

CITY COUNCIL BUSINESS MEETING AGENDA
1705 MAIN STREET, DAPHNE, AL
DECEMBER 19, 2011
BUSINESS MEETING
6:30 P.M.

1. CALL TO ORDER

2. ROLL CALL/INVOCATION / PLEDGE OF ALLEGIANCE

- 3. APPROVE MINUTES:** Council meeting minutes / December 5, 2011
Council Work Session minutes / December 12, 2011

PUBLIC HEARING: Annexation of Well Road Right-of-Way

Location: Approximately one thousand three hundred and twenty-four linear feet
Of an unimproved portion of the right-of-way of Well Road and the
Northeast portion of the Gipson tract

Recommendation: Unanimous Favorable / *Ordinance 2011-85*

4. REPORT STANDING COMMITTEES:

A. FINANCE COMMITTEE / Boulware

Review minutes / December 12th

1.) Ordinances:

- a.) Court Personnel Restructure / *Ordinance 2011-86*
- b.) Main Street Resurfacing: Design Engineering / *Ordinance 2011-87*
- c.) Well Road Extension: Design Engineering / *Ordinance 2011-88*
- d.) Appropriation of Funds: Museum Video Security System & Monitoring / *Ordinance 2011-89*

2.) Resolutions:

- a.) Declare City Property Surplus / *Resolution 2011-83*
- b.) Declare City Property Surplus for Donation / *Resolution 2011-84*
- c.) Bid Award: 2012-A-FD/Natural Gas Generator / Energy systems Southeast, LLC /
Resolution 2011-85

3.) Motion:

Approve going out for bid on the following road projects:

- Main Street Resurfacing
- Well Road Extension

4.) Financial Reports:

- Treasurers Report / November, 2011
- Sales & Use Tax Collections / October 31, 2011
- Lodging Tax Collections, October 31, 2011

B. BUILDINGS & PROPERTY COMMITTEE - Lake

Review minutes / November 21st

Review minutes / December 5th

C. PUBLIC SAFETY COMMITTEE – Boulware

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE - Reese

E. PUBLIC WORKS COMMITTEE / SOLID WASTE AUTHORITY - Lake

Review Beautification minutes / December 2nd

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

- A. Board of Zoning Adjustments – Jones
Review minutes / November 3rd
- B. Downtown Redevelopment Authority – Barnette
- C. Industrial Development Board –
- D. Library Board – Lake
- E. Planning Commission – Barnette
- F. Recreation Board – Reese
- G. Utility Board - Scott

6. REPORTS OF OFFICERS:

- A. Mayor’s Report
- B. City Attorney’s Report
- C. Department Head Comments

7. PUBLIC PARTICIPATION:

8. RESOLUTIONS & ORDINANCES:

RESOLUTIONS:

- a.) Approving City of Daphne Emergency Operations Plan/Resolution 2011-82
- b.) Declaring Certain Property Surplus...../Resolution 2011-83
- c.) Declaring Certain Property Surplus / Donation...../Resolution 2011-84
- d.) Bid Award: Natural Gas Generator / Energy Systems
Southeast, LLC...../Resolution 2011-85

ORDINANCES:

1ST READ

- a.) Appropriation of Lodging Tax Funds: Mobile Bay National
Estuary Program...../Ordinance 2011-82
- b.) Annexation: Well Road Right-of-Way/Ordinance 2011-85
- c.) Court Personnel Restructure...../Ordinance 2011-86
- d.) Main Street-McAdams to Bayfront: Mill & Overlay Road
Project: Design Engineering...../Ordinance 2011-87
- e.) Well Road Extension: Design Engineering...../Ordinance 2011-88
- f.) Appropriation of Funds: Daphne Museum/Cemetery
Video System & Monthly Monitoring Service...../Ordinance 2011-89

9. COUNCIL COMMENTS

10. ADJOURN

**CITY OF DAPHNE
CITY COUNCIL MEETING**

ROLL CALL

CITY COUNCIL:

CALL VOTES

COUNCILWOMAN CONAWAY	PRESENT__	ABSENT__	__
COUNCILWOMAN BARNETTE	PRESENT__	ABSENT__	
COUNCILMAN LAKE	PRESENT__	ABSENT__	__
COUNCILMAN REESE	PRESENT__	ABSENT__	__
COUNCILMAN SCOTT	PRESENT__	ABSENT__	__
COUNCILMAN BOULWARE	PRESENT__	ABSENT__	__
COUNCILMAN PALUMBO	PRESENT__	ABSENT__	__

MAYOR

MAYOR YELDING	PRESENT__	ABSENT__	__
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CITY CLERK:

DAVID L. COHEN	PRESENT__	ABSENT__	__
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CITY ATTORNEY:

CITY ATTORNEY JAY ROSS	PRESENT__	ABSENT	
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MINUTE NOTES:

**CITY COUNCIL MEETING
MINUTES**

NOTES:

COMMITTEE RECOMMENDATIONS

**DECEMBER 5, 2011
REGULAR CITY COUNCIL MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

1. CALL TO ORDER

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

2. ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE

Invocation was given Reverend Charles Jackson.

COUNCIL MEMBERS PRESENT: Tommie Conaway; Cathy Barnette; John Lake; Kelly Reese; Ron Scott; Derek Boulware; August Palumbo.

Also present: Mayor Yelding; David Cohen, City Clerk; Rebecca Hayes, Assistant City Clerk; Jay Ross, City Attorney; James White, Fire Chief; David Carpenter, Police Chief; Adrienne Jones, Planning Director; Vickie Hinman, Human Resources Director; Richard Merchant, Building Official; Richard Johnson, Publics Works Director; Tonja Young, Library Director; Margaret Thigpen, Civic Center Director; David McKelroy, Recreation Director; Christine Ciancetta, Deputy Finance Director; Ashley Campbell, Environmental Programs Manager; Officer Mike Dawson, Police Department; Dorothy Morrison, Beautification Committee; Willie Robison, BZA; Al Guarisco, Village Point Foundation; Pfil Hunt, Gardnyr Michael Capital.

Absent: Kim Briley, Finance Director.

3. APPROVE MINUTES

**MOTION BY Councilman Boulware to adopt the November 21, 2011 Council meeting minutes.
*Seconded by Councilman Scott.***

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

SWEARING IN: Mrs. Tommie B. Conaway / Councilwoman for District #1 / Judge Lyn Stuart

Mrs. Conaway was sworn in by Judge Lyn Stuart while her husband held the Bible.

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1705 MAIN STREET
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6:30 P.M.

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4. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE – Boulware

Minutes for the November 21st meeting are in the packet.

MOTION BY Councilman Boulware to approve going out for bids for Public Works with the understanding that the bids will be submitted for review, approval and possible appropriation:

2012 8-10 Yard Capacity Medium-Duty Dump Truck
2012 Mauldin Vibratory Roller Compactor (Tow behind)
2012 4-ton Asphalt Hotbox Reheater/Reclaimer
2012 Ford F-450-550 HD Service Truck with Crane

Seconded by Councilman Scott.

