

TOWN OF CINCO BAYOU
SPECIAL MEETING
NOVEMBER 7, 1989

Mayor Laginess called the Special Council Meeting to order at 5:50 PM.

SILENT PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Present: Mayor Laginess
Councilman Broxson
Councilwoman Buchanan
Councilman Gage
Councilman Skelly

Absent: Councilwoman Dumka

Also Present: Manager Borchik Attorney McInnis
Secretary Dole Paul Howard
Steve Jernigan Bruce Rolfsen
Spence King Elizabeth Gage
Irene Balsley

1. Howard Building, 90 Opp Boulevard - Mayor Laginess asked Mr. Howard to explain the status of the building at 90 Opp Boulevard. Mr. Howard stated that he was having difficulty finding a contractor to do the major reconstruction, however, he had repaired the foundation and would repair the stairway to the second floor when the work on the front of the building had been completed. When asked by Councilman Skelly how much time he would need to complete the project, Mr. Howard stated that 30 days would be sufficient. Following a short discussion, Councilman Skelly made a motion to find the building at 90 Opp Boulevard, Cinco Bayou, Florida, a "Dangerous Building" in accordance with the provisions of Article VIII, Section 4-72, Unsafe Building Abatement Code, paragraphs (1)d, (1)e, (1)f, (1)g, (1)h and (1)i; and to allow Mr. Howard 30 days to bring his building into conformance with the ordinances of the Town. The motion was seconded by Councilwoman Buchanan and unanimously approved.

2. Temporary Building, Eglin Pkwy & Irwin Avenue - Manager Borchik informed the Council that Mr. Dave Summerlin would like a permit to place a camper shell to be used as an office for his Christmas Trees lot on the corner of Eglin Parkway and Irwin Avenue. Mr. Summerlin plans to open a Nursery & Landscaping business on the property after Christmas. Councilman Gage made a motion to allow Mr. Summerlin to place the camper shell on the property with electrical hook-up only and placement cannot go beyond December 31, 1989, seconded by Councilman Skelly. The motion was unanimously approved.

COMMITTEE REPORTS

1. Administrative Committee - None
2. Finance & Budget Committee - None
3. Comprehensive Plan Committee - None

CORRESPONDENCE

1. Letter, Florida Dept of Agriculture & Consumer Svs
2. Letter, Warner Cable

TOWN MANAGER'S REPORT -

1. Reminded the Council that the Thanksgiving Dinner will be Thursday, November 16th at 6:30 PM.

2. Asked that the date for the Christmas Party be set. Councilman Skelly made a motion to have the Christmas Party on December 19, 1989 at 6:30 PM, seconded by Councilman Gage. The motion was unanimously approved.

3. Glenwood Park - Undesirable elements have been using the park for alcohol and drug activities. The Sheriff's Department and AMSEC Patrol are doing what they can but its not enough. As a partial solution to this problem, Attorney McInnis is drafting a Code Enforcement Board Ordinance - to be ready for the Council's consideration in January.

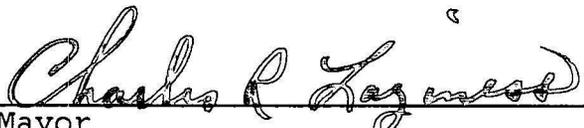
4. Town Hall Sign - One proposal of \$350.00 for a Town Hall sign has been received. No action taken at this time.

5. Fall Clean-Up is next week-end, November 17-19

6. Concerning Veteran's Day, Councilman Skelly made a motion that the Town Hall be closed on Veteran's Day, seconded by Councilman Gage. The motion was unanimously approved.

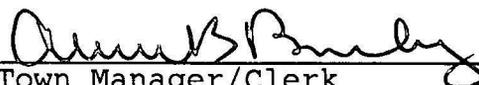
MAYOR'S ANNOUNCEMENTS - None

There being no further business, the meeting was adjourned at 7:30 PM.



Mayor

ATTEST:



Town Manager/Clerk

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

RECEIVED
11/6/89
ASB



Mental Health Association in Okaloosa County

POST OFFICE BOX 505

FORT WALTON BEACH, FLORIDA 32549

Project Cheer

A volunteer service program sponsored by the local Chapters
of the Mental Health Association in Florida

Dear Friends,

For most of us, the holiday season is a time of family and friends getting together, of being remembered by others, of opportunities to give and receive. However, it is a particularly desolate time for many of the patients in our state and local mental health facilities. Some are sadly neglected by families and friends. Many have no contact with the world they used to be a part of--they are deeply depressed, and because of this, their recovery is slowed.

