

TOWN OF CINCO BAYOU  
COUNCIL AS COMMITTEE  
DECEMBER 5, 1989

Mayor Laginess called the meeting to order at 5:55 PM.

SILENT PRAYER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL Present: Mayor Laginess  
Councilman Broxson  
Councilwoman Buchanan  
Councilwoman Dumka  
Councilman Gage  
Councilman Skelly

Also Present: Manager Borchik Attorney McInnis  
Secretary Dole Spence King  
Marjorie Cummins Bruce Rolfsen  
Elizabeth Gage Elie Skelly

REGULAR BUSINESS

1. Minutes - November 7, and November 14, 1989 - Councilman Skelly made a motion to accept the minutes of November 7 and November 14, 1989 and the November, 1989 Financial Report and place it on the Consent Agenda, seconded by Councilwoman Dumka. The motion was unanimously approved.
2. Financial Report - November 1989 - See Item #1.
3. FYE 1989 Audit - Mrs Marjorie Cummins, CPA, Creel, Bryan and Gallagher, presented the Audit Report for the Town for the fiscal year ending September 30, 1989. There were no questions from the Council.
4. Kidd Bayou Oaks Driveway Bids - Two bids were received to repair Kidd Bayou Oaks driveway. Mayor Laginess opened the bids and each was read aloud by Attorney McInnis. The bids presented were: Rogers Contracting, Inc., \$1,400.00; Quatre, Inc., \$1,218.00. The Council agreed to postpone awarding the bid until next week when the bid from Quatre could be clarified.
5. Town Employees Christmas Bonus/Gift - Councilman Gage made a motion to give the Town employees a bonus of the same amount as last year and their choice of a ham or turkey, seconded by Councilwoman Buchanan. The motion was unanimously approved.

6. Town Hall Landscaping - The Landscaping Committee presented a landscaping plan for the landscaping of the area around the new Town Hall, the parking lot and Leyenda Park. Councilman Skelly made a motion to establish a budget of \$1,200.00 to allow the Landscaping Committee to begin execution of landscaping recommendations of December 5, seconded by Councilman Broxson. The motion was unanimously approved.

At this point, Mrs Elie Skelly asked if something could be done to have Mr. Howard Kelley clean up the area at the rear of his old building. Councilwoman Dumka assured her that Mr. Kelley is making an effort to have it done on a part time basis.

Mayor Laginess called the Council's attention to the letter from Mr. Paul Howard concerning the status of his building at 90 Opp Blvd. No action taken by the Council at this time.

The Town Engineer reported that he had checked with DOT regarding the removal of the posts at Laguna Landing. He stated the posts had been removed at the request of the Post Office.

COUNCILMEMBERS REPORTS/COMMENTS

Councilwoman Dumka expressed concern regarding repair of her driveway. The Council agreed that her driveway should be their next project and requested the Town Engineer to obtain bids for the repair/rework of the present driveway entrance using the standard driveway detail.

Councilman Gage asked if an appraisal of the old Town Hall and adjacent property had been obtained. The Town Manager advised the Council that he had been quoted a cost of an appraisal would be between \$300.00 to \$500.00. Councilwoman Buchanan said she would try to get an opinion on the worth of the property through her office.

PUBLIC REQUESTS WILL BE HEARD AT THIS TIME - None

COMMITTEE REPORTS

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

CORRESPONDENCE - None

ATTORNEY'S REPORT - Attorney McInnis reported that he and the Town Manager had met Mr. Miriam, Municipal Code Corporation, for the purpose of clarifying several points in the Town's present Code and ordinances being codified. Mr. Miriam was performing the legal review in the codification process and it was planned to have the first draft for the Council's review in May or June, 1990.

TOWN MANAGER'S REPORT -

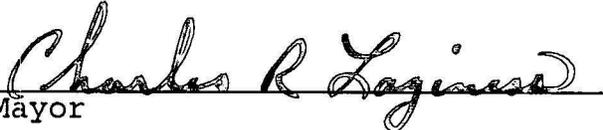
1. There were 48 recycling bins out today. The Town's participation is still poor, approximately 25%!

2. The present recording system is inadequate for this room making it difficult to properly record the proceedings at Town Council meetings. The Council asked the Town Manager to obtain some facts and figures for a recording and sound system for the Town Hall.

3. The Town truck's transmission is in need of repair again. An estimate of the cost is between \$400. and \$500. No action was taken at this time.

