

**CITY OF DAPHNE**  
**1705 MAIN STREET, DAPHNE, AL**  
**CITY COUNCIL BUSINESS MEETING AGENDA**  
**June 1, 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 –May 18, 2020
4. **REPORTS OF STANDING COMMITTEES**
  - A. **FINANCE COMMITTEE** – Conaway  
Review the minutes from the May 18, 2020 meeting.  
Treasurer Report – April 2020
    - Unrestricted Fund Balance - \$18,610,157
    - Total Cash Balance - \$27,397,230Sales Tax for March 2020 - \$1,689,622  
Lodging Tax for March 2020 - \$137,966

**MOTION** to recommend to Council to release the encumbered monies for Jubilee Breeze and return to the General Fund.

**MOTION** to recommend to Council for the City to accept the monthly lighting cost increase for the following locations: Oldfield Ph I & II - \$197, Christ the King/DRA - \$28, and Bellaton - \$45 for a total monthly increase of \$270.

  - B. **BUILDINGS & PROPERTY COMMITTEE** – Goodlin
  - C. **PUBLIC SAFETY COMMITTEE** – Scott
  - 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
  - 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**

**9. CITY CLERK’S REPORT**

**10. PUBLIC PARTICIPATION**

**11. RESOLUTIONS & ORDINANCES**

**A. RESOLUTIONS:**

**2020-29** – Police Uniforms

**2020-30** – Dirt and Sand – Bid Award: Fulcrum Construction Group, LLC

**2020-31** – Resolution to Provide Tier I Benefits to Tier II Plan Members

**B. 2<sup>ND</sup> READ ORDINANCES:**

**2020 – 16** – Re-Zone Property Located Northeast Corner of US Highway 98 and Dale Road – Zeolia Dale c/o Velma Jackson

**2020 – 17** – Fiscal Year 2020 Midyear Personnel Adjustments (Phase 2)

**C. 1<sup>ST</sup> READ ORDINANCES:**

**12. COUNCIL COMMENTS**

**13. ADJOURN**

**May 18, 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 6:30pm.

**2. ROLL CALL:**

**COUNCIL MEMBERS PRESENT:** Tommie Conaway, Doug Goodlin, Robin LeJeune, Ron Scott, Angie Phillips and Joel Coleman

**COUNCIL MEMBER ABSENT:** Pat Rudicell

**Also Present:** Candace Antinarella, City Clerk; Patrick Dungan, City Attorney; Mayor Dane Haygood; Kelli Reid, Finance Director; Jeremy Sasser, Public Works Director; Kenny Hanak, Fire Department; Ange Baggett, Marketing and Recreation Director; Conrad Bates, IT; Eric Butler, Building Department; Vickie Hinman, Human Resources; Chief Carpenter, Police Department; Adrienne Jones, Planning Commission; Betsy Schneider, Director of Operations; and Troy Strunk, Director of City Development.

**INVOCATION/PLEDGE OF ALLEGIANCE:**

Invocation was given by Reverend Thack Dyson, St. Paul's Episcopal Church.

**PUBLIC HEARING:** Larry Smith presented on the proposed zoning amendment revision located northeast corner of US Highway 98 and Dale Road. It was a favorable recommendation from the Planning Commission.

Public Hearing opened at 6:42pm.

Rod Drummond, Ridgewood Drive, said a few years ago he and his wife looked into these types of facilities to move into. He said he is concerned about the price these type of places charge.

Public Hearing closed at 6:44pm.

**3. APPROVE MINUTES:**

The minutes of the May 4, 2020 regular meeting were approved.

**4. REPORT OF STANDING COMMITTEES:**

**A. FINANCE COMMITTEE**

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

**B. BUILDINGS & PROPERTY COMMITTEE**

Councilman Goodlin said the April 2020 Building Reports were in the packet. He said the next meeting is June 15, 2020 at 5:15pm.

**C. PUBLIC SAFETY COMMITTEE**

Councilman Scott said the minutes from the February 2020 meeting are in the packet. He said the next meeting is June 15, 2020 at 4:30pm.

**D. CODE ENFORCEMENT/ORDINANCE COMMITTEE**

Councilwoman Phillips said the next meeting is June 1<sup>st</sup> at 4:30pm.

**May 18, 2020**  
**CITY COUNCIL MEETING**  
**REGULAR BUSINESS MEETING**  
**1705 MAIN STREET**  
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**6:30 P.M.**

**E. PUBLIC WORKS COMMITTEE**

Councilman Coleman said the minutes from the March 2<sup>nd</sup> Public Works meeting and the March 2020 Museum meeting are in the packet. He said the next meeting is June 1, 2020 at 5:30pm.

**5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:**

**A. Board of Zoning Adjustments**

Mrs. Jones said the minutes from the September 2019 meeting and report from the May 7, 2020 meeting were in the packet. She said there is an application for the June meeting and one application for the July meeting.

**B. Downtown Redevelopment Authority**

Councilwoman Conaway said the Downtown Redevelopment Authority will not meet in May.

**C. Industrial Development Board**

Councilman Rudicell was absent.

**D. Library Board**

Councilwoman Phillips said there was no report.

**E. Planning Commission**

Councilman Scott said the next meeting is May 28, 2020 at 5:00pm.

**F. Recreation Board**

Councilman Coleman said the next meeting is June 10, 2020. He said there are two open positions on the Board.

**G. Utility Board**

Councilman LeJeune said the Board will meet May 27th.

**6. MAYOR'S REPORT:**

Mayor Haygood said the Daphne Utilities bill credits started this month. He said flyers were placed in the Daphne Utilities bills.

Mayor Haygood gave an update on COVID statistics for the area. He said there are 12,000 confirmed cases in Alabama. He said the playgrounds remain closed and that the City is working on reopening the Library to the public.

**7. CITY ATTORNEY REPORT:**

City Attorney asked the Council to enter into Executive Session at the end of the meeting. He said there were brief matters to discuss on three pending or threatened litigations. He said it should not take more than 15 minutes.

