

**CITY OF DAPHNE  
CITY COUNCIL MEETING AGENDA  
1705 MAIN STREET, DAPHNE, ALABAMA  
OCTOBER 5, 2015  
6:30 P.M.**

**1. CALL TO ORDER**

**2. ROLL CALL**

INVOCATION / Pastor Bryant Evans / Eastern Shore Church of Christ

PLEDGE OF ALLEGIANCE

**3. APPROVE MINUTES:** Council Meeting Minutes / September 21, 2015

Council Work Session Minutes / September 23, 2015

Special Called Council Meeting Minutes / September 28, 2015

**PRESENTATION:** Beautification 4<sup>th</sup> Quarter Awards: Infirmiry Health – Eastern Shore / Joe Stough, CEO  
Dennis Summerford, VP Facilities & Construction

Rettig's Auto Body Shop / Jerry Kiper, General Manager

**PROCLAMATIONS:** 1.) National Domestic Violence Awareness Month

2.) National Breast Cancer Awareness Month

3.) National Fire Prevention Week / October 4-10, 2015

4.) Dyslexia Awareness Month

**4. REPORTS OF STANDING COMMITTEES:**

**A. FINANCE COMMITTEE** – Fry

**B. BUILDINGS & PROPERTY COMMITTEE** - Davis

**C. PUBLIC SAFETY** - Rudicell  
Review minutes / September 21<sup>st</sup>

**D. CODE ENFORCEMENT/ORDINANCE COMMITTEE** - Scott  
Review minutes / September 21<sup>st</sup>

**E. PUBLIC WORKS COMMITTEE / SOLID WASTE AUTHORITY** – LeJeune  
Review Beautification minutes / August 5<sup>th</sup>

Review Daphne Museum minutes / August 10<sup>th</sup>

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

**A. BOARD OF ZONING ADJUSTMENTS** – Adrienne Jones

**B. DOWNTOWN REDEVELOPMENT AUTHORITY** – Conaway  
Review minutes/ September 23<sup>rd</sup>

**C. INDUSTRIAL DEVELOPMENT BOARD** – Davis  
Resignation / Jeffrey Ramsland

D. LIBRARY BOARD - Lake

E. PLANNING COMMISSION – Scott

F. RECREATION BOARD – LeJeune

G. UTILITY BOARD – Fry  
Review minutes / August 26<sup>th</sup>

6. MAYOR’S REPORT

7. CITY ATTORNEY’S REPORT

8. DEPARTMENT HEAD’S REPORT

9. CITY CLERK’S REPORT

- a.) Facilities Use Permit / Daphne Art Center / Judged Art Show / October 10, 2015
- b.) Events Permit / Daphne Art Center / Judged Art Show / October 10, 2015 (Art Scattered throughout downtown)
- c.) Events Permit / Bayside Academy Charity Challenge / 2 Mile Fun Run / December 5, 2015

10. PUBLIC PARTICIPATION

11. RESOLUTIONS AND ORDINANCES:

RESOLUTIONS:

- a.) Resolution 2015-62 .....Daphne Park Improvements
- b.) Resolution 2015-63..... I-10 Culvert and Outfall Repair at D’Olive Creek Flood Water Damage / ALDOT Project #ERPR-8980(928)

ORDINANCES:

2<sup>ND</sup> READ

- a.) Ordinance 2015-52.....Lodging Tax Appropriation: Richard Scardamelia Pavilion (Bayfront Park) Flooring
- b.) Ordinance 2015-53.....Additional Appropriation of Funds: Emergency Watershed Protection for: Maize Gully (Project #2)
- c.) Ordinance 2015-54.....Establish a New Job Description to the City’s Job Classification Plan: Senior Human Resources Specialist

1<sup>ST</sup> READ

- a.) Ordinance 2015-55..... Adopting the Fiscal Year 2016 Operating Budget
- b.) Ordinance 2015-56.....Extending the Fiscal Year 2015 Budget Authority

12. COUNCIL COMMENTS

13. ADJOURN

**CITY OF DAPHNE  
CITY COUNCIL**

**ROLL CALL**

**CITY COUNCIL:**

<b>COUNCILMAN RUDICELL</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCILMAN LAKE</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCILMAN FRY</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCILMAN SCOTT</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCILMAN LEJEUNE</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCILMAN DAVIS</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
<b>COUNCIL PRESIDENT CONAWAY</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____

**MAYOR:**

<b>MAYOR HAYGOOD</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
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**CITY CLERK:**

<b>REBECCA HAYES</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
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**CITY ATTORNEY:**

<b>JAY ROSS</b>	<b>PRESENT</b> ____	<b>ABSENT</b> ____
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**SEPTEMBER 21, 2015  
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 Conaway called the meeting to order at 6:35 p.m.

**2. ROLL CALL**

**COUNCIL MEMBERS PRESENT:**

Tommie Conaway; Pat Rudicell; John Lake; Randy Fry; Ron Scott; Robin LeJeune; Joe Davis.

Also present: Mayor Haygood; Rebecca Hayes, City Clerk; Jay Ross, City Attorney; James White, Fire Chief; David McKelroy, Recreation Director; Kelli Kichler, Finance Director/Treasurer; Adrienne Jones, Planning Director; Tonja Young, Library Director; Ashley Campbell, Environmental Programs Manager; Vickie Hinman, HR Director; Margaret Thigpen, Civic Center Director; Dorothy Morrison, DRA/Beautification Committee; Willie Robison, BZA; Don Ouellette, Environmental Advisory Committee; Tomasina Werner, Beautification Committee; Denis Kearney, IDB; Jeffrey Ramsland, IDB; Bob Segalla, Utility Board; David Tarwater, Baldwin County Board of Education; Heiko Einfeld, Executive Director of the ES Chamber of Commerce; Dr. Meredith Foster; Michael Pierce, Director of the Mobile Port Authority.

Absent: Richard Johnson, Public Works Director; Richard Merchant, Building Official; Michael Hoyt, Municipal Judge.

**INVOCATION/PLEDGE OF ALLEGIANCE:**

Reverend Gregory Meadows of Macedonia Missionary Baptist Church gave the invocation.

**3. APPROVE MINUTES:**

**September 8, 2015 Council Meeting Minutes**

There being no corrections the September 8, 2015 council meeting minutes stand approved.

**September 14, 2015 Council Work Session Minutes**

There being no corrections the September 14, 2015 council meeting minutes stand approved.

**4. REPORT OF STANDING COMMITTEES:**

**A. FINANCE COMMITTEE – Fry**

The September 14<sup>th</sup> minutes are in the packet.

**MOTIONS:**

- a.) To approve authorizing the Mayor to release the \$5,012 encumbered funds to Daphne High School to support their broadcasting journalism project and purchase of needed equipment for recording City meetings and other purposes

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**MOTION BY Councilman Scott to approve authorizing the Mayor to release the \$5,012 encumbered funds to Daphne High School to support their broadcasting journalism project and purchase of needed equipment for recording City meetings and other purposes. *Seconded by Councilman LeJeune.***

**MOTION CARRIED UNANIMOUSLY**

b.) To authorize Mrs. Ashley Campbell to initiate the property donation process and authorize the Mayor to execute required agreements for the donation process

**MOTION BY Councilman Fry to authorize Mrs. Ashley Campbell to initiate the property donation process and authorize the Mayor to execute required agreements for the donation process. *Seconded by Councilman Lake.***

**MOTION CARRIED UNANIMOUSLY**

**Financial Report**

**Treasurers Report / August 2015**

- Total Unrestricted Funds - \$9,551,440
- Increase from Last Year's Unrestricted Funds - \$1,429,579
- Total Restricted Funds - \$7,888,755
- Total City Funds - \$17,440,195
- # of months of Unrestricted cash to cover monthly operating Expenses & Debt Service – 4.3 months compared to the previous year - 3.7 months

**Sales & Use Tax Collections / July 2015**

\$1,222,993.95 was collected for July, 2015:

- YTD Variance over Budget - \$31,877.64
- Percent change from last year's collections +7.4 %

**Lodging Tax Collections / July 2015**

\$140,897.70 which is up \$1,500.33 from July 2014's collections of \$139,397.37.

- YTD Variance over Budget: \$ 50,123.04
- Percentage change YTD from last year's collections: + 21.2 %

Councilman Fry will submit the reports to be filed for audit.

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***B. BUILDINGS & PROPERTY COMMITTEE*** – Davis

The minutes for the September 8<sup>th</sup> meeting are in the packet. The Village Point Foundation made a presentation for improvements to the Village Point Park Preserve. The next meeting will be October 5<sup>th</sup>.

***C. PUBLIC SAFETY COMMITTEE*** – Rudicell

The next meeting will be 3<sup>rd</sup> Monday of October.

***D. CODE ENFORCEMENT/ORDINANCE COMMITTEE*** – Scott

The next meeting will be the third Monday of October after the Public Safety meeting.

***E. PUBLIC WORKS COMMITTEE*** – LeJeune

The minutes for the July 6<sup>th</sup> meeting are in the packet along with the July 8<sup>th</sup> Beautification minutes and the July 13<sup>th</sup> Daphne Museum minutes. The next meeting will be October 5<sup>th</sup>.

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

***A. Board of Zoning Adjustments*** – Adrienne Jones

The next meeting will be October 1<sup>st</sup>.

***B. Downtown Redevelopment Authority*** – Conaway

The next meeting will be Wednesday at 5:30p..m.

***C. Industrial Development Board*** – Davis

The next meeting will be September 28<sup>th</sup> at 6:00 p.m.

***D. Library Board*** – Lake

The next meeting will be October 8<sup>th</sup>. There was not a quorum for the last meeting.

***E. Planning Commission*** – Scott

The next meeting will be Thursday at 5:00 p.m.

***F. Recreation Board*** – LeJeune

The July 8<sup>th</sup> minutes are in the packet.

***G. Utility Board*** – Fry

The next meeting will be September 30<sup>th</sup> at 4:30 to finalize the budget.

**6. MAYOR'S REPORT**

Mayor Haygood reported that last Wednesday the city lost a volunteer firefighter, Darrell Perry. Darrell was in the marines and served in various places around the world. He served well in his years of service for the time that he was with the city. He said Darrell will be remembered with a big smile, and he always wanted to continue to serve. The funeral will be tomorrow at 12:00 noon.

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**7. CITY ATTORNEY REPORT:**

Mr. Ross said there are two matters that need to be discussed in Executive Session: the buying of property and the good name and character of a person. Council will need to come back from Executive Session in case actions are necessary.

**8. DEPARTMENT HEAD COMMENTS:**

*David McKelroy – Recreation Director* - reported Brown Bag by the Bay is Thursday from 11:30 a.m. to 1:30 p.m. at May Day Park, and also gave the sports schedule.

*Margaret Thigpen – Civic Center Director* – reminded everyone that the Jubilee Festival is this weekend. She said that Ballroom Dance tickets are on sale for October 9<sup>th</sup>.

**9. CITY CLERK REPORT:**

a.) Events Permit / Daphne High School Homecoming Parade / October 7, 2015

**MOTION BY Councilman LeJeune to approve the Events Permit for Daphne High School Homecoming Parade / October 7, 2015. *Seconded by Councilman Lake.***

**MOTION CARRIED UNANIMOUSLY**

**10. PUBLIC PARTICIPATION**

*Mr. Jeffery Ramsland – 7910 Creekbank Drive* – read a letter from Mrs. Toni Fassbender, the Chairman of the Industrial Development Board. (*Letter is attached to these minutes*)

*Mrs. Frieda Romanchuk – 30615 Laurel Court* – read a letter from her husband who could not be present for the meeting. (*Letter is attached to these minutes*)

*Mr. David Tarwater – 611 Maxwell Avenue - Baldwin County Board of Education* – spoke as a citizen of Daphne in favor of the DISC project saying the project will bring the right type of development to Daphne. He said as a School Board member he does not see the board taking the property next to the high school.

*Ms. Marie Simpson – Daphne* – supports the DISC project saying she would like Daphne to get higher paying jobs, and would like her son to come back to Daphne to work and be able to support himself.

*Dr. Meredith Foster – Principal of Daphne High School* – is excited about the DISC project and what it will mean for students, and the benefits it will bring for the school.

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*Mr. David Hudgins – 26136 Via Del San Franseco* – spoke regarding the growth of the city, and if a city does not have growth the city withers. He is in favor of the DISC project.

*Ms. Victoria Phelps – Worchester Drive* – made some suggestions on the pre-zoning of the property for the DISC project.

*Mr. Henry Lawson – 104 Boosketuh* – spoke against the DISC project. He had some questions on the funding, and asked what are the plans for the other 40 acres.

*Mr. Michael Pierce - 9823 Evanston Street* – spoke regarding the DISC project saying that the private sector drives these types of projects, and invests to bring these types of projects as this for the future of the children. Diversity is needed in cities. He asked the council what they support is it retail businesses then say so, and if it is, then the city is in trouble. He said this is a 20-30 year decision. He said the world is paying attention to the Eastern Shore area to see what happens to the DISC project.

*Mr. Phil Wilbourn – Chairman of Sehoj Subdivision POA* – said that he supports the DISC project, and he is a proponent of the land being away from I-10. He said to develop the property on Highway 90 would be way too expensive, and the proposed land for the development is flat and would be relatively cheap to develop.

*Mr. Bill Scully – Daphne* – spoke in favor of the DISC project. He said that this development could play off all businesses especially Austel.

**11. RESOLUTIONS & ORDINANCES:**

**RESOLUTIONS:**

- a.) **Resolution 2015-58 “Option “B”**..... Appoint Joe Davis to the Renaissance Center  
Cooperative District Board of Directors
  
- b.) **Resolution 2015-59**..... Declaring Certain Property Surplus & Authorize the  
Mayor to Dispose of Such Property /  
2003 Ford F150 Truck
  
- c.) **Resolution 2015-60**..... Bid Award: Maize Gully / Baldwin County  
Construction, Inc.
  
