

AGENDA  
REGULAR COUNCIL MEETING  
NOVEMBER 12, 2009 ♦ 6:00 PM

**SILENT PRAYER / PLEDGE OF ALLEGIANCE TO THE FLAG**

**ROLL CALL:**

MAYOR FARLEY

COUNCILMAN CHUBB

COUNCILMAN BRATTON

COUNCILMAN KOCH

COUNCILMAN ARTABASY

**REGULAR BUSINESS:**

1. Council Approval of Agenda
2. Council Approval of Consent Agenda: Budget Status as of September 30, 2009 from October 8th Agenda (*clarification of payroll expenses and miscellaneous revenue*), Regular Council Meeting Minutes of October 8 2009, and Budget status as of October 31, 2009
3. Introduction of Laura Driver for consideration of filling vacant Council Seat.

**Action Items:**

1. Appointment of new Council Member
2. Adoption of Resolution 2010-01

**Discussion Items:**

1. EJ Gomes - Eglin AFB Community Planning
2. CRA / CDBG -- Easement Update
3. Glenwood Park Drainage Culvert

**Reports:**

1. Town Manager's Report
2. Engineer's Report - Drainage culvert -- Glenwood Park
3. Attorney's Report
4. Community Officer's Report

**Public Request / Comments:**

**Council Members Comments / Request:**

**Mayor's Comments / Announcements –**

**Days to Remember: Thursday & Friday, November 26 & 27th - Thanksgiving Holidays -- Town Hall Closed**

2:40 PM

11/08/08

Accrual Basis

Town of Cinco Bayou  
Profit & Loss Budget vs. Actual

October 2008

	Oct 09	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>001 REVENUE ACCOUNTS</b>				
<b>TAXES</b>				
311.000 · ADVALOREM TAXES	0.00	121,520.00	-121,520.00	0.0%
312.410 · FIRST LOCAL OPTION FUEL TAX	0.00	21,575.00	-21,575.00	0.0%
<b>Total TAXES</b>	<b>0.00</b>	<b>143,095.00</b>	<b>-143,095.00</b>	<b>0.0%</b>
<b>UTILITY SERVICES TAXES</b>				
314.100 · UTIL TAX - GULF POWER	2,725.31	28,000.00	-25,274.69	9.7%
314.300 · UTIL TAX - WATER FWB	1,635.91	8,300.00	-6,664.09	28.0%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	189.88	3,875.00	-3,505.12	4.8%
316.000 · UTIL TAX - LOCAL COM. SERVICES	0.00	37,998.00	-37,998.00	0.0%
316.100 · LOC CST REFUND	0.00	7,226.00	-7,226.00	0.0%
<b>Total UTILITY SERVICES TAXES</b>	<b>4,531.10</b>	<b>83,197.00</b>	<b>-78,665.90</b>	<b>5.4%</b>
<b>LICENSES AND PERMITS</b>				