**8. DEPARTMENT HEAD COMMENTS:**

No report from the Fire Department.

Police Chief Carpenter shared that the front lobby at the Police Department was reopened today.

Jeremy Sasser, Public Works, gave an update on trash and yard debris pickups.

Conrad Bates, IT Department, gave an update on what the department has been doing with upgrades around the City. He provided pictures for the Council's viewing.

**May 18, 2020  
CITY COUNCIL MEETING  
REGULAR BUSINESS MEETING  
1705 MAIN STREET  
DAPHNE, AL  
6:30 P.M.**

**9. CITY CLERK'S REPORT:**

City Clerk asked the Council to suspend the rules and consider adopting Ordinance 2020-18. She explained the Ordinance is to establish the district lines for the City. She said the map and ordinance was originally approved in a committee.

**10. PUBLIC PARTICIPATION:**

Public Participation opened at 7:03pm.

Public Participation closed at 7:04pm.

**11. RESOLUTIONS & ORDINANCES:**

**A. RESOLUTIONS:**

**2020 - 27** – Declare Certain Personal Property Surplus and Authorize the Mayor to Dispose of Such Property – Vehicle Lifts, Scan Tool, and Air Compressor

**2020 - 28** - Support of Agreement with the Alabama Department of Transportation to Install US 98 Corridor Improvements between Van Avenue and County Road 64

**MOTION by Councilwoman Conway to waive the reading of Resolutions 2020-27 and 2020-28.**

**Seconded by Councilman Goodlin.**

**MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilwoman Conaway to adopt Resolution 2020-27. Seconded by Councilman Scott.**

**MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to adopt Resolution 2020-28. Seconded by Councilwoman Phillips.**

**Jeremy Sasser explained the Resolution to the Council members.**

**MOTION CARRIED UNANIMOUSLY.**

**ORDINANCES:**

**B. 2<sup>nd</sup> READ ORDINANCES:**

**C. 1<sup>ST</sup> READ ORDINANCES:**

**2020 – 16** – Re-Zone Property Located Northeast Corner of US Highway 98 and Dale Road – Zeolia Dale c/o Velma Jackson

**2020 – 17** – Fiscal Year 2020 Midyear Personnel Adjustments (Phase 2)

**2020 - 18** – Establishing District Lines for the City of Daphne

**May 18, 2020  
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**MOTION by Councilman Scott to suspend the rules and consider adopting Ordinance 2020-18.**

**Seconded by Councilwoman Conaway.**

**City Clerk called a roll call vote.**

<b>Councilwoman Conaway</b>	<b>Aye</b>
<b>Councilman Rudicell</b>	<b>Absent</b>
<b>Councilman Coleman</b>	<b>Aye</b>
<b>Councilman Goodlin</b>	<b>Aye</b>
<b>Councilman Scott</b>	<b>Aye</b>
<b>Councilwoman Phillips</b>	<b>Aye</b>
<b>Council President LeJeune</b>	<b>Aye</b>

**MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to waive the reading of Ordinance 2020-18. Seconded by Councilman Goodlin.**

**MOTION CARRIED UNANIMOUSLY.**

**MOTION by Councilman Scott to adopt Ordinance 2020-18. Seconded by Councilwoman Conaway.**

**MOTION CARRIED UNANIMOUSLY.**

City Clerk said that Ordinance 2020-17 was amended in the Finance Committee meeting. She said that when it appears as a second read at the next Council meeting it will be amended per Council's request.

**12. COUNCIL COMMENTS:**

Councilman Coleman said that as businesses begin to open back up, he encouraged everyone to use cautions and be safe.

Councilman Goodlin shared that June 1, 2020 will be Daphne High School's graduation at the stadium. He congratulated all the 2020 graduates.

Councilwoman Phillips shared that Spanish Fort High School's graduation will be June 2, 2020. She thanked those who worked on the insert that was distributed in the utility bill and encouraged the City to do more of that if it doesn't incur more costs. She said that it would be nice to inform households about the recycling program.

Councilman LeJeune asked everyone to keep Councilman Rudicell and his family in their thoughts and prayers with the recent loss of his dad.

City Attorney certified that the Council should enter into an Executive Session to discuss pending and threatened legal matters. He certified that the reason to go into Executive Session is in accordance with the Alabama Open Meetings Act. He said it should take 10-15 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.

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**MOTION by Councilwoman Conaway to enter into Executive Session. Seconded by Councilwoman Phillips.**

**City Clerk called a roll call vote.**

<b>Councilwoman Conaway</b>	<b>Aye</b>
<b>Councilman Rudicell</b>	<b>Absent</b>
<b>Councilman Coleman</b>	<b>Aye</b>
<b>Councilman Goodlin</b>	<b>Aye</b>
<b>Councilman Scott</b>	<b>Aye</b>
<b>Councilwoman Phillips</b>	<b>Aye</b>
<b>Council President LeJeune</b>	<b>Aye</b>
<b>MOTION CARRIED UNANIMOUSLY.</b>	

**13. ADJOURN:**

THERE BEING NO FURTHER BUSINESS TO DISCUSS, COUNCIL ADJOURNED INTO EXECUTIVE SESSION AT 7:14PM.

Respectfully submitted by,

Certification of Presiding Officer,

\_\_\_\_\_  
Candace G. Antinarella, CMC, City Clerk

\_\_\_\_\_  
Robin LeJeune, Council President

**CITY OF DAPHNE**  
**FINANCE COMMITTEE MINUTES**  
**MAY 18, 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. Joel Coleman  
Councilman Mr. Doug Goodlin

Councilman Mr. Ron Scott  
Councilman Mr. Robin LeJeune

**Also Present:** Mayor Dane Haygood, Finance Director Mrs. Kelli Reid, Senior Accountant Mrs. Suz anne Henson, Human Resource Director Vickie Hinman, HR Specialist Hannah Noonan, Revenue Officer Courtney Coleman, Public Works Director Mr. Jeremy Sasser, Operations Director Mrs. Betsy Schneider, City Clerk Mrs. Candace Antinarella, Executive Director of City Development Troy Strunk, Director of Events and Marketing Ange Baggett, Facilities Director Eric Lazzari, Interim Fire Chief Kenny Hanak, Building Official Eric Butler, and City Attorney Mr. Patrick Dungan

**II. PUBLIC PARTICIPATION**

There was no public participation.

