

Town of Perdido Beach
Special Council Meeting in Place of Regular January 18th Meeting that was canceled
due to lack of a quorum
Town Hall – 9212 County Road 97
January 25, 2018 – 10:30 am

1. Call to Order:

2. Roll Call:

3. Invocation:

4. Pledge of Allegiance:

5. Public Comments:

6. Minutes: Approve December 14, 2017 Combined Workshop & Council Meeting Minutes

7. Financials: Approve December Financial Report

8. Guest Speakers:

9. Presentations:

10. Ordinances:

11. Resolutions:

RESOLUTION 2018-____ REPEALING RESOLUTION 2013-25 AND 2016-16____ TO CONFIRM THE APPOINTMENT OF CLERK/TREASURER FOR THE 2016-2020 ADMINISTRATION. (First Reading)

RESOLUTION 2018-__ AMENDING RESOLUTION 2017-17 ADOPTING 2017-2018 ANNUAL BUDGET (Section 3 wording)

12. Motions/Request from Council:

- Approve, by motion, budget and finance committee recommendation to obtain a town credit card.

13. 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)

- Ad Hoc-Alabama Bicentennial Celebration Committee Councilman Andrew Stewart-Chair
- Beautification: Mayor Hamilton-Chair
- Budget and Finance: Councilman Steve Love-Chair
- Buildings and Grounds: Councilman Tom Bloxham-Chair
- Communication: Mr. Steve Foster-Chair
- Public Safety: Councilman Gary Kiefer-Chair
- Public Works: Councilman Oliver Guilford-Chair

14. Council/Legal/Staff Comments:

15. Public Comments:

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

16. Other Business:

17. Adjourn:

Town of Perdido Beach
Council Meeting @ Town Hall – 9212 County Road 97
January 18, 2018 – 6:30pm

1. Call to Order:

2. Roll Call:

3. Invocation:

4. Pledge of Allegiance:

5. Public Comments:

*No Meeting due to lack of a
quorum*

6. Minutes: Approve December 14, 2017 Combined Workshop & Council Meeting Minutes

7. Financials: Approve December Financial Report

8. Guest Speakers:

9. Presentations: Matt Taylor, CPA or Leah Meador, CPA-Grant, Sanders & Taylor, P. C. will present the Town's financial audit for September 30, 2017.

10. Ordinances:

11. Resolutions:

RESOLUTION 2018-____ REPEALING RESOLUTION 2013-25 AND 2016-16____ TO CONFIRM THE APPOINTMENT OF CLERK/TREASURER FOR THE 2016-2020 ADMINISTRATION. (First Reading)

RESOLUTION 2018-___ AMENDING RESOLUTION 2017-17 ADOPTING 2017-2018 ANNUAL BUDGET (Section 3 wording)

RESOLUTION 2018-___ AUTHORIZING THE MAYOR TO SIGN AND SUBMIT STATE-LOCAL DISASTER ASSISTANCE AGREEMENT, FEMA 4349-DR-AL, BETWEEN THE STATE OF ALABAMA AND THE TOWN OF PERDIDO BEACH. (First Reading).

12. Motions/Request from Council:

- Approve, by motion, budget and finance committee recommendation to obtain a town credit card.

13. 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)

- Ad Hoc-Alabama Bicentennial Celebration Committee Councilman Andrew Stewart-Chair
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- Budget and Finance: Councilman Steve Love-Chair
- Buildings and Grounds: Councilman Tom Bloxham-Chair
- Communication: Mr. Steve Foster-Chair
- Public Safety: Councilman Gary Kiefer-Chair
- Public Works: Councilman Oliver Guilford-Chair

14 .Council/Legal/Staff Comments:

15. Public Comments:

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

16. Other Business:

17. Adjourn:

Town of Perdido Beach
Special Council Meeting to Replace Regular January 18, Regular Council Meeting.
Town Hall – 9212 County Road 97
January 25, 2018 – 10:30 am

The Town Council of the Town of Perdido Beach held a Special Council Meeting on January 25, 2018 at 10:30 am at the Town Hall with Mayor Kae Hamilton presiding. Mayor Hamilton called the Meeting to order at 10:30 am.

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

Members Absent: Councilman Andrew Stewart

Others Present: Lynn Thompson Town Clerk and Members of the Town.

Invocation and Pledge of Allegiance: Suspended

Presentations:

Public Comments: None

Minutes: December 14, 2017 Combined Workshop and Council Meeting

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

Council Members voting in favor: Tom Bloxham, Oliver Guilford, Mayor Hamilton and Steve Love. Abstained: Gary Kiefer.

Motion carried to approve the minutes as presented.

Financials:

Motion by Councilman Love, second by Councilman Bloxham to approve the financial report for December 2017.

