

Town of Perdido Beach

Council Meeting

Town Hall- 9212 County Road 97

March 15, 2018- 6:30pm

Call to Order: Call to order at 6:30pm by Mayor Kae Hamilton.

Roll Call:

Council Members Present: Mayor Kae Hamilton, Councilman Gary Kiefer, Councilman Steve Love, Councilman Andrew Stewart, Councilman Oliver Guilford, Councilman Tom Bloxham.

Members absent: None

Lynn Thompson, Town Clerk was absent

Invocation and Pledge of Allegiance: Invocation and The Pledge of Allegiance was led by Councilman Oliver Guilford at 6:31pm.

Public Comments: Mayor Kae Hamilton opened the meeting to public comments at 6:32pm. Members of the public spoke at this time.

Minutes: Approval of the February 8, 2018 workshop and February 15 council Minutes. Councilman Andrew Stewart made the motion to approve the minutes with a seconded by Councilman Oliver Guilford. All in favor, motion carried.

Financials: Approval of February Financial Report. Councilman Oliver Guilford made the motion to approve the Financial Report, seconded by Councilman Andrew Stewart. All in favor, motion carried.

Guest Speaker: None.

Presentation: None.

Ordinances: None.

Resolutions: None.

Motions/Request from Council:

Motion to recommend the Planning Commission hold a public hearing to allow the public to voice an opinion for or against proposed text amendments to the Land Use and Zoning Ordinance as it pertains to the following articles:

1. **Article VI, Section 6.1.5**
 1. Change minimum lot size from 3 acres to 1 acre.

2. **Article XIX, Section 19A.11.1.**
 1. Amend the time requirement for rezoning from one year to 6 months.

3. **Article XXIII, Sections 23.2 Permitted Uses.**
 1. In the table of permitted uses under "OR"- Outdoor Recreation Park, playground, public park, public pier boat launch and other, change use from "C" conditional use to "P" permitted use.

Councilman Gary Kiefer made the motion to approve the recommendation with a second by Councilman Steve Love.

Roll Call Vote:

Mayor Hamilton: Yes

Councilman Stewart: Yes

Councilman Kiefer: Yes

Councilman Bloxham: Yes

Councilman Love: Yes

Councilman Guilford: Yes

All in favor, motion carried unanimously.

Committee Reports/Recommendations:

(Reports are given in Workshop- any recommendations for the Town Council added to the Council Meeting Agenda for consideration by the Council)

Council/Legal/Staff Comments:

Councilman Tom Bloxham stated that he would like to discuss the dedication of the new community building in the next workshop. He stated he would like it to be called the "Al Thompson Community Building".

Councilman Oliver Guilford stated that they are holding off on mowing until next month.

Councilman Steve Love stated he would like to hold a special workshop to discuss the design plan for the State Street property.

Public Comments: None

Other Business: None

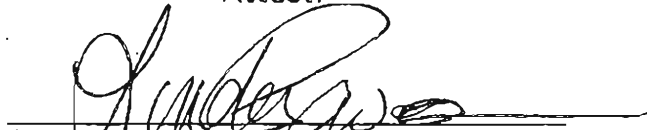
Adjourn: Being no further business there was a motion by Councilman Oliver Guilford seconded by Councilman Andrew Stewart to adjourn.

The meeting ended at 6:39 pm.



Kae Hamilton, Mayor

Attest:



Linda Pavasco, Acting Secretary

Town of Perdido Beach

ORDINANCE 2018-01 AN ORDINANCE REPEALING ORDINANCE 2014-05 DETERMINATION OF THE TOWN COUNCIL, REGARDING An Agreement for the Administration of the Perdido Beach Land Use and Zoning Ordinance 2011-02 and the Town of Perdido Beach Subdivision Regulations, SUCH DETERMINATION AS AUTHORIZED PURSUANT TO TITLE 11-102-1 THROUGH TITLE 11-102-8 OF THE CODE OF ALABAMA, 1975.