- d.) **Resolution 2015-61**..... Authorizing Converting Current City Credit Cards to  
the Commercial Card Program

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MOTION BY Councilman Scott to waive the reading of Resolutions 2015-58, 2015-59, 2015-60 and 2015-61. *Seconded by Councilman Rudicell.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Scott to adopt Resolution 2015-58 *Seconded by Councilman LeJeune.*

After the City Attorney advised Council that only one Councilman can serve on the Cooperative Board Councilman Scott withdrew his motion and Councilman LeJeune withdrew his second.

MOTION BY Councilman Scott to adopt Resolution 2015-59. *Seconded by Councilman Lake.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Rudicell to adopt Resolution 2015-60. *Seconded by Councilman Lake.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Scott to adopt Resolution 2015-61. *Seconded by Councilman Fry.*

MOTION CARRIED UNANIMOUSLY

**ORDINANCES:**

**2<sup>ND</sup> READ**

- a.) Ordinance 2015-46. . . . . Pre-Zone: Property Located at the Southwest Corner of the Intersection of of the Intersection of Champion’s Way and AL Hwy 181 / The Bill’s No. 2, LLC
- b. Ordinance 2015-47. . . . . Annexation: Property Located at the Southwest Corner of the Intersection of of the Intersection of Champion’s Way and AL Hwy 181 / The Bill’s No. 2, LLC
- c.) Ordinance 2015-51. . . . . Consenting to the Sale by the Utilities Board of the City of Daphne of Certain Surplus Personal Property

**1<sup>ST</sup> READ**

- a.) Ordinance 2015-52. . . . . Lodging Tax Appropriation: Richard Scardamelia Pavilion (Bayfront Park) Flooring

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b.) **Ordinance 2015-53.** . . . . . Additional Appropriation of Funds: Emergency Watershed Protection for: Maize Gully (Project #2)

b.) **Ordinance 2015-54.** . . . . . Establish a New Job Description to the City’s Job Classification Plan: Senior Human Resources Specialist

**MOTION BY Councilman Scott to waive the reading of Ordinances 2015-46, 2014-47, 2015-51. *Seconded by Councilman LeJeune.***

**MOTION CARRIED UNANIMOUSLY**

**MOTION BY Councilman Scott to adopt Ordinance 2015-46. *Seconded by Councilman LeJeune***

**ROLL CALL VOTE**

<b>Rudicell</b>	<b>Nay</b>	<b>LeJeune</b>	<b>Aye</b>
<b>Lake</b>	<b>Nay</b>	<b>Davis</b>	<b>Aye</b>
<b>Fry</b>	<b>Nay</b>	<b>Conaway</b>	<b>Nay</b>
<b>Scott</b>	<b>Aye</b>		

**MOTION FAILED**

**Ordinance 2015-47 was pulled from the agenda due to the failure of Ordinance 2015-46 per letter by owner.**

**MOTION BY Councilman Lake to adopt Ordinance 2015-51. *Seconded by Councilman Fry.***

**MOTION CARRIED UNANIMOUSLY**

**Ordinances 2015-52, 2015-53 and 2015-54 are 1<sup>st</sup> Read.**

**12. COUNCIL COMMENTS**

***Councilman Lake*** said he is supportive of the DISC project if it was in the right place. He said sewers were installed on Highway 90 so businesses could come to that area. That was the purpose. He said he hoped the IDB would look at this location. He wants the city, county and state to follow the Highway 181 access plan.

***Councilman Fry*** said that he agrees with a lot of what has been said tonight, but he feels there needs to be better planning. He said the city is already experiencing growth, and the managing of that growth is on their shoulders. He said they do not have a lot of experience with the PUD zoning. If this comes back with

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regular zoning he would have a higher comfort level. He said there were questions about operation and financing that have not been unanswered. He said he did not appreciate the high handed pressure regarding this divisive issue, and the way some people have handled it has not been appreciated. He said that he was for extending the current budget so they would have more time to review the budget.

*Councilman Scott* said that by a one vote margin council has, basically, told the folks that came out tonight, those who represent the schools, the congressman, the people that serve on the eight people on the Planning Commission, and those that serve on the Industrial Development Board that unanimously voted for this that they don't count, that council knows best. He has heard people on this council say why isn't this in the city of Daphne, why aren't those businesses in the City of Daphne, why aren't those businesses on Highway 13 not in the City of Daphne, and council just had a chance to annex 75 acres into the city, and he doubts if they will ever, ever get the opportunity again. When you make it difficult to do projects people are not going to want to come to your city. He is disappointed, but he can see both sides of the issue. He appreciates folks coming out and participating in the process. He said they will get over it and live to fight another day.

*Councilman LeJeune* said he agrees with what Mr. Scott said, and he appreciates people coming out and speaking on both sides. He said the previous council has set the standard for voting against things coming into the city. The city lost a chance for an interchange to relieve traffic issues, Academy has built a great new store in Foley that is thriving they certainly stopped them from coming here and the bowling alley is doing a great job in Spanish Fort, they stopped them from coming here. Council needs to find out what the city's identity is and move forward. Is it more shopping centers, malls like Renaissance and Jubilee Square, where the city owns the parking lot there and none of the buildings? He said he can understand both sides of this issue. It is a difficult issue. He had hoped council would have had more foresight to move past some of those issues. He really feels bad for the kids of the school will not have that beacon of what to look for other than just low wage retail jobs. Where they would have seen large office spaces of high end – high paying jobs something for which they could strive, and intern to see what some of these different things are. Money from those corporate people, and high end jobs come into the schools. On a personal level being a small business owner within two communities they are inundated with kids coming in asking for money to do sports, to do different things for the school. Every single day there is someone coming in asking for an ad or something, and as a small business owner they have to pick and choose and say no to some of the kids, whereas, if you had some large corporation that could afford those things, they funnel that money into the school right next to them. You are talking about really improving what the county can't do. The county is short of money, and he thinks they should really look to the future, and try to do their best for the kids and the community.

*Councilman Davis* thanked Denis Kearney, Jeff Ramsland and Frienda Romanchuk, on behalf of her husband Dan, for being at the meeting tonight. He said that he thought he actually heard from council that there would be support for the IDB to buy land on Highway 90. That land costs 10 times as much, and as the engineer said tonight it would even be more than that to make it level enough to do something. He said evidently some of his colleagues did not like the way they approached this project, but as soon as council heard of it they made a mockery of justice. He apologized for not being a good steward, and he handed Council President Conaway, the City Clerk and the Mayor a letter to be read which, was his resignation from the council. The City Attorney read the letter of resignation.

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The City Attorney asked Councilman Davis for an effective date, and he said immediately.

*Councilman Rudicell* introduced the new marketing person Cara Wilbourn, and asked citizens to remember the Perry family, and Darrell's service to the city and to his country. He was doing a good job for the city, and everyone should thank him for his service.

*Mayor Haygood* thanked council for the job they do. He said nobody said it would be easy. Council has to deal with the hard decisions, and they quickly learn that you cannot please everyone. As he has discussed with many on the council they are not always going to agree on every issue, but at the end of the day they should have a strong foundation of the facts before a decision is made, and everyone should vote their conscience, and he believes that occurred this evening. He regrets that there has been some factual misinformation that has clouded the decision, and it makes him question whether or not all are operating on the same basis of fact. There has been a series of meetings, and a number of opportunities to have dialogue. In the absence of facts people tend to jump to conclusions or it creates opportunities to distort, and he thinks that is unfortunate. He thinks they owe it to themselves to listen to the citizens to do a better job communicating in a more transparent fashion, to have open discussions so that everyone can understand the facts. This is not an indictment or him trying to poke at anyone or this body. He thinks they need to find a better way to operate, and he hopes everyone agrees. He is not going to beleaguer the point, but he said as a slight nuance to what Mr. Pierce had to say what message are they sending? He is not sure they are sending a consistent message. What message are they sending to the IDB and Planning Commission? These two bodies have been appointed, and serve without compensation. They serve to make the community better. Maybe they need to better scrutinize appointments so they can rely on their recommendations. What message are they sending to the youths? He apologized to the youth, because it is their future that the decision made tonight affects, although it may not have been properly thought through. It is the youth's opportunity not necessarily his or some of the people who spoke tonight, but is about creating that ambition for which youths can strive. When you create that opportunity it can make a difference in young people's lives. What message are they sending to the citizens?

*Council President Conaway* mentioned that there is a Word Session Wednesday at 5:30 p.m. and a Special Called Council meeting on Monday, September 28<sup>th</sup> at 6:30 p.m. to discuss the budget.

**MOTION BY Councilman Fry to enter into Executive Session to discuss the purchase of real estate and the good name and character of a person. The session will last for 30 minutes. *Seconded by Councilman Lake.***

*Jay Ross, City Attorney, certified that the foregoing reason to enter into Executive Session is appropriate according to the Alabama Open Meetings Act.*

**ROLL CALL VOTE**

<b>Rudicell</b>	<b>Aye</b>	<b>LeJeune</b>	<b>Aye</b>
<b>Lake</b>	<b>Aye</b>	<b>Conaway</b>	<b>Aye</b>
<b>Fry</b>	<b>Aye</b>		

**MOTION CARRIED UNANIMOUSLY**

**Council entered into Executive Session at 8:15 p.m.**

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**Council returned from Executive Session at 8:35 p.m.**

**No action was taken by council after the Executive Session.**

**13. ADJOURN:**

**MOTION BY Councilman Lake to adjourn *Seconded by Councilman Fry.***

**MOTION CARRIED UNANIMOUSLY**

**THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING ADJOURNED AT 8:35 P.M.**

Respectfully submitted by,

Certification of Presiding Officer

\_\_\_\_\_  
Rebecca A. Hayes,  
City Clerk

\_\_\_\_\_  
Tommie Conaway,  
Council President

MEMORANDUM

September 21, 2015

TO: DAPHNE MAYOR & CITY COUNCIL CHAIRPERSON

FROM: DISTRICT 7 COUNCILMAN - JOSEPH L. DAVIS III

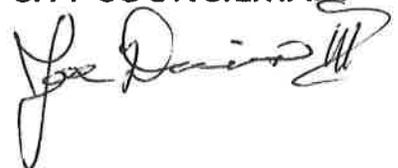
SUBJECT: RESIGNATION

MY SELECTION TO THE COUNCIL WAS PRIMARILY BASED ON MY EXPERIENCE WITH CITY, COUNTY, & REGIONAL IDB PROGRAMS. WE INCREASED THE FUNDING FROM 5% TO 13% AND THE STAGE WAS SET TO BE A POSITIVE FORCE IN THE GROWTH OF DAPHNE & BALDWIN COUNTY.

RECENT EVENTS, STATEMENTS, & DESTORSION OF THE FACTS BY SOME COUNCIL MEMBERS AND THEIR FOLLOWERS MAKE IT IMPOSSIBLE FOR ME TO BE A PART OF WHAT IS NEXT. I DEEPLY REGRET MY INABILITY TO GET 3 OF 6 COUNCILPERSONS TO SEE THE LONG RANGE POSITIVE IMPACT OF THE DISC PROJECT.

THUS, I SUBMIT MY RESIGNATION AS DISTRICT 7 CITY COUNCILMAN.

*effective -  
September 21, 2015*



**SEPTEMBER 23 2015  
CITY COUNCIL WORK SESSION  
1705 MAIN STREET  
DAPHNE, AL  
5:30 P.M.**

**COUNCIL MEMBERS PRESENT:** Tommie Conaway; Pat Rudicell; John Lake; Ron Scott; Robin LeJeune; Joe Davis.

**ABSENT:** Randy Fry.

Also present: Mayor Haygood; Rebecca Hayes, City Clerk; Kevin, Boucher, Adams & Reese; Kelli Kichler, Finance Director; Christine Ciancetta, Deputy Finance Director; David McKelroy, Recreation Director; Richard Johnson, Public Works Director; James White, Fire Chief; Captain Scott Taylor, Police Department; Adrienne Jones, Planning Director; Margaret Thigpen; Civic Center Director; Tonja Young, Library Director.

Absent: Jay Ross, City Attorney.

Council President Conaway called the meeting to order at 7:15 p.m.

**1. FY2016 BUDGET**

Council went through the remaining sections of the budget asking questions of Ms. Kichler and Ms. Ciancetta. Sections council considered were:

**• Public Works**

Council questioned Mr. Johnson regarding the high over-time especially regarding one employee who had a high amount of over-time, and that there was quite a difference in over-time for 2015 and 2016.

Mr. Johnson explained that his department has not had one new employee, and the area to be mowed has increased. He said mowing is the biggest expense. He explained that you have to take into consideration the over-time city events generates, and over-time is cheaper than hiring of new employees.

Council asked about the \$25,000 over-time for one employee, and if there was any way to real that in.

Mr. Johnson said that there is no other leader, and the employee has to come in early to get the equipment ready for the day. There are only two employees that are certified to transport inmates, and he is one of the two. He said that now he knows the numbers for over-time they can track it, and every two weeks a report will be generated on how much is spent on over-time and how much is left in the budget. The department is looking for ways to cut back over-time, and he already has several ideas. They will have better data for next year on how much time is spent on events, those during the day and those on weekends.

**• Recreation**

Council questioned Mr. McKelroy regarding equipment purchase/lease. Council suggested using interns to help the patrons with use of the equipment.

**SEPTEMBER 23 2015  
CITY COUNCIL WORK SESSION  
1705 MAIN STREET  
DAPHNE, AL  
5:30 P.M.**

- Library
- Transfers
- Debt Service Fund
- Special Revenue Fund
- Capital Projects Fund

**• Enterprise Fund**

Council discussed the loss in Solid Waste/Garbage/Recycling. Mr. Johnson said that is why he is asking for a \$1.50 increase. Council asked about fuel cost and use. Councilman Scott said that he will make a motion to amend the budget to include a \$1.50 increase in garbage collection. Councilman LeJeune said to make sure there is an ordinance amending the garbage ordinance regarding the increase.