Motion carried to approve the financial report as presented.

- o Councilman Love-Budget and Finance Committee stated that the committee is continuing to review spending to ensure that expenditures are in line with the budget. (Full Written Report Attached)

Ordinances: None

Resolutions:

ITEM: RESOLUTION 2018-__ TO REPEAL RESOLUTION 2013-25 AND RESOLUTION 2016-16 A RESOLUTION TO CONFIRM THE APPOINTMENT OF TOWN CLERK/TREASURER FOR THE 2016-2020 ADMINISTRATION. (First Reading)

Motion by Councilman Love, second by Councilman Bloxham to table RESOLUTION 2018-__ TO REPEAL RESOLUTION 2013-25 AND RESOLUTION 2016-16 A RESOLUTION TO CONFIRM THE APPOINTMENT OF TOWN CLERK/TREASURER FOR THE 2016-2020 ADMINISTRATION until the next meeting. (First Reading)

ITEM: RESOLUTION 2018-02 AMENDING RESOLUTION 2017-17 ADOPTING 2017-2018 ANNUAL BUDGET.

Motion by Councilman Kiefer, second by Councilman Bloxham to adopt Resolution 2018-02.

Discussion:

Roll Call Vote:
“ABSTAIN”

“YES”

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

“NO”

All in favor, motion carried unanimously.

Motions/Requests from the Council:

ITEM: Town credit card.

Motion by Councilman Love, second by Councilman Bloxham for the Town to apply for a credit card for to use to make small purchases for incidentals instead of writing a check.

All in favor, motion carried unanimously.

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:

Buildings & Grounds Committee-Chair Councilman Tom Bloxham:

Communication Committee-Chair Steve Foster:

Public Safety-Chair Councilman Gary Kiefer:

Public Works-Chair Councilman Oliver Guilford:

Council/Legal/Staff Comments

Councilman Love stated that he would like to see the Town start planning the design for the boat launch

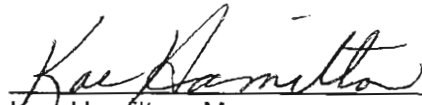
Public Comments:

Mrs. Karen Gross commented on importance of committees with a budget should be required to keep committee meeting minutes.
A lengthy discussion continued on committee spending, pre planning and setting priorities for committee projects.

Other Business: None


Adjourn:

Being no further business there was a motion by Councilman Guilford, second by Councilman Love to adjourn. The meeting ended at 10:50



Kae Hamilton, Mayor

ATTEST:



Lynn Thompson, Town Clerk



Town of Perdido Beach

RESOLUTION 2018-03 AMENDING RESOLUTION 2017-17 ADOPTING 2017/2018 ANNUAL BUDGET Amending Section 3

WHEREAS, Section 11-43-57, Code of Alabama, 1975, states that in all cities under the mayor-council form of government, the council shall appropriate the sums necessary for the expenditures of the several municipal departments; and

WHEREAS, Section 11-43-81, Code of Alabama, 1975, makes the mayor the chief executive in charge of municipal administration; and

WHEREAS, the Town of Perdido Beach, having no formal departments and no staff apart from the Town Clerk/Treasurer, performs day to day operations and emergencies by Council approved contracts, executed and administered by the Mayor; and

WHEREAS, Mayor Hamilton does hereby submit to the Council of the Town of Perdido Beach, Alabama, the 2017/2018 Annual Budget for Council approval, hereto attached.

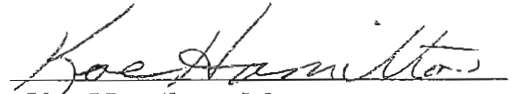
NOW THEREFORE, BE IT RESOLVED by the Council of the Town of Perdido Beach, Alabama, that the 2017/2018 Annual Budget attached hereto is hereby approved and adopted by the Council of the Town of Perdido Beach, Alabama and the resulting execution of this budget shall comply with the following:

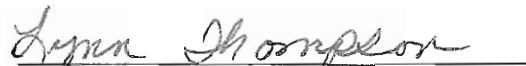
1. Items that are outlined for the ongoing operation and administration of town business and emergencies shall be spent without further Council notification or requirements.
2. Items that require additional resolutions and result in a signed contract with outside entities will be approved through normal Council meetings and operations.
3. The remaining items outlined in the 2017/2018 Budget, namely those outlined under the various committees, **that exceed the budgeted amount**, shall require additional information to be submitted to Council to obtain approval for the expenditure.

4. Any uncommitted funds remaining in budget line items at the end of the fiscal year will be returned to the General Fund.

Adopted this 25th day of Jan. 2018, by the Town Council in regular session assembled and under the Seal of the Town of Perdido Beach, Alabama.