321.100 · OCCUPATIONAL LICENSES	600.00	6,200.00	-5,600.00	9.7%
322.000 · PERMITS - TOWN	70.00	200.00	-130.00	35.0%
<b>Total LICENSES AND PERMITS</b>	<b>670.00</b>	<b>6,400.00</b>	<b>-5,730.00</b>	<b>10.5%</b>
<b>FRANCHISE FEES</b>				
323.100 · Franchise fees - electricity	5,911.83	63,000.00	-47,088.07	11.2%
323.400 · Franchise fees - natural gas	600.73	4,725.00	-4,124.27	12.7%
<b>Total FRANCHISE FEES</b>	<b>6,512.66</b>	<b>67,725.00</b>	<b>-61,212.34</b>	<b>11.3%</b>
<b>STATE GRANTS CDBG</b>				
334.900 · ADMIN CDBG FUNDS	0.00	48,000.00	-48,000.00	0.0%
334.901 · ENGINEERING CDBG FUNDS	0.00	68,000.00	-68,000.00	0.0%
334.902 · CDBG RELOCATION OF UTILITIES	0.00	300,000.00	-300,000.00	0.0%
334.903 · TIF RELOCATION OF UTILITIES	0.00	65,000.00	-65,000.00	0.0%
334.904 · CDBG FUNDS SIDEWALKS/PED MALLS	0.00	171,000.00	-171,000.00	0.0%
<b>Total STATE GRANTS CDBG</b>	<b>0.00</b>	<b>650,000.00</b>	<b>-650,000.00</b>	<b>0.0%</b>
<b>STATE SHARED REVENUES</b>				
<b>GENERAL GOVERNMENT</b>				
336.120 · STATE REVENUE SHARING PROC...	0.00	24,183.00	-24,183.00	0.0%
336.180 · ALCOHOLIC BEVERAGE LICENSES	0.00	200.00	-200.00	0.0%
336.180 · LOCAL GOVT HALF-CENT SALES T...	0.00	22,374.00	-22,374.00	0.0%
<b>Total GENERAL GOVERNMENT</b>	<b>0.00</b>	<b>46,767.00</b>	<b>-46,767.00</b>	<b>0.0%</b>
<b>Total STATE SHARED REVENUES</b>	<b>0.00</b>	<b>46,767.00</b>	<b>-46,767.00</b>	<b>0.0%</b>
<b>SHARED REV OTHER LOCAL UNITS</b>				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	0.00	500.00	-500.00	0.0%
<b>Total SHARED REV OTHER LOCAL UNITS</b>	<b>0.00</b>	<b>500.00</b>	<b>-500.00</b>	<b>0.0%</b>
<b>PHYSICAL ENVIRONMENT</b>				
343.400 · GARBAGE/SOLID WASTE	6,821.97	30,500.00	-23,578.03	22.7%
<b>Total PHYSICAL ENVIRONMENT</b>	<b>6,821.97</b>	<b>30,500.00</b>	<b>-23,578.03</b>	<b>22.7%</b>
<b>CULTURE/RECREATION</b>				
347.500 · BOAT LAUNCH FEES	487.50	12,000.00	-11,512.50	4.1%
<b>Total CULTURE/RECREATION</b>	<b>487.50</b>	<b>12,000.00</b>	<b>-11,512.50</b>	<b>4.1%</b>
<b>FINES AND FORFEITS</b>				
351.100 · COURT FINES - COUNTY	36.88	200.00	-163.12	18.4%
<b>Total FINES AND FORFEITS</b>	<b>36.88</b>	<b>200.00</b>	<b>-163.12</b>	<b>18.4%</b>

