

Town of Perdido Beach
Council Meeting
Town Hall – 9212 County Road 97
August 9, 2018 – Immediately Following Workshop Meeting

The Town Council of the Town of Perdido Beach met in regular meeting on August 9, 2018, at Town Hall, immediately following Workshop with Mayor Kae Hamilton presiding. Mayor Hamilton called the Meeting to order at 6:42 pm.

Members Present: Council Members: Mayor Kae Hamilton, Councilman Steve Love and Councilman Thomas Bloxham and Councilman Guilford.

Members Absent: Councilman Gary Kiefer and Councilman Andrew Stewart

Others Present: Marcus Mc Dowell-Town Attorney, Lynn Thompson- Town Clerk and Members of the Town.

Public Comments: None

Minutes:

ITEM: **Approve** July 12 Workshop, July 12 Council Meeting Minutes.

Motion by Councilman Love, second by Councilman Bloxham to approve the minutes as presented

No Discussion.

All in favor to approve the minutes as presented.

Financial Report:

ITEM: **Approve** July Financial Report

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

No Discussion.

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

Presentations: None

Ordinances: None

Resolutions: None

Motions/Request from Council: None

COMMITTEE REPORTS

(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-Alabama Bicentennial Celebration Committee:

Chair-Councilman Andrew Stewart

Beautification Committee-Chair Mayor Kae Hamilton:

Budget and Finance Committee-Chair Councilman Steve Love

Buildings & Grounds Committee-Chair Councilman Tom Bloxham:

Communication Committee-Chair Steve Foster:

Public Safety-Chair Councilman Gary Kiefer:

Public Works-Chair Councilman Oliver Guilford:

There were no committee recommendations to the Council.

Council/Legal/Staff Comments:

Public Comments:

(For discussion and/or consideration on the next Council Workshop Agenda)

On behalf of the Bon Secour Chapter of DAR, discuss and consider a request that the Town of Perdido Beach declare September 17, 2018, as Constitution Day and the week of September 17 -23, 2018, as Constitution Week.

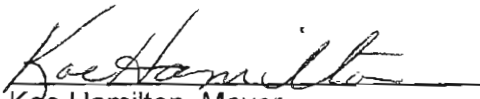
Constitution Day commemorates the formation and signing of the U.S. Constitution by thirty-nine men on September 17, 1787, recognizing all who are born in the United States or by naturalization, have become citizens.

Other Business:


None

Adjourn:

Being no further business there was a motion by Councilman Guilford, second by Councilman Bloxham to adjourn. The meeting ended at 6:55 pm.


Kae Hamilton, Mayor

ATTEST:


Lynn Thompson, Town Clerk



WHEREAS: The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS: September 17, 2018, marks the two hundred and thirty-first anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS: It is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

NOW, THEREFORE I, Kae Hamilton by virtue of the authority vested in me as Mayor of the Town of Perdido Beach, Alabama do hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Perdido Beach to be affixed this 13th day of September of the year of our Lord two thousand eighteen.

