

## TOWN COUNCIL

### MINUTES

July 18, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, July 18, 2017 at 6:00 p.m. at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee, Frankie Cousin, and Karen Pemberton. Also present were Paul Perrett, Corey Shaw and Kris Rambo. Council member Judy Wilder was not present.

Mayor Randall Lewis called the meeting to order at 6:00 p.m.

Karen Pemberton made a motion to approve the amended minutes for June 20, 2017. Frankie Cousin seconded. All approved.

Kenneth Shaw addressed the Council regarding the Rockford Gun Club and the noise, safety, and environmental concerns the gun club poses to the Union Square community. The Council agreed to ask the town's attorney what can be done to resolve this issue.

The financial statements for June 2017 were reviewed.

Karen Pemberton made a motion to approve the Community Development Block Grant Resolution and enter into an agreement with Sentell Engineering, Inc. for professional services during the grant application preparation. Frankie Cousin seconded. All approved.

Frankie Cousin made a motion to renew membership with the Coosa County Chamber of Commerce for the remainder of 2017 and for 2018. Cordarius Lee seconded. All approved.

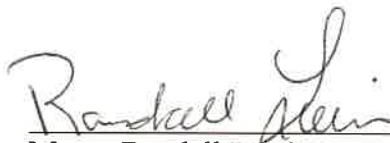
Mayor Lewis informed the Council of structural issues at the gym. For safety reasons, the gym is closed for all activities and events until an engineer can look at the gym and assess the damage.


Mayor Lewis stated that the playground equipment has been delivered. He will get with Jeff Mullendore to set up a date to begin installation. Volunteers will be needed to help with the installation.

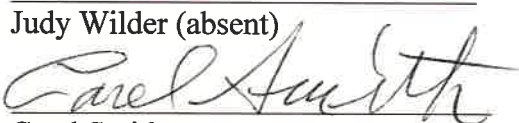
Mayor Lewis reported that the restaurant in town had been sold and urged the community to support it as much as possible when it opens.

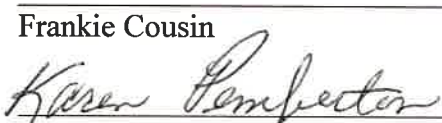
Corey Shaw discussed not receiving fines from the court due to the new state indigent law and the possibility of the town partnering with Goodwater to pursue their own court system.

Karen Pemberton made the motion to adjourn the meeting at 6:41 p.m. Carel Smith seconded. All approved.

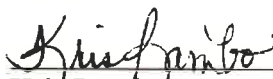
  
\_\_\_\_\_  
Mayor Randall Lewis

  
\_\_\_\_\_  
Cordarius Lee

Judy Wilder (absent)  
  
\_\_\_\_\_  
Carel Smith

Frankie Cousin  
  
\_\_\_\_\_  
Karen Pemberton

**ATTEST:**

  
\_\_\_\_\_  
Kris Rambo

# Town of Rockford - General Fund Profit & Loss

Jul 17

Ordinary Income/Expense

Income

502 · City Sales Tax	5,798.16
504 · Advalorem Tax	133.29
505 · Simplified Sellers Use Tax	1,496.91
506 · Police Fines & Fees	47.99
508 · City Beer Tax	309.88
509 · Consumer Use Tax	73.64
512 · St. Motor Veh. License	36.30
514 · Co. Motor Vehicle License	153.33
521 · School Gym Rental	93.00
522 · Cigarette Excise Tax	247.56
524 · Gas Tax- 3 Cent	1,078.77
526 · Rent- Gas & Water Bds.	1,000.00
528 · Miscellaneous Income	5.00
546 · Library Fines	20.25
552 · Library Misc. Income	4,200.00

Total Income

14,694.08

Expense

602 · Salary- Mayor & Council	0.00
605 · Town Salaries	6,097.93
608 · Dues	766.53
611 · Theater and Concessions	0.00
612 · Insurance	6,912.00
622 · Bldg. Maint. & Repairs	0.00
624 · Miscellaneous	110.58
626 · Office Supplies & Expense	796.14
627 · Professional Services	750.00
630 · Telephone	579.09
632 · Utilities	772.20
634 · Legal Advertisements	28.80
658 · Gas and Oil - Police	118.70
670 · NCIC	-226.00
674 · Repairs & Maint. Radio Equip.	95.00
711 · Vehicle expense	81.01
740 · Capital Purchases - R&B	0.00
752 · Senior Citizens	70.00
754 · Civil Defense	25.00
786 · Gas & Oil - Animal Control	119.70
802 · Books & Magazines- Library	4,174.66
806 · Supplies-Library	58.19
811 · Travel-Library	35.40
902 · School - Repairs	0.00
904 · School - Utilities	226.52

Total Expense

21,591.45

Net Ordinary Income

-6,897.37

Net Income

-6,897.37

# Town of Rockford - General Fund Balance Sheet

	Jul 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 · Cash in Bank-Gen-FB	53,396.55
104 · Cash in Bank-P/R-ST	6,762.00
110 · Cash in Bank-Library-FB	569.97
116 · Library Savings	183.15
118 · CD-First Bank- Library	20,415.78
<b>Total Checking/Savings</b>	81,327.45
<b>Other Current Assets</b>	
122 · Prepaid Insurance	6,481.20
<b>Total Other Current Assets</b>	6,481.20
<b>Total Current Assets</b>	87,808.65
<b>Fixed Assets</b>	
130 · Office Furniture & Fixtures	22,674.62
134 · Police Cars	17,721.28
136 · City Hall	60,959.53
138 · Improvements	28,071.27
140 · Other Equipment	24,214.81
141 · Police Equipment	2,407.93
142 · Radio Equipment	14,810.00
144 · Trucks	10,000.00
146 · Land	50,617.84
148 · Building Shop	59,088.38
150 · Park / Playground	3,871.20
160 · School Buildings	1,139,850.00
162 · Furniture - School	3,129.84
180 · Accumulated Depreciation	-407,691.77
<b>Total Fixed Assets</b>	1,029,724.93
<b>TOTAL ASSETS</b>	<b>1,117,533.58</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
213 · Accts Payable	386.81
<b>Total Accounts Payable</b>	386.81
<b>Other Current Liabilities</b>	
203 · State Tax W/H	1,957.53
205 · Retirement W/H	826.45
206 · Accrued Vacation Pay	5,480.04
252 · First Bank Note Payable - Gym	48,841.17
<b>Total Other Current Liabilities</b>	57,105.19
<b>Total Current Liabilities</b>	57,492.00
<b>Total Liabilities</b>	57,492.00
<b>Equity</b>	
302 · Inv. in Gen. Fixed Assets	123,977.41
304 · Fund Balance	90,161.52
3900 · Retained Earnings	813,724.40
Net Income	32,178.25
<b>Total Equity</b>	1,060,041.58
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,117,533.58</b>

## Resolution

Whereas the Rockford Town Council wishes to make application to the Alabama Department of Economic and Community Affairs for FY 2017 Community Development Block Grant Small Cities Fund grant assistance to provide a suitable meeting place for senior citizens by conducting a renovation and demolition project consisting of renovation of the old school library and demolition of the portion of the school in the greatest disrepair; and

Whereas, official authorization of the submittal of the application is required; and

Whereas, the Town of Rockford is not required to submit a local cash match because the Town's Census 2010 population is less than 1,000; and

Whereas, the Town Council of Rockford, Alabama understands that the proposed improvements must be properly maintained in a timely and expeditious manner to extend their useful life to the fullest.

Now therefore be it resolved by the Rockford Town Council that **Randall Lewis, Mayor**, is hereby authorized and empowered to sign the application and all necessary assurances contained therein, and

Be it further resolved that the Town of Rockford agrees to, if funded, provide volunteer and in-kind labor to the extent possible in lieu of local cash match and agrees to maintain the proposed improvements in a timely and expeditious manner to extend their useful life to the fullest.

Passed and adopted this 15<sup>th</sup> day of August, 2017.