2:40 PM

11/09/09

Accrual Basis

### Town of Cinco Bayou Profit & Loss Budget vs. Actual

October 2009

	Oct 09	Budget	\$ Over Budget	% of Budget
<b>INTEREST AND OTHER EARNINGS</b>				
381.140 - VANGUARD BANK CHECKING	0.00	100.00	-100.00	0.0%
381.182 - INTEREST EARNINGS - TAX COLL	40.18	200.00	-159.82	20.1%
381.184 - BEACH COMMUNITY BANK SAVINGS	0.00	200.00	-200.00	0.0%
381.185 - BEACH COMMUNITY BANK CD #8849	469.02	2,200.00	-1,730.98	21.3%
381.186 - BEACH COMMUNITY BANK CD #8850	469.02	2,200.00	-1,730.98	21.3%
<b>Total INTEREST AND OTHER EARNINGS</b>	<b>978.22</b>	<b>4,900.00</b>	<b>-3,921.78</b>	<b>20.0%</b>
<b>RENTS AND ROYALTIES</b>				
382.000 - SEAWAY STREET	0.00	500.00	-500.00	0.0%
382.100 - FACILITY RENTAL-TOWN HALL	600.00	1,500.00	-900.00	40.0%
382.200 - CELL TOWER LEASE	1,992.15	24,000.00	-22,007.85	8.3%
382.300 - SEAWAY RIGHT OF WAY WHATABUR...	0.00	100.00	-100.00	0.0%
<b>Total RENTS AND ROYALTIES</b>	<b>2,592.15</b>	<b>26,100.00</b>	<b>-23,507.85</b>	<b>9.9%</b>
<b>OTHER MISCELLANEOUS REVENUES</b>				
389.000 - OTHER MISC REV	0.00	100.00	-100.00	0.0%
389.100 - OTHER MISC REV - SR 85 MAINT	0.00	1,189.00	-1,189.00	0.0%
389.200 - OTHER MISC REV - TRAFFIC SIGNAL	0.00	1,200.00	-1,200.00	0.0%
389.201 - ST HIGHWAY SYSTEM LIGHTING	0.00	1,087.00	-1,087.00	0.0%
<b>Total OTHER MISCELLANEOUS REVENUES</b>	<b>0.00</b>	<b>3,576.00</b>	<b>-3,576.00</b>	<b>0.0%</b>
<b>Total 001 REVENUE ACCOUNTS</b>	<b>22,730.48</b>	<b>1,064,960.00</b>	<b>-1,042,229.52</b>	<b>2.1%</b>
<b>Total Income</b>	<b>22,730.48</b>	<b>1,064,960.00</b>	<b>-1,042,229.52</b>	<b>2.1%</b>
<b>Expense</b>				
<b>001-EXPENDITURE/EXPENSE ACCTS.</b>				
<b>PAYROLL EXPENSE</b>				
513.120 - SALARIES & WAGES	8,145.10	107,781.00	-99,635.90	7.6%
513.210 - EMPLOYEE FICA/MEDICARE	623.10	8,246.00	-7,622.90	7.6%
513.230 - EMPLOYEE LIFE & HEALTH INS	1,033.33	13,700.00	-12,666.67	7.5%
513.240 - EMPLOYEE WORKMANS COMP	0.00	3,500.00	-3,500.00	0.0%
513.250 - EMPLOYEE UNEMPLOYMENT COMP	20.16			
PAYROLL EXPENSE - Other	0.00			
<b>Total PAYROLL EXPENSE</b>	<b>9,821.69</b>	<b>133,227.00</b>	<b>-123,405.31</b>	<b>7.4%</b>
<b>EMPLOYEE RETIREMENT PLAN</b>				
518.380 - RETIREMENT BENEFITS - EMPLOYEE	312.59	4,232.00	-3,919.41	7.4%
<b>Total EMPLOYEE RETIREMENT PLAN</b>	<b>312.59</b>	<b>4,232.00</b>	<b>-3,919.41</b>	<b>7.4%</b>
<b>OPERATING EXPENDITURE/EXPENSE</b>				
513.320 - ACCOUNTING AND AUDITING	3,000.00	12,000.00	-9,000.00	25.0%
<b>PROFESSIONAL SERVICES LEGAL</b>				
514.310 - PROFESSIONAL SERVICES-LEGAL	1,694.00	8,000.00	-6,306.00	21.2%
<b>Total PROFESSIONAL SERVICES LEGAL</b>	<b>1,694.00</b>	<b>8,000.00</b>	<b>-6,306.00</b>	<b>21.2%</b>
<b>PROFESSIONAL SERVICES ENGINEER</b>				
518.310 - PROFESSIONAL SERVICES-ENGIN...	0.00	7,500.00	-7,500.00	0.0%
<b>Total PROFESSIONAL SERVICES ENGINEER</b>	<b>0.00</b>	<b>7,500.00</b>	<b>-7,500.00</b>	<b>0.0%</b>
518.400 - TRAVEL AND PER DIEM	300.00	9,400.00	-9,100.00	3.2%
<b>COMMUNICATIONS</b>				
518.410 - COMMUNICATIONS-PHONE	353.14	3,500.00	-3,146.86	10.1%
518.411 - COMMUNICATIONS-POSTAGE	44.00	300.00	-256.00	14.7%
518.412 - COMMUNICATIONS-INTERNET	448.00	1,700.00	-1,252.00	26.4%
<b>Total COMMUNICATIONS</b>	<b>845.14</b>	<b>5,500.00</b>	<b>-4,654.86</b>	<b>15.4%</b>

