

CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL BUSINESS MEETING AGENDA
March 2, 2020
6:30 P.M.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
INVOCATION Father Tuck Bowen, St. Stephen's Charismatic Episcopal Church
PLEDGE OF ALLEGIANCE
- 3. APPROVE MINUTES:** Council Meeting – February 17, 2020
- 4. REPORTS OF STANDING COMMITTEES**
 - A. FINANCE COMMITTEE – Conaway**
Review the minutes from the February 17, 2020 meeting.
Treasurers Report for January 2020:
 - Unrestricted Fund Balance - \$18,564,089
 - Total Cash Balance - \$28,047,107Sales Tax for December 2019 - \$1,865,393
Lodging Tax for December 2019 - \$70,666
 - B. BUILDINGS & PROPERTY COMMITTEE – Goodlin**
 - C. PUBLIC SAFETY COMMITTEE – Scott**
Review the minutes from the January 13, 2020 meeting.
 - D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Phillips**
 - E. PUBLIC WORKS COMMITTEE – Coleman**
- 5. REPORTS OF SPECIAL BOARDS & COMMISSIONS**
 - A. BOARD OF ZONING ADJUSTMENTS – Adrienne Jones**
 - B. DOWNTOWN REDEVELOPMENT AUTHORITY – Conaway**
MOTION to appoint Monica Kurth to the Downtown Redevelopment Authority for a six year term from March 2020 – March 2026.
 - C. INDUSTRIAL DEVELOPMENT BOARD - Rudicell**
 - D. LIBRARY BOARD –Phillips**
 - E. PLANNING COMMISSION – Scott**
 - F. RECREATION BOARD – Coleman**
 - G. UTILITY BOARD – LeJeune**
- 6. MAYOR'S REPORT**
- 7. CITY ATTORNEY REPORT**
- 8. DEPARTMENT HEAD REPORTS**

City Council Agenda – March 2, 2020

9. CITY CLERK’S REPORT

MOTION to call a Special Called Council meeting on March 23, 2020 at 5:00pm to conduct Fire Chief interviews.

MOTION to approve the Shephard’s Flock Run for Shep on January 23, 2021 from 9:00am – 11:30am.

10. PUBLIC PARTICIPATION

11. RESOLUTIONS & ORDINANCES

A. RESOLUTIONS:

2020-12 – D’Olive Bay Boat Channel Dredging Project – Bid Award: M.D. Thomas Construction LLC

B. 2ND READ ORDINANCES:

C. 1ST READ ORDINANCES:

2020-10 – Appropriation: D’Olive Bay Boat Channel Dredging Project - \$10,000

2020-11 – Appropriation: Village Point Pier Repairs - \$45,000

12. COUNCIL COMMENTS

13. ADJOURN

**February 17, 2020
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

1. CALL TO ORDER:

There being a quorum present Council President Robin LeJeune called the meeting to order at 6:30 p.m.

2. ROLL CALL:

COUNCIL MEMBERS PRESENT: Tommie Conaway, Doug Goodlin, Robin LeJeune, Ron Scott, Angie Phillips and Pat Rudicell

COUNCIL MEMBER ABSENT: Joel Coleman

Also Present: Patrick Dungan, City Attorney; Mayor Haygood; Kelli Reid, Finance Director; Conrad Bates, IT Director; Betsy Schneider, Operations Director; Jeremy Sasser, Public Works Director; Adrienne Jones, Planning Director; Captain Jud Beedy, Police Department; Kenny Hanak, Fire Department; Ange Baggett, Marketing and Recreation Director; Vickie Hinman, HR Director; Troy Strunk, Director of City Development and Jessica Linne, Assistant City Clerk.

INVOCATION/PLEDGE OF ALLEGIANCE:

Invocation was given by Pastor Greg Warren, Destiny Church.

3. APPROVE MINUTES:

The minutes of the February 3, 2020 regular meeting were approved.

4. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE

Councilwoman Conaway said the Committee met that afternoon and the report would be given at the next Council meeting.

B. BUILDINGS & PROPERTY COMMITTEE

Councilman Goodlin said the January Building Reports are in the packet. He said the next meeting is March 9th at 5:15pm.

C. PUBLIC SAFETY COMMITTEE

Councilman Scott said the next meeting is March 9th at 4:30pm.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE

Councilwoman Phillips said the next meeting is March 2nd at 4:30pm.

E. PUBLIC WORKS COMMITTEE

Councilman Coleman was absent. Councilman LeJeune said the minutes from the January 6th meeting are in the packet.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. Board of Zoning Adjustments

Adrienne Jones said there was no report.

B. Downtown Redevelopment Authority

Councilwoman Conaway said the next meeting will be Thursday, February 20th at 5:30pm.

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C. Industrial Development Board

Councilman Rudicell said the next meeting is tomorrow at 4:30pm.

D. Library Board

Councilwoman Phillips said the Board met last Thursday. She said Ms. Young is still out and hopes she starts feeling better soon.

E. Planning Commission

Councilman Scott said the next meeting is February 27, 2020 at 5:00pm. He said he was very impressed with the growth of the City.

F. Recreation Board

Councilman Coleman was absent.

G. Utility Board

Councilman LeJeune said the minutes from the December 4, 2019 meeting are in the packet. He said the next meeting is February 26th at 5:00pm.

