

TOWN OF CINCO BAYOU
SPECIAL COUNCIL MEETING MINUTES
SEPTEMBER 23, 2004

Mayor Norm Frucci called the Special Council meeting to order at 5:10 P.M. on Thursday, September 23, 2004. Following a silent prayer and the pledge of allegiance, roll call was taken.

Roll Call: Mayor Frucci
Councilman Koch
Councilman Bratton (absent)
Councilman Iovieno
Councilman St. John
Councilman Payne

A quorum was present. Also present at the meeting were Town Manager/Clerk Nell Webb, Assistant Monika Gillette, Attorney Jeff McInnis and Community Officer Frank Hawley.

SPECIAL BUSINESS

1. Ms. Webb presented two proposals for Hurricane Ivan debris removal, one from DRC, Inc. and one from Waste Management, Inc. A representative from Waste Management was present to answer questions. It was the Town Manager's recommendation to use Waste Management for Debris removal. Councilman Koch stated she had been to two FEMA meetings and was also recommending Waste Management. Councilman Payne motioned to accept the Town Manager's recommendation and to award the debris removal contract to Waste Management. The contract is to include both storm debris and vegetation removal for a price of \$118.50 per ton and falls under the scope of the current contract with Waste Management. Councilman Koch seconded the motion. A roll call vote was taken:

Councilman St. John	yes
Councilman Koch	yes
Councilman Iovieno	yes
Councilman Payne	yes

The motion passed unanimously.

Councilman Koch reiterated that the trucks must be monitored to comply with FEMA regulations and that FEMA would reimburse the town 75% and that the state and the town would share the remaining 25%. The Waste Management representative stated that it would take 2-3 passes to remove the debris.

Councilman Koch stated the need for a new truck since the maintenance supervisor would be monitoring the debris removal and that the current truck is failing. Mayor Frucci suggested tabling the subject until the next meeting. Councilman Payne motioned to authorize the Town Manager to purchase a 2004 Chevy Silverado from Preston Hood Chevrolet for \$15,838 with a three year warranty. He also motioned to finance the purchase at an interest rate not to exceed 6 percent with a term no longer than 4 years. He also stated that this was an emergency purchase and that this motion includes authorization for the Mayor and Town Manager to execute a loan agreement. Councilman Iovieno seconded the motion.

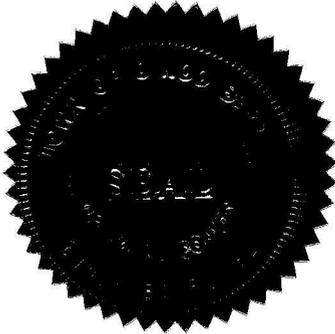
A roll call vote was taken:

Councilman Koch	yes
Councilman Bratton	no
Councilman St. John	yes
Councilman Payne	yes
Councilman Iovieno	yes

The motion passed.

The public hearing was adjourned at 5:45 pm.

ATTEST:





Norm Frucci, Mayor



Nell Webb, CMC
Town Manager/Clerk

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
 October 2003 through September 2004

