

Council Workshop Meeting
Town Hall – 9212 County Road 97
March 14, 2019 – 6:30pm
Council Meeting Immediately Following

The Town Council of the Town of Perdido Beach met in Workshop Meeting March 14, 2019 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 Thomas Bloxham; Councilman Steve; Councilman Andrew Stewart and Councilman Gary Kiefer.

Members Absent: Councilman Oliver Guilford

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

Invocation: Councilman Love **Pledge of Allegiance:** All

Presentations: Heather Reed-Ecological Services gave the Town Council an update on a potential grant to help protect the shoreline at Escambia Avenue and Mobile Avenue Public Water Access. She is still working on the funding opportunities for the pre-permit requests from the permitting agencies as well as grant opportunities for the entire project

Public Comments:

Mrs. Freda Fleming-Town Resident spoke on the use of the Al Thompson Community Center.

Members of the public asked Mrs. Reed about the types of grants she was seeking for the town.

The Town Council discussed business that included:

- **Minutes:** February 14, Workshop, and February 14, 2019 Council Minutes.
- **Financials:** February, 2019 Financial Report (Written Report Attached)

CHECKING ACCOUNT ENDING BALANCES AS OF FEBRUARY 28, 2019

• General Operating Fund Account	\$278,162.93
• 4 & 5 Cent Gas Tax Account	\$2098.18
• 7 Cent Gas Tax Account	\$2,270.21
• Capital Improvement Fund Account	\$3,399.08

- Special Account Money Market \$118,687.66
- Special Account \$24,425.30

- **Ordinances:** None

- **Resolutions:**

RESOLUTION 2019-__ A RESOLUTION IN SUPPORT OF PROTECTING LOCAL CONTROL OVER PUBLIC STREETS AND PUBLIC ASSET AND A CALL ON CONGRESS TO REAFFIRM SUCH LOCAL CONTROL BY REVERSING RECENT FCC ACTION RELATED TO WIRELESS FACILITIES BY ENACTING H.R. 530.

A RESOLUTION OF THE TOWN OF PERDIDO BEACH OPPOSING ANY ACTION BY THE ALABAMA LEGISLATURE THAT WOULD RESTRICT OR REMOVE MUNICIPAL POLICE OR PLANNING JURISDICTIONS

- **Motions/Requests from the Council-**

- Councilman Love stated that he would like to say that he appreciated the Sheriff's Department support regarding the Town's speeding problem.

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

No Report

Beautification Committee-Chair Mayor Kae Hamilton:

Met with the Building and Grounds Committee and discussed plantings at the Al Thompson Community Center

Budget and Finance Committee-Chair Councilman Steve Love

Report Attached

Buildings & Grounds Committee-Chair Councilman Tom Bloxham:

The Buildings and Grounds Committee discussed with the Beautification Committee where the trees needed to be placed at the Community Center.

Communication Committee-Chair Steve Foster:

Did Not Meet

Public Safety-Chair Councilman Gary Kiefer:

No Report

Public Works-Chair Councilman Oliver Guilford:

No Report

Council/Legal/Staff Comments:

Councilman Bloxham asked about the status of sand being placed to cover the exposed roots around the oak tree at the end of Escambia Avenue that abuts Bay Avenue.

He also stated that he would like for the Town to have a parking ordinance.

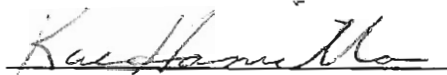
Councilman Kiefer asked the Town Attorney if he would draft a sample Parking Ordinance for the Town.

Public Comments: Mr. Chris Chandler-Town Resident informed the Town Council that the hearing on the proposed boat launch would be held on April 24th, at 9:30 am.