- Solid Waste
- Civic Center
- Bay Front Park

**• Contributions**

Council discussed the one exception amendment to the Community Grants ordinance regarding giving a higher contribution for Thomas Hospital. An amendment will need to be made to the budget to reflect the increase.

**• New Capital Requests**

Council asked about the cost for the improvements to Fire Station #2, and how far behind are they replacing Police vehicles, and could they just order three of the six requested. Mr. Johnson said there is a time constraint regarding the cut-off for ordering the vehicles, and it would be best to order six vehicles.

Council asked if any funds have been budgeted for resurfacing. Mr. Johnson said no. Councilman Scott said they need to take \$500,000 out of reserve for resurfacing in FY2016, and stick to the priority list for resurfacing.

Ms. Kichler suggested having a budget for emergency repairs so they don't have to come before council, and the Mayor can authorize the repairs.

**• New Personnel Requests**

Councilman Rudicell requested information from Chief White regarding the request for one new firefighter as to how much will that save on over-time and part-time employee and will this offset temps.

**SEPTEMBER 23 2015  
CITY COUNCIL WORK SESSION  
1705 MAIN STREET  
DAPHNE, AL  
5:30 P.M.**

**2. ANYTHING ELSE DEEMED NECESSARY**

No other business to discuss.

**THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING ADJOURNED  
AT 8:30 P.M.**

Respectfully submitted by,

Certification of Presiding Officer:

\_\_\_\_\_  
Rebecca A. Hayes  
City Clerk

\_\_\_\_\_  
Tommie Conaway,  
Council President

**SEPTEMBER 28, 2015  
SPECIAL CITY COUNCIL MEETING  
1705 MAIN STREET  
DAPHNE, AL  
6:30 P.M.**

**1. CALL TO ORDER**

Council President Conaway called the meeting to order at 6:30 p.m.

**2. ROLL CALL/INVOCATION**

Councilman Lake gave the invocation.

**COUNCIL MEMBERS PRESENT:** Tommie Conaway; Pat Rudicell; John Lake; Randy Fry; Ron Scott; Robin LeJeune.

Also present: Mayor Dane Haygood; Rebecca Hayes, City Clerk; Kevin Boucher, City Attorney; Richard Johnson, Public Works Director; Tonja Young, Library Director; Kelli Kichler Finance Director; David Carpenter, Police Chief; James White, Fire Chief; Margaret Thigpen, Civic Center Director; David McKelroy, Recreation Director; Vickie Hinman, Human Resources Director; Dorothy Morrison, Beautification Committee/DRA.

Absent: Jay Ross, City Attorney.

**3. FY 2016 OPERATING BUDGET**

Richard Johnson, Public Works Director, gave a presentation clarifying his budget requests. (Clarification is attached to these minutes).

**MOTION BY Councilman Scott to waive the reading of Ordinance 2015-55. *Seconded by Councilman Lake.***

**MOTION CARRIED UNANIMOUSLY**

***Council discussed amendments to the FY 2015 Budget as follows:***

**Amendment 101**

**MOTION BY Councilman Lake to add \$17,500 to the FY2016 budget for purchase and installation of a gazebo at Joe Louis Patrick Park, and to be taken from the Recreation Lodging Tax Fund. (*Capital Budget*) *Seconded by Councilman Rudicell.***

**MOTION CARRIED UNANIMOUSLY**



SEPTEMBER 23, 2014  
SPECIAL CITY COUNCIL MEETING  
1705 MAIN STREET  
DAPHNE, AL  
6:30 P.M.

**Amendment 104**

MOTION BY Councilman LeJeune to eliminate the \$75,000 for the Lobbyist. *Seconded by Councilman Rudicell.*

After discussion by council Councilman LeJeune withdrew his motion and Councilman Rudicell withdrew his second.

**Amendment 105**

MOTION BY Councilman LeJeune to add \$50,000 to the FY2016 budget for a School Feasibility Study. *Seconded by Councilman Fry.*

**ROLL CALL VOTE**

Rudicell	Nay	Scott	Nay
Lake	Nay	LeJeune	Aye
Fry	Aye	Conaway	Nay
AYE Fry, LeJeune		NAY Rudicell, Lake, Scott, Conaway	

**MOTION FAILED**

**Amendment 106**

MOTION BY Councilman LeJeune to add \$25,000 to new park acquisition or boat launch acquisition. *Seconded by Councilman Lake.*

After discussion by Council Councilman LeJeune withdrew his motion and Councilman Lake withdrew his second.

**Amendment 107**

MOTION BY Councilman Scott to increase the garbage collection fee by \$1.50 per month. *Seconded by Councilman LeJeune.*

AYE Scott, LeJeune, Conaway	NAY Rudicell, Lake, Fry
-----------------------------	-------------------------

**MOTION FAILED**

SEPTEMBER 23, 2014  
SPECIAL CITY COUNCIL MEETING  
1705 MAIN STREET  
DAPHNE, AL  
6:30 P.M.

**Amendment 108**

MOTION BY Councilman LeJeune to increase the amount for council retreat from \$1,500 to \$5,000 to be taken from the General fund. *Seconded by Councilman Lake.*

**MOTION CARRIED UNANIMOUSLY**

**Amendment 109**

MOTION BY Councilman Rudicell to eliminate the Governmental Director position from the Personnel Budget, and leave the Executive Assistant position for a savings of \$19,459, and transfer it to the Public Works over-time budget. *Seconded by Councilman Lake.*

**ROLL CALL VOTE**

AYE Conaway, Rudicell, Lake, Fry, Scott

NAY LeJeune

**MOTION CARRIED**

**Amendment 110**

MOTION BY Councilman Rudicell increase the contribution to the Mobile National Estuary Program from \$15,000 to \$30,000, and to be taken from the Lodging Tax Bay Front Fund instead of the General Fund. *Seconded by Councilman Scott.*

**MOTION CARRIED UNANIMOUSLY**

**Amendment 111**

MOTION BY Councilman Fry to increase the pay for the Municipal Judge and the City Prosecutor by \$2,000 each annually. *Seconded by Councilman Lake.*

**MOTION CARRIED UNANIMOUSLY**

Mayor Haygood brought to the attention of council that the Police Department needed new carpet. He did not realize the how bad it was until the other day. He said it is not in the budget, but asked council to consider adding \$30,000 to the budget for the purpose of replacing the carpet.

**SEPTEMBER 23, 2014  
SPECIAL CITY COUNCIL MEETING  
1705 MAIN STREET  
DAPHNE, AL  
6:30 P.M.**

Council said it should have been in the budget, that here they are at budget time, and this is given to them at the last minute. No motion was made to include this in the budget.

**Ordinance 2015-55 with amendments is a 1<sup>st</sup> Read.**

**MOTION BY Councilman Lake to waive the reading or Ordinance 2015-56. *Seconded by Councilman Rudicell.***

**MOTION CARRIED UNANIMOUSLY**

**Ordinance 2015-56 is a 1<sup>st</sup> Read**

**4. DECLARE DISTRICT #7 SEAT VACANT**

**MOTION BY Councilman Fry to declare the District #7 seat vacant, and to approve advertising through October 19, 2015. *Seconded by Councilman Scott.***

**MOTION CARRIED UNANIMOUSLY**

**3. ADJOURN**

**MOTION BY Councilman Lake to adjourn. *Seconded by Councilman Scott.***

**MOTION CARRIED UNANIMOUSLY**

**There being no further business to discuss the meeting adjourned at 9:35 p.m.**

Respectfully submitted by,

\_\_\_\_\_  
Rebecca A. Hayes, City Clerk

**Certification of Presiding Officer:**

\_\_\_\_\_  
Tommie Conaway, Council President

# DAPHNE BEAUTIFICATION COMMITTEE

PRESENTS THE FOURTH QUARTER

2015 BEAUTIFICATION AWARD

TO

## Infirmary Health – Eastern Shore

For Excellence in Beautifying the City of Daphne

**Awarded this 5<sup>th</sup> day of October 2015**



*The Jubilee City*

A handwritten signature in black ink, appearing to read "Dane Haygood".

Dane Haygood, Mayor

A handwritten signature in black ink, appearing to read "Rebecca Trosclair".

Rebecca Trosclair, Chairperson

**DAPHNE BEAUTIFICATION COMMITTEE**

**PRESENTS THE FOURTH QUARTER**

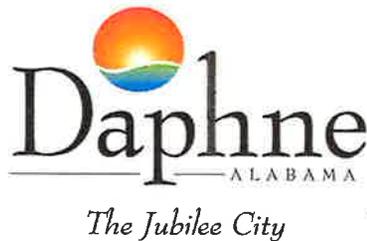
**2015 BEAUTIFICATION AWARD**

**TO**

**Rettig's Auto Body Shop**

**For Excellence in Beautifying the City of Daphne**

**Awarded this 5<sup>th</sup> day of October 2015**



A handwritten signature in black ink, appearing to read "Dane Haygood", written over a horizontal line.

Dane Haygood, Mayor

A handwritten signature in black ink, appearing to read "Rebecca Trosclair", written over a horizontal line.

Rebecca Trosclair, Chairperson

**CITY OF  
DAPHNE, ALABAMA**

**PROCLAMATION**

**“National Domestic Violence Awareness Month”  
October 2015**

*WHEREAS*, domestic violence is a serious crime that affects every American, harms our communities, weakens the foundation of our community and hurts the ones we love the most; and

*WHEREAS*, one in four women will experience domestic violence during her lifetime; and

*WHEREAS*, domestic violence is widespread and affects over four million Americans each year, and one in three Americans have witnessed an incident of domestic violence; and

*WHEREAS*, children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

*WHEREAS*, only a coordinated community effort will put a stop to this heinous crime; and

*WHEREAS*, “Domestic Violence Awareness Month” provides an excellent opportunity for citizens to learn more about preventing domestic violence, and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to victims; and

*WHEREAS*, this month we recognize the survivors and victims of abuse whose courage inspires us, and to remind them they are not alone.

*NOW, THEREFORE*, the Mayor and City Council of the City of Daphne, Alabama proclaims *October 2015 as “National Domestic Violence Awareness Month”* and urge the citizens of Daphne to work together to eliminate domestic violence from our community.

---

**Dane Haygood, Mayor**

**ATTEST:**

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**Rebecca A. Hayes, City Clerk**

**CITY OF  
DAPHNE, ALABAMA**

**PROCLAMATION**

**“National Breast Cancer Awareness Month”  
October 2015**

**WHEREAS**, Breast Cancer touches the lives of Americans from every background and in every community across the Nation; and

**WHEREAS**, one in eight women will get breast cancer in her lifetime; and

**WHEREAS**, the National Cancer Institute estimates in the United States more than 1.5 million new cases of breast cancer will be diagnosed this year, and every 13 minutes a women will die from breast cancer; and

**WHEREAS**, National Breast Cancer Awareness Month remains dedicated to increasing public knowledge about the importance of early detection of breast cancer diagnosis and treatment; and

**WHEREAS**, many women still do not utilize mammography at regular intervals even though research indicates it is the best available method of detection; and

**WHEREAS**, taking advantage of early detection methods such as mammography and clinical breast exams could help the breast cancer death rate drop by approximately 30%; and

**WHEREAS**, the American Cancer Society has searched endlessly for a cure through vital research and has the mammoth task of educating our community and all Americans of the risks of breast cancer.

**WHEREAS**, during National Breast Cancer Awareness Month we honor those we have lost, lend our strength to those who carry on the fight and pledge to educate ourselves and our loved ones about this tragic disease.

**THEREFORE**, the Mayor and City Council of the City of Daphne, Alabama do hereby proclaim

***October 2015 as “National Breast Cancer Awareness Month”***

throughout the city, and urge all women and their families to get the facts about breast cancer, and encourage citizens, private businesses and non-profit organizations to join in activities that will increase awareness of what Americans can do to prevent breast cancer.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**

**CITY OF  
DAPHNE, ALABAMA**

**PROCLAMATION**

**“National Fire Prevention Week”  
October 4-10, 2015**

*WHEREAS*, the City of Daphne is committed to ensuring the safety and security of all those living in and visiting our city; and

*WHEREAS*, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at the greatest risk from fire; and

*WHEREAS*, half of the home fire deaths result from fires reported between 11:00 p.m. and 7:00 a.m. when most people are asleep, and one quarter of home fires were caused by fires started in the bedroom; and

*WHEREAS*, three out of five home fire deaths result from fires in properties with no smoke alarms or with non-working smoke alarms; and

*WHEREAS*, working smoke alarms cut the risk of dying in home fires by one-half, residents who have planned and practiced a home fire escape plan are more prepared and, therefore, more likely to survive a fire; and

*WHEREAS*, Daphne’s firefighters are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

*WHEREAS*, the 2015 Fire Prevention Week theme is, “*Hear the Beep Where You Sleep Month*” effectively serves to remind us of the simple actions we can take to remain safe from fire during Fire Prevention Week, and all year-round.

*NOW, THEREFORE*, the Mayor and City Council of the City of Daphne, Alabama do hereby proclaim the week of

**“October 4-10, 2015 as Fire Prevention Week”**

throughout this city, and urge all the citizens of Daphne to protect and to support the many public safety activities and efforts of Daphne’s fire and emergency services.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**

**CITY OF  
DAPHNE, ALABAMA**

**PROCLAMATION**

**“Dyslexia Awareness Month”  
October 2015**

**WHEREAS**, Dyslexia is a specific learning disability that is neurobiological in origin and is characterized by difficulties in reading and reading comprehension despite intelligence, which affects one in five people regardless of race, gender, age or socioeconomic status; and

**WHEREAS**, Dyslexia is the most common learning disability in children and persists throughout life with 10 percent of the population or one out of every 10 people in the United States suffering from dyslexia; and

**WHEREAS**, a proper diagnosis of dyslexia can identify those who need extra help enabling appropriate instruction, and support and facilitate success for those with dyslexia at school and in the workplace; and

**WHEREAS**, proven methods exist, that with the support of parents, teachers and the community, can assist readers to improve their fluency and comprehension; and

**WHEREAS**, children with untreated dyslexia suffer devastating personal consequences as it is the primary reason teenagers drop out of school, is a contributing factor to juvenile delinquency and can lead to adults unable to achieve at their fullest capacity; and

**NOW THEREFORE**, the Mayor and City Council of the City of Daphne, Alabama do hereby proclaim

*October 2015 as “Dyslexia Awareness Month” in the City of Daphne*

and encourage all citizens to learn more about Dyslexia, and to offer support to parents, educators and individuals affected by Dyslexia.

