

AGENDA  
REGULAR COUNCIL MEETING  
13 NOVEMBER 2003 ♦ 6:00 PM

SILENT PRAYER / PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

MAYOR FRUCCI  
COUNCILMAN KOCH  
COUNCILMAN DESGRANGES

COUNCILMAN BRATTON  
COUNCILMAN IOVIENO  
COUNCILMAN PAYNE

**REGULAR BUSINESS:**

1. Council approval of Agenda
2. Consent Agenda:
  - A. Minutes, Regular Council Meetings October 9, 2003 and Workshops of October 8; Budget Status October 31, 2003.

**Action Items:**

- A. . Motion to approve Engineer's contract
- B. . Motion to Proclaim November as National Hospice Month

**Reports:**

1. Engineer's Report:
2. Attorney's Report:
3. Community Officer's Report
4. Town Manager' Report (see attached)

**Public Request / Comments:**

1. Public Request
2. Council Members Comments / Request:

**Mayor's Comments / Announcements**

1. Monday - November 17, 2003 – 5:15 PM – Planning Council Review Amendment to the Town's Land Development Code
2. Monday - November 17, 2003 - 5:30 PM – Public Hearing – 1<sup>st</sup> Reading of Ordinance 204 – Amend. to Land Development Code
3. Tuesday - November 18, 2003 - 6:30 PM – Town Picnic "Thanksgiving" Councilman Koch to host
4. Thursday & Friday - November 27 and 28, 2003 – Town Hall closed for Thanksgiving Holiday
5. Monday - December 01, 2003 – 5:30 PM – Second Reading of Ordinance 204