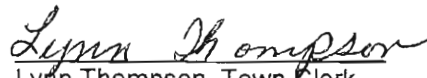
Other Business:

For information purposes the Council Discussed Baldwin County Heritage Families A Recognition Program Honoring the Descendants of Residents of Baldwin County before 1920. (No Action taken)

Adjourn: Being no further business there was a unanimous vote to adjourn. The meeting ended at 7:19


Kae Hamilton, Mayor

ATTEST:


Lyrin Thompson, Town Clerk

Budget and Finance Meeting Report
Town Council Meeting
March 12, 2019

- The Committee met March 12, 2019 and is continuing to review the various financial reports to ensure expenditures are in line with the budget and the bank accounts for accuracy. Income and expenses seem to be in line for the month of January with income being \$8383.98 greater than expenses for the month due to better than predicted results from Business Licenses, sales taxes and lodging tax for the month of February. Again this will even out as the months pass and budgeted items are realized.
 - The General Fund had \$278,162.93 in it as of 02/28/2019. This number is like your checking account and varies daily. Income is ahead of the budget projection for the first 5 months of this fiscal year. Expenses are well below the Budget but will even out over time as Public Works projects are completed. We have to always remain mindful of Budget constraints when considering new projects.
 - The special BP account has \$118,687.66 left in it which represents the money remaining to be spent on the State Street Park. The special BP checking account has \$24,425.30 remaining in it as of 02/28/19. See attached sheet for Capital improvement and Gas tax account balances.
 - Our finances appear to be good at this time.

Respectfully Submitted,

Steve Love

CHECKING ACCOUNT ENDING BALANCES AS OF February 28, 2019

General Operating Fund Account	\$278,162.93
4 & 5 Cent Gas Tax Account	\$2,098.18
7 Cent Gas Tax Account	\$2,270.21
Capital Improvement Fund Account	\$3,399.08
Special Account Money Market	\$118,687.66
Special Account	\$24,425.30

8:04 AM
03/12/19
Cash Basis

Town of Perdido Beach
Profit & Loss Budget Performance
February 2019

	Feb 19	Budget	Oct '18 - Feb 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 - INCOME					
4200 - Interest Income	20.86	16.67	104.98	83.31	200.00
4300 - Motor vehicle (MV) License Tax	14.77	16.67	96.09	83.31	200.00
4319 - Added Excise Tax	6.08	8.34	33.87	41.62	100.00
4329 - Petroleum Fees	22.81	20.84	117.22	104.12	250.00
4333 - Offshore Oil/Gas Distribution	0.00		427.49	450.00	450.00
4510 - Vehicle Advalorem/Probate Judge	863.69	916.67	3,425.81	4,583.31	11,000.00
4620 - ALDOR - Sales Tax	2,300.08	916.67	8,262.43	4,583.31	11,000.00
4621 - ABC Tax - State of Alabama	0.00	0.00	0.00	50.00	100.00
4522 - Lodgings Tax	854.71	250.00	2,179.65	1,250.00	3,000.00
4523 - Simpleseoil Tax	776.04	333.34	2,621.26	1,666.62	4,000.00
4550 - Business Licenses	5,821.51	4,192.00	14,877.86	8,700.00	17,500.00
4750 - Ad valorem/Property Tax	1,395.00	0.00	39,158.44	40,000.00	40,000.00
4800 - Miscellaneous	0.00	166.67	1,250.00	833.31	2,000.00
4850 - Permit Fees	225.00	50.00	275.00	150.00	300.00
4852 - Land Use & Land disturbance	125.00	25.00	375.00	125.00	300.00
4900 - FRANCHISE FEES	959.15	900.00	4,564.83	4,500.00	60,000.00
Total 4000 - INCOME	13,324.70	7,812.87	77,770.05	67,203.91	150,400.00
4400 - Grant Money					
4402 - Tourism Grant	0.00		0.00	0.00	0.00
4404 - Storage Bldg BP	0.00		0.00	0.00	0.00
4400 - Grant Money - Other	0.00		0.00	0.00	0.00
Total 4400 - Grant Money	0.00		0.00	0.00	0.00
Total Income	13,324.70	7,812.87	77,770.05	67,203.91	150,400.00
Gross Profit	13,324.70	7,812.87	77,770.05	67,203.91	150,400.00
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	0.00		5,250.00	5,250.00	5,250.00
5011 - Interest/Fees	0.00	16.67	38.89	83.31	200.00
5012 - State cost of tax collections					
5012-A - deduction for cost of collectio	0.00		30.85		
5012 - State cost of tax collections - Other	0.00	16.67	0.00	83.31	200.00
Total 5012 - State cost of tax collections	0.00	16.67	30.85	83.31	200.00
5020 - Office Supplies	25.60	91.67	627.42	458.31	1,100.00
5026 - US Postal Service	0.00	0.00	1,218.34	294.00	500.00
5030 - Web Site Expense	0.00	0.00	362.45	500.00	1,000.00
5040 - Computer Expense	156.14		1,623.94	2,000.00	2,000.00
5045 - Electric Expense	130.52	200.00	936.32	1,000.00	2,400.00
5046 - Trash Pick Up	174.00	175.00	348.00	350.00	700.00
5050 - Gas Expense	0.00	0.00	734.85	400.00	400.00
5054 - Security Support	0.00	0.00	0.00	0.00	5,000.00
5056 - Security System	73.78	175.00	358.90	875.00	2,100.00
5060 - Telephone & DSL	270.80	291.67	1,352.08	1,458.31	3,500.00
5070 - Insurance	0.00		4,514.00	5,000.00	5,000.00
5085 - Training/Dues	0.00	100.00	1,177.31	500.00	1,200.00
5090 - TRAVEL EXPENSE	0.00	83.34	0.00	416.62	1,000.00
5095 - Misc.	161.89		3,169.90	5,165.00	5,165.00
5200 - Planning Commission	0.00	41.67	0.00	208.31	500.00
5201 - Zoning Board of Adjustment	0.00	41.67	0.00	208.31	500.00

