### Town of Perdido Beach Council Meeting Minutes Town Hall – 9212 County Road 97 January 19, 2017 – 6:30pm

The Town Council of the Town of Perdido Beach met in regular session on January 19, 2017 at 6:30 pm at the Town Hall with Mayor Kae Hamilton presiding. Mayor Hamilton called the Meeting to order at 6:30 pm.

<u>Members Present</u>: Council Members: Mayor Kae Hamilton, Councilman Gary Kiefer, Councilman Steve Love, Councilman Thomas Bloxham, Councilman Andrew Stewart and Councilman Oliver Guilford.

Others Present: Marcus McDowell -Town Attorney; Lynn Thompson Town Clerk and Members of the Town.

Invocation:

Councilman Guilford

Pledge of Allegiance: Mr. Tom Cunningham, Jr.

**Public Comments:** 

None

ITEM: Minutes:

December 15, 2016 Combined Workshop and Council Meeting

December 16, 2016 Special Council Meeting Minutes

Motion by Councilman Love, second by Councilman Kiefer to approve the minutes.

No Discussion:

All in favor, motion carried to approve the minutes as presented.

**ITEM:** Financials: December Financial Report

Motion by Councilman Guilford, second by Councilman Stewart to approve the financial report.

No Discussion:

"YES"

Roll Call Vote:

Councilman Kiefer

Councilman Love

Councilman Bloxham

Councilman Stewart

Councilman Guilford

Mayor Hamilton

All in favor, motion carried to approve the financial report.

Guest Speaker(s): None

Presentations: None

"NO"

### Resolutions:

<u>ITEM:</u> RESOLUTION 2017-01 RESCINDING RESOLUTION 2016-26 AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT TO PURCHASE PROPERTY FOR A BOAT RAMP AND PIER FOR THE TOWN OF PERDIDO BEACH

\* (Ad hoc-Property Search Committee Recommendation) (Recommendation Attached)

Motion by Councilman Bloxham, second by Councilman Guilford for immediate Consideration.

Roll Call Vote:

"YES" "ABSTAIN" "NO"

Councilman Kiefer

Councilman Love

Councilman Bloxham

Councilman Stewart

Councilman Guilford

Mayor Hamilton

All in favor, motion carried unanimously for immediate consideration.

Motion by Councilman Love, second by Councilman Guilford to waive the reading.

All in favor motion carried to waive the reading.

Motion by Councilman Bloxham, second by Councilman Kiefer to adopt Resolution 2017-01.

### No Discussion:

"YES" "ABSTAIN" "NO"

Councilman Kiefer Councilman Love Councilman Bloxham Councilman Stewart Councilman Guilford

Mayor Hamilton

All in favor, motion carried unanimously.

ITEM: RESOLUTION 2017-02 AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENT WITH THE BALDWIN COUNTY COMMISSION AND APPROVE FUNDS FOR STRIPING AND SETTING PAVEMENT MARKERS ON COUNTY RD 97 INSIDE THE CORPORATE LIMITS OF THE TOWN OF PERDIDO BEACH

Motion by Councilman Love, second by Councilman Bloxham for immediate consideration.

"YES" Roll Call Vote:
"ABSTAIN"

Councilman Kiefer Councilman Love

"NO"

Councilman Bloxham Councilman Stewart Councilman Guilford Mayor Hamilton

All in favor, motion carried unanimously for immediate consideration.

Motion by Councilman Love, second by Councilman Bloxham to waive the reading.

All in favor motion carried to waive the reading.

Motion by Councilman Kiefer, second by Councilman Bloxham to adopt Resolution 2017-02.

No Discussion:

"YES" Roll Call Vote: "ABSTAIN"

"NO"

Councilman Kiefer Councilman Love Councilman Bloxham Councilman Stewart Councilman Guilford Mayor Hamilton

All in favor, motion carried unanimously to adopt Resolution 2017-02

ITEM: RESOLUTION 2017-03 APPROVAL TO RE-NEW A FIFTY THOUSAND (\$50,000) DOLLAR REVOLVING LINE OF CREDIT WITH CENTENNIAL BANK

Motion by Councilman Stewart, second by Councilman Guilford to adopt Resolution 2017-03

No discussion:

All in favor, motion approved.

