

TOWN OF CINCO BAYOU
REGULAR COUNCIL MEETING MINUTES
OCTOBER 14, 2004

Mayor Norm Frucci called the Regular Council meeting to order at 6:00 P.M. on Thursday, October 14, 2004. Following a silent prayer and the pledge of allegiance, roll call was taken.

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

A quorum was present. Also present at the meeting were Town Manager/Clerk Nell Webb, Asst. Monika Gillette, Attorney Jeff McInnis, Community Officer Frank Hawley, Town Engineer Keith Fell, Angela Balent and Mary Beth Wollard of O'Sullivan Creel, and John Payne.

REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Frucci asked for acceptance of the agenda. Councilman St. John motioned to approve the agenda. Councilman Iovieno seconded the motion. The motion passed unanimously.
2. **Council Approval of Consent Agenda:** Mayor Frucci asked for acceptance of the consent agenda including Regular Council Meeting of September 9, 2004, Emergency Meeting of September 13, 2004, Special Council Meeting of September 29, 2004 and Budget Status of September 30, 2004. Councilman St. John motioned to accept the consent agenda. Councilman Iovieno seconded the motion. The motion passed unanimously.

Action Items

1. Angela Balent of O'Sullivan Creel addressed the council to explain changes in auditing standards. She stated that it was her understanding that the Council would be sitting as the Audit Committee and that each member would need to fill out a questionnaire in order for the audit to begin.
2. Town Manager/Clerk Webb presented a proposal from Gary's Home and Grounds Management for tree removal of fallen trees in Glenwood Park caused by Hurricane Ivan. She stated that the Town would not need to go out for bids since this company has done work previously for the Town. She also stated that Mrs. Kendrick has given verbal approval to enter the park from her property and that a confirmation letter would be sent out before the work begins. Councilman St. John motioned to approve the estimated \$6,000 bid and to give the Town Manager authority to approve an additional 50 percent if needed. Councilman Koch seconded the motion. A roll call vote was taken:

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

3. Councilman Payne motioned to authorize the Town Manager to pay Waste Management \$13,635.86 for Hurricane Ivan debris removal. Councilman Koch seconded the motion. A roll call vote was taken:

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

4. Mayor Frucci stated that he did not attend the past Okaloosa County League of Cities meeting to discuss the Workforce Development Board program. Town Manager/Clerk Webb stated she was concerned that the Town could not provide a safe work place as required by the agreement. No action was taken on the matter.

5. Councilman Payne motioned to renew the Panhandle Animal Welfare contract. Councilman Iovieno seconded the motion. A roll call vote was taken:

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

6. After discussion, Councilman Bratton motioned to run an ad to sell the old work truck "as is" to the highest bidder. Councilman St. John seconded the motion. A roll call vote was taken:

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

7. Councilman St. John motioned to keep the regularly scheduled November meeting on November 11, 2004, which falls on Veterans' Day and close Town Hall on November 12, 2004. Councilman Payne seconded the motion. The motion passed unanimously.

8. Councilman Dutch Payne volunteered to represent Cinco Bayou at the Veterans' Day Memorial at Beal Parkway Memorial Cemetery on November 11, 2004.

9. No consideration was given to the Emerald Coast Children's Advocacy Center.

10. Councilman Payne motioned to support a resolution supporting the Conservation of Northwest Florida Greenway from Apalachicola National Forest to Eglin Air Force Base. Councilman Bratton seconded the motion. The motion passed unanimously.

11. Councilman St. John motioned to support a resolution supporting November as National Epilepsy Awareness Month. Councilman Payne seconded the motion. The motion passed unanimously.

Reports

1. **Town Manager's Report:** Ms. Webb submitted a written report.
2. **Engineer's Report:** None given.
3. **Attorney's Report:** None given.
4. **Community Officer's Report:** Deputy Hawley submitted a written report. He also stated that he would be attending school for 5 days in October.
5. **Public Comments/Requests:** None given.
6. **Council Member's Comments/Reports:** Councilman Payne stated he was impressed with the clean up throughout the town after Hurricane Ivan. Councilman Bratton stated he would be willing to help with clean up in Glenwood Park to get out the old appliances. Ms. Webb stated that the fallen trees would need to be removed first. Councilman Koch asked that packets be delivered earlier.

Mayor's Report – Mayor Frucci questioned if Maintenance Supervisor Keith Williams have help hired for him and stated that his safety especially in Glenwood Park be ensured. He announced that October's picnic would feature chili. Councilmen Payne and Iovieno volunteered to host the picnic..