MAYOR'S ANNOUNCEMENTS - Mayor Laginess reminded everyone about the tree decorating party tomorrow night, the Okaloosa County League of Cities meeting and dinner at the Niceville City Hall on December 14, and the Town Christmas party on December 19.

There being no further business, the meeting was adjourned at 7:02 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.

FINANCIAL STATEMENTS AND AUDITORS' REPORT

TOWN OF CINCO BAYOU

SEPTEMBER 30, 1989

**DRAFT**  
FOR DISCUSSION PURPOSES ONLY

Town Of Cinco Bayou  
FINANCIAL STATEMENTS AND AUDITORS' REPORT  
September 30, 1989

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FOR DISCUSSION PURPOSES ONLY

Town of Cinco Bayou, Florida  
 COMBINED BALANCE SHEET  
 ALL FUND TYPES AND ACCOUNT GROUPS  
 September 30, 1989

	Governmental	Account Group	Totals (Memorandum Only)	
	Fund Types	-----	-----	-----
	General	General Fixed Assets	1989	1988
	-----	-----	-----	-----
<b>ASSETS</b>				
Cash (Note 2)	\$ 26,199.27	\$ 0.00	\$ 26,199.27	\$ 16,968.45
Investments, at cost (Note 1 and 2)	25,522.82	0.00	25,522.82	198,787.71
Receivables (net of allowance for uncollectibles)				
Taxes (Note 3)	2,961.03	0.00	2,961.03	1,054.01
Other	1,783.33	0.00	1,783.33	0.00
Due from other governments (Note 4)	4,118.35	0.00	4,118.35	1,842.47
Prepaid expenses	3,183.00	0.00	3,183.00	2,835.00
Fixed assets (Note 5)	0.00	560,678.45	560,678.45	367,404.38
	-----	-----	-----	-----
Total assets	\$ 63,767.80	\$ 560,678.45	\$ 624,446.25	\$ 588,892.02
	=====	=====	=====	=====
<b>LIABILITIES AND FUND EQUITY</b>				
<b>LIABILITIES</b>				
Accounts payable	\$ 740.96	\$ 0.00	\$ 740.96	\$ 3,313.68
Contracts payable	21,628.90	0.00	21,628.90	0.00
Accrued salaries and wages payable	2,626.00	0.00	2,626.00	2,356.00
Accrued annual leave (Note 1)	1,623.20	0.00	1,623.20	1,398.00
Revenues collected in advance (Note 6)	5,520.00	0.00	5,520.00	5,420.00
	-----	-----	-----	-----
Total liabilities	32,139.06	0.00	32,139.06	12,487.68
	-----	-----	-----	-----
<b>FUND EQUITY</b>				
Investments in general fixed assets (Note 5)	0.00	560,678.45	560,678.45	367,404.38
Fund balances				
Reserved for prepaid expenses	3,183.00	0.00	3,183.00	2,835.00
Unreserved	28,445.74	0.00	28,445.74	206,164.96
	-----	-----	-----	-----
Total fund equity	31,628.74	560,678.45	592,307.19	576,404.34
	-----	-----	-----	-----
Total liabilities and fund equity	\$ 63,767.80	\$ 560,678.45	\$ 624,446.25	\$ 588,892.02
	=====	=====	=====	=====

**DRAFT**  
 FOR DISCUSSION PURPOSES ONLY

The accompanying notes are an integral part of these financial statements

Town of Cinco Bayou, Florida  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 ALL GOVERNMENTAL FUND TYPES  
 Fiscal Year Ended September 30, 1989

	General 1989	General 1988
	-----	-----
REVENUES		
Taxes	\$ 105,369.07	\$ 102,101.97
Licenses and permits	6,494.50	7,074.00
Intergovernmental	37,187.09	37,191.99
Fines and forfeits	2,136.00	3,063.00
Miscellaneous	12,012.44	13,785.02
	-----	-----
Total revenues	163,199.10	163,215.98
	-----	-----
EXPENDITURES		
Current		
General government	80,808.71	68,818.37
Public safety	39,864.24	38,679.28
Transportation	15,096.11	9,508.74
Culture/recreation	11,527.19	10,333.02
Capital outlay		
Buildings	178,017.72	0.00
Improvements other than buildings	11,410.17	20,242.58
Machinery and equipment	3,846.18	2,961.91
Debt service		
Debt service - principal	0.00	4,600.00
	-----	-----
Total expenditures	340,570.32	155,143.90
	-----	-----
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(177,371.22)	8,072.08
FUND BALANCE - OCTOBER 1	208,999.96	200,927.88
	-----	-----
FUND BALANCE - SEPTEMBER 30	\$ 31,628.74	\$ 208,999.96
	=====	=====