### Motions/Request from Council:

<u>ITEM:</u> Refer back to the Planning Commission the recommendations to amend the Town of Perdido Beach Land Use and Zoning Ordinance. (Workshop Discussion)

**Discussion**: Council agreed that more detail was needed

Motion by Councilman Love, second by Councilman Stewart to send back to Planning Commission, the recommendations to amend the Planning and Zoning Ordinance.

### Committee Reports/Recommendations:

(Reports are given in Workshop – any recommendations for the Town Council will be added to the Council Meeting Agenda for consideration by the Council and discussed at that time)

• Ad Hoc – Property Search

- Beautification:
- Budget and Finance:
- Buildings and Grounds:
- Communication:
- · Public Safety:
- · Public Works:

### Council/Legal/Staff Comments:

Councilman Bloxham stated that he was pleased having the Workshop meeting and the Council meeting on separate days. Councilman Love stated that he agreed.

Public Comments: (For Discussion and/or consideration on the next Council Agenda)

### Other Business:

ITEM: Mayor's appointment to the Beautification Committee

Mayor Hamilton appointed Mrs. Carole Badner to the Beautification Committee

**ITEM:** Attorney Recommendation to Consider Entering Into Executive Session.

Motion by Councilman Stewart, second by Councilman Love to enter into Executive Session and reconvene for adjournment.

Roll Call Vote:

### No Discussion:

"YES"

Councilman Kiefer Councilman Love Councilman Bloxham Councilman Stewart Councilman Guilford Mayor Hamilton

All in favor, motion carried unanimously.

Motion by Councilman Stewart, second by Councilman Kiefer to close the Executive Session.

All in favor the motion carried.

#### Adjourn:

Being no further business there was a motion by Councilman Love, second by Mayor Hamilton to adjourn. The meeting ended at 7:45 pm.

ATTEST:

Kae Hamilton, Mayor

Lynn Thompson, Town Clerk

"NO"



### Town of Perdido Beach

RESOLUTION 2017-01 RESCINDING RESOLUTION 2016-26 AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT TO PURCHASE PROPERTY FOR A BOAT RAMP AND PIER FOR THE TOWN OF PERDIDO BEACH

WHEREAS, Section 11-43-56, Code of Alabama 1975, states: Management and control of finances and property of municipality. Except as otherwise provided, the council shall have the management and control of the finances and all the property, real and personal, belonging to the city or town; and

WHEREAS, Section 11-47-5, Code of Alabama 1975, states: Execution of contracts. Contracts entered into by a municipality shall be in writing, signed and executed in the name of the city or town by the officers authorized to make the same and by the party contracting. In cases not otherwise directed by law or ordinance, such contracts shall be entered into and executed by the mayor in the name of the city or town and all obligations for the payment of money by the municipality, except for bonds and interest coupons, shall be attested by the clerk. This section shall not be construed to cover purchases for the ordinary needs of the municipality.