Adjourn – There being no further business, the meeting adjourned at 6:50 pm

ATTEST:



Norm Frucci, Mayor



Nell Webb, CMC
Town Manager/Clerk

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

	Oct 04	Budget	\$ Over Budget	% of Budget
Income				
001 REVENUE ACCOUNTS				
TAXES				
311.000 · ADVALOREM TAXES	0.00	88,176.00	-88,176.00	0.0%
312.410 · FIRST LOCAL OPTION FUEL TAX	5,466.15	25,585.00	-20,118.85	21.4%
Total TAXES	5,466.15	113,761.00	-108,294.85	4.8%
FRANCHISE FEES				
313.100 · FRANCHISE FEE - GULF POWER	4,429.26	33,500.00	-29,070.74	13.2%
313.400 · FRANCHISE FEE - OKALOOSA GAS	0.00	3,500.00	-3,500.00	0.0%
Total FRANCHISE FEES	4,429.26	37,000.00	-32,570.74	12.0%
UTILITY SERVICES TAXES				
314.100 · UTIL TAX - GULF POWER	2,694.52	22,300.00	-19,605.48	12.1%
314.300 · UTIL TAX - WATER FWB	1,523.11	5,300.00	-3,776.89	28.7%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	0.00	2,500.00	-2,500.00	0.0%
315.000 · UTIL TAX - LOCAL COM. SERVICES	1,773.97	25,842.00	-24,068.03	6.9%
Total UTILITY SERVICES TAXES	5,991.60	55,942.00	-49,950.40	10.7%
LICENSES AND PERMITS				
321.100 · OCCUPATIONAL LICENSES	735.00	7,000.00	-6,265.00	10.5%
322.000 · PERMITS - TOWN	20.00	700.00	-680.00	2.9%
Total LICENSES AND PERMITS	755.00	7,700.00	-6,945.00	9.8%
STATE GRANTS				
334.700 · FRDAP - LAGUNA PARK	0.00	2,500.00	-2,500.00	0.0%
334.701 · FRDAP - GLENWOOD PARK PHASE I	0.00	2,500.00	-2,500.00	0.0%
334.702 · FRDAP GLENWOOD PHASE II	0.00	2,500.00	-2,500.00	0.0%
Total STATE GRANTS	0.00	7,500.00	-7,500.00	0.0%
STATE SHARED REVENUES				
GENERAL GOVERNMENT				
335.120 · STATE REVENUE SHARING PROCEEDS	4,290.10	25,677.00	-21,386.90	16.7%
335.150 · ALCOHOLIC BEVERAGE LICENSES	0.00	800.00	-800.00	0.0%
335.180 · LOCAL GOVT HALF-CENT SALES TAX	0.00	28,675.00	-28,675.00	0.0%
Total GENERAL GOVERNMENT	4,290.10	55,152.00	-50,861.90	7.8%
Total STATE SHARED REVENUES	4,290.10	55,152.00	-50,861.90	7.8%
SHARED REV OTHER LOCAL UNITS				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	600.34	750.00	-149.66	80.0%
Total SHARED REV OTHER LOCAL UNITS	600.34	750.00	-149.66	80.0%
PHYSICAL ENVIRONMENT				
343.400 · GARBAGE/SOLID WASTE	7,112.64	30,500.00	-23,387.36	23.3%
Total PHYSICAL ENVIRONMENT	7,112.64	30,500.00	-23,387.36	23.3%
FINES AND FORFEITS				
351.100 · COURT FINES - COUNTY	105.18	800.00	-694.82	13.1%
Total FINES AND FORFEITS	105.18	800.00	-694.82	13.1%
INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	0.00	75.00	-75.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	0.00	25.00	-25.00	0.0%
361.182 · INTEREST EARNINGS - TAX COLL	0.00	20.00	-20.00	0.0%
361.183 · BEACH COMMUNITY BANK CD	0.00	1,000.00	-1,000.00	0.0%
Total INTEREST AND OTHER EARNINGS	0.00	1,120.00	-1,120.00	0.0%
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	0.00	500.00	-500.00	0.0%
362.100 · FACILITY RENTAL-TOWN HALL	150.00	400.00	-250.00	37.5%
362.200 · TEMP CELL TOWER LEASE	1,545.00	18,900.00	-17,355.00	8.2%
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	0.00	100.00	-100.00	0.0%
Total RENTS AND ROYALTIES	1,695.00	19,900.00	-18,205.00	8.5%
OTHER MISCELLANEOUS REVENUES				
369.000 · OTHER MISC REV	0.00	100.00	-100.00	0.0%
369.100 · OTHER MISC REV - SR 85 MAINT	0.00	1,180.00	-1,180.00	0.0%
369.201 · ST HIGHWAY SYSTEM LIGHTING	0.00	1,122.00	-1,122.00	0.0%
Total OTHER MISCELLANEOUS REVENUES	0.00	2,402.00	-2,402.00	0.0%
Total 001 REVENUE ACCOUNTS	30,445.27	332,527.00	-302,081.73	9.2%