DRAFT

FOR DISCUSSION PURPOSES ONLY

The accompanying notes are an integral part of these financial statements

Town of Cinco Bayou, Florida  
 COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET AND ACTUAL  
 GENERAL FUND TYPE  
 Fiscal Year Ended September 30, 1989

With Comparative Actual Amounts for the Fiscal Year Ended September 30, 1988

	1989		Variance Favorable (Unfavorable)	1988 Actual
	Budget	Actual		
<b>REVENUES</b>				
Taxes	\$ 101,650.00	\$ 105,369.07	\$ 3,719.07	\$ 102,101.97
Licenses and permits	6,500.00	6,494.50	(5.50)	7,074.00
Intergovernmental	37,747.00	37,187.09	(559.91)	37,191.99
Fines and forfeits	1,000.00	2,136.00	1,136.00	3,063.00
Miscellaneous	10,500.00	12,012.44	1,512.44	13,785.02
Total revenues	157,397.00	163,199.10	5,802.10	163,215.98
<b>EXPENDITURES</b>				
Current				
General government	94,810.00	80,808.71	14,001.29	68,818.37
Public safety	39,865.00	39,864.24	0.76	38,679.28
Transportation	19,750.00	15,096.11	4,653.89	9,508.74
Culture/recreation	10,410.00	11,527.19	(1,117.19)	10,333.02
Capital outlay				
Buildings	185,850.00	178,017.72	7,832.28	0.00
Improvements other than buildings	7,000.00	11,410.17	(4,410.17)	20,242.58
Machinery and equipment	0.00	3,846.18	(3,846.18)	2,961.91
Debt service				
Debt service - principal	0.00	0.00	0.00	4,600.00
Total expenditures	357,685.00	340,570.32	17,114.68	155,143.90
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(200,288.00)	(177,371.22)	22,916.78	8,072.08
FUND BALANCE - OCTOBER 1	209,000.00	208,999.96	(0.04)	200,927.88
FUND BALANCE - SEPTEMBER 30	\$ 8,712.00	\$ 31,628.74	\$ 22,916.74	\$ 208,999.96

**DRAFT**  
 FOR DISCUSSION PURPOSES ONLY

The accompanying notes are an integral part of these financial statements

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

a. Background of Town

The Town of Cinco Bayou, Florida (hereinafter referred to as Town) was established under Charter 57-1577, Laws of the State of Florida, on July 3, 1950. The Town operates under a council form of government and provides the following services: public safety (law enforcement and fire control), transportation (road and street facilities), culture and recreation (parks and recreation), and general government services.

The accounting policies of the Town conform to generally accepted accounting principles applicable to governmental units and the Uniform Accounting System mandated by Chapter 218.33, Florida Statutes.

b. The Reporting Entity

In evaluating how to define the government, for financial statement purposes, management has considered all potential component units.

In accordance with NCGA Statement 3, Defining the Governmental Reporting Entity, and NCGA Statement 7, Financial Reporting for Component Units Within the Governmental Reporting Entity, the following criteria was used in determining whether to include or exclude the financial statements of those separately administered organizations in the combined general purpose financial statements of the Town.

- Governing body's ability to exercise oversight responsibility including:
  - Financial interdependency
  - Selection of governing authority
  - Designation of management
  - Ability to significantly influence operations
  - Accountability for fiscal matters
- Scope of public service
- Existence of special financial relationships

Management determined that there were no other government units located within the geographic boundaries of the Town and, thus, no potential component units were evaluated.

c. Fund Accounting

The accounts of the Town are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The Town has only one generic fund type under one broad fund category as follows.

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1. Governmental Funds

General Fund - The General Fund is the general operating fund of the Town. It is used to account for all financial resources of the Town.

2. Fixed Assets and Long-Term Liabilities

The accounting and reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources." Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period. Therefore, fixed assets are currently recorded as expenditures in the respective funds.

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are capitalized along with other general fixed assets. No depreciation has been provided on general fixed assets. All fixed assets are recorded at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds. As of September 30, 1989, the Town did not have any long-term debt.