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to approve going out for bid on the US 98 & Whispering Pines Road Intersection – Turn Lanes/Signalization which is a 50/50 cost split with ALDOT.

Seconded by Councilman Scott.

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

B. BUILDINGS AND PROPERTY COMMITTEE – Lake

The committee met before the council meeting, and the minutes will be in the next packet.

C. PUBLIC SAFETY COMMITTEE – Boulware

No report.

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE – Boulware

No report.

E. PUBLIC WORKS COMMITTEE/SOLID WASTE AUTHORITY – Lake

No report.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. Board of Zoning Adjustments – Adrienne Jones

No report.

B. Downtown Redevelopment Authority – Barnette

There was an excellent article in the Press-Register regarding the Downtown Redevelopment Authority. The chairman of the committee, Casey Zito, will be at the January meeting to give a report on the activities of the DRA.

C. Industrial Development Board –

The minutes for the November 28th meeting are in the packet along with a financial statement.

D. Library Board – Lake

No report.

E. Planning Commission – Adrienne Jones

The Site Review meeting will be Wednesday at 10:00 a.m. and the Planning Commission meeting will be December 15th at 5:00 p.m.

F. Recreation Board - Reese

No report.

G. Utility Board – Scott

The November meeting will be held December 7th at 5:00 p.m. in the Council Chambers.

Councilman Palumbo asked Mr. Scott about the \$10.00 charge to the Park City water customers by the Utility Board. He asked Mr. Scott to check on it and e-mail him.

Council President Barnette stated the Councilwoman Conaway will fill the position formerly held by Mayor Yelding on the Finance Committee, Public Works Committee and the IDB.

6. REPORTS OF THE OFFICERS:

A. Mayor's Report

No report.

B. City Attorney Report

No report, but at the next meeting he wants to give an update to council on four – five items.

C. Department Head Comments

Margaret Thigpen – Civic Center Director – reported that tomorrow is the Baldwin Pops Holiday Pops, and December 18th is “The Forgotten Christmas Carols” tickets are on sale adults are \$15.00 and students are \$10.00. Citizens can drop off toys for “Toys for Tots” at the Civic Center.

David Carpenter – Police Chief – reported that work has started on the Justice Center roof. He asked citizens to be aware of their surrounds for the holiday season, and be aware of leaving their Christmas tree lighted while they are away, because it can be an invitation for thieves to come in and steal presents under the tree.

David McKelroy – Recreation Director – thanked everyone that participated in the Christmas Parade. They had a successful Baldwin County tournament.

Tonja Young – Library Director – announced that award winning author Wayne Flynt will be speaking at the Library December 7 at 10:00, and 73 children came on Friday December 2nd to make ornaments, and on December 9th they can come to make gifts. Santa visits December 15th 5:00 -7:00 p.m.

Councilman Palumbo asked Ms. Ciancetta for an update on the use of credit cards.

Mayor Yelding stated that he had spoken to Mrs. Henson regarding this and she is fast tracking the process. He asked Councilman Palumbo to be patient with them since Mrs. Briley has been out sick for some time.

Richard Johnson – Public Works Director – said that there was great participation in the Christmas Parade, and the participants in the Jingle Bell had a great time, and there were about 1,000 people on the lawn for this event. The citizens had a great time.

7. PUBLIC PARTICIPATION

No one spoke during public participation.

8. RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

RESOLUTIONS:

- a.) Acceptance of Property / Cora Autry...../Resolution 2011-80
- b.) Approving O&M Assessments within the Renaissance Improvement District...../Resolution 2011-81

MOTION BY Councilman Boulware to waive the reading of Resolutions 2011-80. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to adopt Resolution 2011-80. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to waive the reading of Resolution 2011-81. *Seconded by Councilman Reese.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to adopt Resolution 2011-81. *Seconded by Councilman Palumbo.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

ORDINANCES:

1ST READ

- A.) Approve the Appropriation of Funds for the Purposes
Of Settlement (Sand Pit)/Ordinance 2011-83
- B.) Appropriation of Funds: US Fish & Wildlife Grant. /Ordinance 2011-84

MOTION BY Councilman Lake to suspend the rules to consider Ordinance 2011-83 and 2011-84.
Seconded by Councilman Boulware.

Councilman Palumbo requested the ordinances separately.

Councilman Lake withdrew his motion.
Councilman Boulware withdrew his second.

MOTION BY Councilman Lake to suspend the rules to consider Ordinance 2011-83. *Seconded by Councilman Scott.*

ROLL CALL VOTE

Conaway	Aye	Boulware	Aye
Lake	Aye	Palumbo	Aye
Reese	Aye	Barnette	Aye
Scott	Aye		

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Lake to waive the reading of Ordinances 2011-83. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Lake to adopt Ordinances 2011-83. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to suspend the rules to consider Ordinance 2011-84.
Seconded by Councilman Lake.

ROLL CALL VOTE

Conaway	Aye	Boulware	Aye
Lake	Aye	Palumbo	Aye
Reese	Aye	Barnette	Aye
Scott	Aye		

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Scott to waive the reading of Ordinance 2011-84. *Seconded by Councilman Lake.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Scott to adopt Ordinance 2011-84. *Seconded by Councilman Lake.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

8. COUNCIL COMMENTS

Mayor Yelding thanked council for filling that whole in the ground. He also congratulated the Recreation Department, the Public Works Department, the Police and Fire Departments for doing a terrific job for putting together, planning and executing the Christmas festivities that were absolutely great. The open house was put together by the Recreation Department, and the tree lighting was taken care of by Public Works and the Beautification Committee, and it was a beautiful job. The decorating in the city is done by the Public Works Department, and he thanked them for them. It is beautiful. The citizens were phenomenal, and he was really gratified by the amount of citizens that they had for the open house and tree lighting. There were children everywhere, and it was beautiful. This is for the citizens, and it was a very beautiful affair, and he wanted to compliment and thank all the Department Heads.

Mrs. Conaway stated that she thoroughly enjoyed being a part of the parade. She thanked the Council President for assisting her as far as coming on board she was very helpful. She is ready to hit the ground listening now everyone in District #1 and to the citizens of Daphne.

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REGULAR CITY COUNCIL MEETING
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Councilman Lake agreed with the Mayor’s comments on the parade. He complimented the Beautification Committee on the decorations.

Councilman Reese enjoyed participating in the Christmas festivities, and the Jingle Bell Run, it was a well done event.

Councilman Scott said that he attended the S.E.E.D.S. Grant Presentation, and said that since their inception they have given out over \$212,000 in grants to teachers. He said that schools are important to the city, and they should always keep the schools as a top priority.

