

TOWN OF CINCO BAYOU  
REGULAR COUNCIL MEETING MINUTES  
December 14, 2006 – 6:00 PM

Mayor Iovieno called the Regular Council meeting to order at 6:00 P.M. on Thursday, December 14, 2006. Following a silent prayer and the pledge of allegiance, roll call was taken:

Roll Call: Mayor Iovieno  
Mayor Pro Tem Koch  
Councilman Bratton  
Councilman Payne  
Councilman Chubb  
Councilman Caforio

A quorum was present. Also present at the meeting were: Town Manager/Clerk Nell Webb, Asst. Town Manager/Clerk Monika Gillette, Attorney Jeff McInnis, Deputy Jim Welch and Engineer Keith Fell.

### REGULAR BUSINESS

1. **Council Approval of Agenda:** Mayor Iovieno asked for acceptance of the agenda. Councilman Payne motioned to approve the agenda. Councilman Koch seconded the motion. The motion passed unanimously.
2. **Council Approval of Consent Agenda:** Mayor Iovieno asked for acceptance of the consent agenda including Council Approval of Consent Agenda: Minutes: Regular Council Meeting November 9, 2006, Vision Workshop, November 30, 2006, and Budget Status as of November 30, 2006. Councilman Payne motioned to accept the consent agenda. Councilman Chubb seconded the motion. The motion passed unanimously.

### DISCUSSION ITEMS

1. Hurricane Preparedness Plan: Mrs. Webb stated that she had an appointment with Mr. Sullivan of Wisco Electric on December 19 to develop a bid request for a generator for Town Hall.
2. CRA Update: Ms. Webb and Engineer Fell updated the council on a meeting they attended with the City of Fort Walton Beach and Gulf Power officials to possibly piggy back on the cities utility project. Attorney McInnis stated that an ad needed to be run for the bid opening and rating for grant and engineering administrators for the newly awarded CDBG grant.

### Reports

1. **Town Manager's Report:** Ms. Webb submitted a written report. She also updated the council on the 2005/2006 Annual Audit completed by O'Sullivan Creel. She stated that three items were noted in the Management Letter. The Auditors requested that they be recorded in the minutes for the record. 1. The cost of the sidewalk repair by Cinco Bayou Baptist Church was not recorded in the minutes. The council approved the repairs as an emergency repair. For the record the cost of the repair was \$1500 and the repairs were done in December 2005. 2. In April of 2006 two \$50,000 certificates of deposit were opened at Beach Community Bank with funds transferred from savings but were not recorded in the minutes. 3. Under certain circumstances such as the Mayor, Town Manager or Mayor Pro-tem being unavailable and due to the fact that two signatures are required on checks, occasionally checks are written prior to the normal check writing period and at times may include payroll check. The Auditors noted that in those particular instances no recorded verification of actual hours worked had been noted by the Town Manager. A Written verification notation on the employee time sheets for the Manager to sign signifying the actual hours worked

and actual hours compensated for are the same has been implemented. Councilman Payne asked Attorney McInnis if the Council could require the property owners of 6 Yacht Club to re-vegetate the property. Attorney McInnis stated that he would need to talk with the Town Manager and research the request. Ms. Webb stated that she had received a verbal request to demolish the foundation. Attorney McInnis stated that the Town may need to require new silt fencing to protect the property from erosion. Engineer Fell stated that he would need to review a demolition plan. Councilman Chubb asked for information about the sea wall repair in Frances Park. Ms. Webb stated she had not heard from DEP.

2. **Engineer's Report:** Engineer Fell updated the council on the Eglin Parkway Corridor project stating that he had a concern with obtaining access to the easements.

1. **Attorney's Report:** None given

2. **Community Officer's Report:** Deputy Welch submitted a written report..

**Public Comments/Requests:** None given

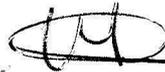
**Council Member's Comments/Reports:** Councilman Koch motioned to approve \$100 bonuses for each employee. Councilman Payne seconded the motion. A roll call vote was taken:

Councilman Bratton	yes
Councilman Chubb	yes
Councilman Koch	yes
Councilman Caforio	yes
Councilman Payne	yes

**Mayor's Report** – Mayor Iovieno that the Christmas Picnic was scheduled for 6:30 pm on Tuesday, December 19, 2006.

**Adjourn** – There being no further business, the meeting adjourned at 6:44 pm.

ATTEST:



Michael Iovieno, Mayor



Nell Webb  
Town Manager/Clerk