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

	Oct 04	Budget	\$ Over Budget	% of Budget
OTHER SOURCES				
337.501 · CRA NOTE PAYMENT	0.00	5,442.00	-5,442.00	0.0%
381.910 · INTERFUND TRANSFER BOAT LAUNCH	2,701.50	15,000.00	-12,298.50	18.0%
Total OTHER SOURCES	2,701.50	20,442.00	-17,740.50	13.2%
Total income	33,146.77	352,969.00	-319,822.23	9.4%
Expense				
001-EXPENDITURE/EXPENSE ACCTS.				
PAYROLL EXPENSE				
513.120 · SALARIES & WAGES	6,069.60	79,554.00	-73,484.40	7.6%
513.210 · EMPLOYEE FICA/MEDICARE	507.13	6,086.00	-5,578.87	8.3%
513.230 · EMPLOYEE LIFE & HEALTH INS	1,547.28	18,567.00	-17,019.72	8.3%
513.240 · EMPLOYEE WORKMANS COMP	641.50	3,200.00	-2,558.50	20.0%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	0.00			
PAYROLL EXPENSE - Other	559.64			
Total PAYROLL EXPENSE	9,325.15	107,407.00	-98,081.85	8.7%
OPERATING EXPENDITURE/EXPENSE				
513.320 · ACCOUNTING AND AUDITING	0.00	7,800.00	-7,800.00	0.0%
515.470 · MUNICIPAL CODE	0.00	1,300.00	-1,300.00	0.0%
PROFESSIONAL SERVICES LEGAL				
514.310 · PROFESSIONAL SERVICES-LEGAL	550.62	8,500.00	-7,949.38	6.5%
Total PROFESSIONAL SERVICES LEGAL	550.62	8,500.00	-7,949.38	6.5%
PROFESSIONAL SERVICES ENGINEER				
519.310 · PROFESSIONAL SERVICES-ENGINEER	229.61	6,000.00	-5,770.39	3.8%
Total PROFESSIONAL SERVICES ENGINEER	229.61	6,000.00	-5,770.39	3.8%
519.400 · TRAVEL AND PER DIEM	400.00	6,800.00	-6,400.00	5.9%
COMMUNICATIONS				
519.410 · COMMUNICATIONS-PHONE	151.46	1,500.00	-1,348.54	10.1%
519.411 · COMMUNICATIONS-POSTAGE	33.30	500.00	-466.70	6.7%
519.412 · COMMUNICATIONS-INTERNET	399.00	1,908.00	-1,509.00	20.9%
Total COMMUNICATIONS	583.76	3,908.00	-3,324.24	14.9%
519.430 · UTILITIES-TOWN HALL	722.25	3,800.00	-3,077.75	19.0%
519.440 · RENTALS AND LEASES	0.00	500.00	-500.00	0.0%
519.450 · INS PROP/LIB/AUTO	2,036.50	9,100.00	-7,063.50	22.4%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	21.30	1,000.00	-978.70	2.1%
519.461 · REPAIR & MAINTENANCE - OTHER	0.00	500.00	-500.00	0.0%
LEGAL ADVERTISING				
519.480 · LEGAL ADVERTISING OTHER	880.66	3,500.00	-2,619.34	25.2%
Total LEGAL ADVERTISING	880.66	3,500.00	-2,619.34	25.2%
519.490 · OTHER CURRENT CHG & OBLIGATIONS	444.95	3,500.00	-3,055.05	12.7%
519.491 · ELECTION EXPENSE	0.00	1,200.00	-1,200.00	0.0%
519.510 · OFFICE SUPPLIES	87.64	1,300.00	-1,212.36	6.7%
519.520 · OPERATING SUPPLIES	188.18	1,400.00	-1,211.82	13.4%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	686.00	1,750.00	-1,064.00	39.2%
519.630 · IMPROVEMENTS OTHER THAN BLDGS.	0.00	300.00	-300.00	0.0%
519.820 · AID TO PRIVATE ORGANIZATIONS	250.00	500.00	-250.00	50.0%
Total OPERATING EXPENDITURE/EXPENSE	7,081.47	62,658.00	-55,576.53	11.3%
PUBLIC SAFETY				
521.340 · LAW ENFORCEMENT	4,705.00	56,460.00	-51,755.00	8.3%
Total PUBLIC SAFETY	4,705.00	56,460.00	-51,755.00	8.3%
PHYSICAL ENVIRONMENT				
530.640 · TOWN TRUCK	0.00	17,000.00	-17,000.00	0.0%
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT.	7,036.44	30,500.00	-23,463.56	23.1%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
Total PHYSICAL ENVIRONMENT	7,036.44	48,000.00	-40,963.56	14.7%
TRANSPORTATION				
541.430 · UTILITY SERVICES - STREETS	1,468.60	7,000.00	-5,531.40	21.0%
541.530 · OPERATING SUPPLIES - STREETS	0.00	1,000.00	-1,000.00	0.0%
541.630 · IMPROVEMENTS - STREETS	0.00	5,000.00	-5,000.00	0.0%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	0.00	12,853.00	-12,853.00	0.0%
541.720 · STREET REPAIR LOAN/INTEREST	0.00	3,070.00	-3,070.00	0.0%
Total TRANSPORTATION	1,468.60	28,923.00	-27,454.40	5.1%
CRA TAX INCREMENT EXPENSES				
552.810 · CRA TAX INCREMENT EXPENSE	0.00	5,801.00	-5,801.00	0.0%
Total CRA TAX INCREMENT EXPENSES	0.00	5,801.00	-5,801.00	0.0%