Councilman Boulware recognized Mrs. Dorothy Morrison, and thanked her for all she does for the city. He thanked the Department Heads for the Christmas Parade. He said that the community responds to this type of atmosphere.

Councilman Palumbo thanked the Recreation, Fire, Police and Public Works Departments for the Christmas Parade.

Council President Barnette agreed with everyone’s comments on the parade, tree lighting and open house are great ways to welcome in the season. She appreciates the Mayor organizing a shuttle. She commended the staff for a great job.

9. ADJOURN

MOTION BY Councilman Lake to adjourn. <i>Seconded by Councilman Palumbo.</i>		
AYE	ALL IN FAVOR	NAY NONE OPPOSED
MOTION CARRIED		

There being no further business to discuss the meeting adjourned at 7:32 p.m.

Respectfully submitted by,

David L. Cohen,
City Clerk, MMC

Certification by Presiding Officer:

Cathy S. Barnette,
Council President

DECEMBER 12, 2011
CITY COUNCIL WORK SESSION
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.

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COUNCIL MEMBERS PRESENT: Tommie Conaway; Cathy Barnette; John Lake; Kelly Reese; Ron Scott; Derek Boulware; August Palumbo.

Also present: Mayor Bailey Yelding; David Cohen, City Clerk; Rebecca Hayes, Assistant City Clerk; Tonja Young Library Director; James White, Fire Chief; Christine Ciancetta, Deputy Finance Director; Erick Bussey, Attorney.

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

1. COMMUNITY CONTRIBUTIONS

Mobile Bay National Estuary Program Contribution

Mrs. Roberta Swann gave a presentation regarding support for the Mobile Bay National Estuary Program. She reminded council of Mr. Lake's suggestion of taking the funds from the Lodging Tax fund to support the program. She stated that they have received funds for Joe's Branch.

Mrs. Ashley Campbell stated that working with Mobile Bay National Estuary Program helps her get grants for projects by coordinating agencies to get funding for projects.

Council asked questions of Mrs. Swann.

No consensus.

Council President Barnette stated that an issue came up in the Finance meeting before the work session that council needs to consider.

Pfil Hunt / Refinance Aronov Bond

Mr. Hunt presented figures for refinancing the Aronov bond saying that the interest rates are in the city's favor right now. There would be a \$200,000 per year savings which would be around five million dollars (\$5,000,000) if they leave the maturity rates the same. He said by shortening the maturity year by year until they run out of savings it would knock 10 years off with a savings of \$7.8 million gross. He said all he needs to know from council is the time frame and whether or not to shorten the maturity rate.

Council President Barnette stated they would need an ordinance for that, and asked Mr. Hunt if this needed to be done by the end of the month, and if the interest rates would go up?

Mr. Hunt stated that he could not say if the interest rates would go up or not, and this does not have to be done by the end of the month. They are ready to proceed at this time if council so desires.

Council discussed including road projects with the refinancing.

Consensus of council is that they are leaning toward option B shortening the maturity rates.

**DECEMBER 12, 2011
CITY COUNCIL WORK SESSION
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

2

Mr. Hunt suggested calling Standard & Pores to let them know the city's capital needs have changed just to make sure the city's rating won't change.

Mr. Hunt said that he will get with Mr. Ross, the Bond Attorney and the Public Works Director to discuss the capital project needs.

Back to Community Contributions

There is \$2,000 left as undesignated funds. Council President stated that they make a request of the Industrial Development Board to support either Blue Print for a Better Tomorrow, Mobile Bay National Estuary Program, Baldwin County Economic Alliance or the USS Alabama.

Council discussed the new contribution requests, and those requesting additional funding.

Council requested all letters requesting funding or additional funding, and the financial information from those requesting funds, and that finance research the legality of asking the IDB to cover some funding and e-mail them to council.

2. CITY INSURANCE:

Mr. Palumbo wanted this to be considered because the current carrier, AMIC, is denying coverage for lawsuits. He would like to consider other carriers since the renewal comes up in January for three (3) years coverage.

Mr. Ross said that out of all the lawsuits against the city AMIC is not covering any of the claims. He suggested contacting Robbie Robertson regarding other carriers.

Councilman Scott stated that he will meet with staff to discuss options on insurance. Mr. Ross stated that he will also meet with Mr. Scott and staff, and he would also talk with Mr. Robertson.

Mayor Yelding stated that he is ok with them meeting with staff.

3. ADJOURN

There being no further business to discuss the meeting adjourned at 8:20 p.m.

Respectfully submitted by,

**David L. Cohen,
City Clerk, MMC**

Certification of Presiding Officer:

**Cathy S. Barnette,
Council President**

PUBLIC HEARING

DECEMBER 19, 2011

1.) Annexation: Well Road Right-of-Way

Location: Approximately one thousand three hundred and twenty-four linear feet of an unimproved portion of the right-of-way of Well Road and the northeast portion of the Gipson tract

Recommendation: Unanimous Favorable

To: Office of the City Clerk
From: Adrienne D. Jones,
Director of Community Development
Subject: A portion of Well Road
Annexation Review
Date: September 28, 2011

MEMORANDUM

LOCATION: Approximately one thousand three hundred and twenty-four linear feet of an unimproved portion of the right-of-way of Well Road and the northeast portion of the Gipson Tract.

RECOMMENDATION: At the September 22, 2011, regular meeting of the City of Daphne Planning Commission, six members were present. The motion carried unanimously for a **favorable recommendation** of the above-mentioned annexation.

Attached please find documentation from Richard Johnson and the Planning Commission Report for placement on the Monday, October 3, 2011 City Council agenda for action by the City Council. If any additional information is needed, please contact Richard.

A copy of an ordinance will be provided by the office of the City Attorney.

Thank you,
ADJ/jd

cc: file

attachment(s)

1. Planning Report
2. Internal Memorandum-Richard Johnson, Public Works Director
3. Warranty Deed - Gipson Tract
4. Legal Description
5. Map of Right-of-Way

Planning Commission



Annexation Review Well Road

September 2011 Planning Report

COMMUNITY DEVELOPMENT

Public Works Committee Action Item-Well Road Annexation

The City of Daphne desires to accept property from Ms. Patricia Gipson along Well Road. However, the property must first be annexed into the corporate limits prior to official acceptance can occur. The Planning Commission is requested to forward the Council a favorable recommendation to annex the subject property. Once the annexation procedures are complete, then Resolution No. 2011-58 may be approved by Council.

From Pollard Road eastward to a certain point, Well Road is a public right-of-way. It will be open to increased use once the new Daphne Utilities Central Operating Facility is complete. Public Works currently uses the road for ingress and egress and as a condition of site plan approval; the City and Daphne Utilities have developed a partnership for making improvements to Well Road (*see letter from Richard Johnson on the following page for additional information*).

Recommend: Motion for favorable recommendation to City Council to annex Well Road as shown on the exhibit.