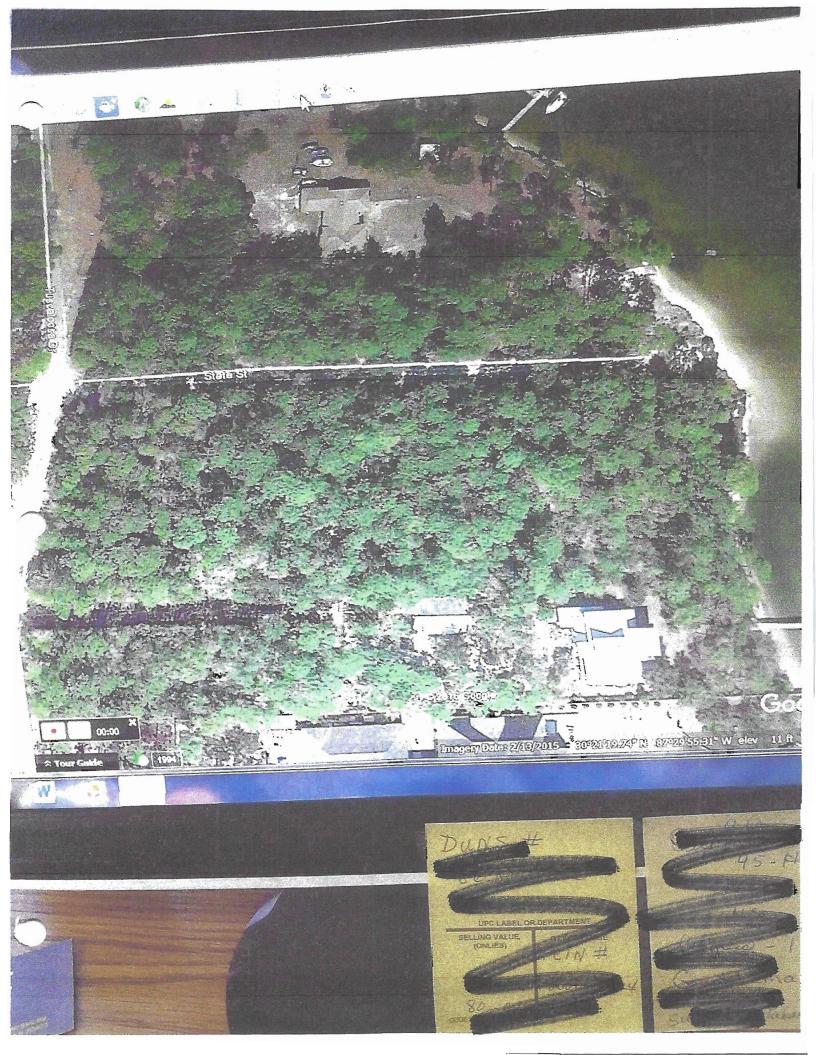
THEREFORE, BE IT RESOLVED that the Town Council does hereby authorize Mayor Hamilton to enter into a contract with Mr. Ken Crabtree, Associate RE/MAX PARADISE, 24037 Perdido Beach Boulevard, Orange Beach, AL 36561to make a fair offer on lots 1, 2, 3 and 4- block 14, Tuscaloosa Drive in Perdido Beach, AL., as a potential site for construction of a community pier and boat launch, contingent upon obtaining (1) a favorable Member Appraisal Institute (MAI) appraisal, (2) a Phase I Environmental Impact Study, (3) a Grass Bed Study (4) clear title and (5) suitable title insurance.

**FURTHER, BE IT RESOLVED** that the Town Council does hereby approve funds to perform the steps necessary, specifically, (MAI) Appraisal, Phase I Environmental Impact Study, Grass Bed Study for the completion of said contract. Any contracts associated with this approval shall be in writing, signed and executed by the Mayor in the name of the Town of Perdido Beach and all obligations for payment of compensation shall be attested by the clerk.

APPROVED this 19<sup>th</sup> day of January, 2017 by the Town Council in regular session assembled and under the Seal of the Town of Perdido Beach, Alabama.

Kae Hamilton, Mayor

Lynn Thompson, Town Clerk



Motion to Council:

Motion to allow Mayor to exter into a contigent contract on the property located at O Tugcalousa Drive Town of Perdido Brach, Al 36530, Lots 1,2,3,4. Configencies indud, State Contified Appairal, Level 1 Environmental study, And a grass bed Study.



#### Town of Perdido Beach

# RESOLUTION 2017-02 AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENT WITH THE BALDWIN COUNTY COMMISSION AND APPROVE FUNDS FOR STRIPING AND SETTING PAVEMENT MARKERS ON COUNTY RD 97 INSIDE THE CORPORATE LIMITS OF THE TOWN OF PERDIDO BEACH

WHEREAS, Section 11-43-56, Code of Alabama 1975, states: Management and control of finances and property of municipality. Except as otherwise provided, the council shall have the management and control of the finances and all the property, real and personal, belonging to the city or town; and

WHEREAS, Section 11-47-5, Code of Alabama 1975, states: Execution of contracts. Contracts entered into by a municipality shall be in writing, signed and executed in the name of the city or town by the officers authorized to make the same and by the party contracting. In cases not otherwise directed by law or ordinance, such contracts shall be entered into and executed by the mayor in the name of the city or town and all obligations for the payment of money by the municipality, except for bonds and interest coupons, shall be attested by the clerk. This section shall not be construed to cover purchases for the ordinary needs of the municipality.