Adjourn

2:33 PM

11/07/03

Accrual Basis

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October 2003**

	Oct 03	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>001 REVENUE ACCOUNTS</b>				
<b>TAXES</b>				
311.000 · ADVALOREM TAXES	37.22	80,370.00	-80,332.78	0.0%
312.410 · FIRST LOCAL OPTION FUEL TAX	885.35	19,436.00	-18,550.65	4.6%
<b>Total TAXES</b>	<b>922.57</b>	<b>99,806.00</b>	<b>-98,883.43</b>	<b>0.9%</b>
<b>FRANCHISE FEES</b>				
313.100 · FRANCHISE FEE - GULF POWER	3,954.36	33,500.00	-29,545.64	11.8%
313.400 · FRANCHISE FEE - OKALOOSA GAS	323.60	3,500.00	-3,176.40	9.2%
<b>Total FRANCHISE FEES</b>	<b>4,277.96</b>	<b>37,000.00</b>	<b>-32,722.04</b>	<b>11.6%</b>
<b>UTILITY SERVICES TAXES</b>				
314.100 · UTIL TAX - GULF POWER	2,487.58	22,300.00	-19,812.42	11.2%
314.300 · UTIL TAX - WATER FWB	1,323.25	5,300.00	-3,976.75	25.0%
314.400 · UTIL TAX - NAT GAS OKALOOSA CO	121.77	2,500.00	-2,378.23	4.9%
315.000 · UTIL TAX - LOCAL COM. SERVICES	2,556.13	26,157.00	-23,600.87	9.8%
<b>Total UTILITY SERVICES TAXES</b>	<b>6,488.73</b>	<b>56,257.00</b>	<b>-49,768.27</b>	<b>11.5%</b>
<b>LICENSES AND PERMITS</b>				
321.100 · OCCUPATIONAL LICENSES	575.00	7,000.00	-6,425.00	8.2%
322.000 · PERMITS - TOWN	10.00	600.00	-590.00	1.7%
<b>Total LICENSES AND PERMITS</b>	<b>585.00</b>	<b>7,600.00</b>	<b>-7,015.00</b>	<b>7.7%</b>
<b>STATE GRANTS</b>				
334.700 · FRDAP - LAGUNA PARK	0.00	42,601.00	-42,601.00	0.0%
334.701 · FRDAP - GLENWOOD PARK PHASE I	0.00	43,631.00	-43,631.00	0.0%
334.702 · FRDAP GLENWOOD PHASE II	0.00	50,000.00	-50,000.00	0.0%
334.703 · BOATING IMP FUND SEAWAY	0.00	15,000.00	-15,000.00	0.0%
<b>Total STATE GRANTS</b>	<b>0.00</b>	<b>151,232.00</b>	<b>-151,232.00</b>	<b>0.0%</b>
<b>STATE SHARED REVENUES</b>				
<b>GENERAL GOVERNMENT</b>				
335.120 · STATE REVENUE SHARING PROCEEDS	0.00	23,561.00	-23,561.00	0.0%
335.150 · ALCOHOLIC BEVERAGE LICENSES	0.00	1,000.00	-1,000.00	0.0%
335.180 · LOCAL GOVT HALF-CENT SALES TAX	2,662.45	27,880.00	-25,217.55	9.5%
<b>Total GENERAL GOVERNMENT</b>	<b>2,662.45</b>	<b>52,441.00</b>	<b>-49,778.55</b>	<b>5.1%</b>
<b>Total STATE SHARED REVENUES</b>	<b>2,662.45</b>	<b>52,441.00</b>	<b>-49,778.55</b>	<b>5.1%</b>
<b>SHARED REV OTHER LOCAL UNITS</b>				
338.100 · OCCUPATIONAL LIC OKALOOSA CO	599.03	600.00	-0.97	99.8%
<b>Total SHARED REV OTHER LOCAL UNITS</b>	<b>599.03</b>	<b>600.00</b>	<b>-0.97</b>	<b>99.8%</b>
<b>PHYSICAL ENVIRONMENT</b>				
343.400 · GARBAGE/SOLID WASTE	6,579.59	30,500.00	-23,920.41	21.6%
<b>Total PHYSICAL ENVIRONMENT</b>	<b>6,579.59</b>	<b>30,500.00</b>	<b>-23,920.41</b>	<b>21.6%</b>
<b>FINES AND FORFEITS</b>				
351.100 · COURT FINES - COUNTY	310.57	2,600.00	-2,289.43	11.9%
<b>Total FINES AND FORFEITS</b>	<b>310.57</b>	<b>2,600.00</b>	<b>-2,289.43</b>	<b>11.9%</b>
<b>INTEREST AND OTHER EARNINGS</b>				
361.140 · VANGUARD BANK CHECKING	0.00	50.00	-50.00	0.0%
361.180 · VANGUARD BANK CD	0.00	1,500.00	-1,500.00	0.0%
361.181 · VANGUARD BANK MONEY MARKET	0.00	300.00	-300.00	0.0%
361.182 · INTEREST EARNINGS - TAX COLL	0.00	50.00	-50.00	0.0%
361.183 · BEACH COMMUNITY BANK CD	251.39	300.00	-48.61	83.8%
<b>Total INTEREST AND OTHER EARNINGS</b>	<b>251.39</b>	<b>2,200.00</b>	<b>-1,948.61</b>	<b>11.4%</b>
<b>RENTS AND ROYALTIES</b>				
362.300 · SEAWAY RIGHT OF WAY WHATABURGER	100.00	100.00	0.00	100.0%
362.200 · TEMP CELL TOWER LEASE	1,500.00	18,000.00	-16,500.00	8.3%
362.000 · SEAWAY STREET	0.00	500.00	-500.00	0.0%
362.100 · FACILITY RENTAL-TOWN HALL	0.00	250.00	-250.00	0.0%
<b>Total RENTS AND ROYALTIES</b>	<b>1,600.00</b>	<b>18,850.00</b>	<b>-17,250.00</b>	<b>8.5%</b>
<b>OTHER MISCELLANEOUS REVENUES</b>				
369.200 · OTHER MISC REV - TRAFFIC SIGNAL	0.00	500.00	-500.00	0.0%
369.000 · OTHER MISC REV	0.00	500.00	-500.00	0.0%
369.100 · OTHER MISC REV - SR 85 MAINT	592.17	2,368.00	-1,775.83	25.0%
<b>Total OTHER MISCELLANEOUS REVENUES</b>	<b>592.17</b>	<b>3,368.00</b>	<b>-2,775.83</b>	<b>17.6%</b>
<b>Total 001 REVENUE ACCOUNTS</b>	<b>24,869.46</b>	<b>462,454.00</b>	<b>-437,584.54</b>	<b>5.4%</b>