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**Dane Haygood, Mayor**

**ATTEST:**

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**Rebecca A. Hayes, City Clerk**

## **Public Safety Committee**

*Monday, September 21, 2015*

Councilman Pat Rudicell  
Councilman Randy Fry  
Councilman Robin LeJeune  
Councilman Ron Scott  
Fire Chief James White  
Public Works Director, Richard Johnson

Police Chief David Carpenter  
Captain Scott Taylor  
Tracy Bishop - Secretary  
Councilwoman Tommie Conaway  
Councilman John Lake  
Councilman Joe Davis

### **Committee Members Attending:**

Councilman Pat Rudicell, Councilman Robin LeJeune, Councilman Ron Scott, Councilwoman Conaway, Councilman Randy Fry, Councilman Joe Davis, Councilman John Lake, Captain Jud Beedy, BJ Code Enforcement Officer Matt Creel, Public Works BJ Eringman

### **CALL TO ORDER**

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

**PUBLIC PARTICIPATION** – Mr. and Mrs. Marty Privush and Mr. and Mrs. Karney from Lakeview Townhomes were in attendance concerned about a large group of transients living in single family housing in their neighborhood. They work for USA Outfitters at the docks in Mobile and the company has acquired this property for them to live in while working in Mobile. They are using it as a boarding house and have a steady turnover in occupants every few weeks. This is a retirement neighborhood and is well established and has never had a problem until now. They have contacted the owner and she says it's her property and she will do what she wants to with it. Matt Creel stated that he would have to find out if she is advertising it as a boarding house or not before action could be taken. Captain Beedy said that it's hard to distinguish what single family really means because two college students could be living in a home and if we restricted single family dwellings to only families it could create problems. Mrs. Privush goes across the street and introduces herself and they give her excuses about who lives there. Captain Beedy stated that we've never dealt with this issue and suggested it should be a violation of law or with the HOA. Jay Ross said it is a covenant and HOA violation and the person on the deed is violating it. Councilman Scott stated the land use ordinance doesn't cover if people are related. He suggested for them to have their HOA attorney write a letter and let the owner know that she is in violation of covenants. Councilman Lake said it shouldn't only be on the HOA and that the city should write an ordinance to cover this matter and prevent it from happening. Councilman Davis stated if the HOA does not have a section dealing with rental property they should get one and be very specific with the definition of single family residences.

### **APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Minutes from August 2015 were adopted. Motion was made by Councilwoman Conaway and seconded by Councilman Scott. Motion passed.

### **POLICE DEPARTMENT**

- A. New Business** – Captain Beedy reviewed the stats. He advised that he had received the Purchase Order for the body cameras and that they were purchased from drug forfeiture money. Councilman LeJeune asked how the speed limit change in Lake Forest was going. Beedy stated he has heard nothing good or bad so it is going well from our perspective. We are writing many tickets. Councilman Rudicell said he had two different people approach him today. One asked

who is in charge of trimming bushes on corners and curves. BJ Eringman advised that the citizens usually call in to public works and report it. Also one asked him is there a regulation on golf carts on city streets. Beedy responded that they are illegal unless they have a license tag on the back. They are not licensed for public road use. Councilman LeJeune questioned the meal cost between 2013-2014. Beedy stated he would find out what the discrepancy is.

#### **FIRE DEPARTMENT**

**A: New Business** – The fire department was not in attendance as they were attending a fellow firefighter's wake. Councilman LeJeune questioned why the city pays overtime for the firefighters to be at Daphne Football Games when Medstar is already there.

**Old Business** –

#### **OTHER BUSINESS:**

#### **ADJOURN**

There being no further business to discuss, Councilman Scott made a motion to adjourn the meeting at 5:30 p.m. Councilwoman Conaway seconded. The next meeting will be Monday October 19, 2015 at 4:30 p.m. at City Hall Council Chambers.

Respectfully submitted,



Daphne Public Safety Committee

Patrol Division	Detective Division:	JAIL:	Animal Control	Crimes Reported This Month:
(Capt. Beedy/Lt. Hempfleng)	(Capt. Beedy/Lt. Gulsby)	(Capt. Taylor/Lt. Yelding)	(Capt. Taylor/Lt. Yelding)	
# Complaints	# New Cases Received:	Total Arrestees Received & Processed:	YTTD	
Accidents, Private Property	17	58	184	1,734
Accidents, Roadway	# Previous Unsolved Cases: 85	64	Arrestees by Agency:	
Accidents, Traffic Homicide	# Cases Solved: 0	36	Daphne PD	126
Arrest, Controlled Substance	Resulting in Total Arrests: 1	6	BCSO	13
Arrest, Drug Paraphernalia	Felonies: 1	6	Spanish Fort PD	38
Arrest, Felony Marijuana	Misdemeanors: 5	0	Silverhill PD	7
Arrest, Misdemeanor Marijuana	Houses Searched: 2	0	Troopers	0
Arrest, Alias Warrant	2	0	Other Agencies	0
Arrest, DUI	29	0		
Arrest, Felony	Warrants: 11	31		
Arrest, Misdemeanor	Served: 7	4	Highest	32
Assists, Motorist / Citizen	Agency Assists: 84	7	Lowest	15
Citations	Recalls (Pd Fines): 165	42	Meals Served	1,995
Drug Report	Total Warrants Served: 354	0	Medical Cost	\$1,489.53
Routine Patrol/Special OPS	6	0	Worker Inmate Hours	184
Searches, Vehicle	Sex Offender: 0	0		24,480
Security Checks	New Registration: 39	2		\$24,115.91
Warnings	Contact Verification: 849	5		1,842
	Total # registered in Daphne: 236			
	DARE:			
	# Hours Report Writing: 0			
	# Students Instructed SRO: 0			
Drugs Seized:	# Students Instructed DARE: 6	150		
Money Seized:	# Police Reports by SRO: 0	0		
Vehicles Seized:	# Arrest by SRO: 0	0		
Vehicles Seized	0			
	CODE ENFORCEMENT:			
CMV Inspections / CMV OOS	Warnings: 37	8		
	Citations: 0	0		
	Warning Compliance: 16	16		
	Follow - Up: 0	0		

*David Carpenter*

**CITY OF DAPHNE**  
**FIRE DEPARTMENT MONTHLY REPORT**  
**Report Period July 2015**

	Current:	FY to Date:
<b>Suppression:</b>		
<b>1-Fire/Explosion:</b>	-	-
10-Fire, Other	0	5
11-Structure Fire/Commercial	1	4
11-Structure Fire/Residential	3	14
12-Fire in Mobile Property used as fixed structure	0	3
13-Mobile Property (vehicle) Fire	2	4
14-Natural Vegetation Fire	1	7
15-Outside Rubbish Fire	0	5
16-Special Outside Fire	0	1
17-Cultivated Vegetable Crop Fire	0	0
<b>2-Overpressure Rupture:</b>	0	0
<b>3-Rescue Call and Emergency Medical Service Incidents:</b>	194	1198
<b>4-Hazardous Conditions (No fire):</b>	0	16
<b>5-Service Call:</b>	13	80
<b>6-Good Intent Call:</b>	16	177
<b>7-False Alarm &amp; False Call:</b>	23	166
<b>8-Severe Weather &amp; Natural Disaster:</b>	2	2
<b>9-Other Situation:</b>	0	2
<b>Total Emergency Calls:</b>	<b>248</b>	<b>1619</b>
<b>Monthly Total Calls:</b>	<b>255</b>	<b>1676</b>
<b>Highest:</b>		
	00:14:00	00:14:00
<b>Lowest:</b>		
	<00:01:00	<00:01:00
<b>Average (Minutes/Seconds) :</b>		
	00:05:08	00:05:08
<b>Training Hours</b>		
	138.00	4426.95
<b>Property Loss - \$</b>		
	\$1000.00	\$1,583,701.00
<b>Fire Personnel Injuries by Fire/Civilian Injuries by Fire</b>		
	0	0
<b>Advance Life Support Rescues</b>		
	154	1107
<b>Number of Patients Treated</b>		
	183	1328
<b>Child Passenger Safety Seat Inspections/Installations</b>		
	12	91
<b>Pre-Plans</b>		
	10	251
<b>Classes (See Attached Sheet)</b>		
	20	82
<b>Persons Attending</b>		
	310	842
<b>Plan Reviews</b>		
	0	12
<b>Final/Certificate of Occupancy</b>		
	2	7
<b>General/Annual Inspections</b>		
	21	571
<b>General/Re-Inspections (Violation Follow-up - Annual)</b>		
	33	225
<b>Business Licenses</b>		
	7	37
<b>All Other/Misc. Activities</b>		
	1	24
<b>Total Activities:</b>	<b>63</b>	<b>876</b>

Authorized by:

*James White*

**Public Ed., CPR, ACLS,PALS, Sta. Tour, Special Class  
Car Seat Installs, BP Checks, Fire Ext. Training**

**JULY 2015**

**END OF MONTH REPORT**

	<b># CLASSES/EVENTS</b>	<b># OF PEOPLE</b>	<b># OF DETECTORS</b>	<b># OF CAR SEATS</b>
<b>Heartsaver CPR</b>	3	60		
<b>Healthcare Provider CPR</b>	3	33		
<b>First Aid Provider Course</b>	2	41		
<b>ACLS Course</b>	3	9		
<b>PALS Course</b>	2	7		
<b>Blood Pressure</b>	4	108 Contacts Adults		
<b>Station Tours</b>	3	40 Kids, 12 Adults		
<b>Smoke/Carbon Detector Install</b>	1	N/A	2	
<b>Fire Extinguisher Class</b>	N/A	N/A	N/A	N/A
<b>Car Seat Install</b>	N/A	N/A	N/A	N/A
<b>Special Classes or Events</b>	N/A	N/A	N/A	N/A
<b>Babysitting Classes</b>	N/A	N/A	N/A	N/A
<b>TOTAL</b>	21 Classes/Events	270 Adults/ 40 Kids	2	

# **CODE ENFORCMENT/ORDINANCE COMMITTEE**

*Wednesday, September 21, 2015  
City Hall Executive Conference Room  
1705 Main Street  
Daphne, AL  
5:30 P.M.*

*Councilman Ron Scott, Chairman  
Councilman Randy Fry  
Councilman Pat Rudicell*

*Councilwoman Tommie Conway  
Councilman John Lake  
Councilman Robin LeJeune*

## **I. CALL TO ORDER/ROLL CALL**

The chairman declared a quorum was present and called the meeting to order at 5:30 p.m.

**Members Present:** Ron Scott; Pat Rudicell; Randy Fry; Robin LeJeune; Tommie Conaway; John Lake; Joe Davis.

**Also Present:** Rebecca Hayes, City Clerk / recording secretary; Jay Ross, City Attorney; Captain Judd Beedy, Police Department; Matt Creel, Code Enforcement Officer; Jamie Smith, Revenue Officer; Victoria Phelps.

## **II. APPROVE MINUTES / August 17, 2015**

There were no corrections to the August 17, 2015 minutes and stand approved as written.

## **III. PUBLIC PARTICIPATION**

Councilman Scott carried over a complaint from citizens attending the Public Safety Committee meeting regarding multiple families living in a single family home in Lake Forest. The committee discussed how to handle the problem.

The committee will consider this in the October meeting.

## **IV. ORDINANCE REVIEW/DISCUSSION**

### **a.) Discuss: Resolution 2003-30 / Written Policy for the Use of City Owned Vehicles For Commuting**

The committee discussed having the city logo on city vehicles. They feel that the vehicles should be easily identified as city vehicles, and felt that all the city logo should be on all city vehicles except for undercover operations at the Police Department.

The consensus of the committee was to have the City Attorney to update the ordinance and bring it back to the committee next month.

**b.) Discuss: Taxi Service**

Jamie Smith, the Revenue Officer, gave a handout to the committee with a comparison of what other cities have done in regards to an ordinance governing taxi service. She mentioned that she liked the Fairhope ordinance, except that it does not mention background checks or vehicle inspection, and she feels this needs to be in the ordinance. Captain Beedy said he does not like the idea of the Police Department inspecting vehicles, because they don't know anything about the requirements for the vehicles, he feels it should bon on Uber to schedule inspections. They discussed it would be good to get in touch with Uber, once the city has an ordinance to let them know what the regulations are because this is the only way the drivers will know the rules. Jamie gave the committee the Fairhope ordinance to review.

The committee will consider this further at the October meeting.

**c.) Discuss: Ordinance 2007-37 / Promulgating the Rules and Regulations for Daphne Parks**

The committee discussed using the city boat ramps for commercial use.

The committee discussed making amendments to rule number seven (7) and rule number 13 updating the definition of motorized vehicles. They also discussed amending rule number 18 being more specific regarding having control of animals, taking care of sanitation of the animal and controlling barking animals in the parks.

The City Attorney will amend the ordinance and bring it back to the committee at the next meeting.

**d.) Discuss: Ordinance 2008-67 / To Require Hotel Registration and Retention of Registration Records**

The ordinance requires hotels to retain records for three (3) years and to make them available to police officers without a subpoena. Captain Beedy said now after a court decision the hotel has to have the opportunity to appeal to a third neutral party which is the subpoena route. This mechanism is in place if the hotel does not want to give the records the hotel should have the opportunity to appeal to a third party.