Signed Kae Hamilton

Attest Lynn Thompson

SEAL



Town of Perdido Beach
Profit & Loss Budget Performance
 July 2018

	Jul 18	Budget	Oct '17 - Jul 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	17.35	16.67	177.22	166.66	200.00
4300 · Motor vehicle (MV) License Tax	14.39	14.75	194.95	147.50	177.00
4319 · Added Excise Tax	6.74	8.34	80.71	83.32	100.00
4329 · Petroleum Fees	25.07	20.84	181.90	208.32	250.00
4333 · Offshore Oil/Gas Distribution	0.00	0.00	456.62	400.00	400.00
4450 · Alabama Trust fund	0.00		148.54	0.00	0.00
4510 · Vehicle Advalorem/Probate Judge	0.00	833.34	7,746.74	8,333.32	10,000.00
4520 · ALDOR - Sales Tax	1,698.93	833.34	11,117.29	8,333.36	10,000.00
4521 · ABC Tax - State of Alabama	0.00	8.34	33.25	83.32	100.00
4522 · Lodgings Tax	398.84		1,765.61		
4523 · SimpleSell Tax	334.78		3,286.14		
4550 · Business Licenses	82.00	148.00	18,475.74	16,204.00	16,500.00
4600 · Production Privilege	0.00		0.00	0.00	0.00
4760 · Ad valorem/Property Tax	0.00		39,729.30	40,000.00	40,000.00
4800 · Miscellaneous	80.00	208.34	1,917.95	2,083.36	2,500.00
4850 · Permit Fees	0.00		200.00	150.00	150.00
4852 · Land Use & Land disturbance	50.00		275.00		
4900 · FRANCHISE FEES	858.76	1,363.64	8,633.08	13,636.36	60,000.00
4000 · INCOME - Other	0.00		1,162.00		
Total 4000 · INCOME	3,546.86	3,455.60	95,582.04	89,829.52	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
4406 · Property & Boat Launch	0.00		0.00	0.00	0.00
4406 · Alabama Bicentennial Commission	2,500.00		2,500.00		
Total 4400 · Grant Money	2,500.00	0.00	2,500.00	0.00	0.00
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 Improve	0.00		46,250.95		
Total Income	6,046.86	3,455.60	171,074.97	204,829.52	255,377.00
Gross Profit	6,046.86	3,455.60	171,074.97	204,829.52	255,377.00
Expense					
5000 · GENERAL GOVERNMENT DEPARTMENT					
5005 · Attorney Fees	1,000.00	1,000.00	10,000.00	10,000.00	12,000.00
5010 · Accounting	0.00	0.00	5,250.00	5,250.00	5,250.00
5011 · Interest/Fees	0.00	16.67	2,837.76	166.66	200.00
5012 · State cost of tax collections					
5012-A · deduction for cost of collectio	38.04		50.94		
5012 · State cost of tax collections - Other	0.00		25.04		
Total 5012 · State cost of tax collections	38.04		105.98		
5020 · Offices Supplies	248.48	91.67	912.48	916.66	1,100.00
5025 · US Postal Service	33.96	0.00	513.11	450.00	500.00
5030 · Web Site Expense	355.00	0.00	809.95	1,000.00	1,000.00
5040 · Computer Expense	22.00	166.67	934.35	1,666.66	2,000.00
5045 · Electric Expense	177.95	150.00	1,432.40	1,500.00	1,800.00
5046 · Trash Pick Up	0.00	0.00	522.00	300.00	400.00
5050 · Gas Expense	0.00		82.00	400.00	400.00
5054 · Security Support	1,478.40	1,000.00	1,940.40	3,000.00	5,000.00
5056 · Security System	0.00	25.00	375.00	350.00	400.00
5060 · Telephone & DSL	266.46	291.67	2,618.13	2,916.66	3,500.00

Town of Perdido Beach
Profit & Loss Budget Performance
 July 2018

	Jul 18	Budget	Oct '17 - Jul 18	YTD Budget	Annual Budget
5070 · Insurance	0.00		4,897.00	4,500.00	4,500.00
5085 · Training/Dues	0.00		1,020.00	2,000.00	2,000.00
5090 · TRAVEL EXPENSE	0.00		0.00	1,500.00	1,500.00
5095 · Misc.	2,207.42		2,899.07	3,189.00	3,189.00
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		2,915.73	5,000.00	5,000.00
5345 · COMMUNICATION COMMITTEE	0.00		0.00	500.00	500.00
5350 · SAFETY COMMITTEE	3,315.00		3,519.35	1,000.00	1,000.00
5360 · PUBLIC WORKS COMMITTEE	150.00		151,528.28	165,000.00	165,000.00
Total 5300 · COMMITTEES	3,600.00		157,995.70	172,500.00	172,500.00
Total 5000 · GENERAL GOVERNMENT DEPARTMENT	9,427.71	2,741.68	195,145.33	212,605.64	218,239.00
5426 · Carry Over & Shared funds 12-13	0.00		0.00	0.00	0.00
5602 · 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	1,791.30	2,750.00	26,068.02	27,500.00	33,000.00
68900 · Reconciliation Discrepancies	0.02		0.01		
Total Expense	11,219.03	5,491.68	221,213.36	240,105.64	251,239.00
Net Ordinary Income	-5,172.17	-2,036.08	-50,138.39	-35,276.12	4,138.00
Net Income	-5,172.17	-2,036.08	-50,138.39	-35,276.12	4,138.00