6. MAYOR'S REPORT:

Mayor Haygood said the City has recently had a few employees who have had house or structural fires and lost items. He asked everyone to remember these individuals.

Mayor Haygood read a letter that was sent to Troy Strunk regarding Ashley Campbell, City of Daphne's Environmental Programs Manager. The letter commended all the work she's doing with the Creek renovations.

7. CITY ATTORNEY REPORT:

City Attorney asked the Council to enter into Executive Session at the end of the meeting. He said there was a matter of pending litigation to discuss as well as a matter of buying and selling of real property. . He suggested the meeting would last about 20 minutes and that the Council should adjourn from the meeting into Executive Session.

8. DEPARTMENT HEAD COMMENTS:

No report from Police or Fire Departments.

Troy Strunk shared the City hired a new Building Official, Eric Butler.

Jeremy Sasser, Public Works, said the Mardi Gras parade this past Friday went off smoothly. He reminded everyone of upcoming parades this weekend.

Conrad Bates, IT Department, invited the Council to come see the new monitoring system that has been installed and implemented in the IT Department.

9. CITY CLERK'S REPORT:

**MOTION by Councilman Rudicell to approve the Christ the King Catholic School Seminarian Run on May 1, 2020 from 9:00am – 10:00am. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Rudicell to approve the Bayside Medical Missions' Jubilee Race for Life 5k and 1 mile Fun Run on September 19, 2020 from 8:00am – 12:00pm. Seconded by Councilwoman Conaway.
MOTION CARRIED UNANIMOUSLY.**

**February 17, 2020
CITY COUNCIL MEETING
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10. PUBLIC PARTICIPATION:

Public Participation opened at 6:41pm.

Mamie Adams, 810 Adams Avenue, said she was told residents on Adams Avenue would get a privacy fence before Tractor Supply was built. She wanted to know why her house was approved to be built on commercial land.

Mayor Haygood responded by explaining it is the responsibility of Tractor Supply Company to construct the fence. He said he has reached out to the store manager and they should be in contact with her. He encouraged Ms. Adams to keep in touch with her Councilwoman, Mrs. Conaway.

Public Participation closed at 6:47pm.

11. RESOLUTIONS & ORDINANCES:

RESOLUTIONS:

2020-11 – Support of MPO Surface Transportation Funds to Install US 98 Corridor Improvements between Van Avenue and County Road 64

MOTION by Councilman Scott to waive the reading of Resolution 2020-11. Seconded by Councilman Rudciell.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Rudicell to adopt Resolution 2020-11. Seconded by Councilman Goodlin.

MOTION CARRIED UNANIMOUSLY.

ORDINANCES:

2nd READ:

2020-08 – Establishing Polling Places

2020-09 – Appropriation: \$500,000 for Other Post-Employment Benefits (OPEB) Fund

MOTION by Councilman Rudicell to waive the reading of Ordinances 2020-08 and 2020-09. Seconded by Councilwoman Phillips.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Rudicell to adopt Ordinance 2020-08. Seconded by Councilwoman Conaway. Councilman Goodlin asked about the updating of the Districts. Assistant Clerk said the public hearing is scheduled for March 16, 2020 to begin the process.

MOTION CARRIED UNANIMOUSLY.

MOTION by Councilman Rudicell to adopt Ordinance 2020-09. Seconded by Councilman Scott. Councilman Rudicell asked Mrs. Reid to give a brief description of this ordinance and its purpose. Mrs. Reid explained to the Council what the Ordinance provided.

MOTION CARRIED UNANIMOUSLY.

1st READ:

12. COUNCIL COMMENTS:

**February 17, 2020
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Mayor Haygood wished everyone a happy Mardi Gras. He thanked Mr. Lazzari for his work at the parade and ball on Friday.

Councilwoman Conaway said the Education Advisory Committee met at the new Daphne Virtual School earlier that day and it was a very informative meeting. She said the Committee will present at another meeting.

Councilman Rudicell asked Steve Carey with the Industrial Development Board to share what is needed with IDB membership. Mr. Carey updated the Council on the 3 vacancies on the Board and asked if the Council had any recommendations for members to send them to the Board.

Councilman Goodlin wished everyone a happy President's Day.

Councilman Scott invited the Council the Daphne High School's 2nd annual Transition Night event on February 20, 2020 at 6:00pm.

Councilman LeJeune thanked everyone for coming out and wished everyone a happy Mardi Gras. He shared about his daughter and her raising \$500 in gift cards for those who recently lost their homes in the fire at the condominiums in Daphne. He encouraged citizens to take donations to the Vinings in Spanish Fort as they are collecting for those affected by the fires.

City Attorney asked the City Council to enter into an Executive Session concerning matters of pending litigation as well as the buying and selling of real property. He said it should take 20 minutes. He said there should be no reason the Council should have to come out of Executive Session to vote and recommended they adjourn the meeting to enter into Executive Session.

MOTION by Councilwoman Conaway to enter into executive session. Seconded by Councilman Goodlin.

Councilwoman Conaway	Aye
Councilman Coleman	Absent
Councilman Goodlin	Aye
Councilman Scott	Aye
Councilman Rudicell	Aye
Councilwoman Phillips	Aye
Councilman LeJeune	Aye
MOTION CARRIED UNANIMOUSLY.	