2:40 PM

11/09/09

Accrual Basis

### Town of Cinco Bayou Profit & Loss Budget vs. Actual

October 2008

	Oct 08	Budget	\$ Over Budget	% of Budget
519.430 • UTILITIES-TOWN HALL	519.38	7,500.00	-6,980.64	6.9%
519.440 • RENTALS AND LEASES	0.00	2,000.00	-2,000.00	0.0%
519.460 • INS PROP/LIB/AUTO	0.00	19,000.00	-19,000.00	0.0%
519.480 • REPAIR & MAINTENANCE -TOWN HALL	140.85	3,000.00	-2,859.15	4.7%
519.481 • REPAIR & MAINTENANCE - OTHER	0.00	500.00	-500.00	0.0%
519.470 • PRINTING/BINDING	0.00	500.00	-500.00	0.0%
LEGAL ADVERTISING				
519.480 • LEGAL ADVERTISING	1,337.38	2,000.00	-662.62	66.9%
<b>Total LEGAL ADVERTISING</b>	<b>1,337.38</b>	<b>2,000.00</b>	<b>-662.62</b>	<b>66.9%</b>
519.490 • OTHER CURRENT CHG & OBLIGATIO...	284.50	2,000.00	-1,735.50	13.2%
519.491 • ELECTION EXPENSE	0.00	1,200.00	-1,200.00	0.0%
519.510 • OFFICE SUPPLIES	122.52	2,000.00	-1,877.48	6.1%
519.520 • OPERATING SUPPLIES	98.80	800.00	-701.20	12.4%
519.540 • BOOKS,PUB,SUB & MEMBERSHIPS	770.00	2,600.00	-1,830.00	29.6%
519.620 • CAPITOL IMPROVEMENTS - TOWN HAL	0.00	600.00	-600.00	0.0%
519.630 • IMPROVEMENTS OTHER THAN BLDGS.	0.00	600.00	-600.00	0.0%
519.640 • MACHINERY & EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
519.820 • AID TO PRIVATE ORGANIZATIONS	250.00	500.00	-250.00	50.0%
<b>Total OPERATING EXPENDITURE/EXPENSE</b>	<b>9,342.55</b>	<b>88,200.00</b>	<b>-78,857.45</b>	<b>10.6%</b>
<b>PUBLIC SAFETY</b>				
521.340 • LAW ENFORCEMENT	11,895.50	70,173.00	-58,477.50	16.7%
<b>Total PUBLIC SAFETY</b>	<b>11,895.50</b>	<b>70,173.00</b>	<b>-58,477.50</b>	<b>16.7%</b>
<b>EMERGENCY AND DISASTER RELIEF S</b>				
525.490 • OTHER CHG & OBLIGATIONS	0.00	1,000.00	-1,000.00	0.0%
<b>Total EMERGENCY AND DISASTER RELIEF S</b>	<b>0.00</b>	<b>1,000.00</b>	<b>-1,000.00</b>	<b>0.0%</b>
<b>PHYSICAL ENVIRONMENT</b>				
530.520 • EQUIPMENT & TOOLS	0.00	500.00	-500.00	0.0%
534.430 • GARBAGE/SOLID WASTE-WASTE MG...	6,930.00	28,000.00	-21,070.00	24.8%
537.490 • DRAIN,DCH,YACHT CL REP & MAINT	0.00	500.00	-500.00	0.0%
<b>Total PHYSICAL ENVIRONMENT</b>	<b>6,930.00</b>	<b>29,000.00</b>	<b>-22,070.00</b>	<b>23.9%</b>
<b>TRANSPORTATION</b>				
541.430 • UTILITY SERVICES - STREETS	862.68	12,000.00	-11,137.32	7.2%
541.480 • REPAIR & MAINTENANCE SERVICES	0.00	2,200.00	-2,200.00	0.0%
541.520 • OPERATING SUPPLIES FUEL & OIL	96.75	1,500.00	-1,403.25	6.5%
541.530 • OPERATING SUPPLIES - STREETS	0.00	250.00	-250.00	0.0%
541.530 • IMPROVEMENTS - STREETS	0.00	600.00	-600.00	0.0%
<b>Total TRANSPORTATION</b>	<b>859.43</b>	<b>16,550.00</b>	<b>-16,590.57</b>	<b>5.8%</b>
<b>STATE GRANTS - CDBG</b>				
550.331 • CDBG ENGINEERING	0.00	68,000.00	-68,000.00	0.0%
550.340 • CDGB GRANT ADMINISTRATION	0.00	47,640.00	-47,640.00	0.0%
550.630 • CDBG RELOCATION OF UTILITIES	0.00	300,000.00	-300,000.00	0.0%
550.631 • TIF RELOCATION OF UTILITIES	0.00	65,000.00	-65,000.00	0.0%
550.632 • CDBG FUNDS SIDEWALKS/PED MALLS	0.00	171,000.00	-171,000.00	0.0%
<b>Total STATE GRANTS - CDBG</b>	<b>0.00</b>	<b>649,640.00</b>	<b>-649,640.00</b>	<b>0.0%</b>
<b>ANIMAL CONTROL SERVICES</b>				
582.340 • ANIMAL CONTROL SERVICES - PAWS	423.00	1,830.00	-1,407.00	23.1%
<b>Total ANIMAL CONTROL SERVICES</b>	<b>423.00</b>	<b>1,830.00</b>	<b>-1,407.00</b>	<b>23.1%</b>