COMMUNITY DEVELOPMENT

Public Works Committee Action Item-Well Road Annexation

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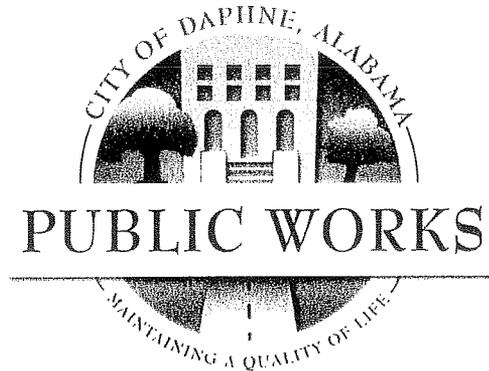
Recommend: Motion for favorable recommendation to City Council to annex Well Road as shown on the exhibit.

Fred Small
Mayor

David Cohen
City Clerk

Kimberly Briley
Finance Director/Treasurer

Richard D. Johnson, P.E.
Director of Public Works



Bailey Yelding, Jr.
District 1

Cathy Barnette
District 2

John L. Lake
District 3

Kelly D. Reese
District 4

Ronald Scott
District 5

Derek Boulware
District 6

August Palumbo
District 7

To: Honorable Mayor Fred Small

Cc: Adrienne Jones – Director of Community Development
City Clerk
File

From: Richard D. Johnson, P.E.
Public Works Director

Date: August 15, 2011

RE: Annexation of the unincorporated portion of Well Road

As you know Daphne Utilities is undertaking the improvement of Well Road from Pollard Road to Public Works Road as a requirement of their development of their Central Service Facility on the aforementioned road. Approximately 1324 linear feet of existing Rights-Of-Way (ROW) and the newly acquired portion of the Gipson tract lie outside our corporate limits. For this road to be improved and brought into the City road inventory for maintenance it must be annexed.

I am asking that you make a formal request of the Planning Commission to deliberate on and make recommendation to the City Council on this ROW annexation. Attached please find a legal description and map.

If I can be of further assistance, do not hesitate to contact me.

Yours,

RDJ

BALDWIN COUNTY, ALABAMA
TIM RUSSELL PROBATE JUDGE
Filed/feet. 7/29/2011 1:23 PM
TOTAL \$ 16.00
3 Pages

1296797

STATE OF ALABAMA
COUNTY OF BALDWIN



RIGHT OF WAY DEED FOR PUBLIC ROAD
FEE SIMPLE WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, for and in consideration of the benefit to the public and other good and valuable consideration given to the undersigned by the **CITY OF DAPHNE, ALABAMA**, An Alabama Municipal Corporation, the receipt and sufficiency of which is hereby acknowledged, and for the further consideration of the benefits accruing to the Grantor and to the public from the construction of a public road through or across its lands, **PATRICIA T. GIPSON**, the undersigned Grantor has this day bargained and donated, and by these presents does hereby **GRANT, BARGAIN, SELL AND CONVEY** unto the **CITY OF DAPHNE, ALABAMA**, the following described property lying and being in Baldwin County, Alabama, and being more particularly described as follows:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF SECTION 16, TOWNSHIP 5 SOUTH, RANGE 2 EAST; THENCE RUN N-00°21'08"-E, 2589.01 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N-00° 21'08"-E, 27.26 FEET TO A POINT; THENCE RUN S-89°41' 15"-E, 453.45 FEET TO A POINT; THENCE RUN S-84°29'04"-W, 88.31 FEET TO A POINT; THENCE RUN SOUTHWESTERLY ALONG A CURVE HAVING A RADIUS OF 3562.47 FEET, A DELTA ANGLE OF 05°39'14", THE CHORD OF WHICH BEARS S- 87°20'1 1"-W, 351.40 FEET, AN ARC DISTANCE OF 351.54 FEET TO A POINT; THENCE RUN N-89°48'42"-W, 14.69 FEET TO THE POINT OF BEGINNING, CONTAINING 0.19 ACRES, MORE OR LESS.

Legal Description Prepared by:
Hutchinson, Moore & Rauch, LLC
2039 Main Street
Daphne, Alabama 36526

THIS CONVEYANCE PREPARED WITHOUT THE BENEFIT OF A TITLE EXAMINATION.

3

TO HAVE AND TO HOLD unto the **CITY OF DAPHNE, ALABAMA**, its successors and/or assigns in fee simple forever.

And for the consideration, aforesaid, does for itself, for its heirs, executors, administrators, successors, and/or assigns covenant to and with the City of Daphne, Alabama, that it is lawfully seized and possessed in fee simple of said tract or parcel of land hereinabove described; that it has a good and lawful right to sell and convey the same as aforesaid; that the same is free of all encumbrances, liens, and claims, except the lien for ad valorem taxes which attached on October 1, last past, and which is to be paid by the Grantor(s); and that it will forever warrant and defend the title thereto against the lawful claims of all person whomsoever.

The Grantor herein further covenants and agrees that the purchase price or consideration above-stated is in full compensation to it for this conveyance, and hereby releases the City of Daphne, Alabama and all of its employees and officers from any and all damages to its remaining property contiguous to the property hereby conveyed arising out of the location, construction, improvement, landscaping, maintenance, or repair of any public road or highway that may be so located on the property herein conveyed.

IN WITNESS WHEREOF, **Patricia T. Gipson** as Owner has hereunto set their hands and seals, this 18th day of July, 2011.

GRANTOR NAME:
Patricia T. Gipson
8545 County Road 64
Daphne, AL 36526

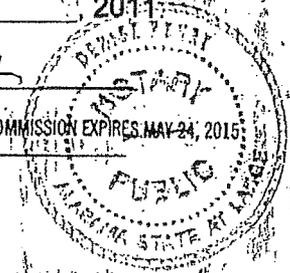
BY: Patricia T. Gipson
Name of Signee
AS: Owner

STATE OF ALABAMA
COUNTY OF BALDWIN

I, the undersigned Notary Public, in and for said State and County, hereby certify that Patricia T. Gipson, as the Grantor herein, whose name is signed to the foregoing conveyance, and who is known to me, acknowledged before me on this day that, being informed of the contents of said conveyance, he executed the same voluntarily, with full authority and as an act of said Company on the day same bears date.

Given under my hand and seal this 18th day of July, 2011.