13. ADJOURN:

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED INTO EXECUTIVE SESSION AT 6:59PM.

Respectfully submitted by,

Certification of Presiding Officer,

Candace G. Antinarella, City Clerk

Robin LeJeune, Council President

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
FEBRUARY 17, 2020
4:30 P.M.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:30 p.m.

Present were:

Chairperson Mrs. Tommie Conaway
Councilman Mr. Pat Rudicell
Councilman Mr. Doug Goodlin

Councilman Mr. Ron Scott
Councilman Mr. Robin LeJeune
Councilwoman Mrs. Angie Phillips

Also Present: Mayor Dane Haygood, Finance Director Mrs. Kelli Reid, Senior Accountant Mrs. Suz anne Henson, Human Resources Director Vickie Hinman, Revenue Officer Courtney Coleman, Public Works Director Mr. Jeremy Sasser, Operations Director Mrs. Betsy Schneider, Executive Director of City Development Troy Strunk, Director of Events and Marketing Ange Baggett, Facilities Director Eric Lazzari, Environmental Program Manager Ashley Campbell, IT Director Conrad Bates, and City Attorney Mr. Patrick Dungan.

II. PUBLIC PARTICIPATION

A. Fiscal Year 2019 Audit Presentation – Mrs. LeAnn May, Mr. Earl Blackman, and Ms. Caley Corte, Avizo Inc.

Mrs. Reid reviewed the draft FY2019 CAFR handout. Mrs. LeAnn May reviewed the 2019 audit and stated they would be issuing the highest opinion, an unmodified opinion. Mrs. May stated there were no noted deficiencies found during the audit and no deficiencies or discrepancies were discovered in the review of internal controls. Discussion continued on the audit. Mr. Scott asked if notations could be added to provide additional information to the readers of the audit concerning changes in businesses related to related to the City’s sales tax base. Mrs. Reid reviewed additional information in the audit report.

III. APPROVE MINUTES FOR THE PREVIOUS MEETING

The previous minutes were approved.

IV. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resource Report:

- Posted positions – 2
- Reviewing/Testing/Interviewing/Background check - 9
- Promotion/Internal Transfer - 2
- New Hires – 4
- Open positions - 0

Discussion was made on the IT Coordinator position and the recent upgrading of this position to an IT Director position. Mrs. Reid stated that the ordinance that upgraded the IT Tech position to an IT Director position never formally removed the second Tech position from the budget. City attorney Patrick Dungan stated he would review the ordinance. Mr. Scott asked if anyone could advise on the need for three positions in IT. Later in the meeting IT Director Conrad Bates arrived and explained the need for the additional position. Mr. Bates explained that with the size and complexity of the City’s network systems there is a need for the additional IT Coordinator position. Discussion continued on the need to fill the position. Mrs. Hinman stated that the new Building Official, Eric Butler started work today.

Mrs. Hinman reviewed the monthly Safety Committee meeting topics discussed and other Human Resource projects and events.

Other HR projects/meetings/events:

- New Employee Orientation: February 7, 2020
- Performance Evaluation Training for Supervisors & Directors: February & March 2020
- Leadership Training for Supervisors and Directors: February and March 2020
- H. R. Workplace Violence Seminar: February 12
- Police Officer Written Test: February 21
- Police Officer Oral Board: March 6

- Dispatchers Written Test: March 6
- Baldwin County Job Fair: March 10
- Dispatchers Oral Board: March 23
- Council interviews for Fire Chief: March 23 @ 5:00 p.m.

B. Overtime Report and Special Events Overtime Recap Report

The Overtime Report was included in the packet.

V. BUSINESS LICENSE REPORT

A. Report: New Business Licenses – January, 2020

Mrs. Coleman reviewed the following reports and information:

- Code enforcement issued 4 warnings resulting in businesses becoming compliant and \$1,644 in revenue.
- New Businesses with a physical location in Daphne - 9.
- Simplified Sellers Use Tax collections - \$64,354.06 and YTD collections - \$ 226,250.29

BUSINESS LICENSE ACTIVITY REPORT JANUARY

BUSINESS LICENSE COUNT through 01/31/2020	
NEW Licenses	42
RENEWAL Licenses (2020)	2326
Total Issued THIS MONTH	2368
Total Issued THIS MONTH - PREVIOUS YEAR	2277
Net Gain/-Loss Current VS Previous Yr MONTH +	91
Total Issued YTD 2020	2,368
Total Issued YTD - PREVIOUS YEAR	2,277
Net Gain/-Loss Current VS Previous Yr YTD +	91

Business License Fee Historical Comparison 2019 / 2020				
	FY 19	FY 20	+/- Previous Year	Budget 2020 * \$2,335,000
October	\$7,486.91	\$15,924.77	\$8,437.86	(\$2,199,075.23)
November	\$3,983.03	\$3,754.50	(\$228.53)	(\$2,195,320.73)
December	\$2,614.81	\$80,771.34	\$78,156.53	(\$2,114,549.39)
January	\$1,409,468.98	\$1,641,711.72	\$232,242.74	(\$472,837.67)
Year to Date	\$1,423,553.73	\$1,742,162.33	\$318,608.60	(\$407,837.67)
* Amounts include penalty and interest.				