**Town of Cinco Bayou
 Profit & Loss Budget vs. Actual
 October 2004**

	Oct 04	Budget	\$ Over Budget	% of Budget
HUMAN SERVICES				
562.340 · HUMAN SERVICES - PAWS	354.75	1,419.00	-1,064.25	25.0%
Total HUMAN SERVICES	354.75	1,419.00	-1,064.25	25.0%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	0.00	400.00	-400.00	0.0%
Total CULTURE/RECREATION	0.00	400.00	-400.00	0.0%
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	1,116.66	14,330.00	-13,213.34	7.8%
572.430 · UTILITIES - PARKS	42.63	1,200.00	-1,157.37	3.6%
572.520 · OPERATING SUPPLIES - PARKS	67.65	500.00	-432.35	13.5%
572.630 · REPAIRS & MAINTENANCE - PARKS	15,902.24	4,980.00	10,922.24	319.3%
FRDAP GRANT LAGUNA PARK				
572.631 · FRDAP GRANT/LAGUNA PARK	4,051.00	2,500.00	1,551.00	162.0%
Total FRDAP GRANT LAGUNA PARK	4,051.00	2,500.00	1,551.00	162.0%
FRDAP GRANT GLENWOOD PK PHASE I				
572.632 · FRDAP GRANT/GLENWOOD PARK	4,200.51	2,500.00	1,700.51	168.0%
Total FRDAP GRANT GLENWOOD PK PHASE I	4,200.51	2,500.00	1,700.51	168.0%
FRDAP GRANT GLENWOOD PK PHASE II				
572.633 · FRDAP GRANT/GLENWOOD PK II	3,489.61	2,500.00	989.61	139.6%
Total FRDAP GRANT GLENWOOD PK PHASE II	3,489.61	2,500.00	989.61	139.6%
Total PARKS AND RECREATION	28,870.30	28,510.00	360.30	101.3%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	0.00	2,500.00	-2,500.00	0.0%
Total SPECIAL EVENTS	0.00	2,500.00	-2,500.00	0.0%
SPECIAL RECREATION FACILITIES				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	0.00	500.00	-500.00	0.0%
Total SPECIAL RECREATION FACILITIES	0.00	500.00	-500.00	0.0%
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	9,891.00	-9,891.00	0.0%
Total OTHER USES	0.00	9,891.00	-9,891.00	0.0%
Total 001-EXPENDITURE/EXPENSE ACCTS.	58,841.71	352,969.00	-294,127.29	16.7%
Total Expense	58,841.71	352,969.00	-294,127.29	16.7%
Net Income	-25,694.94	0.00	-25,694.94	100.0%