Deborah King
NOTARY PUBLIC
Commission Expires: _____
MY COMMISSION EXPIRES MAY 24, 2015



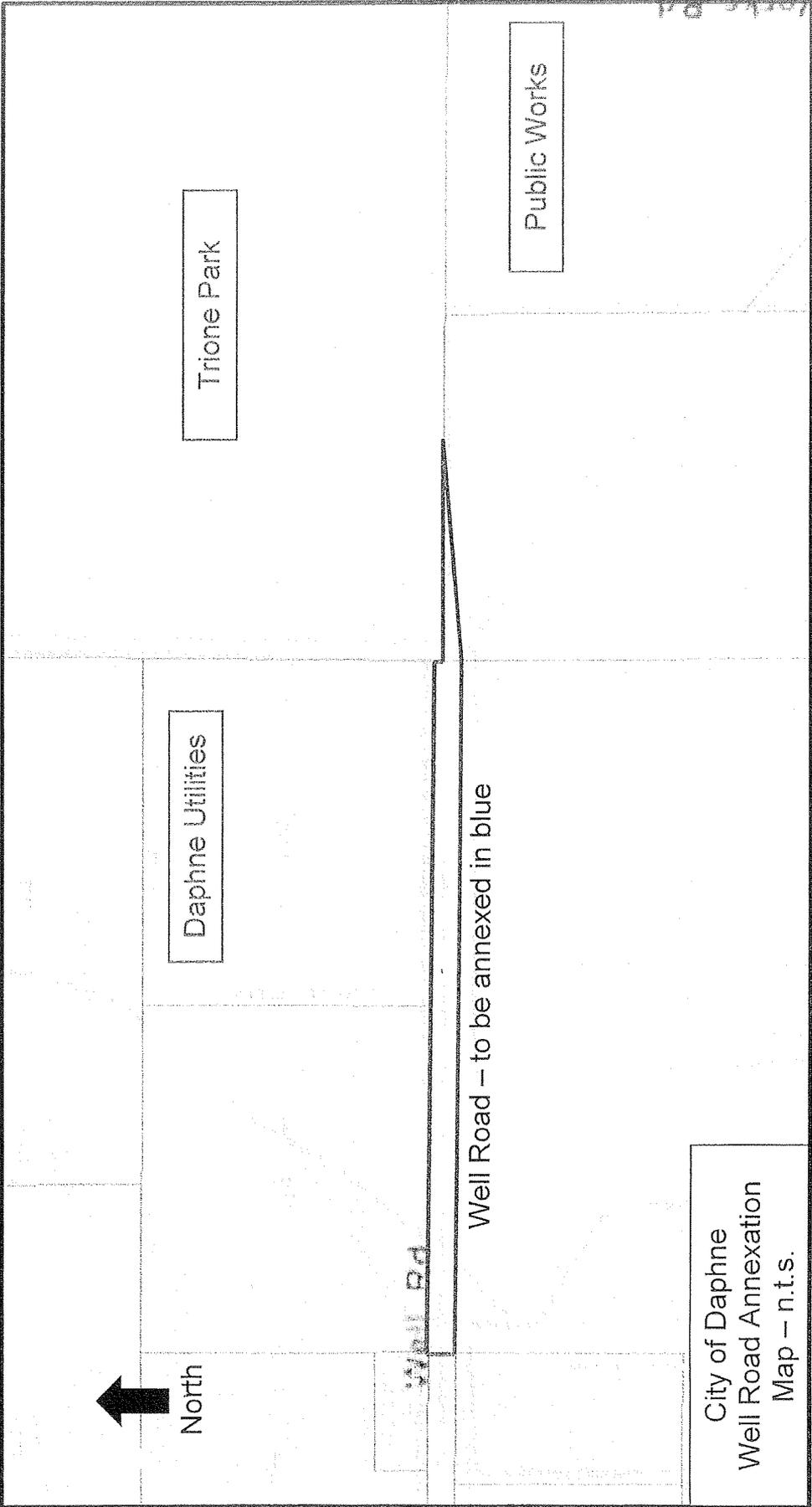
After Recording Return to:
City of Daphne
P.O. Box 400
Daphne, AL 36526

WELL ROAD ANNEXATION

“Exhibit A”

LEGAL DESCRIPTION:

Commencing at the southwest corner of the southeast quarter of section 16, township 5 south, range 2 east; thence run n-00°21'08"-e, 2589.01 feet to the point of beginning; thence run s-89°48'42"-e 14.69 feet to a point; thence northeasterly along a curve having a radius of 3562.47 feet, a delta angle of 05°39'14", the chord of which bears n-87°20'11"-e, 351.40 feet, an arc distance of 351.54 feet to a point; thence run n-89°41'15"-w 453.45 feet to a point; thence run n-00°21'08"-e ±32.74 feet to a point on the north rights-of-way of well road (a 60 foot rights-of-way); thence run west ±1324.00 feet to a point; thence run south ±60.00 feet to a point on the south rights-of-way line of well road; thence run east ±1324.00 feet to the point of beginning, containing 2.01 acres, more or less.



ORDINANCE NO. 2011-

**FOR THE ANNEXATION OF CERTAIN PROPERTY TO THE CORPORATE LIMITS
OF THE MUNICIPALITY OF THE CITY OF DAPHNE, ALABAMA**

Well Road

**(Located Approximately One Thousand Three Hundred and Twenty-Four Linear Feet of
an Unimproved portion of the Right-of-Way of Well Road and the Northeast Portion of the
Gipson Tract)**

**BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, AS
FOLLOWS:**

WHEREAS, the owners of the property described in Section 2 of this Ordinance have signed and filed a written petition with the City Clerk of the City of Daphne, Alabama, requesting that such property be annexed to the corporate limits of the City of Daphne, Alabama; and,

WHEREAS, all of such property is located and contained within an area contiguous to the corporate limits of the City of Daphne, Alabama and does not lie within the corporate limits or police jurisdiction of any other municipality; and,

WHEREAS, said petition contains an accurate description of the property or territory proposed to be annexed together with a map of said property showing its relationship to the corporate limits of the City of Daphne; and,

WHEREAS, said petition has been presented to the Planning Commission of the City of Daphne on September 22, 2011 and a affirmative recommendation was **approved** for the City Council to consider said request for annexation; and,

WHEREAS, after proper publication, a public hearing was held by the City Council on December 19, 2011 concerning the petition for annexation; and,

WHEREAS, the City Council of the City of Daphne, Alabama has determined that it is in the best interest of said City that the property described in Section 2 hereof be annexed to the corporate limits of the City of Daphne, and that all the requirements of Sections 11-42-21 through 11-42-24, Code of Alabama, 1975, as amended have been complied with by said Petitioner.

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

SECTION 1: CONSENT TO ANNEXATION. The City Council of the City of Daphne, Alabama does by this Ordinance assent to the annexation of the property described in Section 2 of this Ordinance to the corporate limits of the City of Daphne, Alabama, and does by the adoption of this Ordinance, extend and rearrange said corporate limits to embrace and include such property.

SECTION 2: THE PROPERTY. That property requested to be annexed into the City of Daphne is described in Exhibit "A", attached hereto and made a part of this Ordinance as if fully set out herein.

SECTION 3: MAP OF PROPERTY. The property hereby annexed to the City of Daphne, Alabama, is set forth and described in Exhibit "B" and attached hereto a map of the property showing its relationship to the corporate limits of the municipality of the City of Daphne and made a part of this Ordinance.