WHEREAS, the Town Council of the Town of Perdido Beach, Alabama has requested the services of the Baldwin County Planning and Zoning Department to assist with the administration of the Town's Land Use and Zoning Ordinance and Subdivision Regulations; and

WHEREAS, Title 11, Chapter 102 of the Code of Alabama, 1975, provides requirements for Common Service Contracts by Counties and Municipalities; and

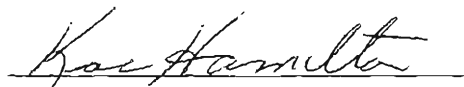
WHEREAS, the Town Council of the Town of Perdido Beach, Alabama, believes it is in the best interest of the Town and its citizens to enter into an agreement with Baldwin County, Alabama, to assist the Town with the administration of its Land Use and Zoning Ordinance and Subdivision Regulations; and

WHEREAS, the requirements of Title 11, Chapter 102 of the Code of Alabama, 1975, as it relates to Common Service Contracts by Counties and Municipalities, have been met.

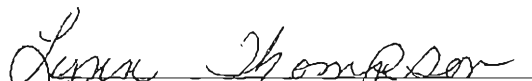
NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL of the Town of Perdido Beach, Alabama, Ordinance 2014-05 is hereby repealed.

DONE, under the Seal of the Town of Perdido Beach, Alabama, on this the 19th day of **April, 2018**

Attest:



Kae Hamilton, Mayor



Lynn Thompson, Town Clerk

TOWN OF PERDIDO BEACH Certificate of Publication. This is to certify that Ordinance Number 2018-01, Town of Perdido Beach, Alabama was published by posting on at least three (3) Bulletin Boards in the Town from April 20, 2018 to May 20, 2018.

- 1) Town Hall
- 2) Perdido Beach Volunteer Fire Department
- 3) Perdido Beach Baptist Church
- 4) St. Andrews by the Sea Church



Lynn Thompson, Town Clerk

Budget and Finance Meeting Report
Town Council Meeting
March 8, 2018

- The Committee met March 6, 2018 and is continuing to review the various financial reports to ensure expenditures are in line with the budget. Income and expenses seem to be in line for the month of February excluding paving cost.
 - The General Fund had \$205,668.28 in it as of 02/28/2018. This number is like your checking account and varies daily. The income for the first 5 months of this fiscal year is around \$6,000 ahead of the budget projection. Expenses are in line with the Budget at this time, with the only outliers being the property tax paid for the property on State Street and the trash pickup.
 - The special BP account has \$118,509.76 left in it which represents the money remaining to be spent on the State Street project. The special BP checking account has \$210,000.00 remaining in it. This money is committed to remodeling of the storage building
 - The Town has now obtained a credit card from Centennial Bank and they have agreed to waive the fee.
 - The committee is reviewing the Town Clerk job description, job duties, salary range, and criteria for raises, as requested by Council. These will be presented to the council for approval when completed.

Respectfully Submitted,

Steve Love

CHECKING ACCOUNT ENDING BALANCES AS OF February 28, 2018

General Operating Fund Account	\$205,380.24	
4 & 5 Cent Gas Tax Account	\$584.73	
7 Cent Gas Tax Account	\$659.39	
Capital Improvement Fund Account	\$103.49	
Special Account Money Market	\$118,509.76	Committed to boat launch project
Special Account	\$210,000.00	Committed to remodeling storage building

