Proceedings of the City Council Special Meeting of the City of Bay St. Louis, State of Mississippi, taken at a meeting held April 28, 2015 in the City Council Chambers at the Bay St. Louis Conference Center at 598 Main Street. The meeting began at 6:30 p.m.

**ATTENDANCE:**

**COUNCIL:** Bobby Compretta, President (Ward 4), Mike Favre (Council Member-at-Large), Doug Seal (Ward 1), Wendy McDonald (Ward 2), Jeffrey Reed (Ward 3), Joey Boudin (Ward 5), and Lonnie Falgout (Ward 6)

**COUNCIL STAFF:** Lisa Tilley, Clerk of Council

**ADMINISTRATIVE STAFF:** Les Fillingame, Mayor, Katherine Smith, City Clerk and Donald Rafferty, City Attorney

**ABSENT:** None

Council Member Compretta called the meeting of April 28, 2015 to order.

**UTILITY SINKING FUND ACCOUNT**

Council Member Compretta stated the Utility Sinking Fund Account has been reconciled as of the 13th of April with $305,751.47 in it. Council Member Favre asked that the $13.00 deposit be reconciled monthly. Mayor Fillingame commented that it has been discussed that it would be reconciled quarterly for the first two quarters and monthly thereafter so the monies would be in the account by June 15 when the debt service payment is due. There is $305,000.00 in the account now and $342,000.00 is needed, with interest, by June 15. Mayor Fillingame stated the Council’s only voice to the administration is the minutes. September 4, 2014 minutes included the $13.00 line item on the utility bills for debt service. Council Member Falgout stated that on April 7, 2015, in a meeting, the Council asked where the money was for the Utility Sinking Fund Account and your response was that City Clerk Smith would get back to the Council. There was no response. There was a workshop on April 13, 2015 when the City Clerk said she would look into it and get back to the Council. The Council received no response. At the meeting on April 21. 2015, Ms. Smith was absent and there was no information or paperwork given to the Council. Council Member Falgout stated this is the fourth meeting since the request was made and we have finally gotten the reconciliation. Mayor Les Fillingame stated at the last meeting that the account would be settled by the end of the month. Council Member Falgout said it would be settled quarterly but it has not been settled quarterly to date. No payment was made until March 17, 2015, and two payments were made within April 27th and 28th.

**Motion that the $13.00 collected monthly be put into the Utility Sinking Fund Account by the end of the month each month.**

Council Member Boudin moved, seconded by Council Member Reed, that the $13.00 collected monthly be put into the Utility Sinking Fund Account by the end of each month.

A vote was called for with the following response:

VOTING YEA: Boudin, Compretta, Falgout, Favre, Reed, Seal and McDonald

VOTING NAY: None ABSENT: None

**UTILITY OPERATING ACCOUNT**

1. Current balance as of April 26, 2015 – Council Member Boudin stated there is $36,110.43 in the Utility Operating Account. Council Member Seal said lift station one closed out at $70,000.00, lift station closed out 280,000.00, Main Street closed out at $234,000.00 for a total of $584,000.00. Council Member Falgout said the Utility Operating Fund is down to $36,110.00 and the fiscal year is half over. Mayor Fillingame stated the Utility Operating Fund is right on target. Council Member Favre asked if the $200,000.00 has been taken out for the SRF loan. Mayor Fillingame stated this was changed to the Debt Service Fund. Council Member Reed asked about the $305,751.00 in the Utility Bond Sinking Fund and the $103,165.00 taken out of the Utility Operating Fund on the 13th. Was it transferred to the Bond Sinking Fund. Mayor Fillingame said more than that was transferred. Council Member Reed asked about the $42,191.00 Cuty Clerk Smith said has not been deposited to date. Mayor Fillingame said it will need to be reconciled by the end of the month and moved into sinking fund in May. Council Member Reed asked where the other $40,000.00 came from. Mayor Fillingame said revenues from utility collections come in daily. Deposits are made daily and there will be more than enough by the end of the month when it will be transferred.
2. Daily Utility Deposit reports from Oct. 1, 2014 till present $