SECTION 4: PUBLICATION. This Ordinance shall be published as required by Section 11-42-21, Code of Alabama, 1975, as amended, and the property described herein shall be annexed to the corporate limits of the City of Daphne, Alabama, upon such publication.

SECTION 5: PROBATE COURT. A description of the property described in this Ordinance shall be filed in the Office of the Judge of Probate of Baldwin County, Alabama, as required by Section 11-42-21, Code of Alabama, 1975, as amended.

LEGAL DESCRIPTION:

Commencing at the southwest corner of the southeast quarter of section 16, township 5 south, range 2 east; thence run n-00°21'08"-e, 2589.01 feet to the point of beginning; thence run s-89°48'42"-c 14.69 feet to a point; thence northeasterly along a curve having a radius of 3562.47 feet, a delta angle of 05°39'14", the chord of which bears n-87°20'11"-e, 351.40 feet, an arc distance of 351.54 feet to a point; thence run n-89°41'15"-w 453.45 feet to a point; thence run n-00°21'08"-e ±32.74 feet to a point on the north rights-of-way of well road (a 60 foot rights-of-way); thence run west ±1324.00 feet to a point; thence run south ±60.00 feet to a point on the south rights-of-way line of well road; thence run east ±1324.00 feet to the point of beginning, containing 2.01 acres, more or less.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA on this ____ day of _____, 2011.

Cathy S. Barnette,
Council President

Bailey Yelding, Jr.,
Mayor

ATTEST:

David L. Cohen,
City Clerk, MMC

**ADDITIONAL RIGHT-OF-WAY DEEDS
FOR WELL ROAD
FROM THE CITY VAULT**



COUNTY COMMISSION
BALDWIN COUNTY
P. O. BOX 1488
BAY MINETTE, ALA.
36507
(334) 937-9561

MEMBERS
DIST. 1. SAMUEL JENKINS
2. FRANK BURT, JR.
3. MICHAEL ALLEGRI
4. DON KOONTZ
5. C. DEAN HANSEN
6. WENDY ALLEN
7. MICHAEL G. HARPER
ADMINISTRATOR
JAMES W. ZUMWALT

August 13, 1996

COPY

Mayor Harry Brown
City of Daphne
Post Office Box 400
Daphne, AL 36526

RE: Deeding of Well Road to City of Daphne

Dear Mayor Brown:

Harry
The Baldwin County Commission during their regularly held meeting of August 7, 1996 approved your request to deed Well Road right-of-way to the City of Daphne for the City's ownership and maintenance.

Attached you will find an executed "Quitclaim Deed".

Sincerely,

Michael G. Harper
MICHAEL G. HARPER, Chairman
Baldwin County Commission

MGH/klk

cc: Tom Granger, PWD

STATE OF ALABAMA
BALDWIN COUNTY

QUITCLAIM DEED
Well Road
Deed No. 22-07-96

KNOW ALL MEN BY THESE PRESENTS, That we the undersigned,
Baldwin County Commission
P. O. Box 1488 Bay Minette, Alabama 36535 of the County and State aforesaid, in
and for the consideration of _____ (\$) in hand paid by The City of
Daphne the receipt whereof is hereby acknowledged, have and by these presents
do hereby REMISE, RELEASE AND QUITCLAIMS unto the City of Daphne, its
successors or assigns, all their right, title and interest in and to the
following described right of way situated in Baldwin County, Alabama, said
right-of-way herein conveyed being more particularly described as follows, to-
wit:

Commence at the Northwest corner of the Southwest Quarter of Section 16, T-5-S,
R-2-E; then run South 30 feet; then run East 1320 feet, more or less; to a
point on the North-South Quarter Section Line; then run North 60 feet; then run
West 1320 feet, more or less, to a point on the West Section Line of Section
16; then run South 30 feet to the Point of Beginning.

To Have and To Hold by the City of Daphne, or its Assigns, and for and in
consideration of the benefit to our property by reason of the construction or
improvement of said road, we hereby release the City of Daphne aforesaid, and
all of its employees and officers from all consequential damages, present or
prospective, to our property, arising out of the construction improvement,
maintenance or repair of said road, and that said road is a benefit to our
property is hereby admitted and acknowledged. All agreements covering the
moving, relocation and/or changing of the buildings and/or structures located
wholly or partially on the above described right-of-way shall be in writing and
approved by the City of Daphne before same shall be valid and binding on the
said City of Daphne. The Grantor hereby grants permission with right of
ingress and egress to Grantor's adjoining property at any time during
construction period of project for purpose of moving Grantor's buildings and/or
structures from the above described right-of-way.

In witness whereof, we have hereunto set our hands and seal this 7th
day of August, 1996.

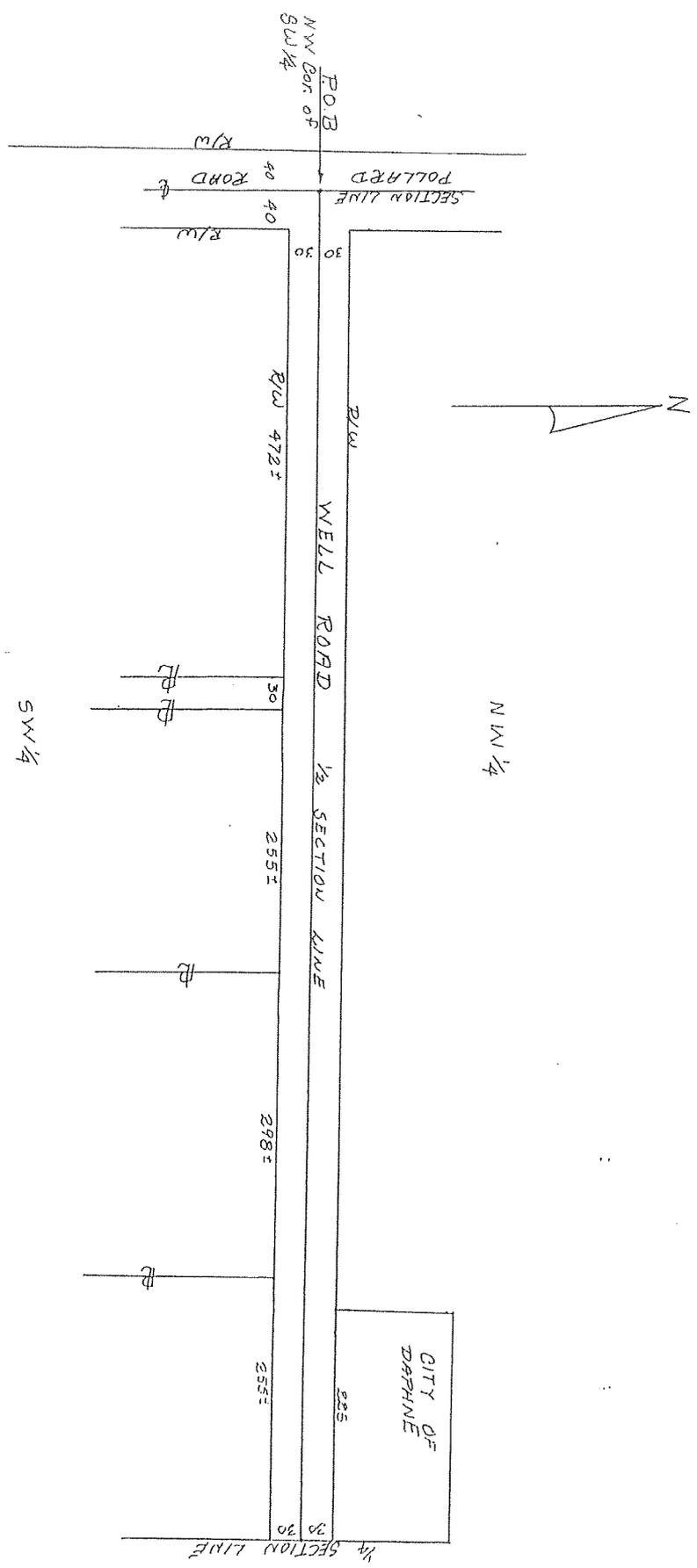
Witness Signatures:

Owners Signature(s):
[Signature]
Chairman, Baldwin County Commission
[Signature]
Administrator, Baldwin County

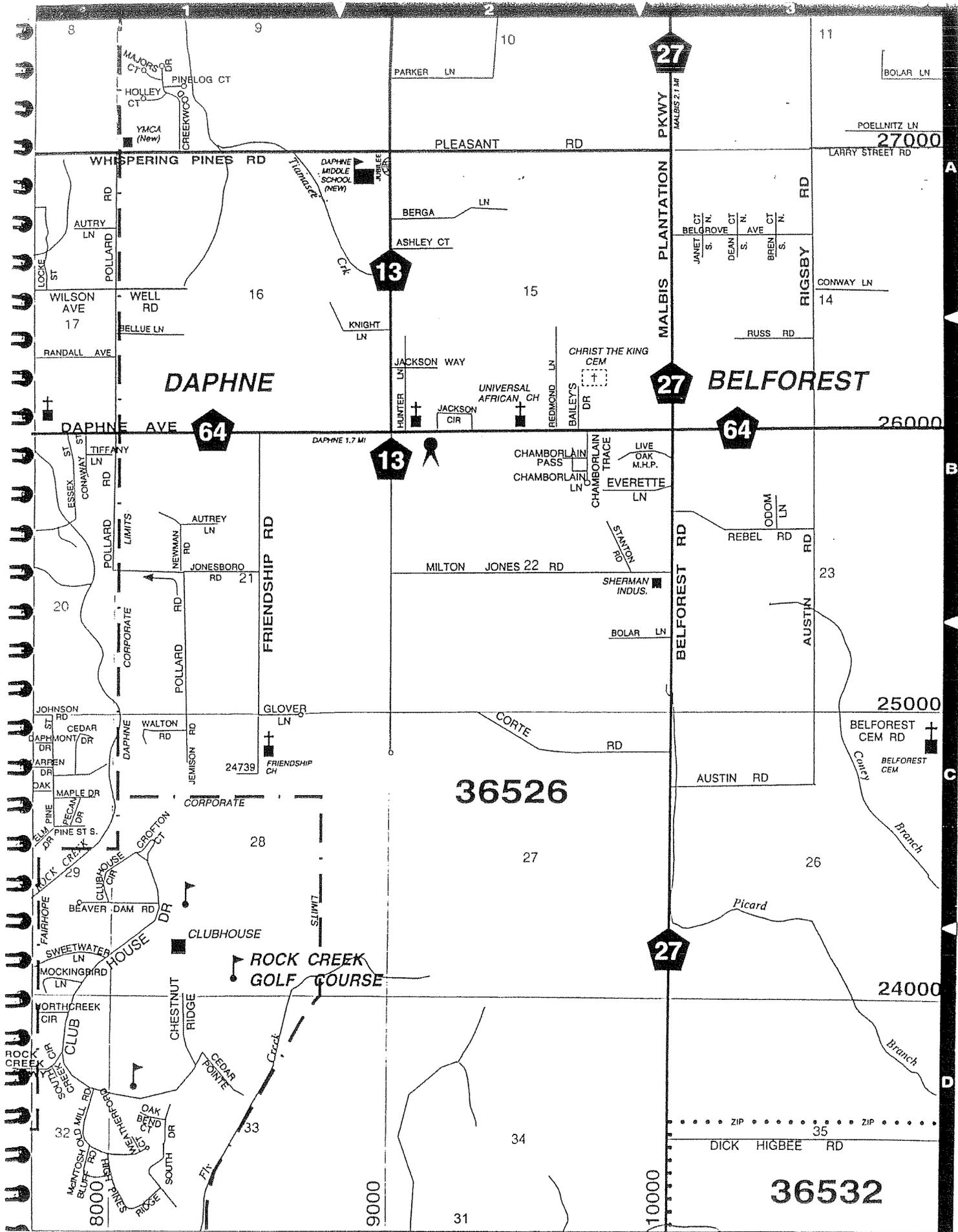
This instrument prepared by:
John E. Taylor
Engineering Division
Baldwin County Public Works Department
203 Dickman Road
Bay Minette, Alabama 36507