Town of Perdido Beach Checking and Deposit Detail As of July 31, 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
ASSETS									237,227.08
Current Assets									204,227.08
Checking/Savings									204,227.08
Capital Improvement Fund									0.00
Deposit	07/25/2018			Transferred fu...			1200 · General...	-2,629.75	-2,629.75
Total Capital Improvement Fund									-2,629.75
1000 · Capital Improvement Fund									0.00
Total 1000 · Capital Improvement Fund									0.00
1200 · General Fund - Centennial									204,227.08
Check	07/02/2018	2974	Riviera Utilities	Town Hall		X	5045 · Electric ...	-124.34	204,102.74
Check	07/02/2018	2975	Riviera Utilities	Community C...		X	5045 · Electric ...	-53.61	204,049.13
Check	07/02/2018	2976	Centurylink			X	5060 · Telepho...	-266.46	203,782.67
Deposit	07/02/2018			Deposit		X	-SPLIT-	87.00	203,869.67
Paycheck	07/06/2018	2979	Lynn Thompson		Salary	X	-SPLIT-	-109.27	203,760.40
Deposit	07/09/2018			Deposit		X	-SPLIT-	46.20	203,806.60
General Journal	07/09/2018	40RR...	Centennial Bank	Reverse of G...			5095 · Misc.	154.58	203,961.18
Check	07/10/2018	2978	US Postal Service	Certified mail		X	5025 · US Post...	-6.91	203,954.27
Deposit	07/10/2018			Deposit		X	-SPLIT-	70.00	204,024.27
Check	07/12/2018	2980	Marcus McDowell-T...	July Retainer		X	5005 · Attorne...	-1,000.00	203,024.27
Deposit	07/12/2018			Deposit		X	4523 · Simple...	334.78	203,359.05
Paycheck	07/13/2018	2981	Lynn Thompson		Salary	X	-SPLIT-	-403.55	202,955.50
Check	07/17/2018	2982	1 Man & A Tractor	Lawn Mtc To...		X	5340 · BUILDI...	-135.00	202,820.50
Deposit	07/18/2018			Deposit		X	-SPLIT-	298.38	203,118.88
Deposit	07/18/2018			Deposit		X	4406 · Alabam...	2,500.00	205,618.88
Deposit	07/18/2018			Deposit		X	-SPLIT-	893.76	206,512.64
Check	07/18/2018	2983	Precision Commerci...	per work orde...		X	5360 · PUBLIC...	-150.00	206,362.64
Check	07/18/2018	2984	Centennial Bank	chairs security		X	5095 · Misc.	-2,336.66	204,025.98
Check	07/18/2018	2985	Enveloc, Inc.	June Backup		X	5040 · Comput...	-22.00	204,003.98
Check	07/18/2018	2986	Inner Parish Securit...	Security @ w...		X	5054 · Security...	-369.60	203,634.38
Check	07/18/2018	2987	Inner Parish Securit...	Security @ w...		X	5054 · Security...	-246.40	203,387.98
Check	07/18/2018	2988	Inner Parish Securit...	Security @ w...		X	5054 · Security...	-246.40	203,141.58
Check	07/18/2018	2989	Inner Parish Securit...	Security @ w...		X	5054 · Security...	-369.60	202,771.98
Check	07/18/2018	2990	Foster & Foster Aut...	Website Main...		X	5030 · Web Sit...	-355.00	202,416.98
Check	07/18/2018	2991	Radarsign, LLC	Speed radarsi...		X	5350 · SAFET...	-3,315.00	199,101.98
Check	07/18/2018	2992	US Postal Service	Certified mail ...		X	5025 · US Post...	-27.05	199,074.93
Paycheck	07/20/2018	2993	Lynn Thompson		Salary	X	-SPLIT-	-403.55	198,671.38
Deposit	07/24/2018			Deposit		X	-SPLIT-	259.27	198,930.65
Liability Check	07/25/2018	draft	Alabama Dept. of R...	R006270618		X	2400 · Payroll ...	-333.01	198,597.64
Liability Check	07/25/2018	draft	United States Treas...	80-0472714		X	-SPLIT-	-2,082.36	196,515.28
Liability Check	07/25/2018	draft	St. of Alabama Dept...	0784782379		X	-SPLIT-	-9.83	196,505.45
Deposit	07/25/2018			Deposit		X	Capital Improv...	2,629.75	199,135.20
Check	07/25/2018	2994	Inner Parish Securit...	Security @ w...		X	5054 · Security...	-246.40	198,888.80
Check	07/25/2018	2997	Office Depot			X	5020 · Offices ...	-140.81	198,747.99
Check	07/25/2018	2998	Office Depot			X	5020 · Offices ...	-65.33	198,682.66
Check	07/25/2018	2999	Office Depot			X	5020 · Offices ...	-42.34	198,640.32
Check	07/25/2018	3000	Jerry Reagan	Reim,burse fo...			5095 · Misc.	-25.34	198,614.98