  
\_\_\_\_\_  
Randall Lewis, Mayor

Attest:

  
\_\_\_\_\_  
Kris Rambo, Town Clerk

# **NOTICE**

## **TOWN COUNCIL MEETING**

**August 15, 2017**

**6:00 pm**

## **ROCKFORD UTILITIES BOARD**

### **MEETING**

**August 15, 2017**

**7:00 p.m.**

TOWN COUNCIL  
AGENDA  
AUGUST 15, 2017

1. Call to Order
2. Approval of Minutes, July 18, 2017
3. Financial Statements
4. LeAnne Knight, SafeShelby
5. Sharon Haynes, County Extension Office
6. CDBG Grant Resolution
7. AG Building
8. Wade Brown
9. Adjourn

## TOWN COUNCIL

### MINUTES

August 15, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, August 15, 2017, at 6:00 p.m. at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee, Judy Wilder, and Karen Pemberton. Also present were LeAnne Knight with SafeShelby, Sharon Haynes with the County Extension Office, Diane Glenn with EARPDC, Ed Morris with Sentell Engineering, Commissioner Paul Perrett, Corey Shaw and Kris Rambo. Council member Frankie Cousin was not present.

Mayor Randall Lewis called the meeting to order at 6:02 p.m.

LeAnne Knight provided information about the SafeShelby program and thanked the Council and Extension Office for allowing her to participate in Market Day to make the community aware of the services they offer.

Sharon Haynes with the County Extension Office informed the Council that the grant received for Market Day would be ending in September but she has asked for funding through October as the last Market Day for the season will be held on October 6, 2017. Organizing and maintaining Market Day will become the responsibility of the town at the end of the grant period. Mayor Lewis suggested that beginning with the new Market Day season beginning in April 2018, that the town collect Peddler's license fees from each vendor for each Market Day. These funds would go towards any future expenses related to Market Day; i.e., replacing canopies, tables, signage, etc. Mrs. Haynes suggested that, due to the lack of personnel, the town enlist volunteers to assist in setting up the tables and canopies for each Market Day.

Mrs. Haynes also informed the Council that the town had received over \$32,500 in grant money for Market Day and new playground equipment. She asked that the playground equipment be completely installed by October. The Mayor and the Council thanked Mrs. Haynes and her office for her efforts in securing the funding for these projects.

Ed Morris with Sentell Engineering presented the cost estimate for the Library/Senior Citizens Center renovation and partial demolition of the school. Diane Glenn, grant administrator, presented the resolution to have the town move forward in the CDBG application process. After some discussion, Judy Wilder made a motion to approve the resolution. Cordarius Lee seconded. All approved.

Karen Pemberton made a motion to approve the minutes from the July 18, 2017, meeting. Cordarius Lee seconded. All in favor.

Karen Pemberton made a motion approve the financial statements for July 2017. Judy Wilder seconded. All in favor.



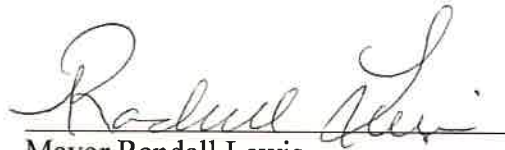
Karen Pemberton made a motion to proceed with the appraisal process for the AG building and secure quotes from different appraisers. Cordarius Lee seconded. All approved.

Corey Shaw informed the Council that he will begin strictly enforcing Ordinance 586 pertaining to trash, cars and overgrown grass in yards. He stated that he would put a notice in the paper and give residents 60 days to comply with the ordinance.

Judy Wilder made a motion to donate property at the football field where the concession stand once stood to provide a building for an ambulance service. Karen Pemberton seconded. All in favor.

Cordarius Lee made a motion to have Karen Pemberton represent the town on the Coosa County Strategic Planning Committee. Judy Wilder seconded. All in favor.

Judy Wilder made a motion to adjourn the meeting at 7:31 p.m. Karen Pemberton seconded. All approved.

  
Mayor Randall Lewis

  
Cordarius Lee

  
Judy Wilder

Frankie Cousin (absent)

  
Caryl Smith

  
Karen Pemberton

**ATTEST:**

  
Kris Rambo

# Town of Rockford - General Fund Profit & Loss

	Aug 17
Ordinary Income/Expense	
Income	
502 · City Sales Tax	5,290.07
504 · Advalorem Tax	290.83
505 · Simplified Sellers Use Tax	1,063.84
506 · Police Fines & Fees	164.06
508 · City Beer Tax	162.17
509 · Consumer Use Tax	156.52
510 · Motor Vehicle Casual Sales Tax	1.90
512 · St. Motor Veh. License	38.60
514 · Co. Motor Vehicle License	181.78
516 · Business License	31.00
522 · Cigarette Excise Tax	239.25
524 · Gas Tax- 3 Cent	1,393.08
526 · Rent- Gas & Water Bds.	1,000.00
528 · Miscellaneous Income	2.50
546 · Library Fines	15.00
Total Income	10,030.60
Expense	
602 · Salary- Mayor & Council	753.58
605 · Town Salaries	5,715.76
610 · Exterminating	45.00
611 · Theater and Concessions	0.00
622 · Bldg. Maint. & Repairs	99.00
624 · Miscellaneous	15.94
626 · Office Supplies & Expense	301.52
630 · Telephone	578.87
632 · Utilities	680.45
634 · Legal Advertisements	55.00
636 · Travel	76.50
656 · Board for Prisoners	5.00
658 · Gas and Oil - Police	156.48
671 · LETS Access	300.00
674 · Repairs & Maint. Radio Equip.	190.00
740 · Capital Purchases - R&B	0.00
752 · Senior Citizens	70.00
754 · Civil Defense	25.00
786 · Gas & Oil - Animal Control	184.71
802 · Books & Magazines- Library	7.63
811 · Travel-Library	52.61
901 · Exterminating Gym	45.00
902 · School - Repairs	0.00
904 · School - Utilities	95.55
Total Expense	9,453.60
Net Ordinary Income	577.00
Net Income	577.00

# Town of Rockford - General Fund Balance Sheet

	Aug 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 · Cash in Bank-Gen-FB	54,040.58
104 · Cash in Bank-P/R-ST	6,762.00
110 · Cash in Bank-Library-FB	502.94
116 · Library Savings	183.15
118 · CD-First Bank- Library	20,415.78
<b>Total Checking/Savings</b>	81,904.45
<b>Other Current Assets</b>	
122 · Prepaid Insurance	6,481.20
<b>Total Other Current Assets</b>	6,481.20
<b>Total Current Assets</b>	88,385.65
<b>Fixed Assets</b>	
130 · Office Furniture & Fixtures	22,674.62
134 · Police Cars	17,721.28
136 · City Hall	60,959.53
138 · Improvements	28,071.27
140 · Other Equipment	24,214.81
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144 · Trucks	10,000.00
146 · Land	50,617.84
148 · Building Shop	59,088.38
150 · Park / Playground	3,871.20
160 · School Buildings	1,139,850.00
162 · Furniture - School	3,129.84
180 · Accumulated Depreciation	-407,691.77
<b>Total Fixed Assets</b>	1,029,724.93
<b>TOTAL ASSETS</b>	<b>1,118,110.58</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
213 · Accts Payable	386.81
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205 · Retirement W/H	826.45
206 · Accrued Vacation Pay	5,480.04
252 · First Bank Note Payable - Gym	48,841.17
<b>Total Other Current Liabilities</b>	57,105.19
<b>Total Current Liabilities</b>	57,492.00
<b>Total Liabilities</b>	57,492.00
<b>Equity</b>	
302 · Inv. in Gen. Fixed Assets	123,977.41
304 · Fund Balance	90,161.52
3900 · Retained Earnings	813,724.40
Net Income	32,755.25
<b>Total Equity</b>	1,060,618.58
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,118,110.58</b>

Glenda Cardwell  
8112 Coosa County Road 14  
Rockford, AL 35136  
256-377-2298

September 19, 2017

Dear Mayor Lewis, Town Council, & Utilities Board,

I am writing this letter to confirm my retirement after 34 years from the position of Billing Clerk and Library Director which will be effective January 31, 2018.