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

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334.701 · FRDAP - GLENWOOD PARK PHASE I	0.00	2,500.00	-2,500.00	0.0%
334.702 · FRDAP GLENWOOD PHASE II	0.00	2,500.00	-2,500.00	0.0%
Total STATE GRANTS	0.00	7,500.00	-7,500.00	0.0%
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335.180 · LOCAL GOVT HALF-CENT SALES TAX	0.00	28,675.00	-28,675.00	0.0%
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Total STATE SHARED REVENUES	4,290.10	55,152.00	-50,861.90	7.8%
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INTEREST AND OTHER EARNINGS				
361.140 · VANGUARD BANK CHECKING	0.00	75.00	-75.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	0.00	25.00	-25.00	0.0%
361.182 · INTEREST EARNINGS - TAX COLL	0.00	20.00	-20.00	0.0%
361.183 · BEACH COMMUNITY BANK CD	0.00	1,000.00	-1,000.00	0.0%
Total INTEREST AND OTHER EARNINGS	0.00	1,120.00	-1,120.00	0.0%
RENTS AND ROYALTIES				
362.000 · SEAWAY STREET	0.00	500.00	-500.00	0.0%
362.100 · FACILITY RENTAL-TOWN HALL	150.00	400.00	-250.00	37.5%
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OTHER MISCELLANEOUS REVENUES				
369.000 · OTHER MISC REV	0.00	100.00	-100.00	0.0%
369.100 · OTHER MISC REV - SR 85 MAINT	0.00	1,180.00	-1,180.00	0.0%
369.201 · ST HIGHWAY SYSTEM LIGHTING	0.00	1,122.00	-1,122.00	0.0%
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Town of Cinco Bayou Profit & Loss Budget vs. Actual October 2004