**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 – 4
- Reviewing/Testing/Interviewing/Background check - 2
- Promotion/Internal Transfer - 2
- New Hires – 4
- Positions on hold due to COVID-19 - 6

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

- Dispatchers Oral Board: Postponed
- Council interviews for Fire Chief: June 8
- HR staff training/research: Families First Coronavirus Response Act (FFCRA)
- Fact Sheet and Poster of FFCRA distributed to employees
- Updating Employee Self-Service Portal with 2020 W-4 Federal Withholdings fields
- Designing Benefits Open Enrollment for use in Employee Self-Service Portal

**B. Mid-Year Personnel Adjustments (Phase 2): HR Deputy Director, HR Specialist, and Tennis Facility Coordinator**

Mrs. Hinman discussed that due to the retirement of the Benefit/Payroll Coordinator they have been evaluating the need to restructure the Human Resources Department’s personnel to be more strategic and better meet current needs. Mrs. Hinman stated the request is to eliminate the Benefit/Payroll Coordinator and HR Assistant positions and add two HR Specialist positions including a plan of promoting Senior HR Specialist to Human Resources Deputy Director. Mrs. Hinman noted that due to the vacancy created by the pending retirement of the Benefits/Payroll Coordinator no appropriation would be needed. Mrs. Hinman noted the number of employees currently in the Human Resources would remain the same.

Discussion continued on the Tennis Facility Coordinator position included in the Ordinance. Mr. LeJeune asked if the position could be removed from the ordinance to allow further evaluation of the job duties for this position and how the

time allowed for tennis lessons provided by this employee would be structured and how the fees collected would apply to the salary. Mayor Haygood discussed that a balancing application of those fees collected to the salary would be established. Discussion continued that this position could be presented on a separate ordinance to allow further evaluation of how salary and fees would be structured.

**MOTION BY Mr. Goodlin to recommend to Council to adopt the Ordinance amending the Personnel Schedule to remove the HR Assistant and Senior HR Specialist positions and replace with two HR Specialist positions and one Human Resource Deputy Director position. Seconded by Mr. Coleman.**  
**MOTION CARRIED UNANIMOUSLY**

**C. Overtime Report**

The overtime report was included in the packet for review.

**V. BUSINESS LICENSE REPORT**

**A. Report: New Business Licenses – April, 2020**

Mrs. Coleman reviewed the following reports and information:

- Code enforcement issued 4 warnings resulting in businesses becoming compliant and \$510 in revenue.
- New Businesses with a physical location in Daphne - .
- Simplified Sellers Use Tax collections - \$57,660.96 and YTD collections - \$440,363.92.

<b>BUSINESS LICENSE COUNT through 04/30/2020</b>	
NEW Licenses	<b>25</b>
RENEWAL Licenses (2020)	<b>118</b>
<b>Total Issued THIS MONTH</b>	<b>143</b>
Total Issued THIS MONTH - PREVIOUS YEAR	137
<b>Net Gain/-Loss Current VS Previous Yr MONTH</b>	<b>6</b>
<b>Total Issued YTD 2020</b>	<b>3,494</b>
<b>Total Issued YTD - PREVIOUS YEAR</b>	4,211
<b>Net Gain/-Loss Current VS Previous Yr YTD</b>	<b>-717</b>

<b>Business License Fee Historical Comparison 2019 / 2020</b>				
	<b>FY 19</b>	<b>FY 20</b>	<b>+/- Previous Year</b>	<b>Budget 2020 * \$2,335,000</b>
<b>October</b>	\$7,486.91	\$15,924.77	\$8,437.86	(\$2,199,075.23)
<b>November</b>	\$3,983.03	\$3,754.50	(\$228.53)	(\$2,195,320.73)
<b>December</b>	\$2,614.81	\$80,771.34	\$78,156.53	(\$2,114,549.39)
<b>January</b>	\$1,409,468.98	\$1,641,711.72	\$232,242.74	(\$472,837.67)
<b>February</b>	\$698,411.44	\$210,511.03	(\$487,900.41)	(\$262,326.64)
<b>March</b>	\$169,548.90	\$226,661.69	\$57,112.79	(\$35,664.95)
<b>April</b>	\$48,761.33	\$120,558.73	\$71,797.40	\$84,893.78
<b>Year to Date</b>	\$2,340,275.40	\$2,299,893.78	(\$40,381.62)	\$149,893.78
<b>* Amounts include penalty and interest.</b>				

Mr. Goodlin asked if a report could be provided for businesses that close. Mrs. Coleman said she would make a note to include that info for future meetings.

## **VI. SALES & LODGING TAX REPORT**

### **A. Sales and Use Taxes: March, 2020**

Mrs. Henson reviewed the Sales & Use Tax Reports: \$1,689,622 was collected for March, 2020 which was up \$77,828 from March 2019's collections: :

- YTD Variance over Budget - \$506,329

### **B. Lodging Tax Collections, March, 2020**

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for March, 2020 were \$137,966 which is up \$11,532 from March 2019's collections .

- YTD Variance over Budget: (\$25,813)

### **C. Lodging Tax Fund : Statement of Rev over Exp, April, 2020**

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

- Unreserved balance for Bayfront related purchases - \$1,640,158
- Recreation for related purchases - \$ 689,756

Mrs. Reid noted that the Bayfront Street Scape bid would open this week and Council will need to decide how much funding needs to come from the Lodging Tax Fund for this project.