Town of Perdido Beach Checking and Deposit Detail As of February 28, 2018

Cash Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Original Amount	Paid Amount	Balance
ASSETS										236,661.82
Current Assets										203,661.82
Checking/Savings										203,661.82
1000 · Capital Improvement Fund										0.00
Total 1000 · Capital Improvement Fund										0.00
1200 · General Fund - Centennial										203,661.82
Deposit	02/01/2018			Deposit		X	-SPLIT-	3,114.49	3,114.49	206,776.31
Deposit	02/01/2018			Deposit		X	-SPLIT-	1,100.42	1,100.42	207,876.73
Deposit	02/01/2018			Deposit		X	-SPLIT-	568.81	568.81	208,445.54
Check	02/01/2018	2898	US Postal Service	(2) rolls stam...		X	5025 · US Pos...	-112.90	-112.90	208,332.64
Paycheck	02/02/2018	2899	Lynn Thompson			X	-SPLIT-	-469.79	-469.79	207,862.85
Check	02/05/2018	2900	1 Man & A Tractor	January Law...		X	5340 · BUILDI...	-135.00	-135.00	207,727.85
Check	02/08/2018	2901	Marcus McDowell-T...	February Ret...		X	5005 · Attorne...	-1,000.00	-1,000.00	206,727.85
Deposit	02/08/2018			Deposit		X	-SPLIT-	35.22	35.22	206,763.07
Paycheck	02/09/2018	2906	Lynn Thompson			X	-SPLIT-	-469.79	-469.79	206,293.28
Check	02/09/2018	2902	Riviera Utilities	Storage Bldg		X	5045 · Electric...	-22.13	-22.13	206,271.15
Check	02/09/2018	2903	Riviera Utilities	Town Hall		X	5045 · Electric...	-93.97	-93.97	206,177.18
Check	02/09/2018	2904	Centurylink			X	5060 · Teleph...	-264.19	-264.19	205,912.99
Check	02/09/2018	2905	Enveloc, Inc.	January back...		X	5040 · Comput...	-22.00	-22.00	205,890.99
Deposit	02/09/2018			Deposit		X	4750 · Ad valo...	669.12	669.12	206,560.11
Deposit	02/09/2018			Deposit		X	-SPLIT-	365.87	365.87	206,925.98
Deposit	02/09/2018			Deposit		X	-SPLIT-	1,237.96	1,237.96	208,163.94
Check	02/12/2018	2907	Baldwin County Soli...			X	5046 · Trash ...	-174.00	-174.00	207,989.94
Deposit	02/12/2018			Deposit		X	4523 · Simple...	460.48	460.48	208,450.42
Deposit	02/14/2018			Deposit		X	-SPLIT-	1,089.55	1,089.55	209,539.97
Paycheck	02/16/2018	2908	Lynn Thompson			X	-SPLIT-	-469.79	-469.79	209,070.18
Deposit	02/22/2018			Deposit		X	-SPLIT-	95.12	95.12	209,165.30
Deposit	02/22/2018			Deposit		X	4750 · Ad valo...	639.30	639.30	209,804.60
Paycheck	02/23/2018	2911	Lynn Thompson		Salary	X	-SPLIT-	-499.98	-499.98	209,304.62
Check	02/23/2018	2909	Grant, Sanders & T...	audit year en...		X	5010 · Accoun...	-5,250.00	-5,250.00	204,054.62
Check	02/23/2018	2910	Office Depot			X	5020 · Offices ...	-288.04	-288.04	203,766.58
Deposit	02/23/2018			Deposit		X	-SPLIT-	740.74	740.74	204,507.32
Deposit	02/26/2018			Deposit		X	4520 · ALDOR...	378.89	378.89	204,886.21
Deposit	02/28/2018			Deposit		X	-SPLIT-	478.11	478.11	205,364.32
Deposit	02/28/2018			Interest		X	4200 · Interest...	15.92	15.92	205,380.24
Total 1200 · General Fund - Centennial									1,718.42	205,380.24
Total Checking/Savings									1,718.42	205,380.24
Accounts Receivable										0.00
11000 · Accounts Receivable										0.00
Total 11000 · Accounts Receivable										0.00
Total Accounts Receivable										0.00
Other Current Assets										0.00
12000 · Undeposited Funds										0.00