	Oct '03 - Sep 04	Budget	\$ Over Budget	% of Budget
Income				
337.501 · CRA NOTE PAYMENT	3,000.00			
001 REVENUE ACCOUNTS				
TAXES				
311.000 · ADVALOREM TAXES	80,653.94	80,370.00	283.94	100.4%
312.410 · FIRST LOCAL OPTION FUEL TAX	20,927.07	19,436.00	1,491.07	107.7%
Total TAXES	101,581.01	99,806.00	1,775.01	101.8%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	31,285.72	33,500.00	-2,214.28	93.4%
313.400 · FRANCHISE FEE - OKALOOSA GAS	2,509.40	3,500.00	-990.60	71.7%
Total FRANCHISE FEES	33,795.12	37,000.00	-3,204.88	91.3%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	21,931.75	22,300.00	-368.25	98.3%
314.300 · UTIL TAX - WATER FWB	4,092.51	5,300.00	-1,207.49	77.2%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	2,564.57	2,500.00	64.57	102.6%
315.000 · UTIL TAX - LOCAL COM. SERVICES	22,291.04	26,157.00	-3,865.96	85.2%
Total UTILITY SERVICES TAXES	50,879.87	56,257.00	-5,377.13	90.4%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	12,206.00	7,000.00	5,206.00	174.4%
322.000 · PERMITS - TOWN	1,344.03	600.00	744.03	224.0%
Total LICENSES AND PERMITS	13,550.03	7,600.00	5,950.03	178.3%
STATE GRANTS				
334.700 · FRDAP - LAGUNA PARK	30,966.34	42,601.00	-11,634.66	72.7%
334.701 · FRDAP - GLENWOOD PARK PHASE I	36,052.83	43,631.00	-7,578.17	82.6%
334.702 · FRDAP GLENWOOD PHASE II	27,769.80	50,000.00	-22,230.20	55.5%
334.703 · BOATING IMP FUND SEAWAY	15,000.00	15,000.00	0.00	100.0%
Total STATE GRANTS	109,788.97	151,232.00	-41,443.03	72.6%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PROCEEDS	30,099.04	23,561.00	6,538.04	127.7%
335.150 · ALCOHOLIC BEVERAGE LICENSES	810.19	1,000.00	-189.81	81.0%
335.180 · LOCAL GOVT HALF-CENT SALES TAX	16,678.52	27,880.00	-11,201.48	59.8%
Total GENERAL GOVERNMENT	47,587.75	52,441.00	-4,853.25	90.7%
Total STATE SHARED REVENUES	47,587.75	52,441.00	-4,853.25	90.7%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	904.04	600.00	304.04	150.7%
Total SHARED REV OTHER LOCAL UNITS	904.04	600.00	304.04	150.7%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	20,207.30	30,500.00	-10,292.70	66.3%
Total PHYSICAL ENVIRONMENT	20,207.30	30,500.00	-10,292.70	66.3%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	1,059.16	2,600.00	-1,540.84	40.7%
Total FINES AND FORFEITS	1,059.16	2,600.00	-1,540.84	40.7%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	114.25	50.00	64.25	228.5%
361.180 · VANGUARD BANK CD	0.00	1,500.00	-1,500.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	8.55	300.00	-291.45	2.9%
361.182 · INTEREST EARNINGS - TAX COLL	0.04	50.00	-49.96	0.1%
361.183 · BEACH COMMUNITY BANK CD	994.72	300.00	694.72	331.6%
361.184 · BEACH COMMUNITY BANK SAVINGS	351.13			
Total INTEREST AND OTHER EARNINGS	1,468.69	2,200.00	-731.31	66.8%

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Accrual Basis

Town of Cinco Bayou Profit & Loss Budget vs. Actual October 2003 through September 2004