Though I have looked forward for years for my retirement to come, it saddens me that I will have to leave such fine people. The years that I have worked for Town Hall and the Utilities Board are some of the best and most fruitful years of my life. I will be enjoying my retirement I am sure, but you will always be in my heart. Let me also take this opportunity to thank you all for the love and support that you have given me during my employment.

If I can be of assistance let me know.

Sincerely,

  
Glenda Cardwell



**VERNON BARNETT**  
Commissioner

# State of Alabama Department of Revenue

(www.revenue.alabama.gov)  
50 North Ripley Street  
Montgomery, Alabama 36132

**JOE W. GARRETT, JR.**  
Deputy Commissioner

**CURTIS E. STEWART**  
Deputy Commissioner

**BRENDA R. COONE**  
Deputy Commissioner

**MICHAEL D. GAMBLE**  
Deputy Commissioner

August 29, 2017

**IMPORTANT**

**RESPONSE REQUIRED**

**IMPORTANT**

## 2018 Severe Weather Preparedness Tax Holiday February 23-25, 2018

**Deadline to notify ADOR: January 23, 2018**

The 2018 Severe Weather Preparedness Tax Holiday begins at 12:01 a.m. on Friday, February 23, 2018, and ends at twelve midnight on Sunday, February 25, 2018. As required by the Sales Tax Holiday for Severe Weather Preparedness Rule, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Severe Weather Preparedness Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before January 23, 2018. The Department will compile this information into a list of all counties and municipalities participating in the Severe Weather Preparedness Tax Holiday and issue a current publication of the list on its website at: <https://revenue.alabama.gov/sales-use/sales-tax-holidays>

**Your taxpayers want to know if your locality will participate  
in the 2018 Weather Preparedness Tax Holiday.**

### **ACTION REQUIRED:**

Please put it on your calendar to discuss and vote on this matter soon and notify the ADOR of the decision before January 23, 2018.

**Participating?** - Send a certified copy of any resolution, ordinance, or amendment adopted by your locality.

**Not Participating?** - It is important that you inform us via email, fax, or letter of that fact.

Taxpayers rely on the list provided by the Department of Revenue and the Department cannot post a locality's participation status based on assumption; notification of nonparticipation or copies of resolution/ordinance from the locality is required.

Notification can be faxed, mailed or emailed:

**FAX:** 334-353-7666

**MAIL:** ALABAMA DEPARTMENT OF REVENUE  
Attention: Wanda Robbins, Room 4311  
Sales & Use Tax Division  
Post Office Box 327900  
Montgomery, Alabama 36132-7900

**EMAIL:** [wanda.robbs@revenue.alabama.gov](mailto:wanda.robbs@revenue.alabama.gov)

**QUESTIONS:** 334-353-8044

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wage & bank levies, liens & audits, unified  
tax returns, payroll issues, & resolve tax  
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**HAVE 10K in debt?** National Debt Relief is  
rated A-Plus with the BBB. You could be  
debt free in 24-48 months. Call 1-888-774-  
9191 now for a free debt evaluation.

**FOR SALE**  
CHURCH FURNITURE: Does your church

## VACANCY

The Rockford Town Council is seeking a new member to the Gas, Water and Sewer Board. Any persons interested in the position should apply at the Rockford Town Hall. Requirements to be on the board are you have to be a customer on the Gas, Water and Sewer to qualify. Deadline for applications is Friday, April 17, 2017.

# LEGAL ADS

## NOTICE

Goodwater Housing Authority invites comments on Draft Plans  
The Goodwater Housing Authority's (GHA) Drafts of the Five year and Annual Plans have been reviewed and discussed at the February 2017 meeting of the residents. The Board of Commissioners of the Goodwater Housing Authority have also reviewed the draft plans and have given their consent. The item in the plan which impacts public housing residents the most is the Capital Improvements Plan. A copy of the plan is available for viewing at the Central Office located at 25 Salter Street, Goodwater AL. The GHA invites all residents and other interested parties to submit suggestions and comments on the draft plan for consideration prior to the adoption of

warranty or recourse, expressed or implied as to condition, title, use and/or enjoyment and will be sold subject to the right of redemption of all parties entitled thereto.  
Alabama law gives some persons who have an interest in property the right to redeem the property under certain circumstances. Programs may also exist that help persons avoid or delay the foreclosure process. An attorney should be consulted to help you understand these rights and programs as a part of the foreclosure process.  
Citifinancial Servicing, LLC, a Delaware limited liability company, successor by merger to Citifinancial Corporation, LLC, a Delaware limited liability company  
Mortgage

a distance of 260.00 feet; thence South 1 degree 57 minutes 28 seconds East, a distance of 210.00 feet; thence South 79 degrees 11 minutes 02 seconds West, a distance of 143.41 feet; thence South 28 degrees 58 minutes 44 seconds East, a distance 291.70 feet to a point on the North side of a road known as Bishop Road; thence North 48 degrees 26 minutes 10 seconds East, along said road a chord distance of 350.43 feet; thence North 0 degrees 17 minutes 54 seconds West, a distance of 652.33 feet to the Point of Beginning.  
LESS AND EXCEPT property: Commencing at the NE corner of the SE 1/4 of the SE 1/4 of Section 13, Township 24 North, Range 20 East, Coosa County, Alabama; thence South 0 degrees 17 minutes 54 seconds East a distance of 186.43

ran 4 weeks for Father's Day

To place your advertisement, call (256) 377-2525 or email legalads@coosanews.com.

The Entire Project Shall Be Completed In Eighty (80) Working Days. A 3% DBE Contract Obligation Is Required.  
A Bidding Proposal may be purchased for \$5.00. Plans may be purchased for \$7.00 per set. Plans and Proposals are available at the Alabama Department of Transportation, 1409 Coliseum Boulevard, Room E-108, Montgomery, AL 36110. Checks should be made payable to the Alabama Department of Transportation. Plans and Proposals will be mailed only upon receipt of remittance. No refunds will be made.  
Minimum wage rates for this project have been pre-determined by the Secretary of Labor and are set forth in the advertised specifications.

**CATTLE FOR SALE**  
4-H Project herd  
Mottley Face Angus  
\$1400.00. 14 month Hereford  
Black Heifer with White Face  
month Hereford x Chimaine  
and White. \$925.00. 11-month Mottley  
Black Hereford Heifer. Out of registered  
Hereford Bull and registered Angus. \$875.00. 9 month Hereford Heifer. Medium  
Frame. \$825.00. All cattle are current on  
vaccinations, docile, and LBW. Diana or  
Chloe Harrell 256-596-1134.

deadline 10/16

# Town of Rockford - General Fund Profit & Loss Detail

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>502 · City Sales Tax</b>								
Deposit	08/22/2017			Sales Tax		102 · Cash in ...	185.51	185.51
Deposit	08/22/2017			Collections/ad...		102 · Cash in ...	-43.76	141.75
Deposit	08/25/2017			Sales Tax		102 · Cash in ...	5,148.32	5,290.07
Total 502 · City Sales Tax							5,290.07	5,290.07
<b>504 · Advalorem Tax</b>								
Deposit	08/11/2017			Deposit		102 · Cash in ...	290.83	290.83
Total 504 · Advalorem Tax							290.83	290.83
<b>505 · Simplified Sellers Use Tax</b>								
Deposit	08/10/2017			Simple Seller...		102 · Cash in ...	212.92	212.92
Deposit	08/22/2017			Sellers Use Tax		102 · Cash in ...	489.19	702.11
Deposit	08/25/2017			Sellers Use Tax		102 · Cash in ...	361.73	1,063.84
Total 505 · Simplified Sellers Use Tax							1,063.84	1,063.84
<b>506 · Police Fines &amp; Fees</b>								
Deposit	08/03/2017			Fines & Fees		102 · Cash in ...	164.06	164.06
Total 506 · Police Fines & Fees							164.06	164.06
<b>508 · City Beer Tax</b>								
Deposit	08/16/2017			Gulf Supreme		102 · Cash in ...	45.40	45.40
Deposit	08/17/2017			Bama Bud		102 · Cash in ...	116.77	162.17
Total 508 · City Beer Tax							162.17	162.17
<b>509 · Consumer Use Tax</b>								
Deposit	08/25/2017			Consumer Us...		102 · Cash in ...	156.52	156.52
Total 509 · Consumer Use Tax							156.52	156.52
<b>510 · Motor Vehicle Casual Sales Tax</b>								
Deposit	08/11/2017			Deposit		102 · Cash in ...	1.90	1.90
Total 510 · Motor Vehicle Casual Sales Tax							1.90	1.90
<b>512 · St. Motor Veh. License</b>								
Deposit	08/10/2017			MV License Tax		102 · Cash in ...	38.60	38.60
Total 512 · St. Motor Veh. License							38.60	38.60
<b>514 · Co. Motor Vehicle License</b>								
Deposit	08/11/2017			Deposit		102 · Cash in ...	181.78	181.78
Total 514 · Co. Motor Vehicle License							181.78	181.78
<b>516 · Business License</b>								