VI. SALES & LODGING TAX REPORT

A. Sales and Use Taxes: December, 2019

Mrs. Henson reviewed the Sales & Use Tax Reports and Graphs: \$1,865,393 was collected for December, 2019 which was up \$298,805 from December 2018's collections:

- YTD Variance over Budget - \$319,595

Mr. Scott commented on the large increase over last year's collections. Discussion continued on current construction and that there are no new subdivisions but several lots in existing subdivisions being developed.

B. Lodging Tax Collections, December, 2019

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for December, 2019 were \$70,666 which is down (\$1,492) from December 2018's collections .

- YTD Variance over Budget: (\$10,108)

C. Lodging Tax Fund : Statement of Rev over Exp, January, 2020

Mrs. Henson reviewed the Lodging Tax Statement of Revenues over Expenditure report for **January, 2020**.

- Unreserved balance for Bayfront related purchases - \$701,517
- Recreation for related purchases - \$1,624,242

VII. FINANCIAL SCHEDULES & REPORTS

A. Financial Reports

1. Treasurer's Report: January, 2020

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT					
As of January 31, 2020					
Account Type/Title	1/31/2020	12/31/2019	Increase (Decrease) from last Month	1/31/2019	Increase (Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	\$ 12,376,762	\$ 10,944,668	\$ 1,432,094	\$ 9,310,451	\$ 3,066,311
CERTIFICATE OF DEPOSIT	505,908	505,908	-	506,407	\$ (499)
INVESTMENT FUND	5,662,000	5,672,109	(10,109)	5,420,549	\$ 241,451
CREDIT CARD ACCOUNT	19,419	8,894	10,524	9,322	\$ 10,097
Total Unrestricted Cash Balance	18,564,089	17,131,579	1,432,509	15,246,729	3,317,360
SPECIAL REVENUE FUNDS					
AGENCY FUNDS					
	3,552,272	3,530,761	21,511	3,605,419	(53,147)
CAPITAL PROJECT FUNDS					
CAPITAL RESERVE	3,257,567	2,400,973	856,594	4,852,626	(1,595,059)
2016 CAPITAL IMPROVEMENTS	-	-	-	212,932	(212,932)
2017 CONSTRUCTION	-	-	-	2,641,226	(2,641,226)
2019 CAPITAL IMPROVEMENTS	920,421	920,032	390	-	920,421
	4,177,988	3,321,004	856,984	7,706,784	(3,528,796)
DEBT SERVICE FUNDS					
DEBT SERVICE	1,752,758	2,202,171	(449,413)	2,340,329	(587,571)
Total Restricted Cash Balance	9,483,018	9,053,936	429,082	13,652,532	(4,169,514)
Total City Cash Balance	\$ 28,047,107	\$ 26,185,516	\$ 1,861,591	\$ 28,899,261	\$ (852,154)
	Encumbrance Total as of		1/31/2020	\$ 675,480.60	

Mrs. Reid noted that the new Ten Cent Gas Tax account was listed on the Treasurer's report this month. Discussion continued that the current percentage of collection is 6% which would as scheduled increase to 8% then 10%. Mrs. Reid noted that these monies are restricted to be used for public transportation projects.

The Treasurer's Report as of JANUARY, 2020 Total Unrestricted Cash Balance - \$18,564,089 and Total City Cash Balance - \$28,047,107 was presented to be filed for audit.

2. Encumbrance Report

- Encumbrance balance is - \$675,481 as of **January, 2020**.

Mrs. Reid reviewed the Encumbrance Report and noted the Dog Park project is zeroed out and reviewed other projects with activity: Safe Room project, sidewalks, and Village Point Boardwalk. Discussion continued on the Animal Shelter project and partnering with another city or The Haven. Mayor Haygood noted that we still need to know what direction Council wants to take with the Animal Shelter operations. Mrs. Schneider discussed that some of the other municipalities have hired a consultant and noted that a representative will come from The Pet Haven to speak at the next Public Safety meeting. Discussion continued on other projects including the City's Long Term Comprehension Plan, and the new building to be constructed at the Lott Park Tennis Facility.

3. Outstanding Appropriations

Mrs. Reid reviewed the outstanding Appropriations report. Mr. LeJeune asked about the Trione Sports Complex parking lot. Discussion continued it needs to be repaved. Mr. Sasser stated that the engineer is working on the new plans for the Recycling Building and discussion was made that the recycling ordinance outlining the changes in what the recycling program will be on the next Ordinance Committee agenda.

4. Financial Overview: Debt Summaries & Monthly Financial Statements, December, 2019

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), January, 2020
 - Jubilee Square: Debt payments are currently fully paid through December 2018 thus 13 months in arrears. Arrearage includes \$672,777 in principal and \$125,097 in interest.