	Oct '03 - Sep 04	Budget	\$ Over Budget	% of Budget
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	500.00	500.00	0.00	100.0%
362.100 · FACILITY RENTAL-TOWN HALL	450.00	250.00	200.00	180.0%
362.200 · TEMP CELL TOWER LEASE	20,005.00	18,000.00	2,005.00	111.1%
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	100.00	100.00	0.00	100.0%
Total RENTS AND ROYALTIES	21,055.00	18,850.00	2,205.00	111.7%
OTHER MISCELLANEOUS REVENUES				
369.000 · OTHER MISC REV	192.95	500.00	-307.05	38.6%
369.100 · OTHER MISC REV - SR 85 MAINT	1,776.51	2,368.00	-591.49	75.0%
369.200 · OTHER MISC REV - TRAFFIC SIGNAL	799.00	500.00	299.00	159.8%
369.201 · ST HIGHWAY SYSTEM LIGHTING	592.48			
369.300 · SCHOOL PLANNING INTERLOCAL AGRE	547.78			
Total OTHER MISCELLANEOUS REVENUES	3,908.72	3,368.00	540.72	116.1%
Total 001 REVENUE ACCOUNTS	405,785.66	462,454.00	-56,668.34	87.7%
OTHER SOURCES				
381.910 · INTERFUND TRANSFER BOAT LAUNCH	15,714.40	15,000.00	714.40	104.8%
Total OTHER SOURCES	15,714.40	15,000.00	714.40	104.8%
Total Income	424,500.06	477,454.00	-52,953.94	88.9%
Expense				
552.810 · CRA TAX INCREMENT EXPENSE	1,915.96			
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	78,519.45	75,828.00	2,691.45	103.5%
513.210 · EMPLOYEE FICA/MEDICARE	6,008.98	5,801.00	207.98	103.6%
513.230 · EMPLOYEE LIFE & HEALTH INS	16,536.41	15,803.00	733.41	104.6%
513.240 · EMPLOYEE WORKMANS COMP	2,689.00	3,000.00	-311.00	89.6%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	0.00			
PAYROLL EXPENSE - Other	29.41			
Total PAYROLL EXPENSE	103,783.25	100,432.00	3,351.25	103.3%
OPERATING EXPENDITURE/EXPENSE				
513.320 · ACCOUNTING AND AUDITING	6,100.00	6,100.00	0.00	100.0%
515.470 · MUNICIPAL CODE	0.00	200.00	-200.00	0.0%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LEGAL	7,409.03	23,200.00	-15,790.97	31.9%
514.313 · PROF.SER.-LEGAL - TOWER PROJ.	6,002.59			
514.314 · PROF SER - LEGAL - FRDAP	275.00			
514.317 · PROF SER LEGAL - SIGN ISSUE	7,562.59			
Total PROFESSIONAL SERVICES LEGAL	21,249.21	23,200.00	-1,950.79	91.6%
PROFESSIONAL SERVICES ENGINEER				
519.310 · PROFESSIONAL SERVICES-ENGINEER	6,144.90	6,500.00	-355.10	94.5%
Total PROFESSIONAL SERVICES ENGINEER	6,144.90	6,500.00	-355.10	94.5%
519.400 · TRAVEL AND PER DIEM	4,857.41	4,800.00	57.41	101.2%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	1,580.65	1,400.00	180.65	112.9%
519.411 · COMMUNICATIONS-POSTAGE	438.87	500.00	-61.13	87.8%
519.412 · COMMUNICATIONS-INTERNET	1,917.83	1,920.00	-2.17	99.9%
Total COMMUNICATIONS	3,937.35	3,820.00	117.35	103.1%
519.430 · UTILITIES-TOWN HALL	3,502.05	3,700.00	-197.95	94.7%
519.440 · RENTALS AND LEASES	21.00	500.00	-479.00	4.2%
519.450 · INS PROP/LIB/AUTO	8,123.00	8,200.00	-77.00	99.1%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	1,001.09	1,500.00	-498.91	66.7%
519.461 · REPAIR & MAINTENANCE - OTHER	0.00	700.00	-700.00	0.0%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING OTHER	6,960.57	7,200.00	-239.43	96.7%
Total LEGAL ADVERTISING	6,960.57	7,200.00	-239.43	96.7%

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
October 2003 through September 2004