# Town of Rockford - General Fund Profit & Loss Detail

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	08/24/2017			Triple R		102 · Cash in ...	31.00	31.00
Total 516 · Business License							31.00	31.00
<b>522 · Cigarette Excise Tax</b>								
Deposit	08/21/2017			Cigarette Tax		102 · Cash in ...	207.60	207.60
Deposit	08/21/2017			Cigarette Tax		102 · Cash in ...	31.65	239.25
Total 522 · Cigarette Excise Tax							239.25	239.25
<b>524 · Gas Tax- 3 Cent</b>								
Deposit	08/21/2017			Mapco		102 · Cash in ...	1,393.08	1,393.08
Total 524 · Gas Tax- 3 Cent							1,393.08	1,393.08
<b>526 · Rent- Gas &amp; Water Bds.</b>								
Deposit	08/01/2017			Rent, Gas & ...		102 · Cash in ...	1,000.00	1,000.00
Total 526 · Rent- Gas & Water Bds.							1,000.00	1,000.00
<b>528 · Miscellaneous Income</b>								
Deposit	08/17/2017			Copies		102 · Cash in ...	2.50	2.50
Total 528 · Miscellaneous Income							2.50	2.50
<b>546 · Library Fines</b>								
Deposit	08/17/2017			Library fines a...		110 · Cash in ...	11.35	11.35
Deposit	08/29/2017			Library Fines		110 · Cash in ...	3.65	15.00
Total 546 · Library Fines							15.00	15.00
Total Income							10,030.60	10,030.60
<b>Expense</b>								
<b>602 · Salary- Mayor &amp; Council</b>								
Check	08/01/2017	9062	Payroll	Council or Ma...		102 · Cash in ...	538.25	538.25
Check	08/14/2017	9071	Payroll	Council or Ma...		102 · Cash in ...	0.00	538.25
Check	08/15/2017	9072	Payroll	Council or Ma...		102 · Cash in ...	215.33	753.58
Check	08/25/2017	9081	Payroll	Council or Ma...		102 · Cash in ...	753.58	753.58
Total 602 · Salary- Mayor & Council							753.58	753.58
<b>605 · Town Salaries</b>								
Check	08/01/2017	9062	Payroll	Town Salaries		102 · Cash in ...	0.00	0.00
Check	08/14/2017	9071	Payroll	Town Salaries		102 · Cash in ...	2,959.61	2,959.61
Check	08/15/2017	9072	Payroll	Town Salaries		102 · Cash in ...	2,959.61	2,959.61
Check	08/25/2017	9081	Payroll	Town Salaries		102 · Cash in ...	2,756.15	5,715.76
Total 605 · Town Salaries							5,715.76	5,715.76
<b>610 · Exterminating</b>								
Check	08/09/2017	9066	First Response Pest...	Pest Control ...		102 · Cash in ...	45.00	45.00



# Town of Rockford - General Fund Profit & Loss Detail

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Total 610 · Exterminating								
611 · Theater and Concessions								
Check	08/15/2017	9073	Home Depot Credit ...	6035 3225 40...		102 · Cash in ...	0.00	0.00
Total 611 · Theater and Concessions								
622 · Bldg. Maint. & Repairs								
Check	08/15/2017	9073	Home Depot Credit ...	6035 3225 40...		102 · Cash in ...	0.00	0.00
Check	08/28/2017	9086	Safeguard Corporation	Service Fire E...		102 · Cash in ...	99.00	99.00
Total 622 · Bldg. Maint. & Repairs								
624 · Miscellaneous								
Check	08/15/2017	9073	Home Depot Credit ...	Misc. Supplies		102 · Cash in ...	15.94	15.94
Total 624 · Miscellaneous								
626 · Office Supplies & Expense								
Check	08/09/2017	9067	ABS Business Syste...	Maintenance ...		102 · Cash in ...	51.30	51.30
Check	08/15/2017	1585	Office Depot	Library stamp		110 · Cash in ...	21.79	73.09
Check	08/15/2017	9074	Office Depot	Misc. Supplies		102 · Cash in ...	207.53	280.62
Check	08/15/2017	9076	Personnel Concepts	Labor posters		102 · Cash in ...	20.90	301.52
Total 626 · Office Supplies & Expense								
630 · Telephone								
Check	08/15/2017	9075	Charter Communica...	Internet		102 · Cash in ...	119.98	119.98
Check	08/28/2017	9083	CenturyLink	Telephone Bill		102 · Cash in ...	366.88	486.86
Check	08/28/2017	9084	Charter Communica...	Internet		102 · Cash in ...	7.21	494.07
Check	08/28/2017	9087	Southern LINC	Randall Lewis		102 · Cash in ...	84.80	578.87
Total 630 · Telephone								
632 · Utilities								
Check	08/28/2017	9082	Alabama Power Co...	09634-10022...		102 · Cash in ...	52.21	52.21
Check	08/28/2017	9082	Alabama Power Co...	Town Hall 986...		102 · Cash in ...	478.82	531.03
Check	08/28/2017	9082	Alabama Power Co...	Christmas Tre...		102 · Cash in ...		531.03
Check	08/28/2017	9082	Alabama Power Co...	24877-62007 ...		102 · Cash in ...		531.03
Check	08/28/2017	9085	Alabama Power Co...	09634-10022...		102 · Cash in ...		531.03
Check	08/28/2017	9085	Alabama Power Co...	Town Hall 986...		102 · Cash in ...		531.03
Check	08/28/2017	9085	Alabama Power Co...	Christmas Tre...		102 · Cash in ...		531.03
Check	08/28/2017	9085	Alabama Power Co...	24877-62007 ...		102 · Cash in ...	52.02	583.05
Check	08/29/2017	9088	Gross Revenue	City Park		102 · Cash in ...	0.00	583.05
Check	08/29/2017	9088	Gross Revenue	Office		102 · Cash in ...	74.52	657.57
Check	08/29/2017	9088	Gross Revenue	Playground		102 · Cash in ...	22.88	680.45
Total 632 · Utilities								
634 · Legal Advertisements								
Check	08/15/2017	9077	Coosa County News	Public Hearin...		102 · Cash in ...	55.00	55.00

