

MINUTES OF A REGULAR MEETING OF THE MAYOR AND COUNCIL, TOWN OF  
SORRENTO, TUESDAY, JULY 10, 2018, 6:00 P.M., SORRENTO TOWN HALL,  
SORRENTO, LOUISIANA

Members Present:

Councilmen: Patti Poche, Donald Schexnaydre, Randi Sutton, Randy Anny

Mayor: Michael Lambert

Town Clerk: Paige Robert

Absent: Wanda Bourgeois

Motion by Councilman Patti Poche and seconded by Councilman Donald Schexnaydre to add the CDBG grant to the agenda under item#11, d. Motion carried. Vote as follows:

YEAS: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Patti Poche and seconded by Councilman Randy Anny to add the debris removal contract to the agenda as item #15. Motion carried. Vote as follows:

YEAS: Randi Sutton, Donald Schexnaydre, Randy Anny, Patti Poche

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Patti Poche and seconded by Councilman Donald Schexnaydre to approve the minutes of the regular meeting of the mayor and council taken Tuesday, June 5, 2018. Motion carried. Vote as follows:

YEAS: Donald Schexnaydre, Patti Poche, Randi Sutton

Abstain: Randy Anny

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Donald Schexnaydre and seconded by Councilman Patti Poche to approve the bills for the month of June 2018 in the amount of \$50,753.11. Motion carried. Vote as follows:

YEAS: Randy Anny, Patti Poche, Randi Sutton, Donald Schexnaydre

NAYS: None ABSENT: Wanda Bourgeois

Jacob Waguespack from Faulk and Winkler presented the budget to actual reports to the Mayor and Council for the month of May 2018. A copy is available at the town hall for review.

Motion by Councilman Donald Schexnaydre and seconded by Councilman Patti Poche to approve the update for the ordinance update in municode in the amount of \$1,233.00. Motion carried. Vote as follows:

YEAS: Randi Sutton, Donald Schexnaydre, Randy Anny, Patti Poche

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Donald Schexnaydre and seconded by Councilman Randi Sutton to use the 2018-2019 LGAP grant to repair the roof on the Town of Sorrento's maintenance building. Motion carried. Vote as follows:

YEAS: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Randy Anny and seconded by Councilman Donald Schexnaydre to approve for All South Engineering to conduct a capacity survey of the town's ditches/drainage system in the amount of \$10,000. Motion carried. Vote as follows:

YEAS: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny

NAYS: None ABSENT: Wanda Bourgeois

Motion by Councilman Donald Schexnaydre and seconded by Councilman Randy Anny to enter into an agreement and to authorize the Mayor to sign the agreement with CDBG for grant funding, pending legal review. Motion carried. Vote as follows:

YEAS: Randi Sutton, Donald Schexnaydre, Randy Anny, Patti Poche

NAYS: None

ABSENT: Wanda Bourgeois

Motion by Councilman Donald Schexnaydre and seconded by Councilman Patti Poche to appoint Jarret Bauer with All South Consulting Engineers as the Labor Compliance Officer for all CDBG flood recovery work. Motion carried. Vote as follows:

YEAS: Donald Schexnaydre, Randy Anny, Patti Poche, Randi Sutton

NAYS: None

ABSENT: Wanda Bourgeois

Motion by Councilman Randi Sutton and seconded by Councilman Donald Schexnaydre to accept the proposal from Manchac Consulting Engineers to provide services for the preparation of Construction Documents for the repairs to the Town's Oxidation Pond (All proposals attached). Motion carried. Vote as follows:

YEAS: Donald Schexnaydre, Randy Anny, Patti Poche, Randi Sutton,

NAYS: None

ABSENT: Wanda Bourgeois

Mayor Lambert opened public hearing to discuss ordinance 18-03, town clerk annual compensation increase.

Mayor Lambert closed public hearing.

Motion by Councilman Randy Anny and seconded by Councilman Randi Sutton to adopt ordinance 18-03, town clerk annual compensation increase. Motion carried. Vote as follows:

YEAS: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny

NAYS: None

ABSENT: Wanda Bourgeois

### **ORDINANCE 18-03**

An Ordinance to establish an increase to the annual compensation for the appointed Town Clerk of the Town of Sorrento.

