

Town of Perdido Beach
Council Workshop Meeting
Town Hall – 9212 County Road 97
January 11, 2018 – 6:30pm

The Town Council of the Town of Perdido Beach met in Workshop Meeting on January 11, 2018 at 6:30 pm at the Town Hall with Mayor Kae Hamilton presiding. Mayor Hamilton called the Meeting to order at 6:30 pm.

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

Members Absent: Councilman Andrew Stewart and Councilman Guilford

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

Invocation: Councilman Love

Pledge of Allegiance: All

Presentations:

- Ms. Heather Reed, Consultant-Ecological Consulting Services

Ms. Reed explained to the Council her goal, to help the Town secure funding from various government grants to help the Town finance various projects the Town desires to perform for its citizens.

Council discussed a possible letter of agreement between Ms. Reed and the Town, asking her to seek out certain grants, then executing an agreement outlining Ecological Consulting Services (ECS) deliverables and the Town's expectations.

Public Comments: None

The Town Council discussed business that included:

- **Minutes:** December 14, 2017 Combined Workshop & Council Meeting Minutes
- **Financials:** December /Financial Report
(Full Written Report Attached)
- **Ordinances:** None
- **Resolutions:**
 - 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.
 - RESOLUTION 2018-__ AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICE AGREEMENT WITH ECOLOGICAL CONSULTING SERVICE

(Discussion)

- Council agreed to send a letter of agreement between Ms. Reed-Ecological Consulting Service and the Town, asking her to seek out certain grants, then execute a contract outlining Ecological Consulting Services (ECS) deliverables and the Town's expectations as grants are secured. The agreement would include wording to address various payment methods based on the grant award.
- RESOLUTION 2018-__ AMENDING RESOLUTION 2017-17 ADOPTING 2017-2018 ANNUAL BUDGET.
- **Motions/Requests from the 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

Did not meet.

Beautification Committee-Chair Mayor Kae Hamilton:

No Report

Budget and Finance Committee-Chair Councilman Steve Love

The Committee 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 December.

(Written Report Attached)

Buildings & Grounds Committee-Chair Councilman Tom Bloxham:

Contractors to begin renovations on metal building.

Communication Committee-Chair Steve Foster:

Did not meet

Public Safety-Chair Councilman Gary Kiefer:

Did not meet

Public Works-Chair Councilman Oliver Guilford:

No report

Council/Legal/Staff Comments

Other Business:

Adjourn:

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

Kae Hamilton
Kae Hamilton, Mayor

ATTEST:

Lynn Thompson
Lynn Thompson, Town Clerk

Budget and Finance Meeting Report
Town Council Meeting
January 11, 2018

- The Committee 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 December excluding paving cost.
 - The General Fund had \$181,021.06 in it as of 12/31/2017. This number is like your checking account and varies daily. The income for the first 3 months of this fiscal year is around \$10,000 less than expenses excluding paving. This is close enough to be acceptable due to the way income is received and should even out if expenses stay in line with the budget. All paving expenses have been paid with a final total being \$132,344.00 (see attached). We estimated in our October report these would be around \$133,000 so actual is pretty close.
 - The special BP account has \$118,481.03 left in it which represents the money remaining to be spent on the State Street project. The special BP checking account has \$229,135.83 remaining in it. The majority of this will be used to complete remodeling of storage building
 - The committee has reviewed the Clerks Salary and Workers Comp insurance for this fiscal year and makes the following recommendation: We recommend a \$1.00/hour raise for the clerk's position and recommend no workers comp insurance at this time since it is not required. We also need a motion from the council to approve obtaining a credit card for incidental expenses (Required by the bank).
 - The committee also reviewed our 2017/2018 Budget resolution and recommend amending it (see attached). We would also like to recommend a resolution entering into a professional services agreement with Ecological Consulting Services, Inc to obtain grants for the town (see attached).
- Here are the actions requested of the council by the Budget Committee.
 1. Approve a resolution giving the Clerk a \$1.00/hour raise.
 2. Approve a motion to obtain a town credit card.
 3. Approve a resolution amending the 2017/2018 budget resolution
 4. Approve a resolution entering into a professional services agreement with Ecological Consulting Services, Inc.

Respectfully Submitted,

Steve Love