Captain Beedy is working with Michael Beron with Jay's office on this issue. Jay Ross said that he has reached out to the Attorney General regarding this issue.

The City Attorney will look into this matter and report back to the committee at the next meeting.

**d.) Discuss: Proposed Polling Place Ordinance**

Some of the committee feels that two polling places are needed to accommodate the citizens in the east side of the city which are District #6 and District #7. Some favored one polling place at the Civic Center.

The committee wanted to look into seeing if citizens could vote at either polling place.

The consensus of the committee is to wait until the new district lines are determined.

**V. OTHER BUSINESS**

**a.) Update on Handbill Clean Sweep**

Matt said that he took Mr. Daugherty from the Press-Register on a tour of the city to see all the handbill packets that no one had picked up. Mr. Daugherty said that he will get more people to do the clean sweep. Matt said that after that meeting there is still a problem. Matt recommended to have an ordinance in place to deal with the problem, otherwise, there is no motivation for the Press-Register to do anything about the problem.

Matt will get with Jay to see if they can find some common ground with the Press-Register.

**VI. NEXT MEETING / October 19, 2015**

**VII. ADJOURN**

**MOTION BY Councilman Davis to adjourn. Seconded by Councilman Rudicell.**

**MOTION CARRIED UNANIMOUSLY**

**THERE BEING NO FURTHER BUSINESS TO DISCUSS THE MEETING ADJOURNED AT 6:20 P.M.**

CITY OF DAPHNE  
 PO Box 400  
 DAPHNE, AL 36526

Daphne Beautification Meeting  
 August 5, 2015

Guests: Barbara Comstock (2) and Laurel Anderson (4)

**Committee Members**

Dorothy Morrison, Chair  
 Selena Vaughn  
 Tomasina Werner  
 Dana Sawyer  
 Rebecca Trosclair  
 Victoria Phelps

**City Liaisons**

Richard Johnson  
 Dwayne Coley  
 Marjorie Bellue  
 Denise Penry  
 Michele Hanson  
 Samantha Coppels

A) Gator Alley – Waiting on Federal Highway Department; waiting on their new budget to start to complete the project.

\*New Gateways – Mayor is still working on it, no progress yet.

B) Breast Cancer Awareness – Meredith is working on the flyer; Custom banners cost \$83 each (15-20) w/ \$25 set up charge – you design it yourself. Where will they go? Wood cut outs at city buildings.

C) Treasurer’s Report - \$4,153.41 balance.

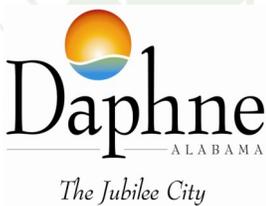
Voted to help the Daphne Museum with their landscape/ building redo projects by using approx. \$1,200 to put in header curbing to separate the grass from the rocks, get 6 /7 Light Lavender Crape Myrtles to go along the fence line; get a dozen or so 18” x 18’ pavers to create an entrance to the front door; get the front and side doors painted red, the hand rail and spindles painted dark green, trim the bushes at the front and get a new hose to enhance the property. The Christmas Poinsettias are \$400 each (Motion by Dana, seconded by Selena to spend the remaining balance to purchase the lighted poisettias – All in favor) .....We order several..... Denise has ordered Christmas ornaments for the City Hall Main Lobby tree for the next several years to have a stock pile....there will be a 5 year rotation.

D) Top Ten List

- ◆ Malfunction Junction.....10 years
- ◆ Master plan for all Gateways - 43 months
- ◆ I-10/181 still needs massive attention - this is a hands on challenge ...weeds pulled close to the fence and concrete walls...months
- ◆ Patriots Point could use some dead/dying bush removal with new coming in..... the whole parking lots need an Up- Do.....Veteran’s Day 60 is only day off
- ◆ Centennial Park .....pave south parking lot, add mulch, the rubber kind for the small children’s area, hand rails for small children shaped like dinosaurs [ Dorothy’s Plan] the colored table add so much and are a great addition to this parks....Marjorie needs painters in Oct/Nov...Village Point does not want their tables painted
- ◆ Erosion near CVS in the middle of 98, near Civic Center - Do we need to call ALDOT; this dates back to when ALDOT “Fixed” our Roads.....

E) PW Report

- ◆ Art Gallery had requested skylight; the roof structures does not work with that idea; track lighting was approved.
- ◆ It has been a busy summer - N. Main Street done, except for some striping
- ◆ Windsor Entrance needs work
- ◆ Santa Rosa has been paved
- ◆ New Round-a Bout ready for school opening.
- ◆ Information: Bayfront water line is on Moe’s side of the road.....
- ◆ ALDOT is looking at a double diamond Road design for 181 in 2018/19ALDOT
- ◆ Rolling Hills is finished
- ◆ We have a \$5,000 TAP Grant- Multi use on CR13 by the school
- ◆ Open Bid for Village Point - Sept 15<sup>th</sup> for the BoardWalk
- ◆ New park in Lake Forest will be called Daphne Central Park; will have Disc Golf
- ◆ America Recycles is Nov 17.....
- ◆ There are 85 tables to paint - There is a \$1,000 Power Grant for 13 and Well Road, could add 22 trees....plant in Jan/Feb....in a straight line .....[Oh No how about a curve]....



F - More Flags have been ordered.....we need some for new Round-about for November.....

G - DRA is so pleased with the bike racks.....people don't seem to know what to do with them perhaps we need an old bike attach.....DRA plans photo op when weather cools down.....

H - Project Bloom is still waiting for approved brochure to interest people in donating to the Flower Fund.....needs the Mayor's final approval.....

I - Progress is being made on the Pine Lodge ....team of men have been there on most Sat. mornings cleaning up the area inside and out... a Grant has been applied for to help with the \$10,000 cost of a new roof.....the inside can't be fixed without a new roof.....

J - Arbor Day Tree.....we reviewed the list of selections.....

K -Keep American Beautiful... there is a meeting in near Jackson, Mississippi on Oct 21 and 22...if you are interested please let me or Michelle know...the annual meeting is in Orlando in February.

...

L - Beautification Awards will be given for District 7

M - The Mayor was not available for the meeting.....

N - Next Meeting Oct 7 2015 at the Mayor's Conference Room.....



**DAPHNE MUSEUM MINUTES**  
**AUGUST 10, 2015**

**ATTENDEES:** Mickey Boykin, Lucy Cunningham, Emily Hammond, Arva Brown, Jeanne Nelson, Camilla Butler, Al Guarisco, Lee Swetman, Helen Baroco, Ken Balme, Candice Bishop, Rachel Burt, Stephanie Middleton, and Mildred Foster

**CALL TO ORDER:** The meeting was called to order by President, Ken Balme, followed by recitation of the Pledge of Allegiance.

**MINUTES:** The minutes of the July 14, 2015 meeting were approved.

**VOLUNTEER ASSIGNMENTS/SCHEDULES:** August has a 5<sup>th</sup> Saturday (the 29<sup>th</sup>) and a 5<sup>th</sup> Sunday (the 30<sup>th</sup>). Arva volunteered for Saturday, the 29<sup>th</sup>, and Al volunteered for Sunday, the 30<sup>th</sup>.

**TREASURER'S REPORT:** The treasurer's report for period 6-30-15 through 7-31-15 showed a beginning balance of \$4,313.49 with credits totaling \$43.00 and debits totaling \$84.93 for an ending balance of \$4,271.56. Petty cash: \$46.39.

**COMMITTEE REPORTS:**

- **Telephone:** Mickey reported she had emailed all volunteers, but failed to call Doris. Al said he had called her and she was doing well.
- **Exhibits/Events:** The exhibit of Olde Towne Daphne Businesses of Yesteryear is progressing. Ken mentioned that he had inherited some antique crocheted and cross-stitched pieces from his grandmother and mentioned that a possible exhibit could be made showcasing handwork such as tatting, crocheting, embroidery, knitting, and cross stitch. All agreed. Everyone should bring any of this type handwork to the next meeting. Discussed having someone to demonstrate some of these crafts.
- **Publicity:** Mickey announced that a friend of hers had visited the museum and took a couple of photos while there, which he posted on Facebook. She remarked that this probably generated more publicity than any newspaper articles could have done.
- **Cemetery:** No report.
- **Special Tours:** No report.
- **Archives:** Rachel has figured out how to print a hard copy of the acquisition records from the computer so that we will have a hard copy to view without having to log on to the computer.

**UNFINISHED/OLD BUSINESS**

- **WiFi:** The Mayor has advised Ken that the City would set up a DSL line in the museum.
- **Daphne Normal School Records:** No report.
- **Impact 100 Grant:** No report.
- **Planning Calendar:** Reviewed activities. The Halloween activity will be held on Friday, October 30, from 7 – 9 p.m. Harriet Outlaw will be asked to tell ghost stories. Will attempt to get a paranormal investigative group for the event.
- **Presentation for Senior Center:** No report.
- **National Endowment for the Humanities (NEH) Grants:** Ken will keep an eye open for opportunities.

- **Building Improvements:** Ken remarked that he had received an email from Dorothy Morrison stating that the approximate cost of planned improvements would be about \$1,000.00. He mentioned several of the proposed improvements. He then led a rousing Hip! Hip! Hooray! For the Beautification Committee.

**NEW BUSINESS:**

- **Proposed Book Signing:** The museum will sponsor a book signing on Saturday, August 22, for Harriet Outlaw's new book, "Haunted Baldwin County, Alabama." Light refreshments will be served. If the museum elects to sell her books, she will give us a free book for every three we sell.
- **May Day Event:** The celebration of May Day and ways to accomplish this was discussed. A May Day parade was suggested, and everyone agreed that this was a great idea. The event should take place on May 1<sup>st</sup> when May Day is celebrated around the world. A May Day Queen could be elected or selected; other communities could be invited to take part. We would need a theme, and a parade permit would be required. Al stated that if we were serious, we needed to request a parade permit as soon as possible, as only a limited number of such permits are granted per year. Ken said that he would get paperwork to City Hall.

**ANNOUNCEMENTS:**

- Rachel suggested flying a flag adjacent to the street near the museum sign whenever the museum is open. This will allow passers-by to know that the museum was open without having to drive into the parking lot or walk to the door to see the sign on the door. She stated the cost would be reasonable. Al moved to proceed with the purchase; Emily seconded; motion carried. Rachel will be responsible for the purchasing of the flag and flagpole and will submit a bill to the Treasurer following purchase.
- The next regular meeting will be Monday, September 14, at 10:00 a.m.
- Mickey announced that a Board Meeting will follow this meeting.

**ADJOURNMENT:** There being no further business the meeting was adjourned.

Respectfully submitted,

Mickey Boykin, Secretary

**DOWNTOWN REDEVELOPMENT AUTHORITY**  
**1705 MAIN STREET, DAPHNE, AL**  
**September 23 , 2015**

**COMMITTEE MINUTES**

**Members Present:** Casey Zito, Dorothy Morrison, Ken Balme, Debbie Strahley, Dayna Oldham

**Also Present:** Melissa Wilt (Recording Secretary)

***Chairman Casey Zito called the meeting to order at 5:38 p.m.***

**1. Public Participation**

No Public Participation

**2. Approval of Minutes**

**Motion:** to approve the minutes from the August 26, 2015 meeting as written.  
**Moved by Dorothy Morrison, Second by Debbie Strahley.**  
**Carried unanimously.**

**3. Treasurer's Report**

Chairman Zito reviewed the Treasurer's report, stating DRA funds currently stood at \$173,736.95.

**Motion:** to approve the September 23, 2015 Treasurer's Report as written.  
**Moved by Debbie Strahley, Second by Dorothy Morrison.**  
**Carried unanimously.**

**4. Bicycle Racks**

Committee agreed on October 17<sup>th</sup> at 9am for the bicycle racks unveiling event at Centennial Park. Committee discussed needing plaques at sites. In the meantime Dayna will create a sign and Debbie will laminate to place at parks so residents know what they are. Ken will be in charge of publicity. Committee agreed to keep event small; invite Mayor, Council, local bicycle groups and downtown businesses. Dorothy mentioned creating a write up for Southern Living.

**Motion by Dorothy Morrison** for the Downtown Redevelopment Authority to purchase bicycles and locks to place at racks spending no more than \$100.  
**Seconded by Debbie Strahley.**  
**Carried unanimously.**

## **5. Christmas Lighting Contest**

Committee discussed Ken putting together flyer/invite for downtown businesses Christmas lighting contest to be approved at next DRA meeting and sent out to business the beginning of November. Committee does not want to conflict with October's breast cancer pink decorating contest.

## **6. Daphne Art Center Mini Grant Application**

Daphne Art Center submitted a grant for signage for the new Daphne's Farmer's Market. Chairman Zito mentioned reviewing number of grants awarded to organizations to ensure consistency and not favoring one over others. Committee discussed doing a year-end review and reviewing at mini grant policy.

<p><b>Motion by Dorothy Morrison</b> approve Daphne Art Center mini-grant as written and allocate funding in amount of \$382 + tax for Farmer's Market Signage <b>Seconded by Dayna Oldham.</b> <b>Carried unanimously.</b></p>
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## **7. Other Business Deemed Necessary**

Chairman Zito mentioned the website designer is no longer working on website. She is reassessing and will give update next meeting.

Committee discussed being more involved in City business and committees to know what is approved in downtown district.

Chairman Zito discussed the need to create format for monitoring committee member terms and reappointments based on set policies. Melissa will get the dates of appointment for members and Committee will decipher staggered terms and expiration dates.