**SECTION 1.** The Town Council established the fixed compensation of the Town's appointed Town Clerk by Ordinance 18-03.

**SECTION 2.** The Town Council may, by ordinance, amend these established compensation amounts in accordance with R.S. 33:404.1 and wishes to increase the compensation of the Town Clerk who is an appointed official.

**SECTION 3.** Be it ordained by the Sorrento Town Council that an annual increase in compensation for the Town Clerk as follows:

	<u>Annual Increase</u>	<u>Annual Compensation</u>
Town of Sorrento, Town Clerk	\$1,350	\$47,500

Whereas, said proposed compensation increase was duly set, after proper notice to the public, during a public hearing which was held on July 10, 2018 as required by R.S. 33:406 and shall be effective as of the beginning of the 2018-2019 fiscal year, or July 1, 2018.

Whereas, the Sorrento Town Council has reviewed and considered such proposed increase and made revisions of same.

This ordinance having been submitted to a vote, the vote thereon was as follows:

**Yeas: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny**

**Nays: None**

**Absent: Wanda Bourgeois**

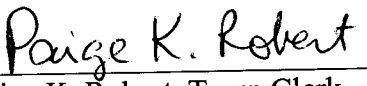
And this ordinance was passed on the 10<sup>th</sup> day of July 2018. I further certify that the above is a true and correct copy of the Ordinance adopted and actions taken by the Town of Sorrento, Louisiana, through its Mayor and Town Council during the public hearing and Town Council meeting held on July 10, 2018.

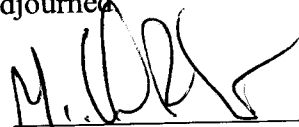
Motion by Councilman Donald Schexnaydre and seconded by Councilman Randy Anny to adopt a resolution for joint procurement for debris removal and debris monitoring. Motion carried. Vote as follows:

YEAS: Patti Poche, Randi Sutton, Donald Schexnaydre, Randy Anny

NAYS: None ABSENT: Wanda Bourgeois

There being no further business to be brought before the Mayor and Council, on motion duly made and seconded, the meeting was adjourned.

  
\_\_\_\_\_  
Paige K. Robert, Town Clerk

  
\_\_\_\_\_  
Michael Lambert, Mayor

# ***Sorrento***

LOUISIANA

FINANCIAL STATEMENTS

May 31, 2018

Town of Sorrento  
Key stats  
May 31, 2018

1) Cash position

	<u>Total</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Change since - June 30, 2017</u>	<u>Change since - June 30, 2016</u>
May 31, 2018	\$ 826,740	\$ 360,465	\$ 466,275		
June 30, 2017	869,551			\$ (42,811)	
June 30, 2016	908,795				\$ (82,055)
June 30, 2015	732,362				

Restricted breakdown

Recreation	208,104
Senior citizen programs	55,784
Public safety - fire	65,161
Public safety - police - restricted	10,823
Public safety - police - misc donations	7,384
Other	13,208

2) Revenue trends

Sales tax	<u>FYE</u>	<u>General Fund</u>		<u>Restricted Fund</u>	
		<u>Collections</u>		<u>Collections</u>	
	2018	\$ 514,378		\$ 90,773	
	2017	543,170	3%	95,854	3%
	2016	526,282	5%	92,873	5%
	2015	497,964		87,969	
	<b>2017 budget</b>	<b>\$ 530,000</b>	<b>97.1%</b>	<b>\$ 92,250</b>	<b>98.4%</b>

Utility charges

<u>FYE</u>	<u>Sewer</u>		<u>Garbage</u>	
2018	\$ 52,281		\$ 105,256	
2017	57,304	1%	115,064	2%
2016	56,984	2%	112,764	2%
2015	55,804		110,404	
<b>2017 budget</b>	<b>\$ 56,000</b>	<b>93.4%</b>	<b>\$ 112,000</b>	<b>94.0%</b>

3) Utility receivable aging

	<u>Total</u>	<u>Current</u>	<u>30 days</u>	<u>60 days</u>	<u>90 days</u>	<u>120 days</u>
Amount owed - 05/31/2018	\$ 13,948	\$ 13,582	\$ (2,786)	\$ (1,418)	\$ (129)	\$ 4,699
Amount owed - 06/30/2017	14,879	13,660	(2,089)	402	(28)	2,934
Amount owed - 06/30/2016	17,527	13,365	(2,022)	872	(264)	5,576
Amount owed - 06/30/2015	31,822	7,972	3,729	705	493	18,923