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Expense				
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513.120 - SALARIES & WAGES	6,069.60	79,554.00	-73,484.40	7.6%
513.210 - EMPLOYEE FICA/MEDICARE	507.13	6,086.00	-5,578.87	8.3%
513.230 - EMPLOYEE LIFE & HEALTH INS	1,547.28	18,567.00	-17,019.72	8.3%
513.240 - EMPLOYEE WORKMANS COMP	641.50	3,200.00	-2,558.50	20.0%
513.250 - EMPLOYEE UNEMPLOYMENT COMP	0.00			
PAYROLL EXPENSE - Other	559.64			
Total PAYROLL EXPENSE	<u>9,325.15</u>	<u>107,407.00</u>	<u>-98,081.85</u>	<u>8.7%</u>
OPERATING EXPENDITURE/EXPENSE				
513.320 - ACCOUNTING AND AUDITING	0.00	7,800.00	-7,800.00	0.0%
515.470 - MUNICIPAL CODE	0.00	1,300.00	-1,300.00	0.0%
PROFESSIONAL SERVICES LEGAL				
514.310 - PROFESSIONAL SERVICES-LEGAL	550.62	8,500.00	-7,949.38	6.5%
Total PROFESSIONAL SERVICES LEGAL	<u>550.62</u>	<u>8,500.00</u>	<u>-7,949.38</u>	<u>6.5%</u>
PROFESSIONAL SERVICES ENGINEER				
519.310 - PROFESSIONAL SERVICES-ENGINEER	229.61	6,000.00	-5,770.39	3.8%
Total PROFESSIONAL SERVICES ENGINEER	<u>229.61</u>	<u>6,000.00</u>	<u>-5,770.39</u>	<u>3.8%</u>
519.400 - TRAVEL AND PER DIEM	400.00	6,800.00	-6,400.00	5.9%
COMMUNICATIONS				
519.410 - COMMUNICATIONS-PHONE	151.46	1,500.00	-1,348.54	10.1%
519.411 - COMMUNICATIONS-POSTAGE	33.30	500.00	-466.70	6.7%
519.412 - COMMUNICATIONS-INTERNET	399.00	1,908.00	-1,509.00	20.9%
Total COMMUNICATIONS	<u>583.76</u>	<u>3,908.00</u>	<u>-3,324.24</u>	<u>14.9%</u>
519.430 - UTILITIES-TOWN HALL	722.25	3,800.00	-3,077.75	19.0%
519.440 - RENTALS AND LEASES	0.00	500.00	-500.00	0.0%
519.450 - INS PROP/LIB/AUTO	2,036.50	9,100.00	-7,063.50	22.4%
519.460 - REPAIR & MAINTENANCE -TOWN HALL	21.30	1,000.00	-978.70	2.1%
519.461 - REPAIR & MAINTENANCE - OTHER	0.00	500.00	-500.00	0.0%
LEGAL ADVERTISING				
519.480 - LEGAL ADVERTISING OTHER	880.66	3,500.00	-2,619.34	25.2%
Total LEGAL ADVERTISING	<u>880.66</u>	<u>3,500.00</u>	<u>-2,619.34</u>	<u>25.2%</u>
519.490 - OTHER CURRENT CHG & OBLIGATIONS	444.95	3,500.00	-3,055.05	12.7%
519.491 - ELECTION EXPENSE	0.00	1,200.00	-1,200.00	0.0%
519.510 - OFFICE SUPPLIES	87.64	1,300.00	-1,212.36	6.7%
519.520 - OPERATING SUPPLIES	188.18	1,400.00	-1,211.82	13.4%
519.540 - BOOKS,PUB,SUB & MEMBERSHIPS	686.00	1,750.00	-1,064.00	39.2%
519.630 - IMPROVEMENTS OTHER THAN BLDGS.	0.00	300.00	-300.00	0.0%
519.820 - AID TO PRIVATE ORGANIZATIONS	250.00	500.00	-250.00	50.0%
Total OPERATING EXPENDITURE/EXPENSE	<u>7,081.47</u>	<u>62,658.00</u>	<u>-55,576.53</u>	<u>11.3%</u>
PUBLIC SAFETY				
521.340 - LAW ENFORCEMENT	4,705.00	56,460.00	-51,755.00	8.3%
Total PUBLIC SAFETY	<u>4,705.00</u>	<u>56,460.00</u>	<u>-51,755.00</u>	<u>8.3%</u>
PHYSICAL ENVIRONMENT				
530.640 - TOWN TRUCK	0.00	17,000.00	-17,000.00	0.0%
534.430 - GARBAGE/SOLID WASTE-WASTE MGMT	7,036.44	30,500.00	-23,463.56	23.1%
537.630 - DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
Total PHYSICAL ENVIRONMENT	<u>7,036.44</u>	<u>48,000.00</u>	<u>-40,963.56</u>	<u>14.7%</u>
TRANSPORTATION				
541.430 - UTILITY SERVICES - STREETS	1,468.60	7,000.00	-5,531.40	21.0%
541.530 - OPERATING SUPPLIES - STREETS	0.00	1,000.00	-1,000.00	0.0%
541.630 - IMPROVEMENTS - STREETS	0.00	5,000.00	-5,000.00	0.0%
541.710 - STREET REPAIR LOAN/ PRINCIPAL	0.00	12,853.00	-12,853.00	0.0%
541.720 - STREET REPAIR LOAN/INTEREST	0.00	3,070.00	-3,070.00	0.0%
Total TRANSPORTATION	<u>1,468.60</u>	<u>28,923.00</u>	<u>-27,454.40</u>	<u>5.1%</u>
CRA TAX INCREMENT EXPENSES				
552.810 - CRA TAX INCREMENT EXPENSE	0.00	5,801.00	-5,801.00	0.0%
Total CRA TAX INCREMENT EXPENSES	<u>0.00</u>	<u>5,801.00</u>	<u>-5,801.00</u>	<u>0.0%</u>

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

	Oct 04	Budget	\$ Over Budget	% of Budget
HUMAN SERVICES				
562.340 · HUMAN SERVICES - PAWS	354.75	1,419.00	-1,064.25	25.0%
Total HUMAN SERVICES	354.75	1,419.00	-1,064.25	25.0%
CULTURE/RECREATION				
571.540 · LIBRARY MEMBERSHIP	0.00	400.00	-400.00	0.0%
Total CULTURE/RECREATION	0.00	400.00	-400.00	0.0%
PARKS AND RECREATION				
572.340 · OTHER CONTRACTUAL SERVICES	1,116.66	14,330.00	-13,213.34	7.8%
572.430 · UTILITIES - PARKS	42.63	1,200.00	-1,157.37	3.6%
572.520 · OPERATING SUPPLIES - PARKS	67.65	500.00	-432.35	13.5%
572.630 · REPAIRS & MAINTENANCE - PARKS	15,902.24	4,980.00	10,922.24	319.3%
FRDAP GRANT LAGUNA PARK				
572.631 · FRDAP GRANT/LAGUNA PARK	4,051.00	2,500.00	1,551.00	162.0%
Total FRDAP GRANT LAGUNA PARK	4,051.00	2,500.00	1,551.00	162.0%
FRDAP GRANT GLENWOOD PK PHASE I				
572.632 · FRDAP GRANT/GLENWOOD PARK	4,200.51	2,500.00	1,700.51	168.0%
Total FRDAP GRANT GLENWOOD PK PHASE I	4,200.51	2,500.00	1,700.51	168.0%
FRDAP GRANT GLENWOOD PK PHASE II				
572.633 · FRDAP GRANT/GLENWOOD PK II	3,489.61	2,500.00	989.61	139.6%
Total FRDAP GRANT GLENWOOD PK PHASE II	3,489.61	2,500.00	989.61	139.6%
Total PARKS AND RECREATION	28,870.30	28,510.00	360.30	101.3%
SPECIAL EVENTS				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	0.00	2,500.00	-2,500.00	0.0%
Total SPECIAL EVENTS	0.00	2,500.00	-2,500.00	0.0%
SPECIAL RECREATION FACILITIES				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	0.00	500.00	-500.00	0.0%
Total SPECIAL RECREATION FACILITIES	0.00	500.00	-500.00	0.0%
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	9,891.00	-9,891.00	0.0%
Total OTHER USES	0.00	9,891.00	-9,891.00	0.0%
Total 001-EXPENDITURE/EXPENSE ACCTS.	58,841.71	352,969.00	-294,127.29	16.7%
Total Expense	58,841.71	352,969.00	-294,127.29	16.7%
Net Income	-25,694.94	0.00	-25,694.94	100.0%