	Oct '03 - Sep 04	Budget	\$ Over Budget	% of Budget
519.490 · OTHER CURRENT CHG & OBLIGATIONS	3,307.20	3,500.00	-192.80	94.5%
519.491 · ELECTION EXPENSE	630.00	650.00	-20.00	96.9%
519.510 · OFFICE SUPPLIES	897.46	1,100.00	-202.54	81.6%
519.520 · OPERATING SUPPLIES	1,502.75	1,375.00	127.75	109.3%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	1,944.80	1,750.00	194.80	111.1%
519.630 · IMPROVEMENTS OTHER THAN BLDGS.	0.00	100.00	-100.00	0.0%
519.820 · AID TO PRIVATE ORGANIZATIONS	500.00	500.00	0.00	100.0%
Total OPERATING EXPENDITURE/EXPENSE	70,678.79	75,395.00	-4,716.21	93.7%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	55,808.04	55,808.00	0.04	100.0%
Total PUBLIC SAFETY	55,808.04	55,808.00	0.04	100.0%
PHYSICAL ENVIRONMENT				
530.640 · TOWN TRUCK	16,126.33			
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT	26,763.80	30,500.00	-3,736.20	87.8%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	100.00	-100.00	0.0%
Total PHYSICAL ENVIRONMENT	42,890.13	30,600.00	12,290.13	140.2%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	7,950.15	7,000.00	950.15	113.6%
541.530 · OPERATING SUPPLIES - STREETS	391.29	500.00	-108.71	78.3%
541.630 · IMPROVEMENTS - STREETS	12,352.31	12,000.00	352.31	102.9%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	12,112.69	12,183.00	-70.31	99.4%
541.720 · STREET REPAIR LOAN/INTEREST	3,809.74	3,740.00	69.74	101.9%
Total TRANSPORTATION	36,616.18	35,423.00	1,193.18	103.4%
HUMAN SERVICES				
562.340 · HUMAN SERVICES - PAWS	965.87	1,272.00	-306.13	75.9%
Total HUMAN SERVICES	965.87	1,272.00	-306.13	75.9%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	60.00	200.00	-140.00	30.0%
Total CULTURE/RECREATION	60.00	200.00	-140.00	30.0%
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	11,503.26	12,924.00	-1,420.74	89.0%
572.430 · UTILITIES - PARKS	685.44	1,100.00	-414.56	62.3%
572.520 · OPERATING SUPPLIES - PARKS	371.57	500.00	-128.43	74.3%
572.630 · REPAIRS & MAINTENANCE - PARKS	3,862.98	7,905.00	-4,042.02	48.9%
FRDAP GRANT LAGUNA PARK				
572.631 · FRDAP GRANT/LAGUNA PARK	34,853.95	42,394.00	-7,540.05	82.2%
Total FRDAP GRANT LAGUNA PARK	34,853.95	42,394.00	-7,540.05	82.2%
FRDAP GRANT GLENWOOD PK PHASE I				
572.632 · FRDAP GRANT/GLENWOOD PARK	33,589.06	43,585.00	-9,995.94	77.1%
Total FRDAP GRANT GLENWOOD PK PHASE I	33,589.06	43,585.00	-9,995.94	77.1%
FRDAP GRANT GLENWOD PK PHASE II				
572.633 · FRDAP GRANT/GLENWOOD PK II	25,581.65	50,000.00	-24,418.35	51.2%
Total FRDAP GRANT GLENWOD PK PHASE II	25,581.65	50,000.00	-24,418.35	51.2%
BOATING IMPROVEMENT FUND				
572.636 · BOATING IMPROVEMENT FUND	12,752.00	13,000.00	-248.00	98.1%
Total BOATING IMPROVEMENT FUND	12,752.00	13,000.00	-248.00	98.1%
Total PARKS AND RECREATION	123,199.91	171,408.00	-48,208.09	71.9%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	1,732.30	2,000.00	-267.70	86.6%
Total SPECIAL EVENTS	1,732.30	2,000.00	-267.70	86.6%
SPECIAL RECREATION FACILITIES				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	0.00	200.00	-200.00	0.0%
Total SPECIAL RECREATION FACILITIES	0.00	200.00	-200.00	0.0%

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 10/08/04
 Accrual Basis

Town of Cinco Bayou
Profit & Loss Budget vs. Actual
 October 2003 through September 2004

	<u>Oct '03 - Sep 04</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
OTHER CULTURE/RECREATION				
579.630 · TREE/BEAUTIFICATION	0.00	500.00	-500.00	0.0%
Total OTHER CULTURE/RECREATION	0.00	500.00	-500.00	0.0%
OTHER USES				
580.990 · CONTINGENCY FUND	0.00	1,216.00	-1,216.00	0.0%
581.910 · INTERFUND TRANSFER BOAT LAUNCH	3,011.23	3,000.00	11.23	100.4%
Total OTHER USES	3,011.23	4,216.00	-1,204.77	71.4%
Total 001-EXPENDITURE/EXPENSE ACCTS.	438,745.70	477,454.00	-38,708.30	91.9%
Total Expense	440,661.66	477,454.00	-36,792.34	92.3%
Net Income	<u>-16,161.60</u>	<u>0.00</u>	<u>-16,161.60</u>	<u>100.0%</u>