ATTEST:


Kae Hamilton, Mayor


Lynn Thompson, Town Clerk

CHECKING ACCOUNT ENDING BALANCES AS OF DECEMBER 31, 2017

General Operating Fund Account	\$181,021.06	
4 & 5 Cent Gas Tax Account	\$346.27	
7 Cent Gas Tax Account	\$384.07	
Capital Improvement Fund Account	\$103.47	
Special Account Money Market	\$118,481.03	Committed to boat launch project
Special Account	\$229,135.83	Committed to remodeling storage building

11:48 AM
 01/10/18
 Accrual Basis

Town of Perdido Beach
Checking and Deposit Detail
 As of December 31, 2017

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
ASSETS									224,404.42
Current Assets									191,404.42
Checking/Savings									191,404.42
1000 · Capital Improvement Fund									0.00
Total 1000 · Capital Improvement Fund									0.00
1200 · General Fund - Centennial									191,404.42
Check	12/01/2017	2859	Centurylink			X	5060 · Telepho...	-261.65	191,142.77
Check	12/01/2017	2860	1 Man & A Tractor	November La...		X	5340 · BUILDI...	-135.00	191,007.77
Check	12/01/2017	2861	Riviera Utilities	Town Hall Bui...		X	5045 · Electric ...	-109.62	190,898.15
Check	12/01/2017	2862	Riviera Utilities	Storage Buildi...		X	5045 · Electric ...	-22.41	190,875.74
Paycheck	12/01/2017	2863	Lynn Thompson			X	-SPLIT-	-456.49	190,419.25
Check	12/05/2017	2864	Perdido Beach VFD	donation		X	5085 · Training...	-300.00	190,119.25
Deposit	12/06/2017			Deposit		X	4750 · Ad valor...	2,334.14	192,453.39
Check	12/07/2017	2865	O'Neal Agency	Clerk Notary ...		X	5070 · Insurance	-50.00	192,403.39
Paycheck	12/08/2017	2866	Lynn Thompson			X	-SPLIT-	-456.49	191,946.90
Deposit	12/08/2017			Deposit		X	-SPLIT-	57.23	192,004.13
Check	12/12/2017	2867	Arrow Exterminators	Termite treat...		X	5340 · BUILDI...	-299.00	191,705.13
Check	12/12/2017	2868	Safety Coatings	Replace coati...		X	5360 · PUBLIC...	-2,523.00	189,182.13
Check	12/12/2017	2869	Vulcan signs	Speed Limit S...		X	5360 · PUBLIC...	-131.50	189,050.63
Check	12/12/2017	2870	Vulcan signs	Marker		X	5360 · PUBLIC...	-8.50	189,042.13
Check	12/12/2017	2871	Enveloc, Inc.	Caomputer b...		X	5040 · Comput...	-22.00	189,020.13
Deposit	12/13/2017			Deposit		X	4523 · Simple...	274.56	189,294.69
Check	12/14/2017	2872	Marcus McDowell-T...	December Re...		X	5005 · Attorne...	-1,000.00	188,294.69
Deposit	12/14/2017			Deposit		X	4800 · Miscella...	180.00	188,474.69
Paycheck	12/15/2017	2875	Lynn Thompson			X	-SPLIT-	-456.49	188,018.20
Check	12/15/2017	2873	Borden Engineering ...	Overseeing p...		X	5360 · PUBLIC...	-1,872.50	186,145.70
Check	12/15/2017	2874	Langford Tree Service	Tree Branch t...		X	5360 · PUBLIC...	-13,995.00	172,150.70
Deposit	12/18/2017			Deposit		X	4520 · ALDOR...	5.41	172,156.11
Deposit	12/20/2017			Deposit		X	-SPLIT-	1,281.51	173,437.62
Check	12/20/2017	2876	US Postal Service	5 Rolls of Sta...		X	5025 · US Post...	-245.00	173,192.62
Check	12/20/2017	2877	Precision Commerci...	#171218 Clea...		X	5360 · PUBLIC...	-100.00	173,092.62
Deposit	12/20/2017			Deposit		X	-SPLIT-	258.00	173,350.62
Check	12/22/2017	2878	Arrow Exterminators	Termite Service		X	5340 · BUILDI...	-213.00	173,137.62
Paycheck	12/22/2017	2879	Lynn Thompson			X	-SPLIT-	-456.49	172,681.13
Deposit	12/22/2017			Deposit		X	4520 · ALDOR...	237.60	172,918.73
Deposit	12/26/2017			Deposit		X	4750 · Ad valor...	5,252.10	178,170.83
Deposit	12/27/2017			Deposit		X	4520 · ALDOR...	1,978.08	180,148.91
Paycheck	12/29/2017	2880	Lynn Thompson			X	-SPLIT-	-456.49	179,692.42
Deposit	12/31/2017			Interest		X	4200 · Interest ...	15.66	179,708.08
Total 1200 · General Fund - Centennial									-11,696.34
Total Checking/Savings									-11,696.34
Accounts Receivable									0.00
11000 · Accounts Receivable									0.00
Total 11000 · Accounts Receivable									0.00