Council mtg

Town of Cinco Bayou Date: 10-14-04

VISION WORKSHOP SIGN IN SHEET

Name:	Maribeth Willard		
Address:	415 Beech Parkway		
Phone:	244-5121	Email:	mwillard@OSullivancreel.com

Name:	Angela Balen		
Address:	45 NE Beech Pkwy		
Phone:	244-5121	Email:	

Name:	John Payne		
Address:	134 OPP		
Phone:		Email:	

Name:			
Address:			
Phone:		Email:	

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MANAGERS REPORT – OCT, 2004

1. **GLENWOOD PARK:** THE PARK HAS SUFFERED EXTENSIVE DAMAGE FROM HURRICANE IVAN. THERE IS EXTENSIVE TREE DAMAGE, DAMAGE TO THE BOARDWALK, DAMAGE TO THE HIKING TRAIL, AND DAMAGE TO THE EXERCISE AND PLAYGROUND EQUIPMENT. KEITH AND I AND COUNCILMAN PAYNE HAVE MET WITH THE FEMA REPRESENTATIVES ASSIGNED TO US AND TOURED THE PARK. MONIKA AND OFFICER HAWLEY HAVE TAKEN PICTURES FOR OUR FILES AND FOR FEMA FILES. PROJECT WORK SHEETS (PWS) WILL BE WRITTEN UP BY THE FEMA REPS AND SUBMITTED FOR REIMBURSEMENT. IN YOUR PACKET YOU WILL FIND A PROPOSAL FROM GARY'S HOME & GROUNDS MANAGEMENT (DANA ALLEN) FOR CLEANUP OF STORM DAMAGE IN THE PARK WHICH INCLUDES CLEARING OF TREES & FOLIAGE THAT IS OVERHANGING THE SIDEWALK ALONG THE YACHT CLUB SIDE OF THE PARK CAUSING A VISUAL PROBLEM WITH MOTORIST ENTERING ONTO YACHT CLUB FROM DRIVEWAYS AND FROM OPP BLVD. THIS ESTIMATE IS BASED ON \$150. HR ESTIMATING APPROXIMATELY 40 HOURS EQUALING APPROXIMATELY \$6000. SINCE WE USE THIS COMPANY THROUGH OUT THE YEAR FOR TREE MAINTENANCE, WE ARE NOT REQUIRED BY FEMA TO GO OUT FOR BIDS. FROM PAST EXPERIENCE WITH BID PROPOSALS FROM OTHER TREE COMPANIES FOR TREE REMOVAL IN GLENWOOD PARK AND AROUND THE TOWN, THIS COMPANY IS CONSIDERABLY LESS EXPENSIVE THAN OTHERS WE HAVE RECEIVED BIDS FROM. BECAUSE THIS WORK HAS NOT BEEN YET DONE AND DUE TO THE AMOUNT OF THE PROPOSAL, I AM REQUESTING AUTHORIZATION TO AUTHORIZE GARY'S HOME & GROUNDS MANAGEMENT TO PROCEED WITH THE TREE REMOVAL & CLEANUP IN GLENWOOD PARK AS STATED IN THE PROPOSAL. OUR FEMA REPS HAVE REVIEWED THE PROPOSAL AND FEEL IT IS IN COMPLIANCE FOR FEMA REIMBURSEMENT.