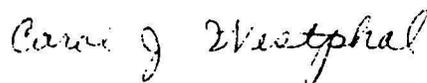
That is why the Mental Health Association in Okaloosa County conducts PROJECT CHEER-CHRISTMAS every year, and why so many of you give so generously to this program. PROJECT CHEER provides parties and personal Christmas gifts for people from our area who are in Florida State Hospital at Chattahoochee, along with members of the Geriatric Residential Treatment System (GRTS) in Crestview and the Adult Residential Treatment System (ARTS) in Fort Walton Beach.

The Christmas party at Florida State Hospital will take place on December 9th--the GRTS and ARTS parties the following week. Entertainment, ice cream and cake, cookies, fresh fruit, individual gifts, gifts for the wards or homes, love and care will all be a part of PROJECT CHEER.

Many of you have graciously helped in the past. Please, will you do so again this year? Your kindness will brighten the holidays for many lonely patients who would not otherwise be remembered. Any contributions that you or your group can make will be appreciated. A list is attached to give you an idea of what is needed.

Please drop us a note or call 244-1040 to say you will be a part of PROJECT CHEER-CHRISTMAS.

Sincerely,

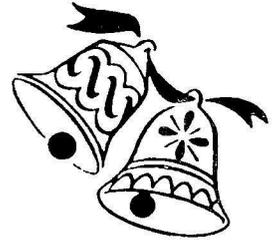


Carol J. Westphal
Chairman, Project Cheer

Mental Health Association

Project Cheer

GIFT IDEAS
(new and unwrapped)



FOR THE CHRISTMAS PARTIES

Home-baked cakes and cookies; candy and fresh fruit
Punch, juice, soft drinks; paper cups, plates, napkins

GIFTS FOR MEN

Warm caps; hair cream, shaving cream and lotion (in plastic bottles)
Slippers, socks, undershorts, T-shirts, pajamas, robes, sport shirts
Belts, electric razors, wallets, books; stationery and stamps

GIFTS FOR WOMEN

Jewelry; make-up, compacts, powder, perfume (plastic bottles)
Purses, gloves, warm caps, slippers, nightgowns, pajamas, slips
Panties, blouses, sweaters, robes; books, stationery and stamps

FOR THE WARDS AND RESIDENTIAL HOMES (these items do not have to be new)

Exercycle; bicycle; indoor and outdoor games; holiday decorations
Weights (for exercise, weight-trimming); small suitcases
Twin bedspreads, artificial flower arrangements; kitchen utensils
Coffee maker, ice cream maker, popcorn popper
Radios, TV sets, video games, record players, records and tapes
Dress materials, patterns; assorted arts and craft materials

DEADLINE: Wednesday, December 6th

Donations may be brought to the MHA office at 212 Hospital Drive, Fort Walton Beach, or deposited in Project Cheer boxes which will be placed in various locations around the middle of November. Call 244-1040 for pick-up.

For more information call:

Jane Strickland at the MHA office, 244-1040, or home, 862-7695
Mary Wilson, 651-5994
Carol Westphal, 243-6736

CASH DONATIONS ARE ALSO WELCOME

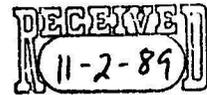
If you are unable to buy gifts, our volunteers will shop for you. Please designate your check for PROJECT CHEER and make it payable to MHA/OC, P. O. Box 505, Fort Walton Beach, Florida 32549.

Whatever you can do will be greatly appreciated.
THANK YOU!



**Warner Cable
Communications Inc.**

784 North Beal Parkway, P.O. Box 2827, Fort Walton Beach, Florida 32549
904/862-0175 Serving Ft. Walton Beach, Crestview and Niceville



October 27, 1989

Mr. Charles Laginess
Mayor
Town of Cinco Bayou
35 Kelly Avenue
Fort Walton Beach, FL 32548

Dear Mayor Laginess:

During 1989 we have seen a problem arise which is costing our good paying customers money. The facts are as follows:

- Each month over 2,500 accounts are late in paying their bills.
- Each month more than 400 trips must be made to a home to disconnect it for not paying their bill.
- During 1989 over 4,000 of our remote controls and converter boxes will be stolen or damaged beyond repair.
- During 1989 this will amount to a loss greater than a quarter of a million dollars. These losses are being subsidized by our good paying customers and amount to more than \$5 per home.