## Town of Rockford - General Fund Profit & Loss Detail

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Total 634 · Legal Advertisements							55.00	55.00
636 · Travel								
Check	08/17/2017	9078	Kris Rambo	Mayor's lunch...		102 · Cash in ...	76.50	76.50
Total 636 · Travel							76.50	76.50
656 · Board for Prisoners								
Check	08/09/2017	9068	Coosa County Sherif...	FOOD AND C...		102 · Cash in ...	5.00	5.00
Total 656 · Board for Prisoners							5.00	5.00
658 · Gas and Oil - Police								
Check	08/01/2017	9065	Water Operations & ...	Fuel Reimbur...		102 · Cash in ...	156.48	156.48
Total 658 · Gas and Oil - Police							156.48	156.48
671 · LETS Access								
Check	08/22/2017	9080	Alabama Law Enforc...	Let's Access ...		102 · Cash in ...	300.00	300.00
Total 671 · LETS Access							300.00	300.00
674 · Repairs & Maint. Radio Equip.								
Check	08/09/2017	9069	Allcomm Wireless, I...	MONTHLY BI...		102 · Cash in ...	95.00	95.00
Check	08/22/2017	9079	Allcomm Wireless, I...	MONTHLY BI...		102 · Cash in ...	95.00	190.00
Total 674 · Repairs & Maint. Radio Equip.							190.00	190.00
740 · Capital Purchases - R&B								
Check	08/15/2017	9073	Home Depot Credit ...	6035 3225 40...		102 · Cash in ...	0.00	0.00
Total 740 · Capital Purchases - R&B							0.00	0.00
752 · Senior Citizens								
Check	08/01/2017	9063	Senior Citizens	Monthly Alloc...		102 · Cash in ...	70.00	70.00
Total 752 · Senior Citizens							70.00	70.00
754 · Civil Defense								
Check	08/01/2017	9064	Civil Defense	Monthly Alloc...		102 · Cash in ...	25.00	25.00
Total 754 · Civil Defense							25.00	25.00
786 · Gas & Oil - Animal Control								
Check	08/01/2017	9065	Water Operations & ...	Lawn Mainten...		102 · Cash in ...	184.71	184.71
Total 786 · Gas & Oil - Animal Control							184.71	184.71
802 · Books & Magazines- Library								
Check	08/15/2017	1584	AMAZON	Books		110 · Cash in ...	7.63	7.63
Total 802 · Books & Magazines- Library							7.63	7.63
811 · Travel-Library								

# Town of Rockford - General Fund Profit & Loss Detail

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Check	08/14/2017	1583	Glenda Cardwell	Workshop		110 · Cash in ...	52.61	52.61
Total 811 · Travel-Library								
901 · Exterminating Gym								
Check	08/09/2017	9066	First Response Pest...	Pest Control ...		102 · Cash in ...	45.00	45.00
Total 901 · Exterminating Gym								
902 · School - Repairs								
Check	08/15/2017	9073	Home Depot Credit ...	6035 3225 40...		102 · Cash in ...	0.00	0.00
Total 902 · School - Repairs								
904 · School - Utilities								
Check	08/28/2017	9082	Alabama Power Co...	Gym Utilities ...		102 · Cash in ...	41.03	41.03
Check	08/28/2017	9085	Alabama Power Co...	Gym Utilities ...		102 · Cash in ...	41.03	41.03
Check	08/29/2017	9088	Gross Revenue	Gym Utilities		102 · Cash in ...	54.52	95.55
Total 904 · School - Utilities								
Total Expense							9,453.60	9,453.60
Net Ordinary Income							577.00	577.00
Net Income							577.00	577.00

**NOTICE**  
**TOWN COUNCIL MEETING**  
**SEPTEMBER 19, 2017**  
**6:00 PM**

**ROCKFORD UTILITIES**  
**BOARD MEETING**  
**SEPTEMBER 19, 2017**  
**7:00 PM**

**TOWN COUNCIL  
AGENDA  
SEPTEMBER 19, 2017**

1. Call to Order
2. Approval of Minutes, August 15, 2017
3. Financial Statements
4. Billing Clerk Vacancy
5. Water Board Vacancy
6. Loan Renewal
7. 2018 Severe Weather Preparedness Tax Holiday
8. Fall Festival
9. Adjourn

TOWN COUNCIL  
MINUTES

September 19, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, September 19, 2017, at 6:02 p.m. at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee, Judy Wilder, Frankie Cousin and Karen Pemberton. Also present were Glenda Cardwell, Corey Shaw and Kris Rambo.

Mayor Randall Lewis called the meeting to order at 6:02 p.m.

Karen Pemberton made a motion to approve the minutes from the August 15, 2017, meeting. Frankie Cousin seconded. All approved.

Financial statements were reviewed.

Judy Wilder made a motion to accept retirement letter from Glenda Cardwell. Frankie Cousin seconded. All approved.

The job opening for the Billing Clerk will be advertised and posted for 30 days, with a deadline to receive applications being October 19, 2017. A Special Called Meeting will be held on October 24, 2017, to conduct interviews.

Mayor Lewis stated that there is a vacancy on the Water Board with the resignation of Chris Smith. The vacancy will be advertised and posted for 30 days.

Frankie Cousin made a motion to approve the renewal for the gym roof loan and to authorize Mayor Lewis to sign off on the loan renewal. Karen Pemberton seconded. All approved.

Kris Rambo discussed the status of the Fall Festival planning.

Judy Wilder made a motion to adjourn the meeting at 6:47 p.m. Cordarius Lee seconded. All approved.

\_\_\_\_\_  
Mayor Randall Lewis

\_\_\_\_\_  
Cordarius Lee

\_\_\_\_\_  
Judy Wilder

\_\_\_\_\_  
Frankie Cousin

\_\_\_\_\_  
Carel Smith

\_\_\_\_\_  
Karen Pemberton

**ATTEST:**

\_\_\_\_\_  
Kris Rambo

**TOWN COUNCIL  
AGENDA  
OCTOBER 17, 2017**

1. Call to Order
2. Approval of Minutes, September 19, 2017
3. Financial Statements
4. Town Library Annual Allotment
5. Horseshoe Bend Appropriation FY2018
6. Billing Clerk Vacancy
7. Water Board Vacancy
8. Fall Festival
9. Adjourn

TOWN COUNCIL  
MINUTES

October 17, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, October 17, 2017, at Town Hall. Members present were Mayor Randall Lewis, Cordarius Lee, Judy Wilder and Frankie Cousin. Also present were Derrick Blythe and Kris Rambo. Council members Karen Pemberton and Carel Smith were not present.

Mayor Randall Lewis called the meeting to order at 6:07 p.m.

Judy Wilder made a motion to approve the minutes from the September 19, 2017, meeting. Frankie Cousin seconded. All approved.

Frankie Cousin made a motion to approve the Financial Statements for September. Judy Wilder seconded. All approved.

Judy Wilder made a motion to table the annual allotment to the Library until a later date. Frankie Cousin seconded. All approved.

Judy Wilder made a motion to approve the Horseshoe Bend Library appropriation in the amount of \$250 for fiscal year 2018. Cordarius Lee seconded. All approved.

Mayor Lewis stated that there have been 36 applications received for the Billing Clerk/Town Librarian job vacancy. Those will be culled down to 5 and candidates will be called to come in for an interview at the Special Called meeting on October 24, 2017.

Mayor Lewis informed the Council that one application had been received for the Water Board vacancy.

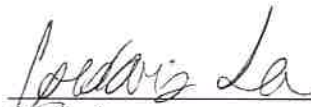
Kris Rambo discussed the status of the Fall Festival and Veterans' Day ceremony planning.

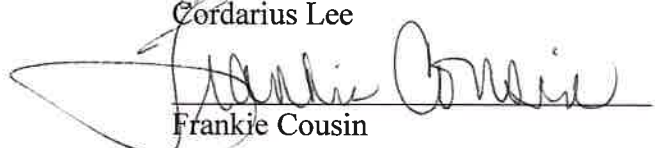
Judy Wilder made a motion to adjourn the meeting at 6:45 p.m. Cordarius Lee seconded. All approved.

\_\_\_\_\_  
Mayor Randall Lewis

\_\_\_\_\_  
Judy Wilder

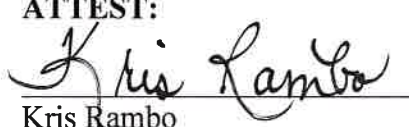
\_\_\_\_\_  
Carel Smith (absent)

  
\_\_\_\_\_  
Cordarius Lee

  
\_\_\_\_\_  
Frankie Cousin

\_\_\_\_\_  
Karen Pemberton (absent)

**ATTEST:**

  
\_\_\_\_\_  
Kris Rambo



TOWN COUNCIL/ROCKFORD UTILITIES BOARD  
SPECIAL CALLED MEETING  
MINUTES  
OCTOBER 24, 2017

The Rockford Town Council and the Rockford Utilities Board held a special called meeting on Tuesday, October 24, 2017, at Town Hall. Present were Mayor Randall Lewis, Council Members Cordarious Lee, Judy Wilder, Karen Pemberton, and Board Members Ronnie Brown, Raymond Abrams, Katherleen Larmon, and Ronnie Joiner. Not present were Council members Carel Smith and Frankie Cousin.