THEREFORE, BE IT RESOLVED that the Town Council does hereby approve funds for entering into agreement with the Baldwin County Commission to assist the Town in its efforts to perform pavement striping and installing pavement markers on County Road 97 inside the corporate limits of the Town for a distance of 3.90 miles, pursuant to Town of Perdido Beach Resolution 2016-02 ADOPTING PUBLIC WORKS WORK ORDER POLICY "...all repairs costing in excess of \$500 must be submitted to the town council for approval."

(Exhibit B) attached:

1.	Equipment to be provided by Baldwin County Highway Dept.	\$1096.80
2.	Labor to be provided by the Baldwin County Highway Dept.	\$1200.00
3.	Material Cost Estimate to be provided by the Town of Perdido Beach	\$ <u>1890.90</u>

APPROVED this 19<sup>th</sup> day of January, 2017 by the Town Council in regular session assembled and under the Seal of the Town of Perdido Beach, Alabama.

Total

\$4187.70

ATTEST:

Lynn Thompson, Town Clerk



#### Town of Perdido Beach

### RESOLUTION 2017-03 APPROVAL TO RENEW A FIFTY THOUSAND (\$50,000) DOLLAR REVOLVING LINE OF CREDIT WITH CENTENNIAL BANK.

WHEREAS, the Town Council determines that it is in the best interest of the Town of Perdido Beach to renew a fifty thousand dollar (\$50,000) revolving line of credit; and

WHEREAS, the Town Council has full power and lawful authority to enter a Revolving Line of Credit Agreement with Centennial Bank.

NOW, THEREFORE, be it resolved that the Town Council of the Town of Perdido Beach does hereby adopt Resolution 2017-\_\_ APPROVAL TO RENEW A FIFTY THOUSAND (\$50,000) DOLLAR REVOLVING LINE OF CREDIT WITH CENTENNIAL BANK on the following terms:

Amount \$50,000
Term 24 Months
Interest Rate 4.75%
Principal Due Maturity

Principal Due Maturity
Interest Due Monthly

Purpose Working Capital

Renewal Fee \$195.00 Collateral Unsecured

AUTHORIZED REPRESENTATIVES:

Susan K. Hamilton, Mayor

Councilman Steve Love, Chairman Pro-Tempore

Lynn Thompson, Treasurer

APPROVED this 19th day of January, 2017 in regular session assembled and under the Seal of the Town of Perdido Beach, Alabama

ATTEST:

Lynn Thompson, Town Clerk

Kae Hamilton, Mayor

### Town of Perdido Beach Checking and Deposit Detail As of November 30, 2016

Туре	Date	Num	Name	Memo	Clr	Split	Amount	Balance
SSETS								226,777.02
Current Assets								193,777.02
Checking/Savings								193,777.02
1000 · Capital Imp								0.00
Total 1000 · Capita	I Improvement	Fund						0.00
1200 · General Ful								193,777.02
Paycheck	11/04/2016	2613	Lynn Thompson		X	-SPLIT-	-426.35	193,350.67
Check	11/07/2016	2614	Marcus McDowell-T	November Re	Х	5005 · Attorne	-1,000.00	192,350.67
Deposit	11/08/2016			Deposit	X	4750 · Ad valor	3,550.54	195,901.21
Deposit	11/08/2016			Deposit	Х	-SPLIT-	49.23	195,950.44
Check	11/08/2016	draft	Intuit-Quickbooks	Payroll update	X	5040 · Comput	-426.13	195,524.31
Check	11/10/2016	2615	Centurylink		X	5060 · Telepho	-258.42	195,265.89
Check	11/10/2016	2616	Riviera Utilities	Town Hall	X	5045 · Electric	-157.94	195,107.95
Check	11/10/2016	2617	Riviera Utilities	Storage Bldg	Х	5045 Electric	-22.29	195,085.66
Check	11/10/2016	2618	Enveloc, Inc.	Computer Ba	Х	5040 Comput	-18.50	195,067.16
Deposit Check	11/15/2016	alua ft	40.001	Deposit	Х	4750 · Ad valor	4,405.40	199,472.56
Check	11/15/2016 11/17/2016	draft 2619	AC Deluxe Business	Checks	Х	5011 · Interest/	-126.78	199,345.78
Check	11/17/2016	2620	Councilman Love	Mileage Reim	X	5090 · TRAVE	-63.72	199,282.06
Pavcheck	11/18/2016	2621	L & B Electric	lights in Mayo		5340 · BUILDI	<u>-90.00</u>	199,192.06
Paycheck	11/18/2016	2622	Lynn Thompson Lynn Thompson		X	-SPLIT-	-426.35	198,765.71
Deposit	11/21/2016	2022	Lynn montpson	Deposit	X X	-SPLIT- -SPLIT-	-426.35	198,339.36
Check	11/21/2016	2623	Volkert, Inc	Involuce # 00	X	-5PLII- 5602 · Stormw	30,815.91	229,155.27
Check	11/21/2016	2624	Elberta Pump Repair	pump repair	x	5340 · Stormw	-801.20	228,354.07
Check	11/21/2016	2625	AMERIGAS	tank rent	x	5050 · Gas Ex	-325.00 -79.00	228,029.07
Check	11/21/2016	2626	Baldwin County Soli	trash pickup	X	5046 Trash	-79.00 -63.00	227,950.07 227,887.07
Check	11/21/2016	2627	O'Neal Agency	insurance ren	X	5070 Insurance	-3,672.00	224,215.07
Deposit	11/22/2016		o rear rigology	Deposit	X	4520 · Sales T	33.08	224,248.15
Paycheck	11/25/2016	2628	Lynn Thompson	Бороон	Х	-SPLIT-	-455.54	223,792.61
Deposit	11/28/2016		23.111.1110.1110011	Deposit	X	4510 · Vehicle	685.35	224,477.96
Deposit	11/28/2016			Deposit	X	4520 · Sales T	22 <u>8.75</u>	224,706.71
Check	11/29/2016	2629	Underwood's Printing	Боровк	^	5095 · Misc.	<u>(-13.08)</u>	224,693.63
Deposit	11/30/2016		g	Interest	Х	4200 · Interest	16.79	224,710.42
Total 1200 · Genera	al Fund - Center	nnial				_	30,933.40	224,710.42
Total Checking/Saving	<b>j</b> s					-	30,933.40	224,710.42
Accounts Receivable	,							0.00
11000 · Accounts	Receivable							0.00
Total 11000 · Accor	unts Receivable	•						0.00
Total Accounts Receiv	rable					_		0.00
Other Current Assets	5							0.00
12000 - Undeposit	ed Funds							0.00
Total 12000 · Unde								0.00
12100 · Inventory	•							0.00