Beginning January 1, 1989 we will be implementing measures aimed at reducing these losses. All are procedures of course will be within the legal limits of the law.



Below is a model of our collection procedure.

- 01-01-90 - Bill sent to Mr. Smith for \$20.
- 01-22-90 - If bill not paid a 10% penalty will be added to account.
- 02-01-90 - Bill sent to Mr. Smith for \$42. (\$20 for January + \$20 for February + \$2 penalty)
- 02-08-90 - A telegram will be sent to Mr. Smith reminding him of outstanding balance.
- 02-15-90 - An effort will be made to contact Mr. Smith via telephone by either a telemarketing representative or an automated dialing machine.
- 02-17-90 - If a premium channel customer, we will deactivate the converter via our computers.
- 02-20-90 - A technician will be sent to the field to disconnect the account at the pole or pedestal.

The dates will vary slightly each month as we use a flexible approach to cutting off our bills to insure statements get out on time. However, in no case will a customer be assessed a late fee earlier than two to three weeks into the month. Additionally, no customer will be disconnected until they have used our service for 45 days without full reimbursement.

Furthermore we will be increasing our fees for stolen equipment in an effort to make our customers more conscience of our property.

All our customers will be notified of these changes prior to implementation.

Sincerely,

Harry F. Sheraw
General Manager

HFS/lm

cc: Mr. Albert S. Borchik, Town Clerk
Council Members



STATE OF FLORIDA
DOYLE CONNER, COMMISSONER

RECEIVED
10/16/89
ASB
CZ

FLORIDA DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES

DIVISION OF FORESTRY ■ 3125 CONNER BLVD. ■ TALLAHASSEE, FLORIDA 32399-1650

7232

October 12, 1989

Mr. Borchik
10 Yacht Club Drive
Ft. Walton Beach, FL 32548-4436

Dear Mr. Borchik:

Thank you for your telephone call of October 11th regarding the Tree City USA program. As per your request, I have enclosed a brochure explaining the Tree City USA program and an application form.

Tree City USA awards are presented each spring in recognition of a community's tree management achievements during the previous calendar year. Completed application forms along with supporting documentation must be submitted to the State Forester, 3125 Conner Boulevard, Tallahassee, FL 32399-1650, by December 31st of each year.

Questions concerning the Tree City USA program can be answered locally by our county forester, Jacky Balkcom (904/892-5314), or you may call me at (904/488-5168).

Thank you for your interest in the Tree City USA program. I wish you success with your tree management program.

Sincerely,

James B. Harrell
Urban Forestry Coordinator
Division of Forestry
904/488-5168

Enclosures (2)

cc: District Manager William L. Jensen, Bonifay
Forest Area Supervisor Buddy Lawrence, DeFuniak Springs
County Forester Jacky Balkcom, DeFuniak Springs



... trees are the answer ...

TREE CITY USA Application

Mail completed application with requested attachments to your state forester no later than December 31.
The TREE CITY USA award is made in recognition of work completed by the city during the calendar year.
Please provide information for the year ending.

(Some states require information in addition to that requested on this application. Check with your state forester.)

As _____ of the city of _____,
(Title — Mayor or other city official)

I herewith make application for this community to be officially recognized and designated as a TREE CITY USA for _____, having achieved the standards set forth by The National Arbor Day Foundation as noted below. (year)

Standard 1: A Tree Board or Department

List date of establishment of board, board members, and meeting dates for the past year; or name of city department and manager.

Standard 2: A Community Tree Ordinance

Date ordinance established _____
Attach ordinance.

Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita*

Total community forestry expenditures \$ _____

Community population _____

Attach annual work plan outlining the work carried out during the past year.

Attach annual budget.

*Note: \$1 per capita will be accepted through 1990

Standard 4: An Arbor Day Observance and Proclamation

Date observance was held _____

Attach program of activities and/or news coverage.