2. **FEMA:** I ATTENDED A FEMA MTG ON SEP 20TH, A STATE OF FL DCA/FEMA MTG SEP 23RD, A HAZARD MITIGATION/FEMA MTG OCT 4TH, OKALOOSA CO FEMA KICK OFF MTG OCT 7TH AND CINCO BAYOU FEMA KICK OFF MTG OCT 8TH. SO FAR EXPENSES FOR SERVICES PERFORMED FOR DAMAGES DONE BY HURRICANE IVAN ARE AS FOLLOWS:
 - a. **Gary's Home & Grounds Management** – emergency removal of fallen trees from streets to make clear passage for emergency vehicles and motorist- authorized by Mayor Protem Koch on Thursday, September 16th immediately after the storm. **\$700.00**

- b. **J & R Landscaping** – emergency removal of tree limbs and surge line debris from Town Hall and town parks. Assistance requested by Keith Williams immediately after the storm. 93 hrs @\$9.92 hr. **\$922.56**
- c. **Overtime Hours Paid to Keith Williams** – Overtime hours 8 hrs @ \$16.50 (last fiscal year rate). Overtime hours 19 hrs @ \$17.32 (current fiscal year rate) for hours worked over regular work week. **\$461.08**
- d. **Overtime Hours Paid to Monika Gillette** – Overtime hours 6 hrs @ \$16.21 (last fiscal year rate) for hours worked over regular work week. **\$97.26**
- e. **Waste Management** – For debris pick up as per the contract. 114.78 tons @ \$118.80 Per ton. **\$13,635.86.**

All of the above expenses have been reviewed by the FEMA Reps and are in compliance with FEMA requirements. There are still some additional expenses that will be incurred. We will have some expenses from the landfill for debris taken there by Keith and we will still have to get estimates for repairs to the boardwalk and damages to the playground and exercise equipment in Glenwood Park once the trees have been removed from them. The FEMA Reps are aware of these additional expenses and will review them as soon as they are available.

- 3. **WORKFORCE DEVELOPMENT BOARD:** ATTORNEY MCINNIS HAS REVIEWED THE WORKSITE AGREEMENT AND WILL GIVE HIS OPINION AT THE COUNCIL MEETING. THIS ITEM WAS TABLED AT THE SPECIAL MEETING OF SEPTEMBER 29TH TO BE PUT ON THE OCTOBER 14TH COUNCIL MEETING AGENDA.
- 4. **PAWS CONTRACT RENEWAL:** ATTORNEY MCINNIS HAS REVIEWED THE NEW CONTRACT AND HAS MADE MINOR CHANGES SUCH AS CHANGING THE WORDING “CITY TO TOWN ECT.”. IF APPROVED BY THE COUNCIL, THE CHANGES WILL BE MADE BEFORE EXECUTION OF THE CONTRACT. THE AMOUNT OF ANNUAL PAYMENT IS WHAT WAS BUDGETED FOR FISCAL YEAR 2004/2005.
- 5. **CDBG:** AT LETTER WAS RECEIVED FROM DEP OF COMMUNITY AFFAIRS STATING THAT OUR GRANT REQUEST WAS NOT FUNDED. SEE THE LETTER IN YOUR PACKET.
- 6. **DISABLED AMERICAN VETERANS PLAYGROUND CHAPTER 72, INC.:** A LETTER OF INVITATION WAS RECEIVED TO PARTICIPATE IN THE CEREMONIES AT BEAL CEMETERY ON NOVEMBER 11, 2004 AT 11:00 AM.

- EMERALD COAST CHILDREN'S ADVOCACY CENTER:** AN INVITATION TO CELEBRATE THEIR 4TH BIRTHDAY AND REQUEST FOR DONATION IS IN YOUR PACKET.
8. **SUPPORT OF CONSERVATION OF THE NORTHWEST FLORIDA GREENWAY FROM APALACHICOLA NATIONAL FOREST TO EGLIN AIR FORCE BASE:** A LETTER FROM THE CITY OF MARY ESTHER ENCOURAGING OUR SUPPORT BY RESOLUTION IS IN YOUR PACKET.
9. **COMMITTEE FOR EPILEPSY AWARENESS:** A LETTER ASKING FOR THE TOWN'S SUPPORT BY RESOLUTION RECOGNIZING NOVEMBER AS NATIONAL EPILEPSY AWARENESS MONTH.