2:32 PM 01/18/17 Accrual Basis

### Town of Perdido Beach Checking and Deposit Detail As of December 31, 2016

						A STATE OF THE PARTY COURSE OF THE PARTY OF		
Туре	Date	Num	Name	Wemo	Cir	Split	Amount	Balance
ASSETS								257,710.42
Current Assets								224,710.42
Checking/Savings								224,710.42
1000 · Capital In	provement Fun	d						0.00
Total 1000 · Capit				,				0.00
1200 · General F	und - Centennial	1						224,710.42
Paycheck	12/02/2016	2631	Lynn Thompson		Х	-SPLIT-	-455.54	224,254.88
Check	12/02/2016	2630	1 Man & A Tractor	WO # 2016-11	Х	5360 · PUBLIC	-95.00	224,159.88
Deposit	12/05/2016			Deposit	X	4520 · Sales T	43.63	224,203.51
Deposit	12/05/2016			Deposit	X	4750 · Ad valor	1.688.89	225,892.40
Paycheck	12/09/2016	2632	Lynn Thompson		Х	-SPLIT-	-455.54	225,436.86
Check	12/09/2016	2633	Centurylink		Х	5060 · Telepho	-258.40	225,178.46
Check	12/09/2016	2634	Riviera Utilities	Town Hall	X	5045 · Electric	-130.20	225,04B.26
Check	12/09/2016	2635	Riviera Utilities	Storage Bldg	X	5045 · Electric	-22.05	225,026.21
Deposit	12/12/2016			Deposit	X	-SPLIT-	55.67	225,081.88
Deposit	12/12/2016			Deposit	X	4750 · Ad valor	6,638.36	231,720.24
Check	12/14/2016	2636	Marcus McDowell-T	December Re	X	5005 · Attorne	-1.000.00	230,720.24
Deposit	12/15/2016			Deposit	X	4520 · Sales T	5.65	230,725.89
Paycheck	12/16/2016	2638	Lynn Thompson	Dopton	X	-SPLIT-	-455.54	230,270.35
Check	12/16/2016	2645	Gulf Coast Media	VOID: adverti	X	5095 Misc.	0.00	230,270.35
General Journal	12/16/2016	36RR	Gulf Coast Media	For CHK 264	x	5095 Misc.	-192.00	230,078.35
General Journal	12/16/2016	36RR	Gulf Coast Media	Reverse of G	X	5095 · Misc.	192.00	230,270.35
Deposit	12/16/2016	00111	oun coust wedia	Deposit	Х	4510 · Vehicle	1.318.74	231,589.09
Check	12/16/2016	2637	Beachside Home &	Vinyl Siding T	x	5340 BUILDI	-1,302,50	230,286.59
Check	12/16/2016	2639	1 Man & A Tractor	Sign Installati	x	5360 PUBLIC	-375.00	
Check	12/16/2016	2640	Vulcan signs	Street Signs	X	5360 · PUBLIC	-671.10	229,911.59 229,240.49
Check	12/16/2016	2641	O'Neal Agency	Bonds for pub	x	5070 Insurance	-426.00	228,814,49
Check	12/16/2016	2642	Office Depot	bolids for pab	x	5020 Offices	-39.45	
Check	12/16/2016	2643	Enveloc, Inc.	November Ba	X	5040 · Comput	-39.45 -19.20	228,775.04
Check	12/16/2016	2644	Vulcan signs	Street Signs	x	5360 · PUBLIC		228,755.84
Deposit	12/20/2016	2044	Vuicaii sigiis		x		-569.40 -7.34	228,186.44
Deposit	12/20/2016			Deposit Deposit	X	4520 · Sales T	97.31	228,283.75
Deposit	12/21/2016			Deposit	X	4550 Busines	522.00	228,805.75
Deposit	12/22/2016				X	4550 · Busines	37.00	228,842.75
Paycheck	12/22/2016	2646	Lynn Thompson	Deposit		4900 · FRANC	1,043.35	229,886.10
Check	12/22/2016	2647	Beachside Home &	C1	Х	-SPLIT-	-455.54	229,430.56
		2047	beachside Home &	final payment	X	5340 BUILDI	-1,302.50	228,128.06
Deposit Deposit	12/23/2016 12/27/2016			Deposit	X	4550 · Busines	588.00	228,716.06
•	12/29/2016			Deposit	Х	4520 Sales T	831.70	229,547.76
Deposit Chook		2640	1 Man 8 A Ton -4	Deposit	X	4750 · Ad valor	6,136.70	235,684.46
Check	12/29/2016	2649	1 Man & A Tractor	WO # 2016-1		5360 · PUBLIC	-300.00	235,384.46
Check	12/29/2016	2650	1 Man & A Tractor	WO # 2016-1		5360 · PUBLIC	-60.00	235,324.46
Check	12/29/2016	2651	1 Man & A Tractor	November La		5340 · BUILDI	-115.00	235,209.46
Check	12/29/2016	2652	1 Man & A Tractor	December La		5340 · BUILDI	-115.00	235,094.46
Check	12/29/2016	2653	Riviera Utilities	Town Hall		5045 · Electric	-95.64	234,998.82
Check	12/29/2016	2654	Riviera Utilities	Storage Bldg		5045 · Electric	-29.88	234,968.94
Paycheck	12/30/2016	2648	Lynn Thompson			-SPLIT-	-455.54	234,513.40
Deposit	12/31/2016			Interest	Х	4200 · Interest	19.38	234,532.78