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

October 2003

	Oct 03	Budget	\$ Over Budget	% of Budget
<b>OTHER SOURCES</b>				
381.910 · INTERFUND TRANSFER BOAT LAUNCH	1,325.40	15,000.00	-13,674.60	8.8%
<b>Total OTHER SOURCES</b>	1,325.40	15,000.00	-13,674.60	8.8%
<b>Total Income</b>	26,194.86	477,454.00	-451,259.14	5.5%
<b>Expense</b>				
<b>001-EXPENDITURE/EXPENSE ACCTS.</b>				
<b>PAYROLL EXPENSE</b>				
513.120 · SALARIES & WAGES	8,611.59	75,828.00	-67,216.41	11.4%
513.210 · EMPLOYEE FICA/MEDICARE	661.01	5,801.00	-5,139.99	11.4%
513.230 · EMPLOYEE LIFE & HEALTH INS	1,352.73	15,803.00	-14,450.27	8.6%
513.240 · EMPLOYEE WORKMANS COMP	672.25	3,000.00	-2,327.75	22.4%
513.250 · EMPLOYEE UNEMPLOYMENT COMP	0.40			
PAYROLL EXPENSE - Other	29.41			
<b>Total PAYROLL EXPENSE</b>	11,327.39	100,432.00	-89,104.61	11.3%
<b>OPERATING EXPENDITURE/EXPENSE</b>				
513.320 · ACCOUNTING AND AUDITING	0.00	6,100.00	-6,100.00	0.0%
515.470 · MUNICIPAL CODE	0.00	200.00	-200.00	0.0%
<b>PROFESSIONAL SERVICES LEGAL</b>				
514.317 · PROF SER LEGAL - SIGN ISSUE	1,000.00			
514.310 · PROFESSIONAL SERVICES-LEGAL	925.61	8,200.00	-7,274.39	11.3%
514.313 · PROF.SER.-LEGAL - TOWER PROJ.	2,100.00			
<b>Total PROFESSIONAL SERVICES LEGAL</b>	4,025.61	8,200.00	-4,174.39	49.1%
<b>PROFESSIONAL SERVICES ENGINEER</b>				
519.310 · PROFESSIONAL SERVICES-ENGINEER	1,544.74	4,500.00	-2,955.26	34.3%
<b>Total PROFESSIONAL SERVICES ENGINEER</b>	1,544.74	4,500.00	-2,955.26	34.3%
519.400 · TRAVEL AND PER DIEM COMMUNICATIONS	416.00	6,800.00	-6,384.00	6.1%
519.410 · COMMUNICATIONS-PHONE	228.74	1,400.00	-1,171.26	16.3%
519.411 · COMMUNICATIONS-POSTAGE	46.07	500.00	-453.93	9.2%
519.412 · COMMUNICATIONS-INTERNET	160.00	1,920.00	-1,760.00	8.3%
<b>Total COMMUNICATIONS</b>	434.81	3,820.00	-3,385.19	11.4%
519.430 · UTILITIES-TOWN HALL	313.14	3,700.00	-3,386.86	8.5%
519.440 · RENTALS AND LEASES	0.00	500.00	-500.00	0.0%
519.450 · INS PROP/LIB/AUTO	2,030.75	9,000.00	-6,969.25	22.6%
519.460 · REPAIR & MAINTENANCE -TOWN HALL	2,139.60	500.00	1,639.60	427.9%
519.461 · REPAIR & MAINTENANCE - OTHER	0.00	1,700.00	-1,700.00	0.0%
<b>LEGAL ADVERTISING</b>				
519.480 · LEGAL ADVERTISING OTHER	1,620.58	1,700.00	-79.42	95.3%
<b>Total LEGAL ADVERTISING</b>	1,620.58	1,700.00	-79.42	95.3%
519.490 · OTHER CURRENT CHG & OBLIGATIONS	0.00	3,500.00	-3,500.00	0.0%
519.491 · ELECTION EXPENSE	0.00	850.00	-850.00	0.0%
519.510 · OFFICE SUPPLIES	151.53	1,300.00	-1,148.47	11.7%
519.520 · OPERATING SUPPLIES	197.63	1,500.00	-1,302.37	13.2%
519.540 · BOOKS,PUB,SUB & MEMBERSHIPS	521.00	1,750.00	-1,229.00	29.8%
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%
<b>Total OPERATING EXPENDITURE/EXPENSE</b>	13,645.39	56,420.00	-42,774.61	24.2%
<b>PUBLIC SAFETY</b>				
521.340 · LAW ENFORCEMENT	9,301.34	55,808.00	-46,506.66	16.7%
<b>Total PUBLIC SAFETY</b>	9,301.34	55,808.00	-46,506.66	16.7%
<b>PHYSICAL ENVIRONMENT</b>				
534.430 · GARBAGE/SOLID WASTE-WASTE MGMT	6,504.00	30,500.00	-23,996.00	21.3%
537.630 · DRAINAGE DITCH YACHT CLUB DR	0.00	500.00	-500.00	0.0%
<b>Total PHYSICAL ENVIRONMENT</b>	6,504.00	31,000.00	-24,496.00	21.0%
<b>TRANSPORTATION</b>				
541.430 · UTILITY SERVICES - STREETS	720.23	8,000.00	-7,279.77	9.0%
541.530 · OPERATING SUPPLIES - STREETS	56.35	2,500.00	-2,443.65	2.3%
541.630 · IMPROVEMENTS - STREETS	10,753.84	15,000.00	-4,246.16	71.7%
541.710 · STREET REPAIR LOAN/ PRINCIPAL	0.00	12,183.00	-12,183.00	0.0%
541.720 · STREET REPAIR LOAN/INTEREST	0.00	3,740.00	-3,740.00	0.0%
<b>Total TRANSPORTATION</b>	11,530.42	41,423.00	-29,892.58	27.8%
<b>HUMAN SERVICES</b>				
562.340 · HUMAN SERVICES - PAWS	317.79	1,272.00	-954.21	25.0%
<b>Total HUMAN SERVICES</b>	317.79	1,272.00	-954.21	25.0%