Monthly Financial Statements – December 2019 Financial Highlights

General Fund:

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
• YTD Budgetary Net Income:	\$2,959,512	\$<142,176>	\$3,101,688
• Total sales tax collected year to date is approximately \$320,000 over budgeted income and \$428,000 over prior year to date income			
• Total licenses and permits are approximately \$358,000 over prior year to date income			
• Transfers are approximately \$2.5 million less than prior year to date. Transfers were made to the Capital Reserve Fund in the amount of \$2,135,404 for Lott Park and Corte Road in FY 2019			
• Unassigned Fund Balance: \$17,736,958			
• Outstanding Encumbrances: \$711,606			

Debt Service Fund/Outstanding Debt:

- Outstanding Warrant Balance as of December 31, 2019: \$35,626,334
- Outstanding Note Payable Balance as of December 31, 2019: \$595,495
- Outstanding Capital Lease Balance as of December 31, 2019:
 - General Fund: \$1,342,699
 - Enterprise Fund: \$283,176

Capital Project Funds (Capital Reserve, 2019 Construction):

- No significant activity

Special Revenue Funds (11 separate funds):

- Lodging Tax Fund –
 - Bayfront Unreserved Fund Balance: \$1,625,319
 - Recreation Unreserved Fund Balance: \$721,874
 - Total lodging tax collected was approximately \$10,000 under budgeted income and prior year to date income.

Enterprise Funds (Solid Waste, Civic Center, and Bayfront):

- Year to date transfers for each of the enterprise funds were as follows:

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
Solid Waste Fund	\$ -0-	\$ -0-	\$ -0-
Civic Center Fund	\$ 96,196	\$ -0-	\$ 96,196
Bayfront Park Fund	\$ 6,376	\$ 19,677	\$ <13,301>

Mr. Scott asked if external boards were required to present their financial statements to the City. Discussion continued on requesting those financial statements. Discussion continued on the interaction between the City and the Boards and

that it would be useful to have the financial information for review. Mr. Scott asked Mrs. Reid to bring the appropriate document to request the financial information.

5. Unfunded Future Projects Expenditure Summary

Mrs. Reid reviewed the Unfunded Future Projects Expenditure Summary. No appropriations have been made.

- Total Project Estimated Cost: \$6,000,000 - Total City Cost needing to be appropriated - \$4,250,000.
- Annual Yearly Expenditures: \$1,900,000 - Total City Cost needing to be appropriated - \$1,900,000

6. Summary of Budgetary Amendments

Mrs. Reid reviewed the General Fund budgetary amendments made to the FY2020 Budget.

- Total Appropriations Year to Date – \$1,011,632.
- Adjusted Expenses over Revenue – (\$958,669)

B. Bills Paid Reports – January, 2020

The Bills Paid Report were previously presented electronically.

VIII. BIDS (Resolution)

A. 2020-F-D’Olive Bay Boat Channel Dredging Project-GOMESA Grant# G-DDBC/2/D

Mrs. Campbell stated that the recommendation is to award to the low bidder. Mrs. Campbell reviewed the project and stated that a permit from the State Lands which is required will not be able to be waived so additional funds will be needed. Mrs. Reid reviewed the project cost and the \$10,000 additional appropriation request. Discussion continued on the project. Mrs. Reid noted that Cowles, Murphy, Glover & Associates will be monitoring the project. Mrs. Reid noted that the monies can come from the General Fund or the Lodging Tax Fund. Mrs. Reid noted that the 22CY of dredging material is an estimate from a few years ago so that volume will be reviewed prior to the actual award. Mr. Goodlin noted that there were some large differences on some of the line items. Discussion continued that contractors varying on line item costs is common. Mrs. Campbell noted that the City will be using an expert in the field of dredging doing the monitoring and GMC handled the engineering and both of them had no issues on the low bid.

MOTION BY Mrs. Phillips to recommend to Council to award the 2019-D’Olive Bay Boat Channel Dredging Project-GOMESA Grant # G-DDBC/2/D bid to M.D Thomas construction LLC in the amount of \$749,500 as bid. Secoded by Mr. Goodlin.
MOTION CARRIED UNANIMOUSLY

IX. APPROPRIATION REQUESTS: (Ordinance)

A. D’Olive Bay Boat Channel Dredging Project - \$ 10 ,000

Mrs. Campbell noted that permitting is required and may require an additional appropriation.

MOTION BY Mrs. Angie Phillips to recommend to Council to adopt the Ordinance amending the budget to appropriate \$10,000 from the General Fund . Secoded by Mr. Goodlin .
MOTION CARRIED UNANIMOUSLY

B. Village Point Pier Repairs - \$ 45,000

Mr. Strunk discussed that he and Mrs. Campbell and Mr. Lazzari had met at the pier and evaluated the repairs that were needed. Mr. Strunk noted that quotes were obtained for new railing, boards, and adding two rows of support. Mr. Lazzari stated they were not removing any support structure but adding more boards and screws to provide stability. Mr. Rudicell noted that with the expenditures out of the Lodging Tax that soon future projects would need to come from General Fund.