The two account groups are not "funds". They are concerned only with the measurement of financial position. They are not involved with measurement of results of operations.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

d. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Therefore, it relates to the timing of the measurements made, regardless of the measurement focus applied.

The governmental funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Franchise fees, utility taxes and intergovernmental revenues are considered "measurable" and "available" within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

e. Budgets and Budgetary Accounting

The Town follows these procedures in establishing the annual operating budget.

1. Budget preparation begins in May when the Town Manager/Clerk prepares an initial operating budget indicating the detailed financial requirements according to their appropriate account classification. This budget proposal is presented to the Town Council during June.

2. During July, the county Property Appraiser provides the Certificate of Taxable values for the Town and using this information, a proposed ad valorem tax millage rate is prepared and is the basis for determining the ad valorem tax to be collected. Anticipated revenue from all sources is estimated and when added to the estimated ad valorem tax, becomes the total revenue to support the annual operating budget.

3. During July and August, the Town Council conducts workshops as required to make any necessary adjustments to balance the budget. In addition, capital improvements are added to the budget at this time. All workshops are open to the public.

4. Public hearings are conducted during August and September to present the proposed millage rate and budget to the public for their review, inputs, and comments. At a public hearing during late September, the final ad valorem tax millage rate is formally adopted by ordinance and the annual operating budget adopted by resolution.

5. The Town Manager monitors all expenditures for budgetary limitations, recommends required budget revisions to the Council, prepares a monthly listing of checks and their purpose for Council's review and approval, and prepares a quarterly report comparing budget to actual expenditures for each line item.

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

e. Budgets and Budgetary Accounting (Continued)

6. A purchasing policy adopted by the Town Council establishes a \$25.00 Petty Cash fund to be used for small general housekeeping, comfort and maintenance type purchases. This fund is replenished as required. The Town Manager/Clerk is authorized to purchase equipment, materials, maintenance and repair services valued at \$500.00 or less with the provision that such expenditures are within adopted budgeted funding for the specific item or service. Purchase of items or services over \$500.00 will be an agenda item for a Town Council meeting.

7. Budgeted amounts were amended by the Council on June 13, 1989.

f. Encumbrances

All appropriations lapse at fiscal year end, even if encumbered. Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of resources are recorded in order to reserve that portion of the applicable appropriation, is employed in the general fund. Encumbrances at fiscal year end do not constitute expenditures since the commitments will be honored during the subsequent year. The Town did not have any encumbrances outstanding as of September 30, 1989.

g. Investments

The Town follows a policy of investing its idle cash in certificates of deposit and money market accounts. These investments are stated at cost. Interest earned is recorded on the books of account when received from, or credited by, the depository.

h. Accumulated Annual and Sick Leave

The policy of the Town for annual and sick leave is based on length of employment with the Town. An employee with less than 18 months earns one and one-half hours of annual leave and one and one-half hours of sick leave biweekly; an employee with 18 months to 42 months earns three and one-third hours annual leave and three and one-third hours sick leave biweekly; an employee with over 42 months earns four and two-thirds hours annual leave and four and two-thirds hours sick leave biweekly. Upon termination, the employee will be paid for all accumulated annual leave, but all accumulated sick leave will be forfeited.

The total amount of accumulated annual and sick leave as of September 30, 1989 and 1988 was \$1,623.20 and \$1,398.00, respectively. Sick leave is not recorded when accrued, but rather charged to salaries expense when paid.

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

i. Comparative Data

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the Town's financial position and operations. However, comparative (i.e., presentation of prior year totals by fund type) data have not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

j. Total Columns on Combined Statement - General Purpose Financial Statements

Total columns on the Combined Statements - General Purpose Financial Statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 2 - DEPOSITS AND INVESTMENTS

At fiscal year end, the carrying amount of the Town's deposits was \$51,722.09 and the bank balance was \$54,032.23. These deposits were secured as described in the following paragraphs.

The Town is authorized to invest surplus public funds under Florida Statute 166.261. The Town maintains its deposits only with "Qualified Public Depositories" as defined in Chapter 280, Florida Statutes. All Qualified Public Depositories must place with the State Treasurer, securities which have a market value equal to 50% of all public funds on deposit at the end of each month in excess of any applicable deposit insurance. In the event of default by a qualified public depository, the state treasurer, will pay public depositors all losses. Losses in excess of insurance and collateral will be paid through assessments between all Qualified Public Depositories.