Mayor Lewis called the meeting to order at 6:06 p.m.

Katherleen Larmon made a motion to go into executive session to interview the five applicants for the Billing Clerk/Town Librarian position. Raymond Abrams seconded. All approved.

Each applicant was called into the council room and interviewed.

After the interviews were complete, Karen Pemberton made a motion to come out of executive session. Ronnie Brown seconded. All approved.

Raymond Abrams made a motion to hire Christy Barrett for the Billing Clerk/Town Librarian position. Cordarious Lee seconded. All approved.

Christy Barrett will begin her position as Billing Clerk/Town Librarian on Monday, November 6, 2017. Her rate of pay will be \$12.00 per hour with a raise of .50 per hour after her six month probationary period.

Katherleen Larmon made a motion to adjourn at 7:38 p.m. Ronnie Brown seconded. All approved.

\_\_\_\_\_  
Mayor Randall Lewis

\_\_\_\_\_  
Judy Wilder

  
\_\_\_\_\_  
Cordarious Lee

\_\_\_\_\_  
Karen Pemberton

\_\_\_\_\_  
Frankie Cousin (absent)

\_\_\_\_\_  
Carel Smith (absent)

\_\_\_\_\_  
Ronnie Brown, Chairman

\_\_\_\_\_  
Raymond Abrams

\_\_\_\_\_  
Katherleen Larmon

\_\_\_\_\_  
Ronnie Joiner

ATTEST:

  
\_\_\_\_\_  
Kris Rambo

Date: 10-06-17

I, J. T. McDonald, a Gas, Water, and Sewer customer of Coosa County do hereby apply for the vacancy on the Gas, Water, and Sewer Board, Town of Rockford.

I understand that my term will be from: November 21st, 2017 to December 16th, 2018.

J. T. McDonald  
Name

5589 Coosa Co Rd. 29, Rockford, AL 35136  
Address

256-377-1262  
Telephone number

TOWN COUNCIL  
MINUTES

September 19, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, September 19, 2017, at 6:02 p.m. at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee, Judy Wilder, Frankie Cousin and Karen Pemberton. Also present were Glenda Cardwell, Corey Shaw and Kris Rambo.

Mayor Randall Lewis called the meeting to order at 6:02 p.m.

Karen Pemberton made a motion to approve the minutes from the August 15, 2017, meeting. Frankie Cousin seconded. All approved.

Financial statements were reviewed.

Judy Wilder made a motion to accept retirement letter from Glenda Cardwell. Frankie Cousin seconded. All approved.

The job opening for the Billing Clerk will be advertised and posted for 30 days, with a deadline to receive applications being October 19, 2017. A Special Called Meeting will be held on October 24, 2017, to conduct interviews.

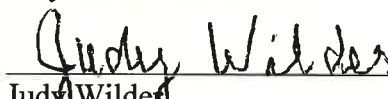
Mayor Lewis stated that there is a vacancy on the Water Board with the resignation of Chris Smith. The vacancy will be advertised and posted for 30 days.

Frankie Cousin made a motion to approve the renewal for the gym roof loan and to authorize Mayor Lewis to sign off on the loan renewal. Karen Pemberton seconded. All approved.

Kris Rambo discussed the status of the Fall Festival planning.

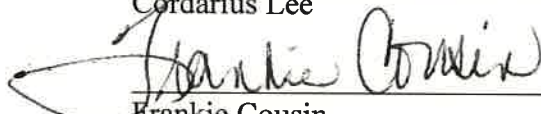
Judy Wilder made a motion to adjourn the meeting at 6:47 p.m. Cordarius Lee seconded. All approved.

  
\_\_\_\_\_  
Mayor Randall Lewis

  
\_\_\_\_\_  
Judy Wilder

\_\_\_\_\_  
Carel Smith

  
\_\_\_\_\_  
Cordarius Lee

  
\_\_\_\_\_  
Frankie Cousin

\_\_\_\_\_  
Karen Pemberton

ATTEST:

  
\_\_\_\_\_  
Kris Rambo

# Town of Rockford - General Fund Profit & Loss

Sep 17

Ordinary Income/Expense	
Income	
502 · City Sales Tax	5,219.16
504 · Advalorem Tax	205.91
505 · Simplified Sellers Use Tax	1,080.79
506 · Police Fines & Fees	279.43
508 · City Beer Tax	197.23
509 · Consumer Use Tax	50.80
510 · Motor Vehicle Casual Sales Tax	296.40
512 · St. Motor Veh. License	146.86
516 · Business License	259.28
522 · Cigarette Excise Tax	255.39
523 · Financial Inst. Excise Tax	4,036.16
524 · Gas Tax- 3 Cent	1,207.11
526 · Rent- Gas & Water Bds.	1,000.00
528 · Miscellaneous Income	56.95
529 · Misc Income - Library	3.50
546 · Library Fines	7.00
Total Income	14,301.97
Expense	
602 · Salary- Mayor & Council	753.58
605 · Town Salaries	5,900.38
611 · Theater and Concessions	0.00
622 · Bldg. Maint. & Repairs	0.00
624 · Miscellaneous	48.83
626 · Office Supplies & Expense	316.75
630 · Telephone	577.98
632 · Utilities	590.41
636 · Travel	24.08
656 · Board for Prisoners	240.00
658 · Gas and Oil - Police	126.99
740 · Capital Purchases - R&B	0.00
752 · Senior Citizens	70.00
754 · Civil Defense	25.00
786 · Gas & Oil - Animal Control	110.36
800 · Horseshoe Bd Ref. Library	250.00
802 · Books & Magazines- Library	10.80
808 · Tapes-Library	19.95
811 · Travel-Library	37.99
902 · School - Repairs	0.00
904 · School - Utilities	102.62
Total Expense	9,205.72
Net Ordinary Income	5,096.25
Net Income	5,096.25

# Town of Rockford - General Fund Balance Sheet

	Sep 30, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 · Cash in Bank-Gen-FB	59,195.07
104 · Cash in Bank-P/R-ST	6,762.00
110 · Cash in Bank-Library-FB	444.70
116 · Library Savings	183.15
118 · CD-First Bank- Library	20,415.78
<b>Total Checking/Savings</b>	87,000.70
<b>Other Current Assets</b>	
122 · Prepaid Insurance	6,481.20
<b>Total Other Current Assets</b>	6,481.20
<b>Total Current Assets</b>	93,481.90
<b>Fixed Assets</b>	
130 · Office Furniture & Fixtures	22,674.62
134 · Police Cars	17,721.28
136 · City Hall	60,959.53
138 · Improvements	28,071.27
140 · Other Equipment	24,214.81
141 · Police Equipment	2,407.93
142 · Radio Equipment	14,810.00
144 · Trucks	10,000.00
146 · Land	50,617.84
148 · Building Shop	59,088.38
150 · Park / Playground	3,871.20
160 · School Buildings	1,139,850.00
162 · Furniture - School	3,129.84
180 · Accumulated Depreciation	-407,691.77
<b>Total Fixed Assets</b>	1,029,724.93
<b>TOTAL ASSETS</b>	<b>1,123,206.83</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
213 · Accts Payable	386.81
<b>Total Accounts Payable</b>	386.81
<b>Other Current Liabilities</b>	
203 · State Tax W/H	1,957.53
205 · Retirement W/H	826.45
206 · Accrued Vacation Pay	5,480.04
252 · First Bank Note Payable - Gym	48,841.17
<b>Total Other Current Liabilities</b>	57,105.19
<b>Total Current Liabilities</b>	57,492.00
<b>Total Liabilities</b>	57,492.00
<b>Equity</b>	
302 · Inv. in Gen. Fixed Assets	123,977.41
304 · Fund Balance	90,161.52
3900 · Retained Earnings	813,724.40
Net Income	37,851.50
<b>Total Equity</b>	1,065,714.83
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,123,206.83</b>

**HORSESHOE BEND REGIONAL LIBRARY  
207 N. WEST STREET  
DADEVILLE, AL 36853**

September 28, 2017

City of Rockford  
PO Box 128  
Rockford, AL 35136

**RE: REQUEST FISCAL YEAR 2018 APPROPRIATION**

The Horseshoe Bend Regional Library would like to request appropriations for fiscal year 2018, in the amount of \$250.00.