MOTION BY Mr. Scott to recommend to Council to adopt an ordinance appropriating \$45,000 out of the Lodging Tax Fund for the Village Point Pier Repairs. Secoded by Mr. LeJeune.
MOTION CARRIED UNANIMOUSLY

X. NEW BUSINESS

There was no new business

XI. OLD BUSINESS

A. RSA Implementation of Act 2019-132: Tier II Benefits

Mrs. Reid noted that this topic had been discussed at the last Finance Committee meeting and since then the City of Robertsdale and Gulf Shores had passed a Resolution. Discussion continued that the Utilities Board is still discussing. Mrs. Reid stated that if adopted Tier II would be required to pay a 1.5% increase in retirement contributions as their match. Mrs. Reid noted that Robertsdale voted to not increase Tier I match unless the plan became drastically unfunded. Mrs. Reid noted that a couple Public Safety employees retired before 50 and this change would allow Tier II Public Safety employees to retire before age 62 if they reached their 25 years of service. Mayor Haygood asked if Council wanted for this to be broadcasted to employees to get some feedback on the increase in their match. Mrs. Reid stated you could choose to increase Tier I or not but noted no municipality to date in Baldwin County had elected to increase Tier I's contribution rate. Mrs. Reid stated the change is required to go into effect before the beginning of a fiscal year and most Municipalities are implementing a COLA at the same time. Mr. Scott discussed leaving Tier I as is but implementing a COLA when the plan was adopted. Mrs. Reid noted there would be a 2.5% spread between Tier I and Tier II's contribution match. Discussion continued on the Department heads talking to their employees to get some feedback from them on the option of Tier II employees to receive the same benefits as Tier I and the increase in the contribution match.

XII. ADJOURN

The meeting adjourned at 6:08 P.M.

Public Safety Committee

Monday, January 13, 2020

Councilman Ron Scott
Councilman Doug Goodlin
Councilman Robin LeJeune
Councilman Pat Rudicell
Councilwoman Tommie Conaway
Councilman Joel Coleman
Councilwoman Angie Phillips

Police Chief David Carpenter
Fire Interim Chief Kenny Hanak
Public Works Director, Jeremy Sasser
Samantha Cooper - Secretary

Committee Members Attending:

Councilman Ron Scott, Councilman Doug Goodlin, Councilman Pat Rudicell, Councilwoman Tommie Conaway, Councilman Joel Coleman, Councilwoman Angie Phillips, Police Captain Judson Beedy, Fire Interim Chief Kenny Hanak, Public Works Director Jeremy Sasser

CALL TO ORDER

Councilman Ron Scott **convened** the meeting at 4:30 p.m.

PUBLIC PARTICIPATION –

Sandy Robinson, 1500 Main St., Daphne AL- Ms. Robinson stated she was here to follow-up on the sidewalks on Main St., as she was at the meeting in December and Jeremy stated he was going to be speaking to Riviera Utilities regarding moving of some poles etc. She also stated she was curious if there has been any public feedback in regards to enforcing the 25 mph speed change on Main St., complaints or positivity. She added that she has had a lot of positive feedback from people within the community, stating that with the reduced speed, it does just feel a little safer as a pedestrian in the downtown area.

Public Works Director Jeremy Sasser stated he has not gotten the calls back from Riviera yet, but as soon as he does he will give a further update regarding this.

Captain Beedy stated that they have been doing some directed patrols there with a main concentration on enforcing this speed change. He stated we have been writing a lot of warnings trying to educate more than enforce, however there have been some tickets written but they would have been written at the old speed limit. He said they are working on it and concentrating on educating the speed change more so right now.

Councilman Rudicell stated he would like to see the sign be left up for a little longer regarding notification of the speed change from 35 now to 25 just to serve as a reminder. Jeremy stated he did get some orange reflective material that will be placed around the speed limit signs that just give an extra visual for the speed limit signs to be noticed.

APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes from December 9, 2019, were approved as presented.

POLICE DEPARTMENT

A. New Business –

November 2019 stats were presented in the packet. November 2019 D-runs were also presented.

Captain Beedy stated 5 of the 6 current police openings have been filled. We have 2 open spots we are currently advertising for, along with 1 open spot open in Dispatch/Communications.

Councilman Scott stated he saw that they did an article in the Lagniappe about our animal shelter and thought it was pretty well done. He added that we really need to get the plans started on the animal shelter and get this process going. He addressed Candace and asked her if she could maybe find a relatively new animal shelter that has been built, it would be wise for some of us and the staff to go take a field trip to see the things we need, the things we don't, and start to get an idea of how ours needs to be. Councilman Rudicell added it would also be good for us to get the costs not only for the building but also how much it costs to operate and maintain. Councilman Scott inquired to Troy as to what our next steps are in regards to the Animal Shelter. Troy stated that he has had very limited involvement on that project and that the Mayor has Betsy spearheading this in conjunction with Lt. Ardis with the Police Department and the new facilities director, Mr. Lazzari. Councilman Rudicell stated one thing he is concerned about based on our most recent experience with the Fire Station, is us underestimating the cost

Betsy was able to give an update as to where they currently are at with the animal shelter. She stated she met with the architect and gave him some of the specific information he was looking for. He felt like the current plan might be too many square feet. Betsy stated she spoke with Reggie (Lt. Ardis) in regards to how many kennels we needed, how big they need to be along with some more specific information. Through conversations with Linda at the Animal Shelter, Betsy stated that Linda felt like we should go to the Baldwin County Animal Shelter to look at their setup, how their dog lanes are set up, and how we can incorporate an animal control aspect with the adoption aspect. Betsy stated they are setting up a time this week to go to the Baldwin County Shelter.

Councilman Scott stated our goal is to have the design process done this fiscal year, and once we do that we can start in on the building process itself. He stated we need to come to an agreement on the design, use, size, and function of the building, so that we can build in 2021.