2:40 PM

11/09/09

Accrual Basis

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October 2009**

	Oct 09	Budget	\$ Over Budget	% of Budget
<b>PARKS AND RECREATION</b>				
572.340 • OTHER CONTRACTUAL SERVICES	6,051.66	24,720.00	-18,668.34	24.5%
572.430 • UTILITIES - PARKS	28.65	600.00	-471.35	5.7%
572.460 • REPAIR AND MAINTENANCE PARKS	495.30	4,000.00	-3,504.70	12.4%
572.520 • OPERATING SUPPLIES - PARKS	0.00	300.00	-300.00	0.0%
572.630 • CAPITAL IMPROVEMENTS PARKS	0.00	1,000.00	-1,000.00	0.0%
<b>Total PARKS AND RECREATION</b>	<b>6,575.61</b>	<b>30,620.00</b>	<b>-23,944.39</b>	<b>21.5%</b>
<b>SPECIAL EVENTS</b>				
574.490 • SPECIAL EVENTS/PICNIC DINNERS	2,420.88	7,500.00	-5,079.14	32.3%
<b>Total SPECIAL EVENTS</b>	<b>2,420.88</b>	<b>7,500.00</b>	<b>-5,079.14</b>	<b>32.3%</b>
<b>SPECIAL RECREATION FACILITIES</b>				
572.521 • OPERATING SUPPLIES-BOAT LAUNCH	0.00	900.00	-900.00	0.0%
575.460 • SEA WAY BOAT LAUNCH REP & MAINT	62.89	2,500.00	-2,437.11	2.5%
<b>Total SPECIAL RECREATION FACILITIES</b>	<b>62.89</b>	<b>3,400.00</b>	<b>-3,337.11</b>	<b>1.8%</b>
<b>OTHER CULTURE/RECREATION</b>				
579.630 • TREE/BEAUTIFICATION	0.00	600.00	-600.00	0.0%
<b>Total OTHER CULTURE/RECREATION</b>	<b>0.00</b>	<b>600.00</b>	<b>-600.00</b>	<b>0.0%</b>
<b>OTHER USES</b>				
580.990 • CONTINGENCY FUND	0.00	4,211.00	-4,211.00	0.0%
581.910 • CRA TAX INCREMENTS TWN PORTION	0.00	24,977.00	-24,977.00	0.0%
<b>Total OTHER USES</b>	<b>0.00</b>	<b>29,188.00</b>	<b>-29,188.00</b>	<b>0.0%</b>
<b>Total 001-EXPENDITURE/EXPENSE ACCTS.</b>	<b>48,544.12</b>	<b>1,064,860.00</b>	<b>-1,016,415.88</b>	<b>4.6%</b>
<b>Total Expense</b>	<b>48,544.12</b>	<b>1,064,860.00</b>	<b>-1,016,415.88</b>	<b>4.6%</b>
<b>Net Ordinary Income</b>	<b>-25,813.64</b>	<b>0.00</b>	<b>-25,813.64</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-25,813.64</b>	<b>0.00</b>	<b>-25,813.64</b>	<b>100.0%</b>