## **VII. FINANCIAL SCHEDULES & REPORTS**

### **A. Financial Reports**

#### **1. Treasurer's Report: April, 2020**

Mrs. Reid reviewed the Treasurer's Report:

TREASURER'S REPORT					
As of April 30, 2020					
Account Type/Title	4/30/2020	3/31/2020	Increase (Decrease) from last Month	4/30/2019	Increase (Decrease) from Last Year
<b>GENERAL FUND &amp; ENTERPRISE FUNDS</b>	\$ 12,163,709	\$ 12,943,670	\$ (779,961)	\$ 8,441,100	\$ 3,722,609
CERTIFICATE OF DEPOSIT	505,908	505,908	-	500,000.00	\$ 5,908
INVESTMENT FUND	5,868,888	5,816,393	52,495	5,500,211	\$ 368,677
CREDIT CARD ACCOUNT	71,651	20,787	50,864	14,936	\$ 56,715
<b>Total Unrestricted Cash Balance</b>	<b>18,610,157</b>	<b>19,286,759</b>	<b>(676,602)</b>	<b>14,456,247</b>	<b>4,153,910</b>
<b>SPECIAL REVENUE FUNDS</b>					
4 CENT GAS TAX	164,376	159,689	4,687	339,577	(175,201)
7 CENT GAS TAX	146,046	140,106	5,940	270,503	(124,457)
10 CENT GAS TAX	56,991	48,097	8,894	-	56,991
TREE & FLOWER	23,926	23,926	-	23,926	(0)
FEDERAL DRUG FORFEITURES	264,521	271,906	(7,385)	271,272	(6,751)
LOCAL DRUG FORFEITURES	55,618	55,284	334	46,155	9,463
LIBRARY	47,936	40,532	7,403	17,779	30,157
COURT TRAINING & EQUIPMENT	38,647	38,547	100	35,451	3,196
COURT JUDICIAL ADMINISTRATIVE	-	-	-	127,142	(127,142)
COURT CORRECTION	393,099	430,694	(37,594)	284,589	108,510
LODGING TAX	2,273,389	2,241,032	32,357	2,034,535	238,854
<b>AGENCY FUNDS</b>					
MUNICIPAL COURT	1,263	1,068	195	(2,615)	3,878
SELF INSURANCE	194,004	182,676	11,328	176,113	17,891
FLEX SPENDING	(6,264)	(14,958)	8,694	(23,188)	16,924
OPEB TRUST INVESTMENT FUND	485,825	464,442	21,383	-	485,825
	4,139,378	4,083,041	56,336	3,601,239	538,139
<b>CAPITAL PROJECT FUNDS</b>					
CAPITAL RESERVE	2,912,586	2,668,356	244,231	4,594,867	(1,682,281)
2017 CONSTRUCTION	-	-	-	356,662	(356,662)
2019 CAPITAL IMPROVEMENTS	540,008	539,728	280	-	540,008
	3,452,595	3,208,084	244,511	4,951,529	(1,498,934)
<b>DEBT SERVICE FUNDS</b>					
DEBT SERVICE	1,195,101	1,019,732	175,369	1,080,648	114,453
<b>Total Restricted Cash Balance</b>	<b>8,787,073</b>	<b>8,310,857</b>	<b>476,216</b>	<b>9,633,416</b>	<b>(846,343)</b>
<b>Total City Cash Balance</b>	<b>\$ 27,397,230</b>	<b>\$ 27,597,616</b>	<b>\$ (200,387)</b>	<b>\$ 24,089,663</b>	<b>\$ 3,307,567</b>
	Encumbrance Total as of		4/30/2020	\$ 567,249.17	

Mrs. Reid noted the OPEB Trust Fund is listed under the Agency Fund section of the Treasurer's Report with a balance of \$485,825.

***The Treasurer's Report as of APRIL, 2020 Total Unrestricted Cash Balance – 18,610,157 and Total City Cash Balance - \$27,397,230 was presented to be filed for audit.***

## 2. Encumbrance Report

- Encumbrance balance is - \$567,249.17 as of April, 2020.

Mrs. Reid reviewed the Encumbrance Report and stated the SAFE Room should be completed in June as well as a few other projects. Mr. LeJeune asked if the Jubilee Breeze monies could be moved and used to purchase magnets to send to citizens with Garbage Collection info on them.

***MOTION BY Mr. LeJeune to recommend to Council to release the encumbered monies for Jubilee Breeze and return to the General Fund. Seconded by Mr. Goodlin.***  
***MOTION CARRIED UNANIMOUSLY***

## 3. Outstanding Appropriations

Mrs. Reid reviewed the Bayfront Drive Streetscape projects and lights current expenditures under the Lodging Tax Fund and Corte Road and Fire Station #5 expenditures under the Capital Reserve Fund. Discussion continued on ongoing projects.

**4. Financial Overview: Debt Summaries & Monthly Financial Statements, March, 2020**

Mrs. Reid reviewed the following Financial Statements:

- Debt Summary Schedules (General & Enterprise Funds), April, 2020
  - o Jubilee Square: Debt payments are currently fully paid through September 2019 thus 7 months in arrears. Arrearage includes \$546,391 in principal and \$42,893 in interest.

**General Fund:**

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Change</u>
• YTD Budgetary Net Income:	\$5,211,692	\$2,345,756	\$2,865,936
• Total sales tax collected year to date is approximately \$506,000 over budgeted income and \$721,000 over prior year to date income			
• Due to the COVID-19 pandemic, several businesses, including restaurants and retail establishments, were closed for approximately half of the month of March			
• The City annual insurance payment was made in March and approximated \$571,000			
• Transfers are approximately \$2.2 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			
• Licenses and Permits are approximately \$412,000 more than prior year to date			
• Unassigned Fund Balance: \$19,978,182			
• Outstanding Encumbrances: \$594,758			

**Debt Service Fund/Outstanding Debt:**

- Outstanding Warrant Balance as of March 31, 2020: \$33,813,055
- Outstanding Note Payable Balance as of March 31, 2020: \$595,495
- Outstanding Capital Lease Balance as of March 31, 2020:
  - o General Fund: \$1,417,475
  - o Enterprise Fund: \$1,150,829