Councilwoman Angie Phillips inquired as to how far of a drive it is from our City Limits to the Fairhope Shelter. Troy stated it is approximately 7 miles / 15 minutes or so. Phillips inquired as to if every municipality has to have an animal shelter? She stated she wondered if it would be worth our while to explore the options of us putting in our resources from creating and building a brand new Daphne Animal Shelter, into a combined effort for a "premiere" type Eastern Shore Animal Shelter, where it is a combined effort and utilization of the eastern shore municipalities. Betsy stated that The Haven has been trying to do this for years. Councilman Scott added that we are required by law to have an Animal Control facility due to state law of city populations over 5,000. Councilman Coleman added that Betsy stated that Gulf Shores / Orange Beach / Foley are currently in the process of doing this (combined) with other cities in the area already having this established; he stated he felt it would be worth our while to at least reach out and speak to these areas to see how this process is working for them. Councilwoman Phillips added that it seems like there is a shortage of funding for this, but it is on a lot of peoples' priority list and something they really care about, and if we could concentrate our funds and efforts as a combined communities to help an existing, well known shelter (The Haven) that we know takes care of their animals in a humane way, we might be stronger coming together as one versus each city feeling like they need to have their own location. She added she would like the council to at least just entertain this thought, especially when you have 3 cities within our county that is looking to move to this model. Councilman Scott stated the only thing he does not want to see is for us to lose momentum in regards to getting this Animal Shelter done

FIRE DEPARTMENT

A. New Business –

The stats were presented for November 2019 in the packet.

Councilman Scott inquired as to if we have a game plan as to when we are going to interview for the Fire Chief's position. Candace stated that would be up to the council. She said as of last week Vickie (HR) provided us a list of applications and an email went out to the council that this list application is in the work room. She stated once the council decides on a date, she is happy to set it. Councilman Scott stated that everything is going well right now and that he doesn't feel they are in a huge hurry, he feels if we could shoot for next work session to give the council some time to look over the applicants and review the resumes he feels that would be adequate. He added that he would like the council to take the next few weeks to go over the resumes and each council member give Candace their "top 2" from that list, for them to make a combined list of 5/6 to set up for interviews of the 10. Councilman Coleman added that he would still like to see what Chief White has to say as well.

Interim Fire Chief Kenny Hanak stated that the Fire Department needs a motion from the council. He stated that Firefighter Eric Fontain finished his Fire Medic training in December. They went to reclassify him to the Fire Medic pay grade and discovered that it was inadvertently left out of the budget. He stated there is enough funds in our personnel account now that no money needs to be appropriated, they just need a motion to reclassify him from the Firefighter to the Fire Medic pay grade. Councilwoman Conaway made a motion to recommend to the Council with Councilman Goodlin seconding. All were in favor.

OTHER BUSINESS –

Councilman Rudicell inquired to Jeremy regarding the FY2019 sidewalks and if it should be finished this quarter. Jeremy stated that it should be. They are currently starting on the next phase of Ridgewood. Rudicell asked if with the dollar amount we have allocated for FY2020, if we are able to do and complete all of the projects that we have planned due to having to outsource more versus completing the work in house. Jeremy stated that with the setup they have right now they will be awfully close for the FY2020. He stated they are going to do the stuff on Whispering Pines in-house and the stuff in Lake Forest they are going to try to do some of it in-house as well. Rudicell added that he would just rather have a heads up sooner rather than later that we are short for example \$60,000 for FY2020, so that they can also plan accordingly when it comes to finalizing the FY2021 budget. He stated he does not want the money aspect to stop the process of the project and us getting this done.

Jeremy stated that while on the topic of FY2020 sidewalks, he had an informal conversation with Victoria Phelps where she indicated that from her perspective as well as speaking for the board, which they would like to see instead of what is currently planned (going up to Ridgewood and South (to the right) on the loop), they would like to see it go North (left) instead of South (right). Jeremy stated he told her he would not make any changes on that plan unless the council wished to do so. The council disagreed with this, and agreed that the plan will stay as it currently is.

ADJOURN

There being no further business to discuss, Councilman Scott made a motion to adjourn the meeting at 5:18 p.m. The next meeting will be Monday, February 10, 2020, at 4:30 p.m. at City Hall Council Chambers.

Respectfully submitted,
Daphne Public Safety Committee

Monica Kalifeh Kurth

301 College Avenue, Daphne AL 36253
monicakurth1@yahoo.com 251-621-2481

PROFESSIONAL EXPERIENCE

McGriff, Seibels and Williams Atlanta GA

Senior Marketing Analyst 2000 to 2009

SKILLS, ACCOMPLISHMENTS AND VOLUNTEER EXPERIENCE

- **Chairman of the Beautification Board**, Christ the King
 - Redesigned landscaping of the Mary Grotto next to the Parish office
 - Responsible for sourcing and purchasing all planters around campus
 - Responsible for the purchase and design of all flowers and landscaping for Christ the King Church
 - Proposed lighting project to Father O'Connor. Designed, sourced out/negotiated price and installed the twinkle lights along Main Street, part of Dryer, part of College Avenue and in front of Immaculata Center. Still a work in progress.
- **Archdiocese of Mobile, 2019 Medal Recipient**
- **2020 Distinguished Graduate Award**
 - Must be an individual that has connected with the COMMUNITY, cultivated by KNOWLEDGE taken from Catholic schooling
 - Must be an individual enriched with CHARACTER
 - Must be an individual that has made a commitment to SERVICE of others and rooted in FAITH.