Under this method, all the Town's deposits including certificates of deposit are fully insured or collateralized with collateral held by the State Treasurer in the Town's name. This is the highest level of security as defined by Governmental Accounting Standards Board Statement Number 3.

NOTE 3 - RECEIVABLES - TAXES

The Town's taxes receivable is composed of ad valorem taxes and utility taxes.

Town of Cinco Bayou  
 NOTES TO FINANCIAL STATEMENTS  
 September 30, 1989

NOTE 3 - RECEIVABLES - TAXES (CONTINUED)

The Town's ad valorem taxes are assessed by the Okaloosa County Tax Assessor and collected by the Okaloosa County Tax Collector in accordance with the Laws of Florida. The Town Council retains the right and duty to set the millage. No accrual has been made for 1989 because, though legally assessed as of January 1, 1989, they are not due and payable until after the close of the fiscal year ended September 30, 1989.

The balance of taxes receivable is comprised of the following.

1988 Tax warrants	\$ 147.79
September, 1988 utility taxes	2,813.24
	-----
	\$ 2,961.03
	=====

NOTE 4 - DUE FROM OTHER GOVERNMENTS

Amounts due from other governments as of September 30, 1989 are as follows.

General Fund	
Cigarette tax	\$ 226.44
Local government half-cent sales tax for the months of August and September, 1989	2,463.63
Local option gas tax	664.28
Court fines	514.00
Other fines	250.00
	-----
Total due from other governments	\$4,118.35
	=====

NOTE 5 - FIXED ASSETS

A summary of changes in general fixed assets follows.

	Balance October 1, 1988	Additions	Deletions	Balance September 30, 1989
	-----	-----	-----	-----
Land	\$ 45,334.00	\$ 0	\$ 0	\$ 45,334.00
Buildings	21,248.11	178,017.72	0	199,265.83
Improvements other than buildings				
Park	81,573.42	4,972.17	0	86,545.59
Streets	146,764.06	6,438.00	0	153,202.06
Storm sewer system	41,717.91	0	0	41,717.91
Equipment	30,766.88	3,846.18	0	34,613.06
	-----	-----	-----	-----
Totals	\$367,404.38	\$193,274.07	\$ 0	\$560,678.45
	=====	=====	=====	=====

Town of Cinco Bayou  
NOTES TO FINANCIAL STATEMENTS  
September 30, 1989

NOTE 5 - FIXED ASSETS (CONTINUED)

Investments in General					
Fixed Assets					
From General Fund					
Revenues	\$333,982.38	\$193,274.07	\$	0	\$527,256.45
From Federal Revenue					
Sharing Revenues	33,422.00	0		0	33,422.00
	<u>-----</u>	<u>-----</u>	<u>-----</u>	<u>-----</u>	<u>-----</u>
	\$367,404.38	\$193,274.07	\$	0	\$560,678.45
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

NOTE 6 - REVENUES COLLECTED IN ADVANCE

During the current fiscal year, the Town collected, in advance, \$5,520.00 for 1989-90 occupational licenses.

NOTE 7 - FIRE PROTECTION

By the terms of an agreement between Ocean City/Wright Fire District and the Town, Ocean City/Wright Fire District furnishes fire protection to the Town at the same millage rate levied against the fire district. Effective May 1, 1989, the Town became part of the Ocean City/Wright Fire District and, as such, ad valorem millage for this protection is billed directly to the citizens of the Town.

**DRAFT**

Town of Cinco Bayou, Florida  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
Fiscal Year Ended September 30, 1989