4) Profitability - operating cash flows

	<u>General Fund</u>	<u>Restricted</u>			
FYE 2018					
Surplus (deficit)	\$ 1,412	\$ (5,482)			
Capital outlay activity, net of grants and proceeds	-	7,331			
Depreciation	-	-			
Operating cash flows	<b>\$ 1,412</b>	<b>\$ 1,849</b>			
<u>Utility</u>	<u>2018B</u>	<u>YTD 2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Operating deficit	\$ (89,550)	\$ (88,118)	\$ (67,657)	\$ (56,049)	\$ (65,596)
Depreciation	85,000	77,917	85,000	85,000	85,000
Net	<b>\$ (4,550)</b>	<b>\$ (10,202)</b>	<b>\$ 17,343</b>	<b>\$ 28,951</b>	<b>\$ 19,404</b>

Town of Sorrento  
 Overview  
 May 31, 2018

	YTD as of	Current Year - FYE 2017/2018			% of budget
	5/31/2018	Actual	Budget	Remaining	
<b>General:</b>					
Sales tax	503,688	514,378	530,000	15,622	
Property tax	62,439	59,640	62,000	2,360	
Franchise fees	88,893	93,115	95,000	1,885	
Beer Tax	3,274	2,854	2,500	(354)	
Licenses and permits	81,917	103,571	90,000	(13,571)	
Charges for Services	5,205	10,310	11,000	690	
Fines	2,792	919	4,750	3,831	
Intergovernmental grants - Operational	23,794	12,500	38,000	25,500	
FEMA	125,897	-	-	-	
Transfers In	11,000	30,158	32,900	2,742	
Proceeds from sale of assets	19,843	-	-	-	
Proceeds from sale of right of way	5,000	-	-	-	
Other	2,959	4,063	-	(4,063)	
<b>Total revenue</b>	<b>936,701</b>	<b>831,509</b>	<b>866,150</b>	<b>34,641</b>	<b>96%</b>
Administration	221,182	242,367	237,100	(5,267)	102%
Police	337,631	334,997	363,400	28,403	92%
Streets	410,334	252,733	263,200	10,467	96%
Capital outlay	-	-	-	-	0%
<b>Total expenditures</b>	<b>969,147</b>	<b>830,097</b>	<b>863,700</b>	<b>33,603</b>	<b>96%</b>
<b>Restricted:</b>					
Sales tax	88,886	90,773	92,250	1,477	
General fund	50,000	-	-	-	
Other	9,409	16,490	7,250	(9,240)	
<b>Total revenue</b>	<b>148,295</b>	<b>107,263</b>	<b>99,500</b>	<b>(7,763)</b>	<b>108%</b>
Fire	36,766	35,631	56,000	20,369	
Senior citizen programs	26,831	27,222	25,000	(2,222)	
Recreation	25,280	42,116	36,000	(6,116)	
Other	139	444	250	(194)	
Capital Outlay	-	7,331	-	(7,331)	
<b>Total expenditures</b>	<b>89,017</b>	<b>112,744</b>	<b>117,250</b>	<b>4,506</b>	<b>96%</b>
<b>Utility Fund:</b>					
Garbage	105,885	105,256	112,500	7,244	
Sewer	53,815	52,281	56,000	3,719	
FEMA	19,105	-	-	-	
Other	8,474	11,129	4,550	(6,579)	
<b>Total revenue</b>	<b>187,279</b>	<b>168,667</b>	<b>173,050</b>	<b>4,383</b>	<b>97%</b>
Garbage	93,159	92,851	102,500	9,649	
Sewer maintenance	58,209	37,286	12,000	(25,286)	
Sewer operating costs	10,845	23,339	45,000	21,661	
Depreciation	77,917	77,917	85,000	7,083	
Other	16,676	25,392	18,100	(7,292)	
<b>Total expenses</b>	<b>256,806</b>	<b>256,785</b>	<b>262,600</b>	<b>5,815</b>	<b>98%</b>
<b>Total:</b>					
Inflows	1,272,275	1,107,438			
Outflows	1,314,969	1,199,627			
<b>Net</b>	<b>(42,694)</b>	<b>(92,189)</b>			
Depreciation	77,917	77,917			
Capital outlay, net of grants and proceeds	-	7,331			
<b>Operating, net</b>	<b>35,223</b>	<b>(6,941)</b>			