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Cash Basis

Town of Perdido Beach
Profit & Loss Budget Performance
February 2019

	Feb 19	Budget	Oct '18 - Feb 19	YTD Budget	Annual Budget
5300 - COMMITTEES					
5310 - AD HOC Bicentennial	595.00	41.67	1,125.77	208.31	500.00
5320 - BEAUTIFICATION COMMITTEE	0.00	41.67	106.82	208.31	500.00
5340 - BUILDING & GROUNDS COMMITTEE	135.00	500.00	1,044.95	2,500.00	6,000.00
5345 - COMMUNICATION COMMITTEE	0.00	41.67	0.00	209.31	500.00
5360 - SAFETY COMMITTEE	0.00	83.34	330.00	416.62	1,000.00
5360 - PUBLIC WORKS COMMITTEE	0.00	4,166.67	2,950.00	20,833.31	50,000.00
Total 5300 - COMMITTEES	730.00	4,675.02	5,557.54	24,374.86	58,500.00
Total 5000 - GENERAL GOVERNMENT DEPARTMENT	2,722.73	7,108.38	32,310.79	53,625.34	108,215.00
5425 - Carry Over & Shared funds 12-13	0.00	0.00	0.00	0.00	0.00
5601 - Grant (TOURISM)	0.00	0.00	0.00	0.00	0.00
5602 - Stormwater Management Grant	0.00	0.00	0.00	0.00	0.00
66000 - PAYROLL EXPENSES	2,217.99	3,000.00	12,155.67	15,000.00	36,000.00
Total Expense	4,940.72	10,108.38	44,466.46	68,625.34	144,215.00
Not Ordinary Income	8,383.98	-2,295.51	33,303.59	-1,421.43	6,185.00
Net Income	8,383.98	-2,295.51	33,303.59	-1,421.43	6,185.00