Town of Perdido Beach
Profit & Loss Budget Performance
 February 2018

	Feb 18	Budget	Oct '17 - Feb 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
.4901 - OTHER INCOME	0.00		13.47		
4000 - INCOME					
4100 - Donations	0.00		0.00	0.00	0.00
4200 - Interest Income	15.92	16.67	90.81	83.31	200.00
4300 - Motor vehicle (MV) License Tax	8.05	14.75	98.20	73.75	177.00
4319 - Added Excise Tax	5.41	8.34	25.40	41.62	100.00
4328 - Petroleum Fees	21.76	20.84	115.17	104.12	250.00
4333 - Offshore Oil/Gas Distribution	0.00	0.00	456.62	400.00	400.00
4460 - Alabama Trust fund	0.00		0.00	0.00	0.00
4510 - Vehicle Advalorem/Probate Judge	422.82	833.34	3,929.92	4,166.62	10,000.00
4520 - ALDOR - Sales Tax	442.61	833.34	5,167.34	4,166.66	10,000.00
4521 - ABC Tax - State of Alabama	0.00	8.34	33.25	41.62	100.00
4522 - Lodgings Tax	35.05		739.93		
4523 - Simplest Tax	460.48		1,673.11		
4550 - Business Licenses	7,266.58	3,602.00	15,582.58	7,648.00	16,500.00
4600 - Production Privilege	0.00		0.00	0.00	0.00
4750 - Ad valorem/Property Tax	1,306.42		38,291.51	40,000.00	40,000.00
4800 - Miscellaneous	0.00	208.34	260.00	1,041.66	2,500.00
4850 - Permit Fees	125.00		125.00	150.00	150.00
4900 - FRANCHISE FEES	881.55	1,383.64	4,347.22	6,818.16	60,000.00
Total 4000 - INCOME	10,993.65	6,909.60	70,956.06	64,735.52	140,377.00
4400 - Grant Money					
4403 - Stormwater Management	0.00		0.00	0.00	0.00
4404 - Storage Bldg BP	0.00	0.00	0.00	0.00	0.00
4405 - Property & Boat Launch	0.00		0.00	0.00	0.00
Total 4400 - Grant Money	0.00	0.00	0.00	0.00	0.00
4901 - CARRY OVER FUNDS					
4901 - CARRY OVER FUNDS	0.00		0.00	42,000.00	42,000.00
4902 - Transfer from Special Revenue	0.00		24,728.51	73,000.00	73,000.00
4903 - Transfer from Capital Improveme	0.00		46,250.95		
Total Income	10,993.65	6,909.60	143,948.99	179,735.52	255,377.00
Gross Profit	10,993.65	6,909.60	143,948.99	179,735.52	255,377.00
Expense					
5000 - GENERAL GOVERNMENT DEPARTMENT					
5005 - Attorney Fees	1,000.00	1,000.00	5,000.00	5,000.00	12,000.00
5010 - Accounting	5,250.00	0.00	5,250.00	5,250.00	5,250.00
5011 - Interest/Fees	0.00	16.67	2,837.76	83.31	200.00
5012 - State cost of tax collections					
5012-A - deduction for cost of collectio	3.65		3.65		
Total 5012 - State cost of tax collections	3.65		3.65		
5020 - Offices Supplies	288.04	91.67	457.85	458.31	1,100.00
5025 - US Postal Service	112.90	100.00	364.70	250.00	500.00
5030 - Web Site Expense	0.00	0.00	454.95	500.00	1,000.00
5040 - Computer Expense	22.00	166.67	585.60	833.31	2,000.00
5046 - Electric Expense	116.10	150.00	709.52	750.00	1,800.00
5046 - Trash Pkck Up	174.00	100.00	348.00	200.00	400.00
5050 - Gas Expense	0.00		82.00	400.00	400.00
5054 - Security Support	0.00	0.00	0.00	0.00	5,000.00
5058 - Security System	0.00	0.00	100.00	0.00	400.00
5060 - Telephone & DSL	264.19	291.67	1,306.95	1,458.31	3,500.00
5070 - Insurance	0.00		4,897.00	4,500.00	4,500.00
5085 - Training/Dues	0.00		1,008.00	2,000.00	2,000.00
5090 - TRAVEL EXPENSE	0.00		0.00	1,500.00	1,500.00
6095 - Misc.	0.00		190.49	3,189.00	3,189.00

Town of Perdido Beach
Profit & Loss Budget Performance
 February 2018

	Feb 18	Budget	Oct '17 - Feb 18	YTD Budget	Annual Budget
5200 · Planning Commission	0.00		0.00	500.00	500.00
5201 · Zoning Board of Adjustment	0.00		0.00	500.00	500.00
5300 · COMMITTEES					
5310 · AD HOC Bicentennial	0.00		0.00	500.00	500.00
5320 · BEAUTIFICATION COMMITTEE	0.00		32.34	500.00	500.00
5340 · BUILDING & GROUNDS COMMITTEE	135.00		1,775.73	5,000.00	5,000.00
5345 · COMMUNICATION COMMITTEE	0.00		0.00	500.00	600.00
5350 · SAFETY COMMITTEE	0.00		0.00	1,000.00	1,000.00
5380 · PUBLIC WORKS COMMITTEE	0.00		147,752.00	165,000.00	165,000.00
Total 5300 · COMMITTEES	135.00		149,560.07	172,500.00	172,500.00
Total 5000 · GENERAL GOVERNMENT DEPARTMENT	7,365.86	1,916.68	173,166.54	199,872.24	218,239.00
5425 · Carry Over & Shared funds 12-13	0.00		0.00	0.00	0.00
5502 · Stormwater Management Grant	0.00		0.00	0.00	0.00
5603 · Storage Bldg	0.00		0.00	0.00	0.00
5604 · Property & Boat Launch	0.00		0.00	0.00	0.00
66000 · PAYROLL EXPENSES	2,842.52	2,750.00	13,638.42	13,750.00	33,000.00
Total Expense	10,008.40	4,666.68	186,804.95	213,622.24	251,239.00
Net Ordinary Income	985.25	2,242.92	-42,855.97	-33,886.72	4,138.00
Net Income	985.25	2,242.92	-42,855.97	-33,886.72	4,138.00