***With no other business to consider, the meeting was adjourned at 6:45 p.m.***

***Next Meeting: October 28<sup>th</sup> at 5:30pm***

The Industrial Development Board

**Jeffrey T. Ramsland**

7910 Creekbank Drive  
Daphne, AL 36526  
(251) 625-2421

September 22, 2015

Mayor Dane Haygood  
Daphne City Council  
Daphne City Hall  
PO Box 400  
Daphne, AL 36526

Dear Mayor and Council;

When the Daphne City Council appointed me to the Industrial Development Board, I assumed they supported economic development. The IDB worked hard to develop a project that would add hundreds of high paying technical and professional jobs as well as add millions of dollars in increased tax revenue for the City. The project was endorsed by the Chamber of Commerce; county state and federal elected officials; and even the Governor. It utilized the BP oil spill advanced funds and the tax revenue dedicated for the IDB. The DISC project was embraced by the school leaders, especially Daphne High School, which looked forward to the job shadowing and internship opportunities.

The majority of the City Council has decided not to support this project. While some have stated their reasons, I do not believe all of the real reasons have been presented. Some do not want growth beyond houses, retail and restaurant businesses. I believe some have political reasons not to support the project. While I will probably never learn the true reasons for the council's lack of support, there is one thing I do know. After spending many volunteer hours working on this project, I now know that was a waste of my time. That will not happen again.

This letter will serve as my resignation from the Daphne Industrial Development Board, effective immediately.

Sincerely,



Jeffrey T. Ramsland

✓ C: Rebecca Hayes, City Clerk



Accepted by:

*Robert Segalla*  
Chairman, Daphne Utilities

# APPROVED MINUTES

## Utilities Board Meeting

Daphne Utilities Central Services Facility ♦ August 26, 2015 ♦ 5:00 p.m.

### I. Call to Order

The regular August 2015 Board meeting for the Utilities Board of the City of Daphne was held on August 26, 2015 at 5:00 p.m. and called to order by Chairman Robert Segalla, proceeded by the Roll Call:

### II. Roll Call

**Members Present:** Robert Segalla, Chairman  
Randy Fry, Secretary/Treasurer  
Dane Haygood, Mayor  
Billy Mayhand  
Selena Vaughn

**Others Absent:**

**Others Present:** Jerry Speegle – Board Attorney – arrived at 5:05 pm  
Danny Lyndall – General Manager  
Van Baggett – Operations Manager  
Drew Klumpp – Administrative Services Manager  
Teresa Logiotatos – Finance Manager  
Lori May-Wilson – Executive Assistant  
Tim Patton – Volkert & Associates  
Melinda Immel – Volkert & Associates  
Ray Moore – HMR  
Robbie Strom – HMR

**Others Absent:**

### III. Pledge of Allegiance

The Chairman led the Board and meeting attendees in the Pledge of Allegiance.

The Chairman introduced new Board member, Selena Vaughn.

### IV. Approval of Minutes

#### A. Utilities Board Minutes from July 29, 2015:

The Chairman inquired if there were any corrections recommended for the submitted Minutes for the July 29, 2015, Utilities Board meeting.

**MOTION BY Billy Mayhand to approve the submitted Minutes for July 29, 2015; Seconded by Randy Fry.**

**AYE: FRY, HAYGOOD, MAYHAND, SEGALLA, NAY: ABSENT: ABSTAIN:VAUGHN MOTION CARRIED**

V. **OLD BUSINESS** – No old business.

VI. **NEW BUSINESS** –

A. **Elect Vacant Board Officer Position (BOARD ACTION: Motion)**

The Chairman called for nominations for vacant Board Officer position of Vice Chairman.

*MOTION BY Billy Mayhand to nominate Randy Fry.*

AYE: Haygood, Mayhand, Segalla, Vaughn

NAY:

ABSENT:

ABSTAIN: Fry

**MOTION CARRIED**

The Chairman called for nominations for vacant Board Officer position of Secretary/Treasurer.

*MOTION BY Randy Fry to nominate Billy Mayhand.*

AYE: Fry, Haygood, Segalla, Vaughn

NAY:

ABSENT:

ABSTAIN: Mayhand

**MOTION CARRIED**

The Chairman advised that the annual Board Officer elections will take place next month.

B. **Discuss Finance Committee Meeting for Preliminary Budget**

Danny Lyndall advised the Board that the 2015-2016 Budget is being prepared and a work session to discuss the draft budget is advised. He requested dates the Board would be available. It was recommended to incorporate the work session into the September meeting beginning at 4:30 pm.

Jerry Speegle arrived.

VII. **BOARD ATTORNEY'S REPORT**

Mr. Speegle updated the Board on the recent court cases and answered questions.

VIII. **FINANCIAL REPORT**

Teresa Logiotatos reviewed the financials for the Board. She advised the Board of the probable shortfall in budgeted income due to the reduced rates that were applied. She then answered questions from the board.

IX. **GENERAL MANAGER'S REPORT**

A. **GM Report**

Mr. Lyndall read a statement recognizing Fenton Jenkins' service to the Utility Board:

**Board Member Fenton Jenkins** - On September 17, 2007, Fenton Jenkins was appointed to the Utilities Board of the City of Daphne. Prior to joining the Utilities Board, Mr. Jenkins served as a Sergeant in the United States Air Force Reserves and retired as an Alabama State Trooper. A lifelong resident of the Eastern Shore, he graduated from Fairhope High School and he received his Bachelor of Science degree in Criminal Justice from Alabama State University in Montgomery, Alabama.

For nearly 8 years, Mr. Jenkins has selflessly volunteered his time and effort to help make Daphne Utilities a great place to work. During his tenure on the Board, Daphne Utilities received numerous awards and recognition from local, state, and national associations as well as regulatory agencies like the EPA and Alabama Department of Environmental Management. Mr. Jenkins most recently served as the Vice-Chairman of the Utilities Board. He was always willing to ask the tough questions to keep

management “on its toes” and he has proven an ally and friend to Daphne Utilities employees.

Upon the expiration of his latest term, the City Council appointed another member of the Daphne community to serve on the Utilities Board, but it is not without some sadness we bid farewell to Mr. Jenkins. The management and staff of Daphne Utilities are eternally grateful to Mr. Jenkins for sharing his time with us these last eight years and we wish him the best of luck in his future endeavors.”

Mr. Lyndall then updated the Board on the status of Algae Systems project at the old Maintenance Facility. He ensured that he has been in discussions with Mr. Speegle regarding the Algae Systems’ lease agreement. Mr. Fry inquired about the previous rate structure classification update; Mrs. Logiotatos explained that the budget would include the 2% and 4% rate increases and delaying the classification restructure until January in order to give additional time for discussion with the impacted businesses.

**B. Operations Report**

Van Baggett recognized for the Board the recent award presented to Daphne Utilities’ Water Department, Wastewater Department and Water Distribution at the AWPCA Conference held in Huntsville in August.

Danny Lyndall also informed the Board of the recent promotion for Carliss Johnson to Field Compliance Specialist for the Natural Gas Department.

**C. Engineering & Consulting Reports**

Melinda Immel from Volkert had nothing further to add to her report.

Ray Moore from HMR updated the Board on projects submitted in the report.

**X. BOARD ACTION** – Previously addressed under “New Business”.

**XI. PUBLIC PARTICIPATION** – None.

**XII. BOARD COMMENTS** – Mayor Haygood welcomed new boardmember Selena Vaughn and thanked Fenton Jenkins for his 8 years of service; Mrs. Vaughn expressed her appreciation to be part of the Board; Mr. Mayhand also welcomed Mrs. Vaughn and congratulated Carliss Johnson on his hard work and promotion; Mr. Fry also thanked Mr. Jenkins for his service and welcomed Mrs. Vaughn and expressed appreciation for the employees’ hard work to achieve the recent awards; Mr. Segalla also welcomed Mrs. Vaughn and thanked Mr. Jenkins for his 8 years of service to Daphne Utilities.

**XIII. ADJOURNMENT**

*MOTION BY Randy Fry to adjourn; Secoded by Billy Mayhand.*

**AYE:** *Fry, Haygood, Mayhand, Segalla; Vaughn*

**NAY:**

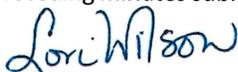
**ABSENT:**

**ABSTAIN:**

**MOTION CARRIED**

The meeting adjourned at 5:30pm.

Preceding minutes submitted to the Daphne Utilities Board by:



Lori Wilson, Executive Assistant, Daphne Utilities



# City of Daphne Event Permit Application

Date of Application: September 28, 2015 Permit Requested:  Event/Fundraiser  Parade/Run  Band

### Contact Information

Organization Name: Daphne Art Center

Contact Name: Annie Root E-mail Address: anniemroot1943@gmail.com

Address: 104 McMillan Avenue, Daphne, AL 36526/ 1704 6th Street, Daphne, AL 36526

Primary Phone Number: 348-7002/454-6886 (cell) Secondary: 621-659 621-0659

### Event Information

Event Name: Daphne Art Center Judged Art Show Event Date: October 10, 2015

Event Location: City Hall and throughout downtown # Participants/Vehicles: 100

Start Time: 5:30 p.m. Stop Time: 8:00 p.m. Assembly Time: 5:00 p.m.

Special Requests: Pat Rudicell will open and close city hall

Road Closures Requested:  Yes  No

### Special Instructions

### Approval: Internal Use Only

Date Routed: September 29, 2015

Fire Dept: [Signature]

Police Dept: [Signature]

Public Works: [Signature]

Parks & Recreation: N/A

Only required if event interrupts traffic near Daphne parks

**For Special Event/Band Permits:**

**Parade/Run Permits ONLY**

Council Member: \_\_\_\_\_  
District # Signature

Fee Paid: \$ \_\_\_\_\_  N/A  Waived

**For Parade/Run Permits & Use of City Grounds:**

Insurance Filed  N/A

City Council: \_\_\_\_\_  
Date of Approval

Route Selection:  1  2  3  4



# Office of the City Clerk City Hall Facilities Use Application

Application Date: 9/28/2015 Room(s) Requested:  Council Chambers  Conference Room  Lobby

### Contact Information

Organization Name: Daphne Art Center  
Contact Name: Annie Root E-mail Address: anniemroot1943@gmail.com  
Address: 104 McMillon Ave, Daphne, AL 36526 / 1704 6th St, Daphne, AL 36526  
Primary Phone Number: 348-7002 Secondary: 621-0659

### Event Information

Event Name: Daphne Art Center Judged Art Show # Participants: 100  
Start Time: 5:30 pm Stop Time: 8:00 pm Dates Requested: October 10, 2015  
Purpose of Use: Art Show  
Special Requests (including equipment use): Pat Rudicell will open and close City Hall Front Lawn will also be used

### Indemnity and Hold Harmless Agreement

In consideration of the permission granted to me and/or the above referenced organization by the City of Daphne for the use of the above requested facilities, the parties do jointly hereby indemnify and hold harmless the City of Daphne, its agents, servants and employees from any and all claims and causes of action that may arise from injury to me or third parties using the facilities who are injured or suffer any damage that is in any way caused by my use of said facilities.

### Rental Agreement

I further stipulate that I have read and understand all the rules and regulations as set forth by the governing body of the City of Daphne for the use of this facility, and will abide by the same; and acknowledge that if any required chaperones or law enforcement personnel are not present, the event will be terminated.

Renter's Signature: Anto M Root Date: 10/02/2015  
On behalf of (organization): Daphne Art Center

### Approval: Internal Use Only

Date Received: 9/28/2015  
Approval by City Clerk: Rebecca Nayor 9/28/15  
Notification Approval: \_\_\_\_\_

Not valid unless stamped "Approved"

After hours  
Employee on Duty: Councilman Rudicell



# City of Daphne Event Permit Application

Date of Application: 9/14/15 Permit Requested:  Event/Fundraiser  Parade/Run  Band

### Contact Information

Organization Name: Bayside Academy Peer Counselors *2 mile fun run.*  
Contact Name: Carlyle Ascik E-mail Address: carlyle.ascik@gmail.com  
Address: 303 Dryer Ave Daphne, AL 36526  
Street / P.O. Box City/State/Zip Code  
Primary Phone Number: (386) 451-7226 Secondary: \_\_\_\_\_

### Event Information

Event Name: Charity Challenge 2 mile fun run Event Date: December 5, 2015 *Saturday*  
Event Location: Bayside Academy # Participants/Vehicles: First year event  
Start Time: 8:00 am Stop Time: 10:00 am Assembly Time: 7:30 am  
Parades/Runs Only  
Special Requests: Road Closures, 2 miles.  
Road Closures Requested:  Yes  No

### Special Instructions

### Approval: Internal Use Only

Date Routed: \_\_\_\_\_

Fire Dept: [Signature]

Police Dept: [Signature]

Public Works: [Signature]

Parks & Recreation: \_\_\_\_\_

Only required if event interrupts traffic near Daphne parks

#### For Special Event/Band Permits:

Council Member: \_\_\_\_\_  
District # Signature

#### For Parade/Run Permits & Use of City Grounds:

City Council: \_\_\_\_\_  
Date of Approval

Not valid unless stamped "Approved"

#### Parade/Run Permits ONLY

Fee Paid: \$ \_\_\_\_\_  N/A  Waived

Insurance Filed  N/A

Route Selection:  1  2  3  4



# City of Daphne Event Permit Application

Date of Application: 9/14/15 Permit Requested:  Event/Fundraiser  Parade/Run  Band

### Contact Information

Organization Name: Bayside Academy Peer Counselors *2 mile fun run.*  
Contact Name: Carlyle Ascik E-mail Address: carlyle.ascik@gmail.com  
Address: 303 Dryer Ave Daphne, AL 36526  
Street / P.O. Box City/State/Zip Code  
Primary Phone Number: (386) 451-7226 Secondary: \_\_\_\_\_

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Parades/Runs Only  
Special Requests: Road Closures, 2 miles.  
Road Closures Requested:  Yes  No