**Town of Sorrento**  
**Sales and use tax collections**  
**Monthly analysis**

<b>General Fund</b>	2016/2017	2017/2018	% change
July	\$ 41,788	\$ 47,661	14.1%
August	45,352	52,570	15.9%
September	36,928	50,481	36.7%
October	35,831	66,021	84.3%
November	48,819	45,065	-7.7%
December	51,192	41,007	-19.9%
January	45,267	37,230	-17.8%
February	50,426	43,142	-14.4%
March	43,661	38,907	-10.9%
April	51,238	27,928	-45.5%
May	53,185	64,365	21.0%
June	39,483		-100.0%
	<u>\$ 543,170</u>	<u>\$ 514,378</u>	
Prior year to date		<u>\$ 503,688</u>	2.1% YoY Change
<b>FYE 2017/2018 Budget</b>		<u>\$ 530,000</u>	97.1% % of Budget

<b>Restricted Fund</b>	2016/2017	2017/2018	% change
July	\$ 7,374	\$ 8,411	14.1%
August	8,003	9,277	15.9%
September	6,517	8,908	36.7%
October	6,323	11,651	84.3%
November	8,615	7,953	-7.7%
December	9,034	7,237	-19.9%
January	7,988	6,570	-17.8%
February	8,899	7,613	-14.4%
March	7,705	6,866	-10.9%
April	9,042	4,928	-45.5%
May	9,386	11,359	21.0%
June	6,968		-100.0%
	<u>\$ 95,854</u>	<u>\$ 90,773</u>	
Prior year to date		<u>\$ 88,886</u>	2.1% YoY Change
<b>FYE 2017/2018 Budget</b>		<u>\$ 92,250</u>	98.4% % of Budget

Town of Sorrento  
 Utility charges & collections  
 Monthly analysis

<u>Sewer fees</u>	Users	Charges	Collections	Variance
July	182	\$ 4,781	\$ 4,443	\$ (338)
August	183	4,812	5,347	535
September	182	4,812	4,805	(7)
October	187	4,772	4,508	(264)
November	188	4,772	5,018	246
December	191	4,812	4,543	(269)
January	191	4,692	5,417	725
February	190	4,652	4,361	(291)
March	188	4,732	5,357	625
April	189	4,732	4,642	(90)
May	189	4,712	5,478	766
June				-
		<u>\$ 52,281</u>	<u>\$ 53,918</u>	<u>\$ 1,637</u>

**FYE 2017/2018 Budget** \$ 56,000 93% % of Budget

<u>Garbage fees</u>	Users	Charges	Collections	% Variance
July	517	\$ 9,653	\$ 8,094	\$ (1,559)
August	522	9,842	9,781	(61)
September	521	9,822	9,325	(497)
October	527	9,842	7,907	(1,935)
November	529	9,556	10,553	997
December	532	9,582	10,050	468
January	531	9,274	12,560	3,286
February	532	9,334	9,511	177
March	530	9,482	10,623	1,141
April	531	9,407	10,303	896
May	534	9,462	10,084	622
June				-
		<u>\$ 105,256</u>	<u>\$ 108,791</u>	<u>\$ 3,535</u>