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Accrual Basis

Town of Perdido Beach Checking and Deposit Detail As of February 28, 2019

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
ASSETS									
Current Assets									298,699.98
Checking/Savings									265,699.98
Capital Improvement Fund									265,699.98
Total Capital Improvement Fund									-2,629.75
									-2,629.75
1000 · Capital Improvement Fund									
Total 1000 · Capital Improvement Fund									0.00
									0.00
1200 · General Fund - Centennial									
Check	02/04/2019	3130	ADT Security			X	5056 · Security...	-37.79	268,329.73
Check	02/04/2019	3131	ADT Security			X	5056 · Security...	-35.99	268,291.94
Check	02/04/2019	3132	Centurylink			X	5060 · Telepho...	-270.80	267,985.15
Check	02/04/2019	3133	Riviera Utilities			X	5045 · Electric ...	-86.84	267,898.31
Check	02/04/2019	3134	Riviera Utilities			X	5045 · Electric ...	-43.68	267,854.63
Deposit	02/04/2019			Deposit		X	-SPLIT-	832.00	268,686.63
Deposit	02/05/2019			Deposit		X	4520 · ALDOR ...	58.28	268,744.91
Deposit	02/05/2019			Deposit		X	-SPLIT-	1,098.41	269,843.32
Deposit	02/05/2019			Deposit		X	-SPLIT-	1,356.56	271,199.88
Deposit	02/06/2019			Deposit		X	-SPLIT-	232.74	271,432.62
Paycheck	02/07/2019	3137	Lynn Thompson		Hourly	X	-SPLIT-	-403.55	271,029.07
Deposit	02/07/2019			Deposit		X	-SPLIT-	944.00	271,973.07
Check	02/07/2019	3138	Enveloc, Inc.	VOID: JAN B...		X	5040 · Comput...	0.00	271,973.07
Check	02/07/2019	3139	Enveloc, Inc.	JAN Backup		X	5040 · Comput...	-24.10	271,948.97
General Journal	02/07/2019	45RR...	Enveloc, Inc.	For CHK 313...		X	5040 · Comput...	-24.10	271,924.87
General Journal	02/07/2019	45RR...	Enveloc, Inc.	Reverse of G...		X	5040 · Comput...	24.10	271,948.97
Deposit	02/08/2019			Deposit		X	-SPLIT-	43.66	271,992.63
Check	02/08/2019	3136	Lifeguard Ambulanc...	Refund for ov...		X	5095 · Misc.	-7.50	271,985.13
Check	02/11/2019	debit	Centennial Bank	cost of checks		X	5095 · Misc.	-154.39	271,830.74
Deposit	02/12/2019			Deposit		X	-SPLIT-	56.35	271,887.09
Deposit	02/13/2019			Deposit		X	4523 · Simple...	776.04	272,663.13
Paycheck	02/14/2019	3141	Lynn Thompson		Hourly	X	-SPLIT-	-403.53	272,259.60
Check	02/14/2019	3140	Marcus McDowell-T...	February retai...		X	5005 · Attorney...	-1,000.00	271,259.60
Check	02/14/2019	3142	Centennial Bank	technical sup...		X	5040 · Comput...	-59.95	271,199.65
Deposit	02/15/2019			Deposit		X	4750 · Ad valor...	806.80	272,006.45
Deposit	02/20/2019			Deposit		X	4520 · ALDOR ...	57.91	272,064.36
Deposit	02/20/2019			Deposit		X	-SPLIT-	1,822.84	273,887.20
Check	02/20/2019	3143	Baldwin County Soli...			X	-SPLIT-	1,255.66	275,142.86
Paycheck	02/21/2019	3147	Lynn Thompson		Hourly	X	5046 · Trash ...	-174.00	274,968.86
Check	02/21/2019	3144	Office Depot			X	-SPLIT-	-403.55	274,565.31
Check	02/21/2019	3145	Office Depot			X	5020 · Offices ...	-25.60	274,539.71
Check	02/21/2019	3146	Office Depot	hard drive		X	5040 · Comput...	-62.10	274,477.61
Deposit	02/21/2019			warranty on h...		X	5040 · Comput...	-9.99	274,467.62
Deposit	02/22/2019			Deposit		X	4550 · Busines...	69.50	274,537.12
Deposit	02/22/2019			Deposit		X	4520 · ALDOR ...	18.29	274,555.41
Deposit	02/25/2019			Deposit		X	4750 · Ad valor...	528.20	275,083.61
Deposit	02/26/2019			Deposit		X	-SPLIT-	94.50	275,178.11
Deposit	02/26/2019			Deposit		X	-SPLIT-	2,963.96	278,142.07
Deposit	02/26/2019			Deposit		X	-SPLIT-	288.14	278,430.21

