: All of the signs are in and can be seen at town hall.

STREET AND PARK LIGHTING: The lights in Laguna Park have been repaired and are operating properly. Gulf Power had to replace one pole near the pavilion. They are working on getting the rest of the streets lights back on.

SPEED BUMP ON LAGUNA STREET: The speed bump has been installed at the entrance of Laguna Street.

DATES FOR YOUR CALENDAR:

Thursday, September 27, 2007, 5:30 PM – Final Public Hearing to adopt millage rate and 2007 – 2008 Budget.

8:38 AM

09/05/07

Accrual Basis

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

	Oct '06 - Aug 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	132,169.13	133,493.00	-1,323.87	99.0%
312.410 · FIRST LOCAL OPTION FUEL TAX	21,271.94	28,207.00	-6,935.06	75.4%
Total TAXES	153,441.07	161,700.00	-8,258.93	94.9%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	40,599.48	33,500.00	7,099.48	121.2%
313.400 · FRANCHISE FEE - OKALOOSA GAS	3,508.53	3,500.00	8.53	100.2%
Total FRANCHISE FEES	44,108.01	37,000.00	7,108.01	119.2%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	21,339.57	22,300.00	-960.43	95.7%
314.300 · UTIL TAX - WATER FWB	5,129.49	5,300.00	-170.51	96.8%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	2,513.12	2,500.00	13.12	100.5%
315.000 · UTIL TAX - LOCAL COM. SERVICES	26,219.29	24,219.00	2,000.29	108.3%
Total UTILITY SERVICES TAXES	55,201.47	54,319.00	882.47	101.6%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	6,047.50	6,000.00	47.50	100.8%
322.000 · PERMITS - TOWN	150.00	600.00	-450.00	25.0%
Total LICENSES AND PERMITS	6,197.50	6,600.00	-402.50	93.9%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PROCEEDS	19,676.93	26,392.00	-6,715.07	74.6%
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 TAX	24,234.68	32,870.00	-8,635.32	73.7%
Total GENERAL GOVERNMENT	44,148.13	59,762.00	-15,613.87	73.9%
Total STATE SHARED REVENUES	44,148.13	59,762.00	-15,613.87	73.9%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	563.03	750.00	-186.97	75.1%
Total SHARED REV OTHER LOCAL UNITS	563.03	750.00	-186.97	75.1%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	22,742.01	35,500.00	-12,757.99	64.1%
Total PHYSICAL ENVIRONMENT	22,742.01	35,500.00	-12,757.99	64.1%
CULTURE/RECREATION				
347.500 · BOAT LAUNCH FEES	13,773.50	15,000.00	-1,226.50	91.8%
Total CULTURE/RECREATION	13,773.50	15,000.00	-1,226.50	91.8%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	603.28	800.00	-196.72	75.4%
Total FINES AND FORFEITS	603.28	800.00	-196.72	75.4%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	481.84	250.00	231.84	192.7%
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	1,000.20	125.00	875.20	800.2%
361.183 · BEACH COMMUNITY BANK CD #3188	2,070.66	1,500.00	570.66	138.0%
361.184 · BEACH COMMUNITY BANK SAVINGS	459.92	1,500.00	-1,040.08	30.7%
361.185 · BEACH COMMUNITY BANK CD #8649	2,059.76	1,500.00	559.76	137.3%
361.186 · BEACH COMMUNITY BANK CD #8650	2,059.76			
Total INTEREST AND OTHER EARNINGS	8,211.43	4,875.00	3,336.43	168.4%
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	500.00	500.00	0.00	100.0%
362.100 · FACILITY RENTAL-TOWN HALL	1,100.00	500.00	600.00	220.0%
362.200 · CELL TOWER LEASE	21,851.70	22,200.00	-348.30	98.4%
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	100.00	100.00	0.00	100.0%
Total RENTS AND ROYALTIES	23,551.70	23,300.00	251.70	101.1%
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	1,157.40	1,087.00	70.40	106.5%
369.600 · REIMBURSEMENT FEMA/STATE	3,314.16			
Total OTHER MISCELLANEOUS REVENUES	7,387.47	3,474.00	3,913.47	212.7%
Total 001 REVENUE ACCOUNTS	379,928.60	448,080.00	-68,151.40	84.8%
Total Income	379,928.60	448,080.00	-68,151.40	84.8%