**Capital Project Funds (Capital Reserve, 2019 Construction):**

- Approximately \$382,000 was expended out of the 2019 Construction Fund for the construction of Fire Station #5

**Special Revenue Funds (12 separate funds):**

- Lodging Tax Fund –
  - o Bayfront Unreserved Fund Balance: \$1,642,093
  - o Recreation Unreserved Fund Balance: \$674,070
  - o Total lodging tax collected was approximately \$25,000 under budgeted income and prior year to date income. Three hotels submitted their February and March report in March. Total February lodging included in the March numbers was approximately \$59,000

**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	\$ 36,494	\$ 148,270	\$ (111,776)
Civic Center Fund	\$ 139,793	\$ 12,552	\$ 127,241
Bayfront Park Fund	\$ 69,771	\$ 77,322	\$ (7,551)

**5. Unfunded Future Projects Expenditure Summary**

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

**6. Summary of Budgetary Amendments**

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

- Total Appropriations Year to Date – \$1,567,854.
- Adjusted Expenses over Revenue – (\$1,514,891)

**B. Bills Paid Reports – April, 2020**

The Bills Paid Report were previously presented electronically.

**VIII. BIDS (Resolution)**

**A. 2020-M-Police Uniforms**

Mrs. Henson reviewed the Police Uniform bid submittals noting there were two submittals with Galls LLC being the only bidder to comply with all bid requirements. The recommendation from the Police department is to award the bid to Galls LLC for unit cost as bid. Mrs. Henson noted that Gall's holds the previous bid contract.

**MOTION BY Mr. Scott to recommend to Council to award the 2020-M-Police Uniform bid to Galls LLC for unit cost as bid. Seconded by Mr. Goodlin.**

**MOTION CARRIED UNANIMOUSLY**

**B. 2020-O-Dirt and Sand**

Mrs. Henson noted this is a new annual bid and will be continued to bid as needed. There were two bidders with Fulcrum Construction Group, LLC being the low bidder. The recommendation from Public Works was to award the bid to the low bidder Fulcrum Construction Group, LLC..

**MOTION BY Mr. Coleman to recommend to Council to award the bid to Fulcrum Construction Group, LLC for unit cost as bid. Seconded by Mr. Goodlin.**

**MOTION CARRIED UNANIMOUSLY**

**IX. NEW BUSINESS**

**A. Oldfield Ph I & II, Christ The King/DRA, and Bellaton Lighting Upgrade increased cost - \$270/Month**

Mr. Eringman discussed the request that the City accept the monthly lighting increase for the following locations: Oldfield Ph I & II - \$197, Christ The King/DRA - \$28, and Bellaton - \$45 for a total monthly increase of \$270.

**MOTION BY Mr. Goodlin to recommend to Council for the City to accept the monthly lighting cost increase for the following locations: Oldfield Ph I & II - \$197, Christ The King/DRA - \$28, and Bellaton - \$45 for a total monthly increase of \$270. Seconded by Mr. LeJeune.**

**MOTION CARRIED UNANIMOUSLY**

**XI. OLD BUSINESS**

**A. RSA Implementation of Act 2019-132: Resolution to provide Tier I Benefits to Tier II Plan Members**

Mrs. Reid stated she had met with Tier II employees from the Public Works and Fire and Police departments met with their employees. Mrs. Reid noted that employees were overwhelmingly in favor of the plan to provide Tier I benefits to Tier II employees. Mrs. Reid stated the main reason is for employees to be able to retire after 25 years of service and that this was a good recruiting tool for the City. Mrs. Reid noted that several municipalities have already adopted the plan with no changes or increases for Tier I employees.

**MOTION BY Mr. Scott to recommend to Council to adopt the resolution providing Tier I benefits to its Tier II plan members and no increase planned for Tier I members. Seconded by Mr. Goodlin.**

**MOTION CARRIED UNANIMOUSLY**

**XII. ADJOURN**

The meeting adjourned at 5:23p.m.

**CITY OF DAPHNE, ALABAMA  
RESOLUTION 2020-29**

**2020-M-POLICE UNIFORMS**

**WHEREAS**, The City of Daphne is required under section 41-16-20 of the Code of Alabama to secure competitive bids for items in excess of \$15,000; and

**WHEREAS**, The City of Daphne acknowledges that the cost for the POLICE UNIFORMS will exceed this amount; and

**WHEREAS**, Staff has reviewed the bids for the POLICE UNIFORMS and determined that the bid as presented is reasonable; and

**WHEREAS**, Staff recommends the bid for the POLICE UNIFORMS be awarded to Galls, LLC.

**NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF DAPHNE**, hereby accept the bid of Galls, LLC for unit cost (delivered) as follows:

ITEM #	DESCRIPTION	Comment in this section if you do not Comply w/Options or Additional cost apply	GALLS LLC - COST - \$
1	Ammo Pouch, Double - Basketweave - Bianchi Accumold Elite	Velcro, hidden snaps, or open top	\$ 28.00
2	Ammo Pouch, Double - Plain - Bianchi Accumold Elite	Velcro, hidden snaps, or open top	\$ 28.00
3	Badge, Coat - CP-101	Gold or Silver	\$ 51.00
4	Badge, Hat - B615	Gold or Silver	\$ 85.00
5	Badge, Shirt - B538 Blue Lettering with State Seal, Blackinton or Equivalent w/Pin	Gold or Silver	\$ 77.00
6	Badge, Wallet - B538 Blue Lettering with State Seal, Blackinton or Equivalent w/Clip	Gold or Silver	\$ 77.00
7	Belt, Dress, Basketweave - Bianchi Accumold Elite	Gold or Silver Buckle All Sizes:	\$ 21.00
8	Belt, Dress , Plain - Bianchi Accumold Elite	Gold or Silver Buckle All Sizes:	\$ 21.00
9	Belt Keepers - Double Snap, Basketweave - Bianchi Accumold Elite	Gold or Silver Snaps	\$ 12.00
10	Belt Keepers - Double Snaps, Plain - Bianchi Accumold Elite	Gold or Silver Snaps	\$ 12.00
11	Boots - Blackhawk Air Tac, Lace up, Ridge	All Sizes:	\$ 87.00
12	Boots - Blackhawk Air Tac, Zipper, Ridge	All Sizes:	\$ 92.00
13	Chevrons, Cloth - Corporal & Sergeant	Gold or Silver Embroidery	\$ 1.50
14	Flashlight holster, Basketweave or Plain - Bianchi Accumold Elite Stinger XT		\$ 16.00
15	Glove Cases - Basketweave or Plain - Bianchi Accumold Elite		\$ 21.00
16	Gloves - Kevlar, Black Leather Protective Search, Kevlar Lined or Equivalent	All Sizes:	\$ 39.00
17	Gloves (GLO) School Crossing Guard	All Sizes:	\$ 11.75