Thank you for your continued support.

Sincerely,



Susie R. Anderson  
Director

# TOWN COUNCIL

## AGENDA

NOVEMBER 21, 2017

1. Call to Order
2. Approval of Minutes, October 17, 2017
3. Approval of Minutes, Special Called Meeting, October 24, 2017
4. Financial Statements
5. Hare & Dunlap, CPA, Engagement Letter
6. Water Board Appointment
7. One-Time Pay Increase
8. Christmas Luncheon
9. Town Library Allotment
10. Adjourn

TOWN COUNCIL  
MINUTES

November 21, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, November 21, 2017, at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee and Frankie Cousin. Also present were Christy Barrett, Corey Shaw and Kris Rambo. Council members Karen Pemberton and July Wilder were not present

Mayor Randall Lewis called the meeting to order at 6:02 p.m.

Frankie Cousin made a motion to approve the minutes from the October 17, 2017, meeting. Cordarius Lee seconded. All approved.

Cordarius Lee made a motion to approve the minutes from the October 24, 2017, Special Called meeting. Carel Smith seconded. All approved.

Financial statements were reviewed.

Frankie Cousin made a motion to sign the letter of engagement from Hare & Dunlap, CPA, and proceed with the annual audit. Carel Smith seconded. All approved.

Cordarius Lee made a motion to appoint J.T. McDonald to the Water Board. Carel Smith seconded. All approved.

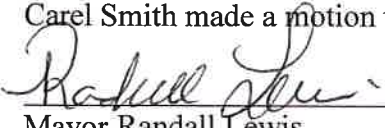
Frankie Cousin made a motion to approve a one-time pay increase for the town employees. Cordarius Lee seconded. All approved.

Frankie Cousin made a motion to approve paying the annual library allotment in the amount of \$1500. Carel Smith seconded. All approved.

Mayor Lewis introduced the new Billing Clerk/Town Librarian, Christy Barrett.

Corey Shaw discussed the recent jail escape and requested contact information for the Council members so they can be notified of any future emergencies. Kris Rambo will email contact information to him.

Carel Smith made a motion to adjourn the meeting at 6:17 p.m. Frankie Cousin seconded. All approved.

  
\_\_\_\_\_  
Mayor Randall Lewis

\_\_\_\_\_  
Cordarius Lee

\_\_\_\_\_  
Judy Wilder (absent)

\_\_\_\_\_  
Frankie Cousin

\_\_\_\_\_  
Carel Smith

\_\_\_\_\_  
Karen Pemberton (absent)

ATTEST:

  
\_\_\_\_\_  
Kris Rambo



# Town of Rockford - General Fund Profit & Loss

	Oct 17
<b>Ordinary Income/Expense</b>	
Income	
502 · City Sales Tax	6,085.38
504 · Advalorem Tax	1,182.89
505 · Simplified Sellers Use Tax	1,256.66
506 · Police Fines & Fees	22.05
508 · City Beer Tax	154.87
509 · Consumer Use Tax	50.58
510 · Motor Vehicle Casual Sales Tax	107.36
512 · St. Motor Veh. License	198.63
516 · Business License	124.00
518 · Xerox	7.00
521 · School Gym Rental	72.00
522 · Cigarette Excise Tax	27.60
526 · Rent- Gas & Water Bds.	1,000.00
528 · Miscellaneous Income	12.25
529 · Misc Income - Library	4.00
552 · Library Misc. Income	5.25
<b>Total Income</b>	<b>10,310.52</b>
Expense	
602 · Salary- Mayor & Council	807.41
605 · Town Salaries	5,938.06
610 · Exterminating	45.00
611 · Theater and Concessions	0.00
622 · Bldg. Maint. & Repairs	0.00
624 · Miscellaneous	75.09
626 · Office Supplies & Expense	515.61
627 · Professional Services	110.00
630 · Telephone	486.47
632 · Utilities	60.18
656 · Board for Prisoners	140.00
658 · Gas and Oil - Police	143.89
671 · LETS Access	300.00
674 · Repairs & Maint. Radio Equip.	95.00
714 · Materials	60.17
740 · Capital Purchases - R&B	0.00
752 · Senior Citizens	70.00
754 · Civil Defense	25.00
786 · Gas & Oil - Animal Control	186.17
800 · Horseshoe Bd Ref. Library	250.00
804 · Miscellaneous-Library	5.45
806 · Supplies-Library	0.00
810 · Postage-Library	10.44
901 · Exterminating Gym	45.00
902 · School - Repairs	0.00
<b>Total Expense</b>	<b>9,368.94</b>
<b>Net Ordinary Income</b>	<b>941.58</b>
<b>Net Income</b>	<b>941.58</b>

# Town of Rockford - General Fund Balance Sheet

	Oct 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 · Cash in Bank-Gen-FB	59,731.39
104 · Cash in Bank-P/R-ST	6,762.00
110 · Cash in Bank-Library-FB	356.92
116 · Library Savings	183.15
118 · CD-First Bank- Library	20,415.78
<b>Total Checking/Savings</b>	87,449.24
<b>Other Current Assets</b>	
122 · Prepaid Insurance	6,481.20
<b>Total Other Current Assets</b>	6,481.20
<b>Total Current Assets</b>	93,930.44
<b>Fixed Assets</b>	
130 · Office Furniture & Fixtures	22,674.62
134 · Police Cars	17,721.28
136 · City Hall	60,959.53
138 · Improvements	28,071.27
140 · Other Equipment	24,214.81
141 · Police Equipment	2,407.93
142 · Radio Equipment	14,810.00
144 · Trucks	10,000.00
146 · Land	50,617.84
148 · Building Shop	59,088.38
150 · Park / Playground	4,367.74
160 · School Buildings	1,139,850.00
162 · Furniture - School	3,129.84
180 · Accumulated Depreciation	-407,691.77
<b>Total Fixed Assets</b>	1,030,221.47
<b>TOTAL ASSETS</b>	<b>1,124,151.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
213 · Accts Payable	386.81
<b>Total Accounts Payable</b>	386.81
<b>Other Current Liabilities</b>	
203 · State Tax W/H	1,957.53
205 · Retirement W/H	826.45
206 · Accrued Vacation Pay	5,480.04
252 · First Bank Note Payable - Gym	48,841.17
<b>Total Other Current Liabilities</b>	57,105.19
<b>Total Current Liabilities</b>	57,492.00
<b>Total Liabilities</b>	57,492.00
<b>Equity</b>	
302 · Inv. in Gen. Fixed Assets	123,977.41
304 · Fund Balance	90,161.52
3900 · Retained Earnings	851,579.40
Net Income	941.58
<b>Total Equity</b>	1,066,659.91
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,124,151.91</b>

# Hare & Dunlap CPA Group, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

P.O. Box 1088  
Alexander City, AL 35011-1088  
Office (256) 234-6364  
Facsimile (256) 234-6365

Jay L. Hare, CPA  
Henry J. Dunlap, Jr., CPA

MEMBERS:  
American Institute of CPAs  
Alabama Society of CPAs

October 16, 2017

Mayor and Town Council  
Town of Rockford, Alabama

We are pleased to confirm our understanding of the services we are to provide the Town of Rockford, Alabama, for the year ended September 30, 2017. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Town of Rockford, Alabama as of and for the year ended September 30, 2017. We will also audit the financial statements of the Rockford Utilities Board for the year ended September 30, 2017. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany the Town of Rockford, Alabama's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The Town of Rockford, Alabama has elected not to present the management's discussion and analysis that accounting principles generally accepted in the United States has determined is necessary to supplement, although not required to be a part of, the financial statements.

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of Rockford's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements taken as a whole.