### Special Instructions

### Approval: Internal Use Only

Date Routed: \_\_\_\_\_

Fire Dept: \_\_\_\_\_

Police Dept: \_\_\_\_\_

Public Works: \_\_\_\_\_

Parks & Recreation: \_\_\_\_\_

Only required if event interrupts traffic near Daphne parks

#### For Special Event/Band Permits:

Council Member: \_\_\_\_\_  
District # Signature

#### For Parade/Run Permits & Use of City Grounds:

City Council: \_\_\_\_\_  
Date of Approval

*Not valid unless stamped "Approved"*

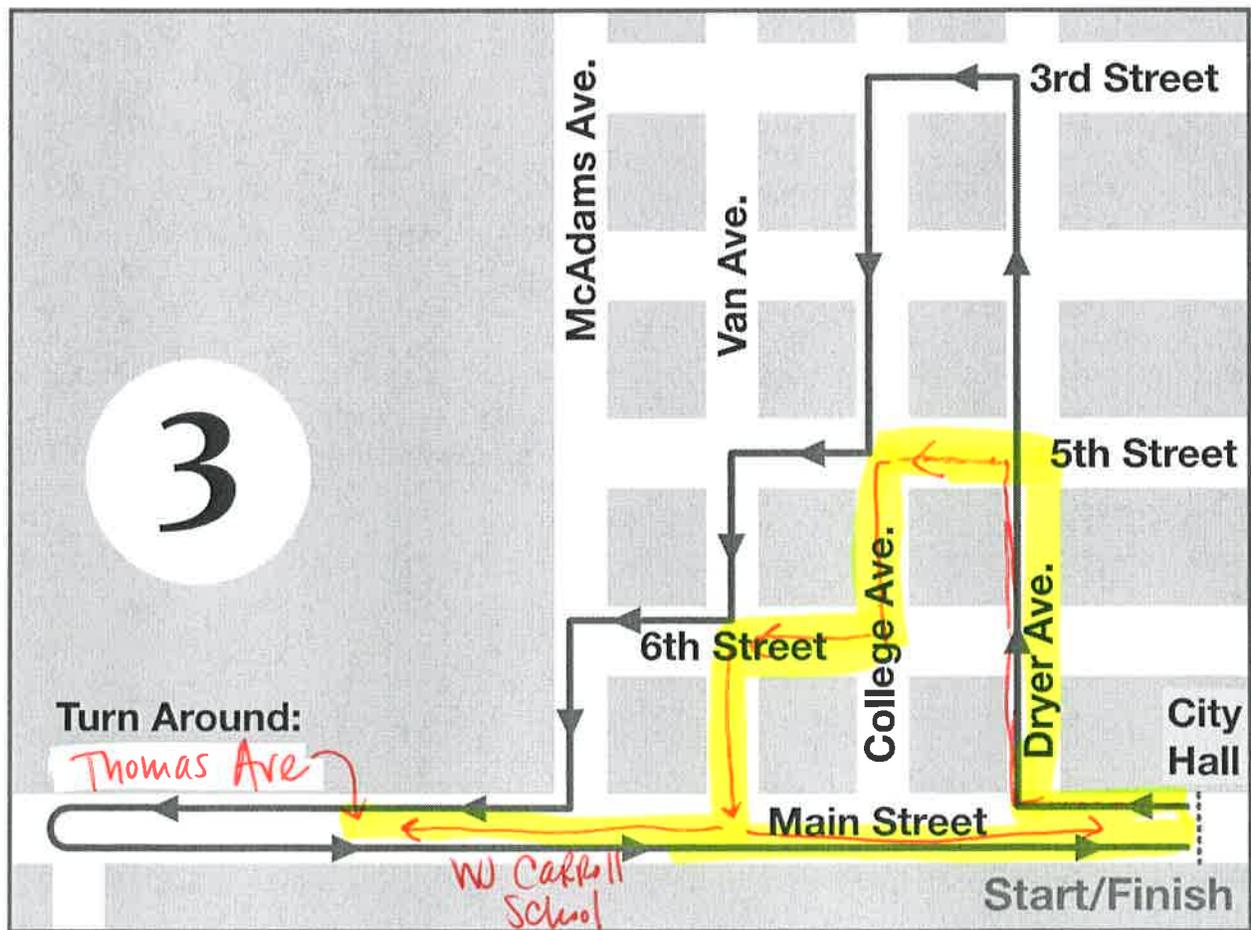
#### Parade/Run Permits ONLY

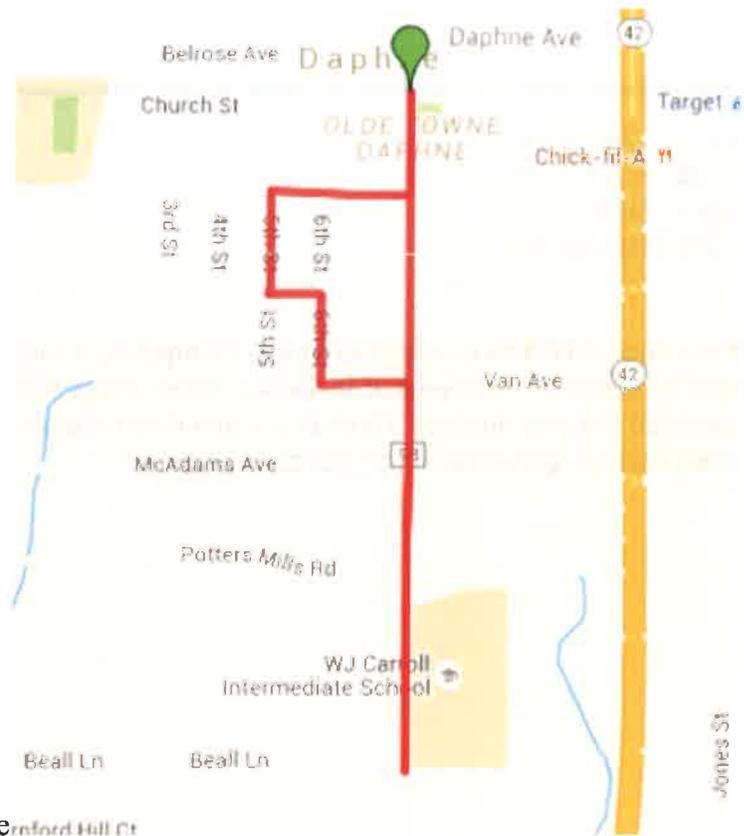
Fee Paid: \$ \_\_\_\_\_  N/A  Waived

Insurance Filed  N/A

Route Selection:  1  2  3  4

2 mile Fun Run





Carlyle  
Ford Hill Ct

**CITY OF DAPHNE**

**RESOLUTION 2015-62**

**Daphne Park Improvements**

**WHEREAS**, the City Council has determined that there is a public need for more sheltered gathering places in the municipal park system; and

**WHEREAS**, the City Council deems it to be in the best interest of public health, safety and the general welfare of its citizens that gazebos be placed at May Day Park, Park City Park and Joe Louis Patrick Park.

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA** that the Council President is hereby authorized to negotiate and execute all documents related to the purchase of gazebos at May Day Park, Park City Park and Joe Louis Patrick Park.

**ADOPTED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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

**ATTEST:**

\_\_\_\_\_  
Rebecca A. Hayes, City Clerk

**CITY OF DAPHNE**  
**RESOLUTION 2015-63**  
**I-10 Culvert and Outfall Repair at D'Olive Creek**  
**Flood Water Damage**  
**Alabama Department of Transportation Project #ERPR-8980(928)**

**WHEREAS**, the City of Daphne, Alabama (hereinafter at times referred to as City) is desirous of having certain improvements made on I-10 within the City Limits of Daphne, in accordance with plans prepared by the Alabama Department of Transportation and designated as Project Number ERPR-8980(928), I-10 Culvert and Outfall Repair at D'Olive Creek in Baldwin County.

**WHEREAS**, The Alabama Department of Transportation is now or may later be desirous of receiving Federal Aid for improvement of said highway; and

**WHEREAS**, The Federal Highway Administration, an agency of the United States of America, will not participate in any funding for the construction of said project until and unless the City of Daphne will agree to certain requirements of the Federal Highway Administration. The City of Daphne for the purpose of complying with requirements of the Federal Highway Administration in regard to its funding of improvements of the type and kind in this agreement provided for does hereby pass and adopts the following resolution.

**BE IT RESOLVED** by the City Council of Daphne that the plans of said project including alignment, profile, grades, typical sections and paving layouts as submitted to this City and which are now on file in the office of the City Clerk are hereby approved and that the location of said project as staked out by the Alabama Department of Transportation and as shown by said plans referred to are hereby approved and the Alabama Department of Transportation, in cooperation with the Federal Highway Administration, is hereby authorized to proceed with the grading, draining, paving, and otherwise improving and construction of said project in accordance with said plans.

The City by and through its Council hereby grants to the Alabama Department of Transportation the full use of and access to the dedicated widths of any existing streets for the construction of said project and hereby agrees to permit and allow the Alabama Department of Transportation to close and barricade the said project and intersecting streets for as long as necessary while the said project is being graded, drained, paved, and otherwise improved, and hereby agrees that the use of any street or highway for parking within an interchange area will not at any time be permitted.

**BE IT FURTHER RESOLVED** by the City, that for and in consideration of the Alabama Department of Transportation in cooperation with the Federal Highway Administration, constructing said highway and routing traffic along the same through the City over said project, such City hereby agrees with the Alabama Department of Transportation and for the benefit of the Federal Highway Administration, that on the above mentioned project the City will not in the future permit encroachments upon the right of way; nor will it pass any ordinances or laws fixing a speed limit contrary to those limits provided for in Title 32, Chapter 5, Code of Alabama 1975, as amended, and other laws of Alabama; nor will it perm

other than parallel parking in areas where parking is permitted; nor will it allow the placing of any informational, regulatory, or warning signs, signals, median crossover, curb and pavement or other markings, and traffic signals without written approval of the Alabama Department of Transportation and the Federal Highway Administration, of the location, form and character of such installations. The traffic control devices and signs installed during construction, and those installed after completion of this project shall be in accordance with the latest edition of the national Manual on Uniform Traffic Control Devices and accepted standards adopted by the Alabama Department of Transportation of the State of Alabama and by the Federal Highway Administration. The City further agrees that subsequent traffic control devices deemed necessary by it in keeping with applicable statutes, rules and regulations to promote the safe and efficient utilization of the highway under the authority of Title 32, chapter 5, Code of Alabama 1975, and all other applicable laws of Alabama, shall be subject to and must have the approval of the Alabama Department of Transportation of the State of Alabama and of the Federal Highway Administration, prior to installation and the City further agrees that it will enforce traffic and control the same under the provisions of Title 32, Chapter 5, Code of Alabama 1975, and other applicable laws of Alabama.

It is understood and agreed that no changes in this Resolution or Agreement shall in the future be made without having obtained the prior approval of the Federal Highway Administration.

THIS RESOLUTION PASSED, ADOPTED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST:

\_\_\_\_\_  
City Clerk: Rebecca A. Hayes

\_\_\_\_\_  
Mayor: Dane Haygood

I, the undersigned, City Clerk of the City of Daphne do hereby certify that the above and foregoing is a true and correct copy of a resolution duly and lawfully adopted by the Council of the foregoing City at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, which resolution is on file in the office of the City Clerk.

Given under my hand and the official seal of such City this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
City Clerk: Rebecca A. Hayes

**ORDINANCE 2015-52**

**Lodging Tax Appropriation  
Richard Scardamelia Pavilion (Bayfront) Flooring**

**WHEREAS**, Ordinance 2014-44 approved and adopted the Fiscal Year 2015 Budget on September 23, 2014; and

**WHEREAS**, subsequent to the adoption of the Fiscal Year 2015 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2015 budget; and

**WHEREAS**, Lodging Tax funds may be used for the purchase, development, and maintenance of waterfront property; and

**WHEREAS**, it has been determined that that the flooring in the Richard Scardamelia Pavilion kitchen and bathroom areas needs to be replaced; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Daphne, Alabama, that the Fiscal Year 2015 Budget is hereby amended to include an additional Lodging Tax appropriation in the amount of \$4,755 to replace flooring in kitchen and bathrooms in the Richard Scardamelia Pavilion.

**APPROVED AND ADOPTED** by the Mayor and City Council of the City of Daphne, Alabama, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**

**Suzanne Henson**

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**Subject:** FW: Finance Committee Agenda for 9-14-15

**From:** Melissa Wilt  
**Sent:** Monday, September 14, 2015 1:07 PM  
**To:** Suzanne Henson  
**Subject:** RE: Finance Committee Agenda for 9-14-15

Below is a motion to Finance Committee.

Bayfront:

**Motion** by Mr. Scott to refer repair of kitchen and bathroom floors at Bayfront to Finance Committee and recommend it for \$4,755 appropriation. Seconded by Mr. Lake. **Motion carried unanimously.**

**From:** Suzanne Henson  
**Sent:** Monday, September 14, 2015 9:27 AM  
**To:** Melissa Wilt  
**Subject:** FW: Finance Committee Agenda for 9-14-15

Melissa

Will you send me the motion from B & P for the Bayfront flooring to be sent to the Finance Committee.