**HARBOR ACCOUNT**

1. Current balance as of April 26, 2015 – Council Member Favre stated there is $154,338.00 in this account with $100,000.00 being owed to the general fund which will leave $54,000.00. Mayor Fillingame said it can be done in smaller amounts. Council Member Seal stated $25,000.00 has already been transferred. Council Member Boudin said the account started with $250,000.00 in March, revenues were added and it is down to $154,000.00 currently. In the first year, $100,000.00 has already been used. Mayor Fillingame stated there were capital costs such as a $20,000.00 wave study, unsold fuel, golf carts, computers and other costs.
2. Date and info of Seal family donation to Harbor operations -

**Debt Service Fund Account**

Council Member Favre stated $73,161.00 is owed and asked about revenues coming in. City Clerk Smith stated the amounts are in the Revenue and Expense Report given to the Council every month. Council Member Falgout asked about the length of time and annual note on the bond on the building debt fund. City Clerk said there was 4-5 years left. Mayor Fillingame stated the annual note is $107,000.00 with $500,000.00 being owed last year, leaving a balance of approximately $400,000/00.

**Municipal Reserve Fund**

Council Member Boudin asked if the limestone $80,000.00 was transferred to the general fund. Mayor Fillingame stated it was being taken out as needed. Council Member Boudin said to pay for the Sidewalk Project out of that account. Mayor Fillingame stated there is another $30,000.00 authorized by the Council to come out. Only $20.000.00 was budgeted for all road projects. $30,000.00 has already been used with another $30,000.00 for limestone, leaving a balance of $475,411.00. Council Member Reed stated nothing can be used from this fund without the Council authorizing it.

**Capital Maintenance Account**

**Katrina Supplement Account**

Council Member Favre stated that $127,000.00 has been paid back to the state.

**Katrina Recovery Account 13924432**

According to City Clerk Smith, the balance of the Katrina Recovery Account is $1,300.00.

**State Fire Insurance Rebate Account**

According to City Clerk Smith, any shortage for the purchase of the fire truck would come from the general fund.

**Operating Account**

Council Member Favre would like the Operating Account split into two accounts. City Clerk Smith stated the reports with the cash balances separates the pooled cash into the general fund balance and the utility fund balance.

**Revenue & Expense Report as of March 31, 2015**

A Resolution Authorizing the City to Amend Fiscal Year 2015 Budget will be completed for the City Meeting dated Tuesday, May 5, 2015.

**Projection for April through September, 2015 and through December 31, 2015**

According to the Revenue and Expense Report, Council Member Boudin noted that revenues collected were 62.72% and expenses paid were 64.96% with half of the year complete. According to Mayor Fillingame, eighteen months of insurance premiums were paid to be able to adjust the payment due date from October to February. So the budget will need to be amended for insurance to be due in February.

**Audit Status**

City Clerk Smith stated the auditors have completed the field work and the deadline is June 30, 2015

**Financial Information Required for each City Council Meeting**

List of financial items needed for each meeting given to City Clerk Smith to review and let the Council know at the next meeting if there were problems with anything on the list.

**Copies of Insurance refunds and or claim payments to City of BSL since Oct. 1, 2014 til present**

Insurance proceeds were received summer 2014 to repair the A/C unit at the Boys and Girls Club and City Clerk Smith said the A/C was repaired when the insurance proceeds were received. City Clerk Smith stated that currently, there are several mechanical issues that need to be addressed. Council Member Favre stated the Boys and Girls Club says the A/C is not repaired.

**Open Aging Accounts Payable List including equipment leases and rentals**

Council Member Falgout stated these were all received from Dana the same day they were requested.

**ADJOURN**

**Motion to Adjourn**

Council Member Favre moved, seconded by Council Member Seal, to adjourn.

A vote was called for with the following response:

VOTING YEA: Boudin, Compretta, Falgout, Favre, McDonald, Reed, and Seal

VOTING NAY: None ABSENT: None

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**Jeff Reed, President, Ward 3 Date**

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**Mike Favre, Council Member at Large Date**

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**Doug Seal, Council Member -Ward 1 Date**

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**Wendy McDonald, Council Member – Ward 2 Date**

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**Bobby Compretta, Council Member – Ward 4 Date**

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**Joey Boudin, Council Member – Ward 5 Date**

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**Lonnie Falgout, Council Member - Ward 6 Date**

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**Lisa Tilley, Clerk of Council Date**