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

Expense	Oct '06 - Aug 07	Budget	\$ Over Budget	% of Budget
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	85,119.63	92,856.00	-7,736.37	91.7%
513.210 · EMPLOYEE FICA/MEDICARE	6,594.49	7,104.00	-509.51	92.8%
513.230 · EMPLOYEE LIFE & HEALTH INS	21,689.68	22,335.00	-645.32	97.1%
513.240 · EMPLOYEE WORKMANS COMP	2,522.50	3,000.00	-477.50	84.1%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	8.80			
PAYROLL EXPENSE - Other	1,082.89			
Total PAYROLL EXPENSE	117,017.99	125,295.00	-8,277.01	93.4%
OPERATING EXPENDITURE/EXPENSE				
515.310 · COMPREHENSIVE PLANNING	2,000.00			
513.320 · ACCOUNTING AND AUDITING	9,500.00	9,500.00	0.00	100.0%
515.470 · PRINTING/BINDING	1,942.21	2,000.00	-57.79	97.1%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LEGAL	8,422.00	8,600.00	-178.00	97.9%
Total PROFESSIONAL SERVICES LEGAL	8,422.00	8,600.00	-178.00	97.9%
PROFESSIONAL SERVICES ENGINEER				
519.310 · PROFESSIONAL SERVICES-ENGINEER	2,255.00	2,500.00	-245.00	90.2%
Total PROFESSIONAL SERVICES ENGINEER	2,255.00	2,500.00	-245.00	90.2%
519.400 · TRAVEL AND PER DIEM	6,919.88	8,000.00	-1,080.12	86.5%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	2,255.27	2,300.00	-44.73	98.1%
519.411 · COMMUNICATIONS-POSTAGE	359.05	500.00	-140.95	71.8%
519.412 · COMMUNICATIONS-INTERNET	1,587.95	1,700.00	-112.05	93.4%
Total COMMUNICATIONS	4,202.27	4,500.00	-297.73	93.4%
519.430 · UTILITIES-TOWN HALL	4,635.81	5,000.00	-364.19	92.7%
519.440 · RENTALS AND LEASES	1,358.76	2,000.00	-641.24	67.9%
519.450 · INS PROP/LIB/AUTO	17,898.80	12,800.00	5,098.80	139.8%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	3,212.32	4,900.00	-1,687.68	65.6%
519.461 · REPAIR & MAINTENANCE - OTHER	48.65	200.00	-151.35	24.3%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING OTHER	1,047.08	2,000.00	-952.92	52.4%
Total LEGAL ADVERTISING	1,047.08	2,000.00	-952.92	52.4%
519.490 · OTHER CURRENT CHG & OBLIGATIONS	6,827.06	6,300.00	527.06	108.4%
519.491 · ELECTION EXPENSE	637.20	700.00	-62.80	91.0%
519.510 · OFFICE SUPPLIES	2,132.61	2,300.00	-167.39	92.7%
519.520 · OPERATING SUPPLIES	769.30	1,000.00	-230.70	76.9%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	2,200.63	2,700.00	-499.37	81.5%
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	84,201.91	84,300.00	-98.09	99.9%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	66,861.96	66,862.00	-0.04	100.0%
Total PUBLIC SAFETY	66,861.96	66,862.00	-0.04	100.0%
EMERGENCY AND DISASTER RELIEF S				
525.640 · GENERATOR FOR TOWN HALL	17,155.55	21,000.00	-3,844.45	81.7%
Total EMERGENCY AND DISASTER RELIEF S	17,155.55	21,000.00	-3,844.45	81.7%
PHYSICAL ENVIRONMENT				
530.520 · EQUIPMENT & TOOLS	349.87	500.00	-150.13	70.0%
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT	20,790.00	27,800.00	-7,010.00	74.8%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
Total PHYSICAL ENVIRONMENT	21,139.87	28,800.00	-7,660.13	73.4%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	9,018.53	9,000.00	18.53	100.2%
541.460 · REPAIR & MAINTENANCE SERVICES	6,600.77	2,500.00	4,100.77	264.0%
541.520 · OPERATING SUPPLIES FUEL & OIL	980.62	1,000.00	-19.38	98.1%
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	16,607.48	29,922.00	-13,314.52	55.5%
HUMAN SERVICES				
562.340 · ANIMAL CONTROL SERVICES - PAWS	1,569.00	1,500.00	69.00	104.6%
Total HUMAN SERVICES	1,569.00	1,500.00	69.00	104.6%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	200.00	400.00	-200.00	50.0%
Total CULTURE/RECREATION	200.00	400.00	-200.00	50.0%

8:38 AM
 09/05/07
 Accrual Basis

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

	Oct '06 - Aug 07	Budget	\$ Over Budget	% of Budget
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	22,918.26	24,120.00	-1,201.74	95.0%
572.430 · UTILITIES - PARKS	290.15	400.00	-109.85	72.5%
572.460 · REPAIR AND MAINTENANCE PARKS	15,038.36	5,800.00	9,238.36	259.3%
572.520 · OPERATING SUPPLIES - PARKS	30.82	200.00	-169.18	15.4%
572.630 · CAPITAL IMPROVEMENTS PARKS	6,162.07	12,200.00	-6,037.93	50.5%
Total PARKS AND RECREATION	44,439.66	42,720.00	1,719.66	104.0%
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	943.51	900.00	43.51	104.8%
575.460 · SEA WAY BOAT LAUNCH REP & MAINT	247.99	2,500.00	-2,252.01	9.9%
Total SPECIAL RECREATION FACILITIES	1,191.50	3,400.00	-2,208.50	35.0%
OTHER CULTURE/RECREATION				
579.630 · TREE/BEAUTIFICATION	537.50	500.00	37.50	107.5%
Total OTHER CULTURE/RECREATION	537.50	500.00	37.50	107.5%
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.	409,887.26	448,080.00	-38,192.74	91.5%
Total Expense	409,887.26	448,080.00	-38,192.74	91.5%
Net Ordinary Income	-29,958.66	0.00	-29,958.66	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	-29,958.66	0.00	-29,958.66	100.0%