2:33 PM

11/07/03

Accrual Basis

**Town of Cinco Bayou**  
**Profit & Loss Budget vs. Actual**  
**October 2003**

	Oct 03	Budget	\$ Over Budget	% of Budget
<b>CULTURE/RECREATION</b>				
571.540 · LIBRARY MEMBERSHIP	0.00	400.00	-400.00	0.0%
<b>Total CULTURE/RECREATION</b>	<u>0.00</u>	<u>400.00</u>	<u>-400.00</u>	<u>0.0%</u>
<b>PARKS AND RECREATION</b>				
572.340 · OTHER CONTRACTUAL SERVICES	1,001.66	12,124.00	-11,122.34	8.3%
572.430 · UTILITIES - PARKS	64.02	1,100.00	-1,035.98	5.8%
572.520 · OPERATING SUPPLIES - PARKS	0.00	500.00	-500.00	0.0%
572.630 · REPAIRS & MAINTENANCE - PARKS	-750.00	3,780.00	-4,530.00	-19.8%
<b>FRDAP GRANT LAGUNA PARK</b>				
572.631 · FRDAP GRANT/LAGUNA PARK	0.00	42,394.00	-42,394.00	0.0%
<b>Total FRDAP GRANT LAGUNA PARK</b>	<u>0.00</u>	<u>42,394.00</u>	<u>-42,394.00</u>	<u>0.0%</u>
<b>FRDAP GRANT GLENWOOD PK PHASE I</b>				
572.632 · FRDAP GRANT/GLENWOOD PARK	0.00	43,585.00	-43,585.00	0.0%
<b>Total FRDAP GRANT GLENWOOD PK PHASE I</b>	<u>0.00</u>	<u>43,585.00</u>	<u>-43,585.00</u>	<u>0.0%</u>
<b>FRDAP GRANT GLENWOOD PK PHASE II</b>				
572.633 · FRDAP GRANT/GLENWOOD PK II	0.00	50,000.00	-50,000.00	0.0%
<b>Total FRDAP GRANT GLENWOOD PK PHASE II</b>	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
<b>BOATING IMPROVEMENT FUND</b>				
572.636 · BOATING IMPROVEMENT FUND	0.00	15,000.00	-15,000.00	0.0%
<b>Total BOATING IMPROVEMENT FUND</b>	<u>0.00</u>	<u>15,000.00</u>	<u>-15,000.00</u>	<u>0.0%</u>
<b>Total PARKS AND RECREATION</b>	<u>315.68</u>	<u>168,483.00</u>	<u>-168,167.32</u>	<u>0.2%</u>
<b>SPECIAL EVENTS</b>				
574.490 · SPECIAL EVENTS/PICNIC DINNERS	399.55	2,000.00	-1,600.45	20.0%
<b>Total SPECIAL EVENTS</b>	<u>399.55</u>	<u>2,000.00</u>	<u>-1,600.45</u>	<u>20.0%</u>
<b>SPECIAL RECREATION FACILITIES</b>				
575.630 · MAINTENANCE SEAWAY BOAT RAMP	0.00	500.00	-500.00	0.0%
<b>Total SPECIAL RECREATION FACILITIES</b>	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>	<u>0.0%</u>
<b>OTHER CULTURE/RECREATION</b>				
579.630 · TREE/BEAUTIFICATION	0.00	500.00	-500.00	0.0%
<b>Total OTHER CULTURE/RECREATION</b>	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>	<u>0.0%</u>
<b>OTHER USES</b>				
581.910 · INTERFUND TRANSFER BOAT LAUNCH	225.00	15,000.00	-14,775.00	1.5%
580.990 · CONTINGENCY FUND	0.00	4,216.00	-4,216.00	0.0%
<b>Total OTHER USES</b>	<u>225.00</u>	<u>19,216.00</u>	<u>-18,991.00</u>	<u>1.2%</u>
<b>Total 001-EXPENDITURE/EXPENSE ACCTS.</b>	<u>53,566.56</u>	<u>477,454.00</u>	<u>-423,887.44</u>	<u>11.2%</u>
<b>Total Expense</b>	<u>53,566.56</u>	<u>477,454.00</u>	<u>-423,887.44</u>	<u>11.2%</u>
<b>Net Income</b>	<u>-27,371.70</u>	<u>0.00</u>	<u>-27,371.70</u>	<u>100.0%</u>