With Comparative Actual Amounts for the Fiscal Year Ended September 30, 1988

	1989		Variance Favorable (Unfavorable)	1988 Actual
	Budget	Actual		
<b>REVENUES</b>				
<b>Taxes</b>				
Ad valorem taxes (net of discounts less penalties)	\$ 46,800.00	\$ 48,272.54	\$ 1,472.54	\$ 46,954.99
Sales and use taxes				
Local Option Gas Tax	8,200.00	7,234.40	(965.60)	6,340.67
Local Alternative Fuel Decal User Fee	0.00	2.97	2.97	3.95
Franchise fees				
Electricity	16,000.00	17,124.23	1,124.23	16,353.16
Natural gas	1,900.00	1,901.32	1.32	1,931.62
Cable television	1,000.00	1,145.26	145.26	1,019.26
Utility services taxes				
Electricity	16,000.00	17,802.90	1,802.90	17,274.92
Telephone	5,000.00	5,534.47	534.47	5,201.13
Water	3,250.00	3,338.72	88.72	3,521.82
Natural gas	3,500.00	2,996.51	(503.49)	3,484.14
Propane gas	0.00	15.75	15.75	16.31
Total taxes	101,650.00	105,369.07	3,719.07	102,101.97
Licenses and permits				
Regulatory licenses	6,500.00	6,494.50	(5.50)	7,074.00
Intergovernmental revenues				
State shared revenues				
Cigarette tax	1,300.00	1,418.73	118.73	1,560.87
Revenue sharing proceeds	21,997.00	21,997.00	0.00	21,997.00
Mobile home licenses	100.00	132.25	32.25	200.27
Alcoholic beverage license	1,000.00	1,007.00	7.00	577.60
Local government half-cent sales tax	13,000.00	12,256.92	(743.08)	12,638.49
Other local units shared revenues				
Occupational licenses	350.00	375.19	25.19	217.76
Total intergovernmental revenues	37,747.00	37,187.09	(559.91)	44,265.99
Fines and forfeits				
Court fines	1,000.00	1,815.00	815.00	2,905.50
Other fines and/or forfeits	0.00	321.00	321.00	157.50
Total fines and forfeits	1,000.00	2,136.00	1,136.00	3,063.00
Miscellaneous revenues				
Interest earnings	10,000.00	11,832.84	1,832.84	13,665.00
Other miscellaneous revenue	500.00	179.60	(320.40)	120.02
Total miscellaneous revenues	10,500.00	12,012.44	1,512.44	13,785.02
<b>Total revenues</b>	<b>157,397.00</b>	<b>163,199.10</b>	<b>5,802.10</b>	<b>163,215.98</b>

The accompanying notes are an integral part of these financial statements

Town of Cinco Bayou, Florida  
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL  
GENERAL FUND  
Fiscal Year Ended September 30, 1989

With Comparative Actual Amounts for the Fiscal Year Ended September 30, 1988

	1989		Variance Favorable (Unfavorable)	1988 Actual
	Budget	Actual		
<b>EXPENDITURES</b>				
Current				
General government services				
Financial and administrative				
Personal services				
Salaries and wages	39,100.00	39,462.70	(362.70)	35,459.95
Hospital tax	300.00	298.10	1.90	147.20
Workers' compensation	925.00	868.00	57.00	895.00
Unemployment Compensation	145.00	144.44	0.56	289.12
Total personal services	40,470.00	40,773.24	(303.24)	36,791.27
Operating expenditures				
Accounting and auditing	4,500.00	4,500.00	0.00	4,000.00
Total financial and administrative	44,970.00	45,273.24	(303.24)	40,791.27
Legal counsel				
Operating expenditures				
Professional services	6,000.00	5,728.25	271.75	4,028.55
Other general governmental services				
Operating expenditures				
Professional services	19,300.00	3,550.50	15,749.50	1,735.00
Other Contractual Services	220.00	220.00	0.00	220.00
Travel and per diem	9,200.00	9,251.34	(51.34)	7,286.74
Communications services	700.00	738.89	(38.89)	652.04
Transportation	400.00	496.10	(96.10)	293.56
Utility services	2,350.00	2,587.86	(237.86)	1,768.48
Insurance	3,200.00	2,779.00	421.00	2,280.00
Repairs and maintenance services	1,100.00	294.86	805.14	1,196.78
Other current charges and obligations	2,400.00	2,857.95	(457.95)	2,705.33
Office supplies	1,200.00	932.26	267.74	1,290.33
Operating supplies	2,400.00	4,649.81	(2,249.81)	3,271.29
Books, publications, subscriptions and memberships	970.00	1,093.65	(123.65)	949.00
Total operating expenditures	43,440.00	29,452.22	13,987.78	27,677.10
Grants and aids				
Aids to private organizations	400.00	355.00	45.00	350.00
Total other general governmental services	43,840.00	29,807.22	14,032.78	28,027.10
Total general government services	94,810.00	80,808.71	14,001.29	68,818.37
Public safety				
Law enforcement				
Operating expenditures				
Other contractual services	12,900.00	12,900.00	0.00	12,800.00
Fire control				
Operating expenditures				
Other contractual services	26,965.00	26,964.24	0.76	25,879.28
Total public safety	39,865.00	39,864.24	0.76	38,679.28