11:31 AM

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Accrual Basis

Town of Perdido Beach
Checking and Deposit Detail
As of July 31, 2018

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	07/26/2018			Deposit		X	4520 · ALDOR...	1,502.08	200,117.06
Paycheck	07/26/2018	3001	Lynn Thompson		Salary		-SPLIT-	-403.53	199,713.53
General Journal	07/31/2018	41RR...		Balance Adju...		X	66900 · Recon...	-0.02	199,713.51
Deposit	07/31/2018			Interest		X	4200 · Interest ...	17.35	199,730.86
Total 1200 · General Fund - Centennial								-4,496.22	199,730.86
Total Checking/Savings								-7,125.97	197,101.11
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
Total 12000 · Undeposited Funds									0.00
12100 · Inventory Asset									0.00
Total 12100 · Inventory Asset									0.00
Total Other Current Assets									0.00
Total Current Assets								-7,125.97	197,101.11
Fixed Assets									0.00
Total Fixed Assets									0.00
Other Assets									33,000.00
13000 · Town Hall - Building									33,000.00
Total 13000 · Town Hall - Building									33,000.00
1500 · Tax Receivable - Audit									0.00
Total 1500 · Tax Receivable - Audit									0.00
Total Other Assets									33,000.00
TOTAL ASSETS								-7,125.97	230,101.11
LIABILITIES & EQUITY									237,227.08
Liabilities									240,252.08
Current Liabilities									237,821.88
Accounts Payable									237,626.91
20000 · Accounts Payable									237,243.58
Total 20000 · Accounts Payable									237,243.58
5700 · Adam Stewart Architects									383.33
Total 5700 · Adam Stewart Architects									383.33
Total Accounts Payable									237,626.91

Town of Perdido Beach-Capital Improvement Fund
Reconciliation Detail
Capital Improvement -Centennial, Period Ending 07/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,026.39
Cleared Transactions						
Checks and Payments - 1 item						
Check	07/25/2018	Transfer	Transfer to general ...	X	-2,629.75	-2,629.75
Total Checks and Payments					-2,629.75	-2,629.75
Deposits and Credits - 1 item						
Deposit	07/31/2018			X	0.46	0.46
Total Deposits and Credits					0.46	0.46
Total Cleared Transactions					-2,629.29	-2,629.29
Cleared Balance					-2,629.29	3,397.10
Register Balance as of 07/31/2018					-2,629.29	3,397.10
Ending Balance					-2,629.29	3,397.10