EDUCATION

University of Alabama, Tuscaloosa, AL 1995-1999

Bachelors in Marketing, Minor in Fashion Merchandising

GPA: 3.8



City of Daphne Event Permit Application

Date of Application: February 18, 2020 Permit Requested: Event/Fundraiser Parade/Run Band

Contact Information

Organization Name: Shepherd's Flack (Run for Shep)

Contact Name: Lauren Pollock E-mail Address: runforshep@gmail.com

Address: _____

Primary Phone Number: (251) 533 1916 Secondary: (251) 406-1301

Event Information

Event Name: Run for Shep Event Date: January 23, 2021

Event Location: Daphne City Hall - Route #3 # Participants/Vehicles: 700

Start Time: 9AM Stop Time: 1130AM Assembly Time: 7AM

Special Requests: _____

Road Closures Requested: Yes No

Special Instructions

City Hall Start - Route #3

Approval: Internal Use Only

Date Routed: 2/18/2020

Fire Dept: [Signature]

Police Dept: [Signature]

Public Works: Will Eij 2/27/2020

Parks & Recreation: _____

Not valid unless stamped "Approved"

For Special Event/Band Permits:

Council Member: _____

For Parade/Run Permits & Use of City Grounds:

City Council: _____

Parade/Run Permits ONLY

Fee Paid: \$ _____ N/A Waived

Insurance Filed N/A

Route Selection: 1 2 3 4

**CITY OF DAPHNE, ALABAMA
RESOLUTION 2020-12**

**2020-F-D'OLIVE BAY BOAT CHANNEL DREDGING PROJECT - GOMESA
GRANT# G-DDBC-2-D**

WHEREAS, the City of Daphne has received grant from the Gulf of Mexico Energy Security Act (GOMESA) for the D'Olive Bay Boat Channel Dredging Project-GOMESA Grant# G-DDBC-2-D; and

WHEREAS, bids were solicited for the D'Olive Bay Boat Channel Dredging Project-GOMESA Grant# G-DDBC-2-D; and

WHEREAS, staff recommends the award of the bid for the D'Olive Bay Boat Channel Dredging Project to M. D. Thomas Construction LLC; and

NOW, THEREFORE IT BE RESOLVED, BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THAT HEREBY:

1. Accept and award the contract from M. D. Thomas Construction LLC for the bid in the amount of \$749,500 for Bid Document: 2020-F-D'Olive Bay Boat Channel Dredging Project-GOMESA Grant# G-DDBC-2-D.
2. Authorize the Mayor to enter into any agreements, on behalf of the City of Daphne, associated with the project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2020.

Dane Haygood, Mayor

ATTEST:

Candace G. Antinarella, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2020-10**

**APPROPRIATION: D'OLIVE BAY BOAT CHANNEL DREDGING PROJECT - GOMESA
GRANT# G-DDBC-2-D**

WHEREAS, Ordinance 2019-43 approved and adopted the Fiscal Year 2020 Budget on October 1, 2019; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2020 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2020 budget; and

WHEREAS, bids were received for the D'Olive Bay Boat Channel Dredging Project-GOMESA Grant# G-DDBC-2-D bid and staff has reviewed and determined that the low bidder's **bid of \$749,500** was reasonable; and

WHEREAS, total project cost is \$810,000 (*\$749,500 + Engineering fees (CE&I)-\$25,500 + Other cost-\$35,000*); and

WHEREAS \$800,000 funding is available from the GOMESA grant funds and therefore additional funds in the amount of \$10,000 are needed.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, that

- 1). funds in the amount of **\$10,000** from the **General Fund** are appropriated and made a part of the Fiscal Year 2020 budget for the D'Olive Bay Boat Channel Dredging Project-GOMESA project.
- 2). the Mayor is hereby authorized to execute any and all documents required in order for the City of Daphne to participate in such project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ DAY OF _____, 2020.

Dane Haygood, Mayor

ATTEST:

Candace G. Antinarella, City Clerk

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2020-11**

APPROPRIATION FOR VILLIAGE POINT PARK PIER REPAIRS

WHEREAS, Ordinance 2019-43 approved and adopted the Fiscal Year 2020 Budget on October 1, 2019; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2020 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2020 budget; and

WHEREAS, Ordinance 2012-48 sets forth an allocation of Lodging Tax proceeds that may be used for Bayfront grounds/property improvements; and

WHEREAS, the Village Point Park pier project meets such criteria; and

WHEREAS, quotes have been obtained for the Village Point pier repairs and monies in the amount of \$45,000 are needed for these repairs.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, that

1. The Fiscal Year 2020 Budget is hereby amended to include an additional appropriation in the amount of **\$45,000** from the **Lodging Tax Fund** for the Village Point Park pier repair project.
2. The Mayor is hereby authorized to execute all documents associated with the described project.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE ALABAMA this ____ day of _____, 2020.

Dane Haygood, Mayor

Attest:

Candace G. Antinarella, City Clerk