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03/12/19

Accrual Basis

Town of Perdido Beach
Checking and Deposit Detail
As of February 28, 2019

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Paycheck	02/28/2019	3150	Lynn Thompson		Hourly		-SPLIT-	-403.67	278,026.54
Check	02/28/2019	3148	1 Man & A Tractor	Feb lawn care			5340 · BUILDI...	-135.00	277,891.54
Check	02/28/2019	3149	Freda Fleming	Reimburse for...			5310 · AD HO...	-595.00	277,296.54
Deposit	02/28/2019			Interest		X	4200 · Interest ...	20.86	277,317.40
Total 1200 · General Fund - Centennial								8,987.67	277,317.40
Total Checking/Savings								8,987.67	274,687.65
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								8,987.67	274,687.65
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								8,987.67	307,687.65
LIABILITIES & EQUITY									298,699.98
Liabilities									240,275.99
Current Liabilities									237,845.79
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

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03/11/19

Town of Perdido Beach
Reconciliation Summary
1200 - General Fund - Centennial, Period Ending 02/28/2019

	<u>Feb 28, 19</u>
Beginning Balance	270,950.55
Cleared Transactions	
Checks and Payments - 26 items	-5,824.18
Deposits and Credits - 19 items	13,036.56
Total Cleared Transactions	<u>7,212.38</u>
Cleared Balance	<u><u>278,162.93</u></u>
Uncleared Transactions	
Checks and Payments - 3 items	-1,133.67
Deposits and Credits - 1 item	288.14
Total Uncleared Transactions	<u>-845.53</u>
Register Balance as of 02/28/2019	<u><u>277,317.40</u></u>
New Transactions	
Checks and Payments - 7 items	-891.78
Deposits and Credits - 2 items	2,468.09
Total New Transactions	<u>1,576.31</u>
Ending Balance	<u><u>278,893.71</u></u>

**Special Revenue
Reconciliation Summary
1200 - 4 & 5 Cent Gas Tax, Period Ending 02/28/2019**

	<u>Feb 28, 19</u>
Beginning Balance	1,981.80
Cleared Transactions	
Deposits and Credits - 2 Items	<u>116.38</u>
Total Cleared Transactions	<u>116.38</u>
Cleared Balance	<u>2,098.18</u>
Register Balance as of 02/28/2019	2,098.18
Ending Balance	2,098.18

**Special Revenue
Reconciliation Summary
1300 - 7 Cent Gas Tax, Period Ending 02/28/2019**

	<u>Feb 28, 19</u>
Beginning Balance	2,270.21
Cleared Transactions	
Deposits and Credits - 2 items	<u>134.28</u>
Total Cleared Transactions	<u>134.28</u>
Cleared Balance	<u>2,404.49</u>
Register Balance as of 02/28/2019	2,404.49
Ending Balance	2,404.49

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Town of Perdido Beach-Capital Improvement Fund
Reconciliation Summary
Capital Improvement -Centennial, Period Ending 02/28/2019

	<u>Feb 28, 19</u>
Beginning Balance	3,398.82
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.26</u>
Total Cleared Transactions	<u>0.26</u>
Cleared Balance	<u>3,399.08</u>
Register Balance as of 02/28/2019	3,399.08
Ending Balance	3,399.08

Town of Perdido Beach Oil Acct
Reconciliation Summary
Centennial Bank-SPECIAL ACCOUNT, Period Ending 02/28/2019

	<u>Feb 28, 19</u>
Beginning Balance	24,424.36
Cleared Transactions	
Deposits and Credits - 1 Item	<u>0.94</u>
Total Cleared Transactions	<u>0.94</u>
Cleared Balance	<u>24,425.30</u>
Register Balance as of 02/28/2019	24,425.30
Ending Balance	24,425.30

**Town of Perdido Beach Money Market
Reconciliation Summary
Centennial Bank, Period Ending 02/28/2019**

	<u>Feb 28, 19</u>
Beginning Balance	118,674.00
Cleared Transactions	
Deposits and Credits - 1 Item	<u>13.66</u>
Total Cleared Transactions	<u>13.66</u>
Cleared Balance	<u><u>118,687.66</u></u>
Register Balance as of 02/28/2019	118,687.66
Ending Balance	118,687.66