If for radar sign

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Town of Perdido Beach Money Market
Reconciliation Detail
Centennial Bank, Period Ending 07/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						118,569.19
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	07/31/2018			X	15.11	15.11
Total Deposits and Credits					15.11	15.11
Total Cleared Transactions					15.11	15.11
Cleared Balance					15.11	118,584.30
Register Balance as of 07/31/2018					15.11	118,584.30
Ending Balance					15.11	118,584.30

Town of Perdido Beach
Reconciliation Summary
 1200 - General Fund - Centennial, Period Ending 07/31/2018

	Jul 31, 18
Beginning Balance	205,856.66
Cleared Transactions	
Checks and Payments - 30 items	-14,570.76
Deposits and Credits - 13 items	8,638.57
Total Cleared Transactions	-5,932.19
Cleared Balance	199,924.47
Uncleared Transactions	
Checks and Payments - 3 items	-583.45
Deposits and Credits - 2 items	1,656.66
Total Uncleared Transactions	1,073.21
Register Balance as of 07/31/2018	200,997.68
New Transactions	
Checks and Payments - 4 items	-835.94
Deposits and Credits - 2 items	1,813.18
Total New Transactions	977.24
Ending Balance	201,974.92

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Town of Perdido Beach Oil Acct
Reconciliation Detail
Centennial Bank-SPECIAL ACCOUNT, Period Ending 07/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						28,865.16
Cleared Transactions						
Checks and Payments - 1 item						
Check	07/18/2018	1153	Helmich Electric	X	-400.00	-400.00
Total Checks and Payments					-400.00	-400.00
Deposits and Credits - 1 item						
Deposit	07/31/2018			X	2.44	2.44
Total Deposits and Credits					2.44	2.44
Total Cleared Transactions					-397.56	-397.56
Cleared Balance					-397.56	28,467.60
Register Balance as of 07/31/2018					-397.56	28,467.60
Ending Balance					-397.56	28,467.60

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Special Revenue Reconciliation Detail

1200 - 4 & 5 Cent Gas Tax, Period Ending 07/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,069.87
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	07/09/2018			X	137.93	137.93
Deposit	07/31/2018			X	0.10	138.03
Total Deposits and Credits					138.03	138.03
Total Cleared Transactions					138.03	138.03
Cleared Balance					138.03	1,207.90
Register Balance as of 07/31/2018					138.03	1,207.90
Ending Balance					138.03	1,207.90

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Special Revenue
Reconciliation Summary
1300 · 7 Cent Gas Tax, Period Ending 07/31/2018

	<u>Jul 31, 18</u>
Beginning Balance	1,218.94
Cleared Transactions	
Deposits and Credits - 2 items	<u>158.65</u>
Total Cleared Transactions	<u>158.65</u>
Cleared Balance	<u>1,377.59</u>
Register Balance as of 07/31/2018	1,377.59
Ending Balance	1,377.59

Budget and Finance Meeting Report
Town Council Meeting
July 10, 2018

- The Committee met July 10, 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 June with expenses being \$1524.73 over budget and the year to date numbers for income and expense after factoring out the paving of Escambia (Income of \$92,035.18 and Expense \$94,994.33).
 - The General Fund had \$204,381.66 in it as of 06/30/2018. This number is like your checking account and varies daily. Income remains ahead of the budget projection by \$5661.26. Expenses are in line with the Budget at this time and actually lower than projected. This will even out as the months pass. We have to remain vigilant of Budget constraints.
 - The special BP account has \$118,569.19 left in it which represents the money remaining to be spent on the State Street project. The special BP checking account has \$28865.16 remaining in it as of 6/30/18. Of this money \$25,143.69 is committed to remodeling of the storage building.
 - The committee began preliminary work on next year's budget and will have a draft for the Council to review in September.
 - 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 discussion at the July Council workshop.

Respectfully Submitted,

Steve Love