**FYE 2017/2018 Budget** \$ 112,000 94% % of Budget

Collection rate \$ 157,537 \$ 162,709 103%



General Fund

	<u>May 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank Accounts	
LAMP Savings Account	22,290.92
UCB General Account	331,458.25
Total Bank Accounts	<u>353,749.17</u>
Total Checking/Savings	353,749.17
Accounts Receivable	
Accounts Receivable	6,647.58
Total Accounts Receivable	<u>6,647.58</u>
Other Current Assets	
Accounts Receivable-Manual	
Allowance for Accounts Receivab	-100,000.00
Due from employee	567.00
Accounts Receivable-Manual - Other	121,992.70
Total Accounts Receivable-Manual	<u>22,559.70</u>
Cash Drawer	
Cash Box	150.00
Total Cash Drawer	<u>150.00</u>
Total Other Current Assets	<u>22,709.70</u>
Total Current Assets	<u>383,106.45</u>
Other Assets	
Due from other gov't agencies	62,124.00
Total Other Assets	<u>62,124.00</u>
TOTAL ASSETS	<u><u>445,230.45</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	10,272.51
Total Accounts Payable	<u>10,272.51</u>
Other Current Liabilities	
Accounts Payable-Manual	1,350.00
Accrued Expenses	29,486.05
Accrued Payroll Expense	-605.00
Bail Bonds Payable	14,011.50
Direct Deposit Liabilities	-3,280.24
Due to/from Restricted Fund	-3,083.37
Due to/from Utility account	-93,765.00
Payroll Liabilities	-956.65
Total Other Current Liabilities	<u>-56,842.71</u>
Total Current Liabilities	<u>-46,570.20</u>
Total Liabilities	-46,570.20
Equity	
Fund Balance - Unreserved	490,389.09
Net Income	1,411.56
Total Equity	<u>491,800.65</u>
TOTAL LIABILITIES & EQUITY	<u><u>445,230.45</u></u>

General Fund

	<u>May 18</u>	<u>Jul '17 - May 18</u>
Ordinary Income/Expense		
Income		
Fines & Forfeits		
Court Cost-Sheriff	53.00	263.00
Fines	-1.80	
Fines-Sheriff	<u>132.88</u>	<u>656.48</u>
Total Fines & Forfeits	184.08	919.48
General Gov. Misc. Income		
FEMA Public Assistance Grant		
State Tourism Grant	790.86	12,500.00
General Gov. Misc. Income - Other		<u>2,462.96</u>
Total General Gov. Misc. Income	<u>790.86</u>	<u>14,962.96</u>
Grass Cutting Revenue		10,310.00
Interest Income	37.33	272.21
Licenses & Permits		
Beer & Liquor Licenses		860.00
Occupational Licenses	10,566.01	102,410.81
Permits	<u>25.00</u>	<u>300.00</u>
Total Licenses & Permits	<u>10,591.01</u>	<u>103,570.81</u>
Planning & Zoning Fees	687.50	1,327.50
Taxes		
Advalorem Taxes	215.64	59,639.55
Beer Tax		2,854.40
Franchise Tax	19,634.01	93,115.41
Sales and Use Tax	<u>64,365.44</u>	<u>514,378.31</u>
Total Taxes	<u>84,215.09</u>	<u>669,987.67</u>
Transfers In	<u>2,741.67</u>	<u>30,158.37</u>
Total Income	<u>99,247.54</u>	<u>831,509.00</u>

General Fund

	<u>May 18</u>	<u>Jul '17 - May 18</u>
Ordinary Income/Expense		
Expense		
Bank Service fee		8.47
General Government		
Capital Outlay-equipment		5,658.57
Conventions and Training		2,605.98
Dues		1,363.00
Insurance		
Liability Ins		8,702.61
Property and bonds	-4,655.00	2,456.59
Workers Comp.	716.85	2,463.82
Total Insurance	<u>-3,938.15</u>	<u>13,623.02</u>
Litigation Expense		
Miscellaneous		449.94
Office Expense		
Other	56.00	6,307.34
Planning & zoning	-66.00	264.00
Repairs & Maintenance	345.33	5,840.66
Supplies	693.99	7,612.13
Telephone	228.56	2,502.91
Utilities	553.04	5,284.89
Total Office Expense	<u>1,810.92</u>	<u>27,811.93</u>
Office P/R Expense		
Admin	8,964.40	100,317.82
Medicare	129.98	1,538.83
Social Securiry	555.80	6,579.85
Total Office P/R Expense	<u>9,650.18</u>	<u>108,436.50</u>
Professional Services		
Accounting Fees	3,345.00	50,105.00
Attorney Fees	795.00	6,726.60
Building Inspector		10,000.00
Engineering Fees		
IT Services	685.47	3,914.68
Ordinance codification		865.00
Payroll Fees	298.00	1,774.89
Total Professional Services	<u>5,123.47</u>	<u>73,386.17</u>
Tourism and Promotion	653.91	8,989.74
General Government - Other		
Total General Government	<u>13,300.33</u>	<u>242,324.85</u>