1. Combining Balance Sheet – Nonmajor Governmental Funds.
2. Combining Statement of Revenues, Expenditures, and Changes in Fund Balance – Nonmajor Governmental Funds.
3. Schedule of Revenues – Governmental Fund.
4. Schedule of Expenses – Governmental Fund.
5. Component Unit Individual Fund Statements – Waterworks and Sewer Fund
6. Component Unit Individual Fund Statements – Gas Fund

## Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards

generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Town of Rockford's financial statements. Our report will be issued to the Mayor and Town Council of the Town of Rockford. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from the engagement.

#### **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures – Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicate under AICPA professional standards.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of Rockford's compliance with applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Other Services**

We will prepare the financial statements of the Town of Rockford in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

**Engagement Administration, Fees, and Other**

We expect to begin our audit on approximately September 30, 2017, and to issue our report no later than January 31, 2018. Henry Dunlap is the engagement partner and is responsible for supervising the engagement and signing the report.

Our fee for these services will be based on the actual time spent at our standard hourly rates, plus travel and other out-of-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Town of Rockford and the Rockford Utilities Board and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Henry Dunlap CPA Group, P.C.*

**RESPONSE:**

This letter correctly sets forth the understanding of the Town of Rockford, Alabama.

By: *Randall Lewis*

Title: *Mayor*

Date: *11-21-17*

By: *Kris Lambro*

Title: *Town Clerk*

Date: *11/21/17*

# ROCKFORD TOWN COUNCIL

## AGENDA

DECEMBER 19, 2017

1. Call to Order
2. Approval of Minutes, November 21, 2017
3. Financial Statements
4. CDBG Grant
5. Retirement Gift
6. Christmas Lunch
7. Adjourn



TOWN COUNCIL  
MINUTES

December 19, 2017

The Rockford Town Council held its regular monthly meeting on Tuesday, December 19, 2017, at Town Hall. Members present were Mayor Randall Lewis, Carel Smith, Cordarius Lee and Frankie Cousin. Kris Rambo, Town Clerk, was also present. Council members Karen Pemberton and July Wilder were not present.

Mayor Randall Lewis called the meeting to order at 6:00 p.m.

Frankie Cousin made a motion to approve the minutes from the November 21, 2017, meeting. Cordarius Lee seconded. All approved.

Financial statements were reviewed.

Mayor Lewis informed the Council that the town had been awarded the CDBG grant to renovate the old school library for the Senior Center and to demolish the newest part of the school that is in the most disrepair. The town should receive a letter of confirmation on the grant award in the next few days.

Kris Rambo discussed the retirement reception and gift for Glenda Cardwell. The reception will be held at Town Hall at the end of January; date and time to be announced. A gift will be ordered and Kris will take donations from Council members at the January Council meeting.

The Christmas lunch will be held Friday, December 22, at noon in the conference room at Town Hall. All Council members are invited and are asked to bring a covered dish.

Cordarius Lee made a motion to adjourn the meeting at 6:23 p.m. Frankie Cousin seconded. All approved.


  
\_\_\_\_\_  
Mayor Randall Lewis

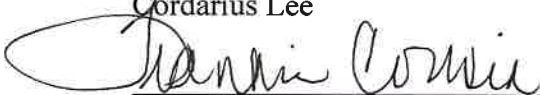
\_\_\_\_\_  
Judy Wilder (absent)

\_\_\_\_\_  
Carel Smith

**ATTEST:**

  
\_\_\_\_\_  
Kris Rambo

  
\_\_\_\_\_  
Cordarius Lee

  
\_\_\_\_\_  
Frankie Cousin

\_\_\_\_\_  
Karen Pemberton (absent)



# Town of Rockford - General Fund Profit & Loss

	Nov 17
<b>Ordinary Income/Expense</b>	
Income	
502 · City Sales Tax	4,930.14
504 · Advalorem Tax	4,583.52
505 · Simplified Sellers Use Tax	1,416.95
506 · Police Fines & Fees	1.06
508 · City Beer Tax	60.51
509 · Consumer Use Tax	21.67
510 · Motor Vehicle Casual Sales Tax	4.75
512 · St. Motor Veh. License	41.58
516 · Business License	31.00
520 · Manufactured Homes Tax	12.00
521 · School Gym Rental	50.00
522 · Cigarette Excise Tax	633.30
524 · Gas Tax- 3 Cent	3,577.38
526 · Rent- Gas & Water Bds.	1,000.00
528 · Miscellaneous Income	883.25
529 · Misc Income - Library	16.75
546 · Library Fines	11.32
553 · Yearly Allocation	1,500.00
<b>Total Income</b>	<b>18,775.18</b>
Expense	
551 · Yearly Allocation - Library	1,500.00
601 · Election Expenses	0.00
602 · Salary- Mayor & Council	699.76
605 · Town Salaries	6,258.49
608 · Dues	72.00
611 · Theater and Concessions	0.00
622 · Bldg. Maint. & Repairs	0.00
624 · Miscellaneous	667.07
626 · Office Supplies & Expense	549.14
630 · Telephone	526.00
632 · Utilities	872.37
634 · Legal Advertisements	87.06
636 · Travel	103.79
638 · Continuing Education	0.00
642 · Community Promotions	336.39
656 · Board for Prisoners	70.00
658 · Gas and Oil - Police	141.75
668 · Miscellaneous Expense - Police	180.95
674 · Repairs & Maint. Radio Equip.	190.00
714 · Materials	13.76
740 · Capital Purchases - R&B	0.00
752 · Senior Citizens	70.00
754 · Civil Defense	25.00
786 · Gas & Oil - Animal Control	121.06
802 · Books & Magazines- Library	9.99
803 · Movies-Library	24.94
804 · Miscellaneous-Library	0.00
806 · Supplies-Library	0.00
810 · Postage-Library	24.01
902 · School - Repairs	0.00
904 · School - Utilities	237.69
<b>Total Expense</b>	<b>12,781.22</b>
<b>Net Ordinary Income</b>	<b>5,993.96</b>
<b>Net Income</b>	<b>5,993.96</b>

# Town of Rockford - General Fund Balance Sheet

	Nov 30, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
102 · Cash in Bank-Gen-FB	65,155.24
104 · Cash in Bank-P/R-ST	7,375.21
110 · Cash in Bank-Library-FB	1,826.55
116 · Library Savings	183.27
118 · CD-First Bank- Library	20,528.26
<b>Total Checking/Savings</b>	95,068.53
<b>Other Current Assets</b>	
122 · Prepaid Insurance	6,661.13
<b>Total Other Current Assets</b>	6,661.13
<b>Total Current Assets</b>	101,729.66
<b>Fixed Assets</b>	
130 · Office Furniture & Fixtures	22,674.62
134 · Police Cars	17,721.28
136 · City Hall	60,959.53
138 · Improvements	28,071.27
140 · Other Equipment	24,067.72
141 · Police Equipment	2,407.93
142 · Radio Equipment	14,810.00
144 · Trucks	10,000.00
146 · Land	50,617.84
148 · Building Shop	59,069.00
150 · Park / Playground	4,367.74
160 · School Buildings	1,139,850.00
162 · Furniture - School	3,129.84
180 · Accumulated Depreciation	-464,580.67
<b>Total Fixed Assets</b>	973,166.10
<b>TOTAL ASSETS</b>	<b>1,074,895.76</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
213 · Accts Payable	354.02
<b>Total Accounts Payable</b>	354.02
<b>Other Current Liabilities</b>	
201 · FICA W/H	514.97
203 · State Tax W/H	1,647.76
204 · Insurance W/H	600.00
205 · Retirement W/H	563.07
206 · Accrued Vacation Pay	4,967.95
252 · First Bank Note Payable - Gym	42,249.54
<b>Total Other Current Liabilities</b>	50,543.29
<b>Total Current Liabilities</b>	50,897.31
<b>Total Liabilities</b>	50,897.31
<b>Equity</b>	
302 · Inv. in Gen. Fixed Assets	123,977.41
304 · Fund Balance	90,161.52
3900 · Retained Earnings	802,919.98
Net Income	6,939.54
<b>Total Equity</b>	1,023,998.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,074,895.76</b>