Attach Arbor Day proclamation.

Signature Title Date

Please type or print the following:

Mayor or equivalent

Name: _____

Title: _____

Address: _____

City, State, Zip: _____

Phone #: _____

City Forestry Contact

Name: _____

Title: _____

Address: _____

City, State, Zip: _____

Phone #: _____

NOTE: If your community forestry work involves some new ideas or special projects please send photos, news stories, brochures, or other documentation for possible inclusion in National Arbor Day Foundation publications. (Such additional material is not necessary for your community to be designated as a Tree City USA.)

Certification

(To Be Completed by the State Forester)

(Community)

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be recognized and designated as a TREE CITY USA, for the _____ calendar year, having in my opinion met the four standards of achievement in urban forestry.

Signed _____
State Forester Date

Person in State Forester's Office who should receive recognition material:

Name: _____ Address: _____

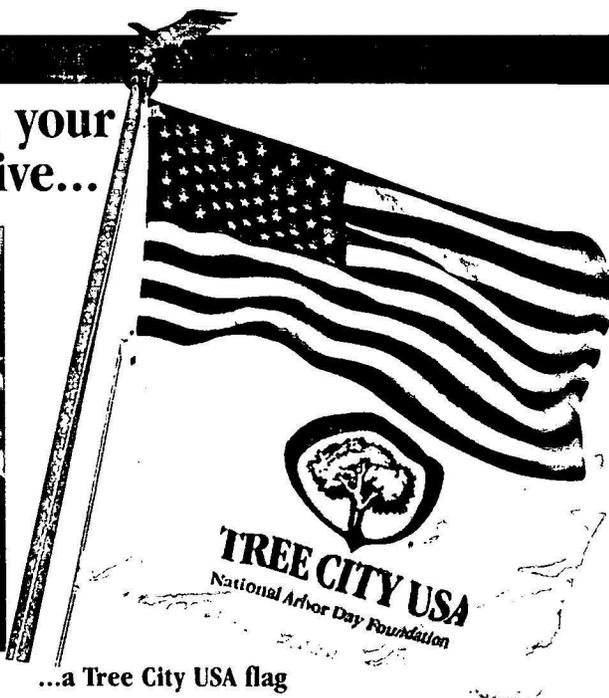
Title: _____ City, State, Zip: _____

Agency: _____ Phone #: _____

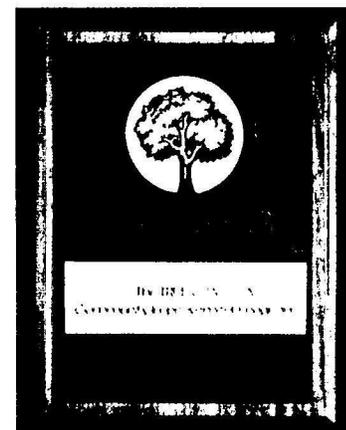
As a **TREE CITY USA**, your community will receive...



...highway signs for community entrances



...a Tree City USA flag



...a walnut-mounted plaque

...along with the joy of stewardship and the gratitude of future generations

The National Arbor Day Foundation, in cooperation with the U.S. Forest Service and the National Association of State Foresters, recognizes towns and cities across America that meet the standards of the TREE CITY USA program.

At least half of the trees in a typical city are on public property... along streets, in parks, and around public

buildings. The TREE CITY USA program is designed to recognize those communities that effectively manage their public tree resources, and to encourage the implementation of community tree management based on four TREE CITY USA standards.

These four standards provide structure for a community forestry program, require that program to demonstrate

success based on the judgement of the state forester's office, and provide for an awareness and appreciation of trees among the residents of the community.

TREE CITY USA recognition can make a strong contribution to your community's pride, and it will put you in touch with other communities and resources which can help you improve your program.

Application Procedures

The TREE CITY USA application must be completed by an appropriate city official (mayor, city forester, chairman of the tree board, etc.).

Mail the completed application to your state forester along with all requested supporting material no later

than December 31. Your state forester will evaluate your application and forward it to The National Arbor Day Foundation. You will be advised before February 15 whether your community qualifies for TREE CITY USA recognition.

Because your TREE CITY USA application must be certified by your state forester you are encouraged to contact your state forester's office early in the application process for technical advice and assistance in meeting the standards of a good community forestry program.