The accompanying notes are an integral part of these financial statements

Town of Cinco Bayou, Florida  
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 Fiscal Year Ended September 30, 1989

With Comparative Actual Amounts for the Fiscal Year Ended September 30, 1988

	1989		Variance Favorable (Unfavorable)	1988 Actual
	Budget	Actual		
EXPENDITURES (Continued)				
Current (Continued)				
Transportation				
Road and street facilities				
Personal services				
Salaries and wages	6,500.00	5,122.00	1,378.00	2,517.50
Operating expenditures				
Utility services	5,150.00	4,751.40	398.60	4,522.87
Repair and maintenance services	6,100.00	5,215.56	884.44	1,396.89
Operating supplies	500.00	0.00	500.00	291.16
Road materials and supplies	1,500.00	7.15	1,492.85	780.32
Total operating expenditures	13,250.00	9,974.11	3,275.89	6,991.24
Total transportation	19,750.00	15,096.11	4,653.89	9,508.74
Culture/recreation				
Parks and recreation				
Personal services				
Salaries and wages	2,600.00	2,666.50	(66.50)	5,027.50
Operating expenditures				
Other contractual services	5,100.00	5,510.00	(410.00)	2,475.00
Utilities	1,210.00	1,144.28	65.72	1,292.97
Repair and maintenance	500.00	823.33	(323.33)	375.37
Operating supplies	200.00	79.26	120.74	487.97
Total operating expenditures	7,010.00	7,556.87	(546.87)	9,658.81
Special events				
Operating expenditures				
Operating supplies	800.00	1,303.82	(503.82)	674.21
Total culture/recreation	10,410.00	11,527.19	(1,117.19)	10,333.02
Capital outlay				
Buildings	185,850.00	178,017.72	7,832.28	0.00
Improvements other than buildings	7,000.00	11,410.17	(4,410.17)	20,242.58
Machinery and equipment	0.00	3,846.18	(3,846.18)	2,961.91
Total capital outlay	192,850.00	193,274.07	(424.07)	23,204.49
Debt service				
Debt service - principal	0.00	0.00	0.00	4,600.00
Total debt service	0.00	0.00	0.00	4,600.00
Total expenditures	357,685.00	340,570.32	17,114.68	155,143.90
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(200,288.00)	(177,371.22)	22,916.78	8,072.08
FUND BALANCE - OCTOBER 1	209,000.00	208,999.96	(0.04)	200,927.88
FUND BALANCE - SEPTEMBER 30	\$ 8,712.00	\$ 31,628.74	\$ 22,916.74	\$ 208,999.96

The accompanying notes are an integral part of these financial statements



# Landscaping Recommendations

## December 5, 1989



<u>Foliage Type</u>	<u>Cost Each</u>	<u>Total Cost</u>
Jasmine	@ \$ 1.75	\$ 52.50
Crepe Myrtle	@ \$25.00	\$ 25.00
Azalea # 1 (60)	@ \$ 4.75	\$285.00
Camelia (2)	@ \$12.50	\$ 25.00
Azalea # 2 (70)	@ \$ 4.75	\$333.00
Boxwood		\$ 91.00
Hibiscus (4) <i>A</i>	@ \$ 5.50	\$ 22.00
<hr/>		<hr/>
	<b>Total</b>	<b>\$833.50</b>



Plus top soil, peat moss, which will run approximately \$1,000.00 for basic planting.

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Betty Gaga 

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Eli Glatze-Shelly 

RECEIVED  
12/5/89  
HKB

December 4, 1989

Mr Al Bachuk

As you may have seen I have removed the stairs from the building at 90 App Boulevard, installed siding on the lower portion of three walls, and have cut the stair runners for the new stairs. Siding material for the remainder of the building has been purchased and is on site.

I have had two workers to agree to remove the front addition and butt failed to show up on the last two week-ends. Presently I have a new person, Mr Wayne Boyette and one of his workers who have promised to help me as soon as they complete their present job, probably two weeks from now.

Since I feel that I have made some progress in removing some of the problem and have improved the overall look of the building, I am asking that you allow me some more time to complete this work. I will check with you in the next few days for further discussion.

Sincerely,  
Paul K. Howard