ITEM #	DESCRIPTION	Comment in this section if you do not Comply w/Options or Additional cost apply	GALLS LLC - COST - \$
18	Gun Belt, Inner - Blauer Guardian	All Sizes:	\$ 23.00
19	Gun Belt, Outer - Basketweave - Bianchi Accumold Elite 2 1/4" Duty Belt w/ snap	All Sizes:	\$ 51.00
20	Gun Belt, Outer - Plain - Bianchi Accumold Elite 2 1/4" Duty Belt w/ snap	All Sizes:	\$ 51.00
21	Handcuffs - S&W Model 100 Blued Steel		\$ 22.50
22	Handcuff Case - Basketweave Leather, Closed or Open case - Galls or equivalent		\$ 18.00
23	Handcuff Case - Plain Leather, Closed or Open Face - Galls or equivalent		\$ 18.00
24	Hat - Midnight Nave with 100% Polyester Cover - Bayly Police Cap Style 09NM3A0	All Sizes:	\$ 49.00
25	Hat - Wave in Navy/White (School Crossing Guard - Ladies)	All Sizes:	\$ 45.00
26	Hat Band, Cloth, Silver and Gold		\$ 9.75
27	Hat Cover - Plastic Best Quality		\$ 5.50
28	Holster - Safariland ALS for Streamlight TLR-1	Left or Right-handed	\$ 105.00
29		Glock 17 and 19	\$ 105.00
30	Wallet - Wallet Badge and ID Card with B538 Badge		\$ 31.00
31	Jackets - black, softshell with velcro on both sleeves, embroidered badge on left chest - Tru-Spec or equivalent	All Sizes:	\$ 87.00
32	Name Plate w/Silver or Gold Clutch Reading "Name of Officer: in Blue Print & Silver or Gold Double Service Bar Reading "Rank of Officer" & "Serving Since Year Officer Started" in Blue Print	Gold or Silver	\$ 25.00
33	Pants - off-duty, black - 5.11 Tactical Taclite Pro	All Sizes:	\$ 40.00
34	Pants, PDU - Midnight Navy - 5.11 Taclite PDU Class A	All Waste Sizes / All Length Size:	\$ 46.00
35		Women or Men	\$ 46.00
36	Pants, School Crossing Guard - Horace Small or Equivalent, Navy 100% Dacron Polyester, Regular and Long, 2 Ply gabardine Weave Style #10710 with No Stripes	All Waste Sizes:	\$ 40.00
37		Women or Men	\$ 40.00
38	Pants, Uniform - Horace Small or Equivalent, Navy 100% Dacron Polyester, Regular and Long, 2 Ply Gabadine Weave Style #10710 Including Stripes		\$ 45.00
39		All Waste Sizes / All Length Sizes:	\$ 45.00
40	Patches, Shoulder Emblem in Yellowish Gold (for Uniforms, Crossing Guard & BDU Shirts, and Jackets)		\$ 2.75
41	Pepper Spray Holder, Basketweave , MK-4 with Flap (large) - Bianchi Accumold Elite	Gold, Silver or Hidden Snaps	\$ 27.00
42	Pepper Spray Holder, Plain, MK-4 with Flap (large) - Bianchi Accumold Elite	Gold, Silver or Hidden Snaps	\$ 27.00

ITEM #	DESCRIPTION	Comment in this section if you do not Comply w/Options or Additional cost apply	GALLS LLC - COST - \$
43	Rain Coat - Lightweight 3/4 Nylon w/Reflective Trim and "POLICE" Panel on Back, Neese Style 447 or Equivalent, Lime Green	All Sizes:	\$ 26.00
44	Shirt, PDU - Short Sleeve Tac Shirt, Midnight Navy, Cotton/Poly Blend - 5.11 Taclite PDU Class B	Cpl. or Sgt. Chevrons	\$ 44.00
45		All Sizes:	\$ -
46	Shirt, Polo, royal blue, Polyester, reflective "POLICE" on back, embroidered badge on front	All Sizes:	\$ 44.00
47	Shirt, School Crossing Guar - Long Sleeve, Flying Cross, White (35 W5400) with Police Shoulder Patches	All Sizes / Women or Men / Sleeve Sizes	\$ 40.00
48	Shirt, School Guard - Short Sleeve, Flying Cross, White (35W5400) with Police Shoulder Patches	All Sizes / Women or Men	\$ 36.00
49	Shirt, Uniform - Long Sleeve - Flying Cross or Equivalent, Light Blue, 65% Dacron Polyester, 35% Avril Rayon w/shoulder Patches	All Sizes / Women or Men	\$ 62.00
50		without zipper	\$ 58.00
51		Sgt. or Cpl. Chevrons	\$ -
52	Shirt, Uniform - Short Sleeve - Flying Cross or Equivalent, Light Blue, 65% Dacron Polyester, 35% Avril Rayon w/shoulder Patches	All Sizes / Women or Men	\$ 58.00
53		without zipper	\$ 50.00
54		Sgt. or Cpl. Chevrons	\$ -
55	Shoes - high gloss duty oxford - Bates	All Sizes:	\$ 65.00
56	Tie, Clip - on Navy Blue		\$ 5.00
57	Tie Bar - Plain - Lawpro or equivalent	Gold or Silver	\$ 4.00

and made a part hereof for BID SPECIFICATION NO. 2020-O-POLICE UNIFORMS.