**Suzanne Henson**  
**Senior Accountant**  
shenson@daphneal.com  
City of Daphne, Alabama - "The Jubilee City"  
*Phone:* 251-621-9000 *Web:* www.daphneal.com



**Melissa Wilt**  
**City Clerk Assistant**  
mwilt@daphneal.com  
City of Daphne, Alabama - "The Jubilee City"  
*Phone:* 251-621-9000 *Web:* www.daphneal.com

**CITY OF DAPHNE  
PRICE QUOTATION**

Item	Quantity	Quote #1	Quote #2	Quote #3
1. Kitchen - 2 Bathrooms	3 areas	\$ 4,509.31	\$ 5,811.29	\$ 5,415.00
2. At Bayfront - Flooring		\$	\$	\$
3.		\$	\$	\$
4. Kitchen	1	\$ 2,052.59	\$ 3,300.59	\$ 2,595.00
5. Bathrooms	2	\$ 2,456.72	\$ 2,510.70	\$ 2,820.00
6.		\$	\$	\$
7.		\$	\$	\$
8.		\$	\$	\$
9.		\$	\$	\$
10.		\$	\$	\$
11.		\$	\$	\$
12.		\$	\$	\$
Totals		\$	\$	\$
		Vendor Sun Flooring Contact: Humphreys Phone 625-1864 Daphne, AL	Vendor Jubilee Flooring Contact: Ms. David Phone 625-1700 Daphne, AL	Vendor Bay Flooring Contact Phone 928-5625 Fairhope, AL

Date: 9-14-15

Requested By: [Signature]

Department: Bayfront

Department Head: Margaret Thiessen

Vendor Selection: Sun Flooring

Reason For Selection if lowest quote not selected \_\_\_\_\_

5  
All Price Quote forms should be attached to Purchase Request for processing \_\_\_\_\_

**ORDINANCE 2015-53**

**Additional Appropriation of Funds for Emergency Watershed Protection for: Mazie's Gully (Project #2)**

**WHEREAS**, Ordinance 2014-44 approved and adopted the Fiscal Year 2015 Budget on September 23, 2014; and

**WHEREAS**, subsequent to the adoption of the Fiscal Year 2015 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2015 budget; and

**WHEREAS**, the City of Daphne received 16.5" of rainfall for the period of April 29-30, 2014; and

**WHEREAS**, as a result of such heavy rains, watersheds and their drainage systems located within the City of Daphne sustained severe damage and require emergency repairs in order to prevent further impacts to the City's watersheds; and

**WHEREAS**, the City of Daphne has made application with the NRCS (Natural Resources Conservation Service) through their Emergency Watershed Protection (EWP) program for 75% reimbursement of expenses incurred for such private watershed emergency repairs as described below; and

**WHEREAS**, the Five (5) EWP Projects were selected by NRCS for funding with the City of Daphne as the "Sponsor".

**NOW, THEREFORE, BE IT ORDAINED**, that:

1. The City Council of the City of Daphne deems these private projects key to the recovery efforts associated with this rain event and the repair of these private property watershed issues is necessary to preserve the health, safety, and convenience of the public.
2. Fiscal Year 2015 Budget was amended by Ordinance 2015-20 to include an appropriation from the General Fund in the amount of \$67,392.25 for the estimated City match for the Five (5) EWP Projects (City's Match for Mazie's Gully - \$31,714 / NRCS - \$105,713)).
3. Bids have been received and total project cost of 262,157.40 has increased from the estimated \$126,856) requiring additional matching funds in the amount of **\$124,731** for the Mazie's Gully project.
4. The City will serve solely as EWP Project Sponsor and this is not a Public Works Project, the City will assume no short or long-term maintenance/repair responsibility for the work performed, all future maintenance/repair will be the responsibility of the private property owner.
5. The Environmental Program Manager/Public Works Director or the Mayor is authorized to coordinate application with the NRCS for the reimbursement of such funds and to sign and execute all documents associated with the described projects.

**APPROVED AND ADOPTED** by the City Council of the City of Daphne, Alabama, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**Attest:**

\_\_\_\_\_  
**Dane Haygood, Mayor**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**

**ORDINANCE 2015-20**

**Appropriating Funds for Emergency Watershed Protection for: Old Pump Station – LF, Judicial Center – Wacky Shrimp, Palmetto-Creekside, Maizie Gulch-West of Main Street, & Canterbury Subdivision**

**WHEREAS**, Ordinance 2014-44 approved and adopted the Fiscal Year 2015 Budget on September 23, 2014; and

**WHEREAS**, subsequent to the adoption of the Fiscal Year 2015 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2015 budget; and

**WHEREAS**, the City of Daphne received 16.5" of rainfall for the period of April 29-30, 2014; and

**WHEREAS**, as a result of such heavy rains, watersheds and their drainage systems located within the City of Daphne sustained severe damage and require emergency repairs in order to prevent further impacts to the City's watersheds; and

**WHEREAS**, the City of Daphne has made application with the NRCS (Natural Resources Conservation Service) through their Emergency Watershed Protection (EWP) program for 75% reimbursement of expenses incurred for such private watershed emergency repairs as described below; and

**WHEREAS**, the EWP Projects listed below have been selected by NRCS for funding with the City of Daphne as the "Sponsor".

**NOW, THEREFORE, BE IT ORDAINED**, that:

1. The City Council of the City of Daphne deems these private projects key to the recovery efforts associated with this rain event and the repair of these private property watershed issues is necessary to preserve the health, safety, and convenience of the public.
2. Fiscal Year 2015 Budget is hereby amended to include an appropriation from the General Fund in the amount of \$67,393 the total City match for the below EWP Projects:

NRCS #	Site Name	Project Total	Engineering	
DAP 14-005	Old Pump Station Lake Forest	\$26,898.00	\$5,380.00	\$32,278.00
DAP 14-006	Judicial Center-Wacky Shrimp	\$46,406.00	\$9,281.00	\$55,687.00
DAP 14-007	Palmetto-Creekside	\$23,850.00	\$4,770.00	\$28,620.00
* DAP 14-008	Maizie Gulch-West of Main St	\$105,713.00	\$21,143.00	\$126,856.00 *
DAP 14-009	Canterbury-Subdivision	\$21,773.00	\$4,355.00	\$26,128.00
			Total for all Projects	\$269,569.00
			City Inkind Match 25%	\$67,392.25 *

3. The City will serve solely as EWP Project Sponsor and this is not a Public Works Project, the City will assume no short or long-term maintenance/repair responsibility for the work performed, all future maintenance/repair will be the responsibility of the private property owner.
4. The Environmental Program Manager/Public Works Director or the Mayor is authorized to coordinate application with the NRCS for the reimbursement of such funds and to sign and execute all documents associated with the described projects.

**APPROVED AND ADOPTED** by the City Council of the City of Daphne, Alabama, this 6<sup>th</sup> day of April, 2015.

Attest:

*Rebecca A. Hayes*  
 Rebecca A. Hayes, City Clerk

*Dane Haygood*  
 Dane Haygood, Mayor

**ORDINANCE 2015-54**

**An Ordinance to Establish a New Job Description to the City's Job Classification Plan: Senior Human Resources Specialist**

**WHEREAS**, the City Council has considered the personnel needs in the Human Resources Department; and

**WHEREAS**, there is a need for the creation of a Senior Human Resources Specialist position; and

**WHEREAS**, the Archer Company did prepare a job description for such position and recommended the position be classified as a Grade 18.

**NOW, THEREFORE BE IT ORDAINED** by the City Council of the City of Daphne, Alabama, that the position of Senior Human Resources Specialist is hereby created in the Human Resources and such position shall be placed at a Grade 18 in the Job Classification Schedule.

**APPROVED AND ADOPTED** by the City Council of the City of Daphne, Alabama, this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**

## CITY OF DAPHNE, ALABAMA CLASSIFICATION DESCRIPTION

**CLASSIFICATION TITLE:** SR. HUMAN RESOURCES SPECIALIST

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### **Purpose of Classification:**

The purpose of this classification is to provide professional human resources support to City departments. This classification is distinguished from Human Resources Assistant in that incumbents in this class are able to independently and competently address all but the most unique human resources issues, have at least three years of experience, and has certification or is acquiring a certification as a Society for Human Resource Management-Certified Professional (SHRM-CP).

### **Essential Functions:**

*The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.*

Serves as a consultant to City departments regarding employment, classification, compensations, employee relations, and other human resources issues; provides a wide variety of information to employees, management and the public concerning human resources programs, policies and procedures and interpretation of laws and regulations; receives and responds to inquiries; conducts research; and provides technical analysis.

Counsels hourly employees regarding policies, procedures and resolution of complaints; advises employees regarding the grievance and arbitration process.

Provides mediation and conflict resolution services to managers and employees and prepares reports and makes recommendations; provides the Grievance Review Committee with background information and documents as requested.

Assists in administering compensation and classification plan; assigns classes by pay grade to a pay scale; conducts wage, salary, and benefits surveys; performs desk audits to validate job responsibilities; updates and maintains class specifications and job descriptions; makes recommendations regarding the allocation and reallocation of positions; processes salary adjustments and increases as directed.

Recruits new employees; posts job openings and notices in print, on web sites, etc.; distributes applications and explains the application process to applicants; attends job fairs; receives, sorts through and screens possible candidate applications; forwards qualified applications to appropriated personnel.

Coordinates interview process; schedules interview with hiring department and candidate; obtains and/or creates interview questions; gathers materials in preparation for interview; assists in interviewing candidates for vacant positions as requested.

Conducts pre-employment screening of selected candidates; obtains legal release to conduct background and DMV checks; obtains required documentation; schedules drug and alcohol screen; checks references and verifies employment; runs background and records checks; compiles information and forwards to appropriate personnel.

Contacts department heads to provide hiring and start date information; drafts and sends approved offer letters new hires to coordinate the pre-employment process, orientation activities and official start dates; provides related information regarding benefits, work locations and contact information.

May conduct safety committee meetings and assist employees in filing 1<sup>st</sup> report of accident/injury report; assist with scheduling safety and other employee training. Assists with new employee orientation and employee development; explains distributes and gathers necessary documents; provides information regarding human resources policies and programs; provides career counseling to existing employees.

Researches, compiles, and/or monitors administrative, statistical or other data pertaining to department operations; summarizes data, performs routine data analysis, and prepares reports; conducts research of department files, database records, electronic data sources, Internet sites, hardcopy materials, or other sources as needed.

Maintains a variety of confidential files and information, including drug test results for other departments; retains, stores, or destroys files as required.

Processes a variety of documentation associated with department/division operations, within designated timeframes and per established procedures: receives and reviews various documentation, including applications, employee information and data, and policies and procedures; reviews, completes, processes, forwards or retains as appropriate; prepares or completes various forms, reports, correspondence, and other documentation, including lists, directories, logs, notices, memos and meeting minutes; compiles data for further processing or for use in preparation of department reports; and maintains computerized and/or hardcopy records.

Operates a personal computer to enter, retrieve, review or modify data, utilizing word processing, spreadsheet, database, presentation, Internet, e-mail, or other software; and operates general office or other equipment as necessary to complete essential functions.

Communicates with supervisor, other employees, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

## **Additional Functions:**

Performs other related duties as required.

## **Minimum Qualifications:**

Bachelor's Degree in Human Resources or a related field required; must have or in process of acquiring a SHRM-CP supplemented by three years of experience in human resources; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

**Specific License or Certification Required:** Must possess and maintain certification as a Professional in Human Resources. Must possess and maintain a valid Alabama driver's license.

**Specific Knowledge, Skills, or Abilities:** Must be able to demonstrate proficiency in performance of the essential functions and learn, comprehend, and apply all county or departmental policies, practices, and procedures necessary to function effectively in the position.

## Performance Aptitudes:

**Data Utilization:** Requires the ability to evaluate, audit, deduce, and/or assess data using established criteria. Includes exercising discretion in determining actual or probable consequences and in referencing such evaluation to identify and select alternatives.

**Human Interaction:** Requires the ability to work with and apply principles of persuasion and/or influence over others to coordinate programs or activities of a project, and resolve typical problems associated with the responsibilities of the job.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference, descriptive, advisory and/or design data and information.

**Mathematical Aptitude:** Requires the ability to perform moderately complex algebraic and geometric operations; ability to utilize principles of basic probability and statistical inference.

**Functional Reasoning:** Requires the ability to apply principles of influence systems, such as motivation, incentive, and leadership, and to exercise independent judgment to apply facts and principles for developing approaches and techniques to resolve problems.

**Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

## ADA Compliance:

**Physical Ability:** Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or work station.

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Essential functions are regularly performed without exposure to adverse environmental conditions.

*City of Daphne is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

**ORDINANCE 2015-55**

**ADOPTING THE FISCAL YEAR 2016 OPERATING BUDGET**

**WHEREAS**, the Mayor of the City of Daphne has submitted to the City Council an operating budget for Fiscal Year 2016 which begins October 1, 2015 and ends September 30, 2016 (the "FY16 Operating Budget"); and

**WHEREAS**, the City Council has reviewed and considered such proposed operating budget; and

**WHEREAS**, the City Council believes that the attached proposed operating budget is a viable spending plan for the City during the next fiscal year;

**WHEREAS**, the City's procedures require the adoption of the budget by Ordinance; and

**WHEREAS**, if the amounts budgeted for departmental operating items or purposes are not required to be utilized for such items or purposes, then upon written approval by the Mayor or the Finance Director, these amounts may be expended for other departmental items or purposes, provided that the total amount of the adopted operating budget is not exceeded; and

**WHEREAS**, the Mayor is authorized to approve all applications for grants during the fiscal year with the understanding that grant awards requiring an additional appropriations will be presented to Council for approval.

**NOW, THEREFORE**, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that the *FY16 "Operating" Budget* in which the general fund revenues exceed appropriations in the amount of \$935,046 (*All Funds - \$1,910,111*) as attached hereto and made a part hereof;

Approved and adopted on this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A Hayes, City Clerk**

**ORDINANCE 2015-56**

**An Ordinance Extending Fiscal Year 2015 Budget Authority**

**WHEREAS**, Fiscal Year 2016 will begin October 1, 2015; and

**WHEREAS**, the Fiscal Year 2016 budget will not be approved and adopted by October 1, 2015 by the Daphne City Council; and

**WHEREAS**, it is necessary to extend the authority of the Fiscal Year 2015 budget in order to continue essential departmental operations pending the approval and adoption of the Fiscal Year 2016 budget.

**NOW, THEREFORE**, BE IT ORDAINED by the Mayor and City Council of the City of Daphne, Alabama, that departmental operations shall continue under the authority of the Fiscal Year 2015 budget until such time as the Fiscal Year 2016 budget is adopted but not to extend past January 1, 2016.

**APPROVED AND ADOPTED** by the City Council of the City of Daphne this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
**Dane Haygood, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Rebecca A. Hayes, City Clerk**