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# Special Revenue Reconciliation Detail 1200 · 4 & 5 Cent Gas Tax, Period Ending 12/31/2016

Туре	Date	Num	Name	Clr	Amount	Balance
Beginning Bala	nce					10,513.43
Cleared Tra	ansactions s and Credits - 2 ite	ms				
Deposit	12/12/2016			X	131.25	131.25
Deposit	12/31/2016			Χ _	0.90	132.15
Total De	posits and Credits			_	132.15	132.15
Total Cleare	ed Transactions			_	132.15	132.15
Cleared Balance				_	132.15	10,645.58
Register Balance as of 12/31/2016				_	132.15	10,645.58
Ending Balance	<b>:</b>				132.15	10,645.58

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# Special Revenue Reconciliation Detail 1300 · 7 Cent Gas Tax, Period Ending 12/31/2016

Туре	Date	Num	Name	Clr	Amount	Balance
Beginning Balar	nce					11,411.25
· Cleared Tra	ansactions					
Deposits	and Credits - 2 ite	ms				
Deposit	12/12/2016			X	151.52	151.52
Deposit	12/31/2016			X	0.98	152.50
Total Deposits and Credits					152.50	152.50
Total Cleare	ed Transactions			_	152.50	152.50
Cleared Balance				_	152.50	11,563.75
Register Balance as of 12/31/2016					152.50	11,563.75
Ending Balance					152.50	11,563.75

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## Town of Perdido Beach-Capital Improvement Fund Reconciliation Detail

Capital Improvement -Centennial, Period Ending 12/31/2016

Туре	Date	Num	Name	Clr	Amount	Balance
Beginning Bala Cleared Tr						42,399.35
Deposit	12/31/2016	111		Х	3.59	3.59
Total De	posits and Credits			3.59	3.59	
Total Clear	ed Transactions				3.59	3.59
Cleared Balance	e				3.59	42,402.94
Register Balance	e as of 12/31/2016				3.59	42,402.94
Ending Balance	е				3.59	42,402.94

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### Town of Perdido Beach Oil Acct Reconciliation Detail

Centennial Bank-SPECIAL ACCOUNT, Period Ending 12/31/2016

Туре	Date	Num	Name	Cir	Amount	Balance
Beginning Balanc Cleared Tran Checks an		tem				101,960.51
Check	12/16/2016	1133	Gulf Coast Media	X	-192.00	-192.00
Total Chec	ks and Payments				-192.00	-192.00
Deposits a	and Credits - 1 ite 12/31/2016	em		Х	12.95	12.95
Total Depo	sits and Credits				12.95	12.95
Total Cleared	Transactions				-179.05	-179.05
Cleared Balance				_	-179.05	101,781.46
Register Balance a	as of 12/31/2016			_	-179.05	101,781.46
Ending Balance				_	-179.05	101,781.46

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## Town of Perdido Beach Money Market Reconciliation Detail

Centennial Bank, Period Ending 12/31/2016

Туре	Date	Num	Name	Cir	Amount	Balance
Beginning Balar Cleared Tra		m				814,842.82
Deposit	12/31/2016			Х	103.53	103.53
Total Dep	posits and Credits		_	103.53	103.53	
Total Cleare	ed Transactions			_	103.53	103.53
Cleared Balance					103.53	814,946.35
Register Balance	e as of 12/31/2016			_	103.53	814,946.35
Ending Balance				_	103.53	814,946.35