

**MEETING MINUTES  
TOWN OF CINCO BAYOU  
REGULAR COUNCIL MEETING  
November 12, 2015, 6:00 p.m.**

MAYOR HOOD CALLED TO ORDER THE REGULAR COUNCIL MEETING, MOMENT OF SILENCE AND THE PLEDGE OF ALLEGIANCE

**ROLL CALL:**

MAYOR JEAN HOOD	COUNCILMAN CHUBB (A)
COUNCILMAN DRIVER	COUNCILMAN KOCH
COUNCILMAN ANDREWS	COUNCILMAN MYERS

Also present were Town Manager Keith Williams, Town Attorney Jeff McInnis, Deputy Clerk Linda Barringer, Maintenance Man Jerry McNamara, Town Planner Jack Dorman, Town Engineer Joe Rector and Crystal Weatherington from Preble-Rish as well as guests: Michael Whitfield and Denise Anderson.

**PUBLIC HEARING**

Town Attorney Jeff McInnis gave the 2nd Reading of Ordinance No. 233

**ORDINANCE NO. 233**

AN ORDINANCE OF THE TOWN OF CINCO BAYOU, FLORIDA, AMENDING SUBPART B, RELATED LAWS, ARTICLE II. ELECTIONS; CREATING NEW SECTIONS 15 ENTITLED "2016 MUNICIPAL ELECTION DATE", SECTION 16 ENTITLED "QUALIFYING PERIOD FOR 2016 ELECTION DATE", AND SECTION 17 ENTITLED "BEGINNING DATE FOR TERM OF OFFICE"; ESTABLISHING MARCH 15, 2016 AS THE MUNICIPAL ELECTION DATE FOR 2016; ESTABLISHING THE QUALIFYING PERIOD FOR THE 2016 MUNICIPAL ELECTION; ESTABLISHING THE BEGINNING DATE FOR THE TERM OF OFFICE; PROVIDING FOR AUTHORITY; PROVIDING LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR A PURPOSE; PROVIDING FOR CREATION OF NEW SECTIONS 15, 2016 MUNICIPAL ELECTION DATE, SECTION 16, QUALIFYING PERIOD FOR 2016 ELECTION DATE AND SECTION 17 BEGINNING DATE FOR TERM OF OFFICE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Councilman Koch made a motion to adopt Ordinance 233. Councilman Andrews seconded the motion.

Councilman Chubb	A	Councilman Koch	Y
Councilman Driver	Y	Councilman Myers	Y
Councilman Andrews	Y	<i>Motion passed unanimously</i>	

**PUBLIC COMMENT: NONE**

**CLOSE PUBLIC HEARING**

**REGULAR BUSINESS**

**1. Council Approval of Agenda:** Stricken from the Agenda is Discussion Item #1

Councilman Andrews made a motion to approve the Agenda. Councilman Driver seconded the motion.  
*Motion passed unanimously*

**2. Council Approval of Consent Agenda:** Councilman Driver made a motion to approve the Meeting Minutes for the Regular Council Meeting on October 8, 2015 and the Budget and Financial Statement as of October 31, 2015. Councilman Andrews seconded the motion. *Motion passed unanimously*

**Action Items:**

1. Denise Anderson addressed the Council on the new CEFCO Gas Station project. Ms. Anderson is a representative for the project and hopes to have a drawing submitted to the Town staff and engineers by the December meeting.
2. Council Action on Resolution 15-06 concerning the Florida Highway Beautification Council Grant Program application.

RESOLUTION 2015-06  
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CINCO BAYOU,  
FLORIDA, SUPPORTING THE TOWN APPLYING FOR THE FLORIDA HIGHWAY  
BEAUTIFICATION COUNCIL GRANT PROGRAM AND PROJECT  
MAINTENANCE

Councilman Koch made a motion to adopt Resolution 2015-06. Councilman Andrews seconded the motion.

Councilman Chubb	A	Councilman Koch	Y
Councilman Driver	Y	Councilman Myers	Y
Councilman Andrews	Y	<i>Motion passed unanimously</i>	

3. Councilman Andrews made a motion to approve the Task Specific Services Agreement from J.E. Dorman and Associates for the Comprehensive Plan Amendment. Councilman Myers seconded the motion.

Councilman Chubb	A	Councilman Koch	Y
Councilman Driver	Y	Councilman Myers	Y
Councilman Andrews	Y	<i>Motion passed unanimously</i>	

4. Councilman Driver made a motion to approve to Scrivener's error in Resolution 2015-02 dated September 22, 2015 with an effective date of September 22, 2015: The percentage by which this millage rate to be levied is MORE than the rolled-back rate of 2.3157 mills (computed pursuant to Florida law) is 27.66%, it should be 29.55%. *Motion passed unanimously*
5. Councilman Myers made a motion to approve the proposal from Trees Unlimited to do the needed trimming of the diseased trees at Winn-Davis Park. Councilman Andrews seconded the motion.

Councilman Chubb	A	Councilman Koch	Y
Councilman Driver	Y	Councilman Myers	Y
Councilman Andrews	Y	<i>Motion passed unanimously</i>	

**Discussion Items:**

1. Council consensus to table the discussion on the Employee Christmas bonus and how it will be disbursed until the December 10, 2015 Council meeting.
2. Mayor Hood updated the Council on the Okaloosa County Transit Cooperative meeting and the Gulf Power Symposium she attended.

**Reports:**

1. Town Manager's Report – Keith Williams – Written Report  
Councilman Myers: when will the road work begin on the various projects we have? Town Manager: The company who we have hired to do the work will be back in the area in the Spring.  
Councilman Koch: has anyone talked to Mr. Clark at Yacht Club Oaks concerning the parking situation. Town Manager: Mr. Clark will have to contact an Engineer to get drawings to us to see if it is possible. As of right now it looks like they have built out as far as they can.
2. Attorney's Report – Jeff McInnis: None
3. Town Planner's Report – Jack Dorman: FDOT occasionally send us emails on various projects in the planning stages. They sent us several alternatives on the bridge study to the Brooks Bridge and one of the alternatives was through Cinco Bayou.
4. Engineer's Report – Joe Rector & Crystal Weatherington: The surveys have been completed on the Paving on yacht club and the Winn Davis Park. The site plans are next on our forecast, boat ramp improvements getting a plan on that, and then our Survey on the Storm Water Masterplan will be next.

**Public Comments: NONE**

**Council Member's Comments/Request:** Councilman Koch thanked the staff for all of their work.

**Mayor's Comments/ Announcements:** Thank you to Jerry for participating in the Veterans Day Memorial

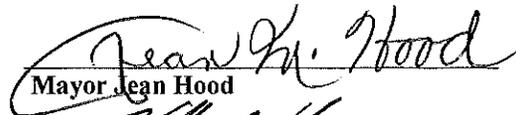
**DATES TO REMEMBER:**

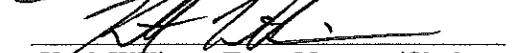
Town Hall will be closed Thursday and Friday, November 26 & 27<sup>th</sup> in observance of the Thanksgiving Holiday.

Thursday, December 10, 2015, 6:00 p.m. Regular Council Meeting and followed by the Christmas Party.

**ADJOURN:** After no further business the meeting adjourned at 6:41

**ATTEST:**

  
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Mayor Jean Hood

  
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Keith Williams, Town Manager/Clerk