**MEMORANDUM**

**DATE: NOVEMBER 7, 2003**



**FROM: NELL WEBB, TOWN MANAGER/CLERK**

Informed Mayor Frucci that per Lee Forst from the Daily News some of the municipalities in the county were going to be closed both Monday and Tuesday, November 10<sup>th</sup> and 11<sup>th</sup> in observation of Veterans Day. Ask him what his thoughts were about Cinco Bayou taking both days and he said he had no problem with it but to poll the Council members for their opinions. The following members were contacted and their responses are as follows:

Mayor Frucci	Yes, no problem – via personal contact
Councilman DesGranges	Yes, no problem – via phone
Councilman Payne	Yes, no problem – via phone
Councilman Bratton	Yes, no problem – via phone
Councilman Iovieno	Yes, no problem – via email
Councilman Koch	was out of town and could not be reached.

It was decided that the Cinco Bayou Town Hall would be closed both Monday, November 10<sup>th</sup> and Tuesday, November 11<sup>th</sup> for the Veterans Day observation.

November 11, 2003 is the official holiday observed by Town of Cinco Bayou policy.

**Nell Webb**

**From:** Mike Iovieno [ironmike@trinityinvestmentsnwf.com]  
**Sent:** Friday, November 07, 2003 2:04 PM  
**To:** Nell Webb  
**Subject:** Re: Veterans Day

OK by me

----- Original Message -----

**From:** Nell Webb  
**To:** 'Mike Iovieno'  
**Sent:** Friday, November 07, 2003 9:31 AM  
**Subject:** Veterans Day

Mike:

Some of the municipalities in the county are taking both Monday and Tuesday for Veterans Day this year since it falls on Tuesday. I have spoken with Mayor – he ask me to poll the council before making a decision. I have contacted the others – I need your opinion. Tuesday is an official holiday – Monday would be the extra day requested.

Please let me know as soon as possible.

Thanks

Nell

*SPECIAL*  
REGULAR TOWN MEETING SIGN IN SHEET

Town of Cinco Bayou Date: 11/17/2003

Name:	Rhoda N. Adams-Reiss		
Address:	5 Laguna St #101		
Phone:	850-243-2880	Email:	

Name:	FREDERICK J. REISS		
Address:	5 LAGUNA ST WPT 101		
Phone:	850-243-2880	Email:	

Name:			
Address:			
Phone:		Email:	

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