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03/01/18

Town of Perdido Beach-Capital Improvement Fund

Reconciliation Detail

Capital Improvement -Centennial, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						103.48
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	02/28/2018			X	0.01	0.01
Total Deposits and Credits					0.01	0.01
Total Cleared Transactions					0.01	0.01
Cleared Balance					0.01	103.49
Register Balance as of 02/28/2018					0.01	103.49
Ending Balance					0.01	103.49

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03/01/18

**Town of Perdido Beach Money Market
Reconciliation Detail
Centennial Bank, Period Ending 02/28/2018**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						118,496.12
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	02/28/2018			X	13.64	13.64
Total Deposits and Credits					13.64	13.64
Total Cleared Transactions					13.64	13.64
Cleared Balance					13.64	118,509.76
Register Balance as of 02/28/2018					13.64	118,509.76
Ending Balance					<u>13.64</u>	<u>118,509.76</u>

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03/01/18

Town of Perdido Beach Oil Acct
Reconciliation Detail
Centennial Bank-SPECIAL ACCOUNT, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						226,389.68
Cleared Transactions						
Checks and Payments - 2 items						
Check	02/01/2018	1144	E J Builders	X	-13,212.60	-13,212.60
Check	02/16/2018	1145	E J Builders	X	-3,202.00	-16,414.60
Total Checks and Payments					-16,414.60	-16,414.60
Deposits and Credits - 1 item						
Deposit	02/28/2018			X	24.92	24.92
Total Deposits and Credits					24.92	24.92
Total Cleared Transactions					-16,389.68	-16,389.68
Cleared Balance					-16,389.68	210,000.00
Register Balance as of 02/28/2018					-16,389.68	210,000.00
Ending Balance					-16,389.68	210,000.00

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03/01/18

**Special Revenue
Reconciliation Detail**
1300 - 7 Cent Gas Tax, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						528.75
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	02/28/2018			X	0.05	0.05
Deposit	03/08/2018			X	130.59	130.64
Total Deposits and Credits					130.64	130.64
Total Cleared Transactions					130.64	130.64
Cleared Balance					130.64	659.39
Register Balance as of 02/28/2018					130.64	659.39
Ending Balance					130.64	659.39

**Special Revenue
Reconciliation Detail**
1200 · 4 & 5 Cent Gas Tax, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						471.66
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	02/28/2018			X	0.04	0.04
Deposit	03/08/2018			X	113.03	113.07
Total Deposits and Credits					113.07	113.07
Total Cleared Transactions					113.07	113.07
Cleared Balance					113.07	584.73
Register Balance as of 02/28/2018					113.07	584.73
Ending Balance					113.07	584.73

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03/01/18

Town of Perdido Beach
Reconciliation Summary
1200 - General Fund - Centennial, Period Ending 02/28/2018

	<u>Feb 28, 18</u>
Beginning Balance	203,751.82
Cleared Transactions	
Checks and Payments - 15 items	-9,073.54
Deposits and Credits - 15 items	10,990.00
	<u>1,916.46</u>
Total Cleared Transactions	1,916.46
Cleared Balance	<u>205,668.28</u>
Uncleared Transactions	
Checks and Payments - 1 item	-288.04
	<u>-288.04</u>
Total Uncleared Transactions	-288.04
Register Balance as of 02/28/2018	<u>205,380.24</u>
Ending Balance	205,380.24