**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  
RESOLUTION 2020-30**

**2020-O-DIRT AND SAND**

**WHEREAS**, The City of Daphne is required under section 41-16-20 of the Code of Alabama to secure competitive bids for items in excess of \$15,000; and

**WHEREAS**, The City of Daphne acknowledges that the cost for the Dirt and Sand will exceed this amount; and

**WHEREAS**, Staff has reviewed the bids for the Dirt and Sand and determined that the bid as presented is reasonable; and

**WHEREAS**, Staff recommends the bid for the Dirt and Sand be awarded to Fulcrum Construction Group, LLC.

**NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF DAPHNE**, hereby accept the bid of Fulcrum Construction Group, LLC for unit cost as follows:

<b>COMPONENT</b>	<b>QTY/CY</b>	<b>UNIT PRICE</b>
Local Sand - Delivered	2,000	<b>6.38</b>
Local Sand – To be picked up	2,000	<b>2.98</b>
Sandy Clay - Delivered	5,000	<b>6.38</b>
Sandy Clay – To be picked up	500	<b>2.98</b>

as specified in BID SPECIFICATION NO. 2020-O-DIRT AND SAND

**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  
RESOLUTION 2020-31**

**RESOLUTION TO PROVIDE TIER I BENEFITS TO TIER II PLAN MEMBERS**

WHEREAS, under the provisions of Act 2019-132, employers who participate in the Employees' Retirement System pursuant to *Alabama Code* § 36-27-6 may elect to provide Tier 1 retirement benefits to Tier II plan members; and

WHEREAS, the City of Daphne participates in the Employees' Retirement System pursuant to *Alabama Code* § 36-27-6 and wishes to improve retirement benefits for its Tier II plan members; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF DAPHNE, that the City of Daphne elects to provide Tier I benefits to its Tier II plan members, subject to approval by the Employees' Retirement System Board of Control; that, if approved, such election shall be effective the following fiscal year and is irrevocable.

BE IT FURTHER RESOLVED that the City of Daphne has reviewed the actuarial cost estimates provided by the Employees' Retirement System for such election and agrees to pay any resulting increases in the employer contribution rate.

BE IT FURTHER RESOLVED that beginning in the month that such election is effective, the City of Daphne's Tier II plan members shall contribute 7.5% of their earnable compensation to the Employees' Retirement System and the City of Daphne's Tier II plan members who are firefighters or law enforcement officers, as defined by *Alabama Code* § 36-27-59(a), shall contribute 8.5% of their earnable compensation to the Employees' Retirement System, as required by Act 2019-132.

BE IT FURTHER RESOLVED, the City of Daphne has not increased the member contribution rates for its Tier I members as provided by Act 2011-676 and, as required by *Alabama Code* § 36-27-6.5, the City of Daphne has submitted to the Employees' Retirement System a plan to increase such rates.

**RESOLVED** this the \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF DAPHNE

By \_\_\_\_\_  
Dane Haygood, Mayor

Attest:

\_\_\_\_\_  
Candace G. Antinarella, City Clerk

**CITY OF DAPHNE, ALABAMA  
ORDINANCE 2020-16**

**Ordinance to Re-Zone Property Located  
Northeast corner of US Highway 98 and Dale Road  
Zeolia Dale c/o Velma Jackson**

**WHEREAS**, Zeolia Dale c/o Velma Jackson, as the owner of certain real property located within the City of Daphne, has requested that said property that is currently zoned as B-2, General Business District, be re-zoned as PUD, Planned Unit Development; and

**WHEREAS**, said real property is located at the Northeast corner of US Highway 98 and Dale Road, and more particularly described as follows:

**Legal Description of Property to be Re-Zoned to PUD, Planned Unit Development:**

COMMENCE AT THE NORTHWEST CORNER OF SECTION 29, TOWNSHIP 5 SOUTH, RANGE 2 EAST, BALDWIN COUNTY, ALABAMA, AND RUN THENCE SOUTH 00 DEGREES 01 MINUTES 58 SECONDS WEST, A DISTANCE OF 2153.48 FEET; THENCE RUN NORTH 89 DEGREES 56 MINUTES 48 SECONDS EAST, A DISTANCE OF 1367.70 FEET TO A CAPPED REBAR (SE CIVIL) ON THE EAST RIGHT-OF-WAY OF U.S. HIGHWAY 98 FOR THE POINT OF BEGINNING; THENCE RUN SOUTH 89 DEGREES 45 MINUTES 05 SECONDS EAST, A DISTANCE OF 1138.44 FEET TO A CRIMPED TOP IRON PIPE; THENCE RUN SOUTH 00 DEGREES 03 MINUTES 11 SECONDS WEST, A DISTANCE OF 418.82 FEET TO AN OPEN END PIPE; THENCE RUN SOUTH 89 DEGREES 27 MINUTES 05 SECONDS WEST, A DISTANCE OF 61.94 FEET TO A CRIMPED TOP IRON PIPE; THENCE RUN SOUTH 03 DEGREES 02 MINUTES 03 SECONDS EAST, A DISTANCE OF 159.75 FEET TO A CRIMPED TOP IRON PIPE; THENCE RUN SOUTH 89 DEGREES 42 MINUTES 41 SECONDS WEST, A DISTANCE OF 234.39 FEET TO A CAPPED REBAR (26621); THENCE RUN NORTH 01 DEGREES 22 MINUTES 55 SECONDS WEST, A DISTANCE OF 71.85 FEET TO AN OPEN END PIPE; THENCE RUN SOUTH 87 DEGREES 02 MINUTES 51 SECONDS WEST, A DISTANCE OF 146.81 FEET TO A CAPPED REBAR (HMR); THENCE RUN SOUTH 01 DEGREES 22 MINUTES 32 SECONDS EAST, A DISTANCE OF 305.36 FEET TO A CAPPED REBAR (SE CIVIL) ON THE NORTH RIGHT-OF-WAY OF DALE ROAD (30 FOOT RIGHT-OF-WAY); THENCE RUN SOUTH 88 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID NORTH RIGHT-OF-WAY, A DISTANCE OF 98.32 FEET TO A CAPPED REBAR (SE CIVIL); THENCE RUN SOUTH 67 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG SAID NORTH RIGHT-OF-WAY, A DISTANCE OF 599.63 FEET TO A CAPPED REBAR (SE CIVIL) ON THE AFOREMENTIONED EAST RIGHT-OF-WAY OF U.S. HIGHWAY 98; THENCE RUN NORTH 59 DEGREES 07 MINUTES 35 SECONDS WEST, ALONG SAID EAST RIGHT-OF-WAY, A DISTANCE OF 58.00 FEET TO A CAPPED REBAR (HMR); THENCE CONTINUE ALONG SAID EAST RIGHT-OF-WAY, AND A CURVE TO THE RIGHT, HAVING A RADIUS OF 8484.37 FEET, AN ARC LENGTH OF 782.41 FEET, (CHORD BEARS NORTH 01 DEGREES 55 MINUTES 51 SECONDS WEST, A DISTANCE OF 782.13 FEET) TO A CAPPED REBAR (HMR); THENCE RUN SOUTH 88 DEGREES 37 MINUTES 45 SECONDS EAST, ALONG SAID EAST RIGHT-OF-WAY, A DISTANCE OF 10.00 FEET TO A CAPPED REBAR (HMR); THENCE ALONG SAID EAST RIGHT-OF-WAY, AND A CURVE TO THE RIGHT, HAVING A RADIUS OF 8474.37 FEET, AN ARC LENGTH OF 252.69 FEET, (CHORD BEARS NORTH 01 DEGREES 38 MINUTES 09 SECONDS EAST, A DISTANCE OF 252.68 FEET) TO THE POINT OF BEGINNING. TRACT CONTAINS 20.72 ACRES, MORE OR LESS.

**WHEREAS**, at the regular Planning Commission meeting on March 26, 2020, the Commission considered said request and set forth a favorable recommendation; and,

**WHEREAS**, due notice of said proposed re-zoning has been provided to the public as required by law through publication and open display at the Daphne Public Library and City Hall, and a public hearing was held before the City Council on May 18, 2020; and,

**WHEREAS**, the City Council of the City of Daphne, after due consideration and upon consideration of the recommendation and notes of the Planning Commission, deemed that said application for re-zoning of the above described real property is proper and in the best interest of the health, safety, and welfare of the citizens of the City of Daphne, Alabama; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA**, as follows:

**SECTION I: ZONING**

The above described real property is hereby re-zoned from B-2, General Business District, be re-zoned as PUD, Planned Unit Development, and the zoning ordinance and zoning map shall be amended to reflect the said zoning change.

**SECTION II: REPEALER.**

All other City Ordinances or parts thereof in conflict with the provisions of this Ordinance, in so far as they conflict, are hereby repealed.

**SECTION III: SEVERABILITY.**

The provisions of this Ordinance are severable. If any provision, section, paragraph, sentence, or part thereof shall be held unconstitutional or invalid, such decision shall not affect or impair the remainder of said Ordinance, it being the legislative intent to ordain and enact each provision, section, paragraph, sentence, and part thereof separately and independently of each other.

**SECTION IV: EFFECTIVE DATE AND REVERSION.**

This Ordinance shall take effect and be in force from and after the date of its approval by the City Council of the City of Daphne and after publication as required by law. This zoning classification is subject to a two (2) year reversionary clause. Two years from the date this Ordinance is enacted, if the site development has not started for the purpose listed herein, the zoning shall be null and void and the property shall revert to the prior zoning district. Refer to Section 22-2, Reversionary Clause, of the Daphne Land Use and Development Ordinance.

**ADOPTED AND APPROVED 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 2020-17**

**FISCAL YEAR 2020 MID-YEAR PERSONNEL ADJUSTMENTS (PHASE 2)**

**WHEREAS**, Ordinance 2004-52 as adopted January 3, 2005 established the City of Daphne Job Classification Plan; and

**WHEREAS**, Ordinance 2018-43 approved and adopted the Fiscal Year 2020 Budget on September 23, 2019; and

**WHEREAS**, a mid-year personnel adjustment was discussed with and adopted by City Council on March 16, 2020 and some of the personnel changes were implemented but due to the COVID-19 pandemic, upcoming personnel changes in Human Resources (HR) were delayed; and

**WHEREAS**, the retirement of an employee in the HR department is resulting in a personnel vacancy within the department; and

**WHEREAS**, the City has made a thoughtful effort to use this opportunity to assess and improve the structure, to better reflect the needs of the HR Department, and better serve employees and create a more efficient personnel/payroll budget with no additional appropriation required; and

**WHEREAS**, the proposed changes include eliminating the dedicated Benefit/Payroll Coordinator and HR Assistant positions and adding two (2) HR Specialist positions. This will allow the HR Department to be more strategic and forward-looking and include a succession plan of promoting the Sr. HR Specialist to HR Deputy Director and so request to amend the Fiscal Year 2020 Classification Schedule; and

**NOW, THEREFORE BE IT ORDAINED** by the City Council of the City of Daphne, Alabama, to finalize the midyear personnel changes:

Human Resources Department Re-Structuring:

- a. The Fiscal Year 2020 Classification Schedule is hereby amended to add two new classifications: Human Resources Deputy Director and Human Resources Specialist; and
- b. A Human Resources Deputy Director is hereby added as a Grade 29 Exempt position, and a Human Resources Specialist is hereby added as a Grade 15 Non-Exempt position; and
- c. No additional appropriation is necessary due to a vacancy created by the retirement of the Payroll/Benefits Coordinator.

**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**