County Road 97 Resurfacing Costs As of 1-9-18

Advertisement for bids	Gulf Coast Media	Invoice # 263261	\$432.00
Resurfacing	Bill Patterson Construction	Invoice # 4815	\$125,862.50
Overseer	Borden Engineering	Invoice # 265793	\$1530.00
Overseer	Borden Engineering	Invoice # 501753	\$1872.50
Striping Paint	Safety Coatings	Invoice # 170874	\$2523.00
Markers	3M	Invoice # TP09054	\$124.00
Labor Striping/Installation of Markers	BC Highway Dept		<u>\$816.28</u>
		(Outstanding until work is complete)	
			\$132,344.00

11:50 AM
01/08/18

Town of Perdido Beach
Reconciliation Summary
1200 · General Fund - Centennial, Period Ending 12/31/2017

	<u>Dec 31, 17</u>
Beginning Balance	122,792.30
Cleared Transactions	
Checks and Payments - 21 items	-26,735.99
Deposits and Credits - 15 items	84,964.75
Total Cleared Transactions	<u>58,228.76</u>
Cleared Balance	<u>181,021.06</u>
Uncleared Transactions	
Checks and Payments - 4 items	-1,312.98
Total Uncleared Transactions	<u>-1,312.98</u>
Register Balance as of 12/31/2017	<u>179,708.08</u>
New Transactions	
Checks and Payments - 2 items	-2,611.89
Deposits and Credits - 1 item	8.96
Total New Transactions	<u>-2,602.93</u>
Ending Balance	<u>177,105.15</u>

12:11 PM

01/08/18

Special Revenue Reconciliation Detail

1200 · 4 & 5 Cent Gas Tax, Period Ending 12/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						213.58
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	12/08/2017			X	132.66	132.66
Deposit	12/31/2017			X	0.03	132.69
Total Deposits and Credits					132.69	132.69
Total Cleared Transactions					132.69	132.69
Cleared Balance					132.69	346.27
Register Balance as of 12/31/2017					132.69	346.27
New Transactions						
Deposits and Credits - 1 item						
Deposit	01/08/2018				125.35	125.35
Total Deposits and Credits					125.35	125.35
Total New Transactions					125.35	125.35
Ending Balance					258.04	471.62

**Special Revenue
Reconciliation Detail
1300 · 7 Cent Gas Tax, Period Ending 12/31/2017**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						230.79
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	12/08/2017			X	153.25	153.25
Deposit	12/31/2017			X	0.03	153.28
Total Deposits and Credits					153.28	153.28
Total Cleared Transactions					153.28	153.28
Cleared Balance					153.28	384.07
Register Balance as of 12/31/2017					153.28	384.07
New Transactions						
Deposits and Credits - 1 item						
Deposit	01/08/2018				144.64	144.64
Total Deposits and Credits					144.64	144.64
Total New Transactions					144.64	144.64
Ending Balance					297.92	528.71

11:58 AM

01/08/18

Town of Perdido Beach-Capital Improvement Fund
Reconciliation Summary
Capital Improvement -Centennial, Period Ending 12/31/2017

	Dec 31, 17
Beginning Balance	103.46
Cleared Transactions	
Deposits and Credits - 1 item	0.01
Total Cleared Transactions	0.01
Cleared Balance	103.47
Register Balance as of 12/31/2017	103.47
Ending Balance	103.47

12:21 PM

01/08/18

Town of Perdido Beach Oil Acct
Reconciliation Detail
Centennial Bank-SPECIAL ACCOUNT, Period Ending 12/31/2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						229,106.64
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2017			X	29.19	29.19
Total Deposits and Credits					29.19	29.19
Total Cleared Transactions					29.19	29.19
Cleared Balance					29.19	229,135.83
Register Balance as of 12/31/2017					29.19	229,135.83
Ending Balance					29.19	229,135.83

12:25 PM
01/08/18

Town of Perdido Beach Money Market
Reconciliation Detail
Centennial Bank, Period Ending 12/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						118,465.94
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2017			X	15.09	15.09
Total Deposits and Credits					15.09	15.09
Total Cleared Transactions					15.09	15.09
Cleared Balance					15.09	118,481.03
Register Balance as of 12/31/2017					15.09	118,481.03
Ending Balance					15.09	118,481.03