TREE CITY USA Standards

STANDARD 1: A Tree Board or Department

A tree board is a group of concerned citizens, usually volunteer, charged by ordinance to develop and administer a comprehensive community tree management program for the care of trees on public property. Tree boards usually function with the aid of professional foresters. In communities with a population of more than 10,000, city forestry departments with salaried employees are often feasible. These departments may or may not be supported by advisory boards or administrative commissions.

STANDARD 2: A Community Tree Ordinance

The community tree ordinance needs to designate the tree board or department and give them the responsibility for writing and implementing the annual community forestry work plan. The ordinance should determine public tree care policies for planting, maintenance, and removals. Ideally, the city tree ordinance will make provisions for establishing and updating a list of recommended street tree species to be planted with spacing and location requirements. A sample tree ordinance may be obtained by writing The National Arbor Day Foundation.

STANDARD 3: A Community Forestry Program with an Annual Budget of at least \$2 per capita*

Many communities begin their program by taking an inventory of the trees growing on public property. The species, location, and

condition of each tree are noted (i.e. healthy, needs pruning, should be removed, etc.) and the inventory data is summarized in a written report for presentation and approval by the city council. The report should be an objective analysis of the present state of the urban forest with recommendations for future management. The essential, ongoing activity for the care of trees along streets, in parks, and in other public places is the community forestry program. The annual work plan should address planting, watering and fertilizing, dead and hazardous tree removal, safety and fine pruning, and insect and disease control. To be named as a TREE CITY USA, a town or city must annually spend at least \$2 per capita for its annual community forestry program. Consider all funds spent for tree care — budget for street tree department or board, park department's tree expenditures, dead tree removal, etc.

*Note: \$1 per capita will be accepted through 1990.

STANDARD 4: An Arbor Day Observance and Proclamation

An Arbor Day observance can be simple and brief or an all-day or all-week observance. A proclamation issued by the mayor must accompany the observance and declare the observance of Arbor Day in your community. You can obtain a free "Celebrate Arbor Day!" packet by writing The National Arbor Day Foundation. Along with ideas for celebrating the holiday, the packet contains a sample proclamation.

COUNCIL AS COMMITTEE MEETING

REGULAR BUSINESS

1. Minutes - October 3, October 10 and October 23, 1989- Councilman Skelly made a motion to accept the minutes of October 3, October 10, and October 23 and place them on the Consent Agenda, seconded by Councilman Gage. The motion was unanimously approved.

2. Financial Report - October 1989 - Councilman Gage made a motion to accept the Financial Report for October, 1989, and place it on the Consent Agenda, seconded by Councilwoman Buchanan. The motion was unanimously approved.

3. New Town Hall Final Inspections - The Town Manager reported that we should receive the roof warranty in a few days and everything else was completed. Mayor Laginess presented the final check to the Architect with thanks for a job well done.

4. Comprehensive Plan - The Council agreed to postpone this topic until Thursday, November 16 at 5:00 PM to give the Councilmembers a chance to look over the draft copies.

5. Project Cheer - Councilman Skelly made a motion to donate \$50.00 to Project Cheer and place it on the Consent Agenda, seconded by Councilwoman Buchanan. The motion was unanimously approved.

6. Christmas Decorations - Councilman Skelly made a motion to grant the responsibility for the Christmas decorations, inclusive, for Cinco Bayou Town Hall, the Park, of which it is a part, a cultural part, and the interior to the Landscaping Committee for choice & design and executed by Town labor; and that they be granted a budget not to exceed \$300.00, not to include buying the tree, and be placed on the Consent Agenda. The motion was seconded by Councilwoman Buchanan and unanimously approved. Mrs Gage presented a landscaping plan for the Council's consideration. No action taken at this time.

COUNCILMEMBERS REPORTS/COMMENTS - Councilman Skelly would like plans for regulating the use of the Town Hall put on the next Agenda.

PUBLIC REQUESTS WILL BE HEARD AT THIS TIME - Irene Balsley expressed her concern regarding the Long building on Kelly Avenue looking like a slum. She stated that there are a number of other places, not only Mr. Howard's, whose owners need to be contacted. The Town Manager said he has a list and will be sending letters to a number of people during clean-up week.