ROW Location:
Sec-T-R Sec. 16, T-5-S, R-2-E

Seal



See 16 T-5-S, R-2-E
 Baldwin County, Alabama



DAPHNE

BELFOREST

36526

36532

ROCK CREEK GOLF COURSE

27

13

27

64

64

27000

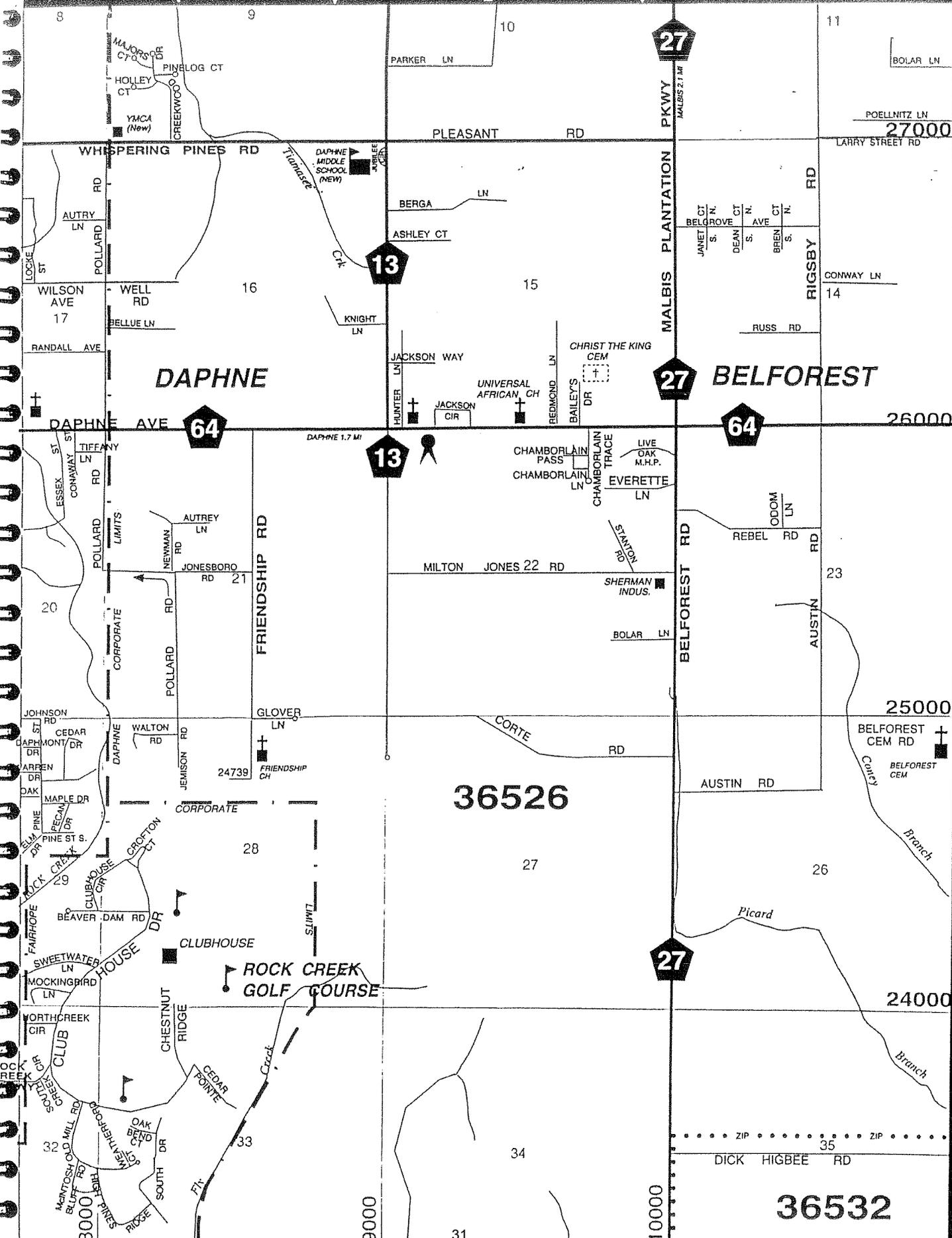
26000

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ZIP 35 ZIP

DICK HIGBEE RD

MAJORS CT, HOLLEY CT, YMCA (New), CREEKWOOD DR

WILSON AVE, WELL RD, BELLUE LN, RANDALL AVE

DAPHNE AVE, DAPHNE ST, CONWAY ST, ESSEX LN, POLLARD RD

JOHNSON RD, CEDAR DR, WALTON RD, JEMISON RD

ELM PINE DR, MAPLE DR, PECAN DR, ROCK CREEK

FAIRHOPE, SWEETWATER LN, MOCKINGBIRD LN

VORTH CREEK CIR, CHESTNUT RIDGE, CEDAR POINTE

SOUTH CREEK CLUB, OAK BEND CT, SOUTH DR

MANTOSH OLD MILL RD, BLUNT RD, HIGH PINES

PARKER LN, PLEASANT RD, BERGA LN, ASHLEY CT

KNIGHT LN, JACKSON WAY, JACKSON CIR

HUNTER LN, UNIVERSAL AFRICAN CH, CHRIST THE KING CEM

CHAMBORLAIN PASS, CHAMBORLAIN LN, CHAMBORLAIN TRACE

MILTON JONES 22 RD, SHERMAN INDUS., BOLAR LN

CORTE RD, FRIENDSHIP CH, 24739

CLUBHOUSE, BEAVER DAM RD, SWEETWATER LN

ROCK CREEK GOLF COURSE, CHESTNUT RIDGE, CEDAR POINTE

OAK BEND CT, SOUTH DR, HIGH PINES

MALBIS PLANTATION PKWY, MALES 2.1 MI

BELGROVE CT, JANET S, DEAN CT, N. AVE, BREEN CT, N.

REDMOND LN, BAILEYS DR, UNIVERSAL AFRICAN CH, CHRIST THE KING CEM

LIVE OAK M.H.P., EVERETTE LN, STATON RD

REBEL RD, ODOM LN, BOLFORD RD

AUSTIN RD, BELFOREST CEM RD, BELFOREST CEM

Picard, Branch

Branch

DICK HIGBEE RD

BOLAR LN, POELLNITZ LN, LARRY STREET RD

CONWAY LN, RIGSBY RD

RUSS RD

AUSTIN RD

AUSTIN RD

AUSTIN RD

Picard, Branch

Branch

DICK HIGBEE RD



COUNTY COMMISSION

BALDWIN COUNTY

P. O. BOX 1488
BAY MINETTE, ALA.

36507
(334) 937-9561

MEMBERS

- DIST. 1. SAMUEL JENKINS
2. FRANK BURT, JR.
3. MICHAEL ALLEGRI
4. DON KOONTZ
5. C. DEAN HANSEN
6. WENDY ALLEN
7. MICHAEL G. HARPER

ADMINISTRATOR
JAMES W. ZUMWALT

December 19, 1996

Mayor Harry Brown
City of Daphne
Post Office Box 400
Daphne, AL 36526

Dear Mayor Brown:

The Baldwin County Commission during their regular scheduled meeting of December 16, 1996 approved the transfer of the right-of-way of Well Road to the City of Daphne, via a Quitclaim Deed.

Attached you will find the executed copy of this deed. Please have recorded and once it has been recorded, provide this office with a copy.

Sincerely,

SAMUEL JENKINS, SR. Chairman
Baldwin County Commission

SJ/klk

cc: Tom Granger, PWD

STATE OF ALABAMA
BALDWIN COUNTY

COPY

QUITCLAIM DEED
Well Road
Deed No. QC-1

KNOW ALL MEN BY THESE PRESENTS, That we the undersigned,
Baldwin County Commission
P. O. Box 1488 Bay Minette, Alabama 36535 of the County and State aforesaid, in
and for the consideration of _____ (\$) in hand paid by The City of
Daphne the receipt whereof is hereby acknowledged, have and by these presents do
hereby REMISE, RELEASE AND QUITCLAIMS unto the City of Daphne, its successors or
assigns, all their right, title and interest in and to the following described
right of way situated in Baldwin County, Alabama, said right-of-way herein
conveyed being more particularly described as follows, to-wit:

Commence at the Northwest Corner of the Southwest Quarter of Section 16, T-5-S,
R-2-E; then run East 40 feet; then run South 30 feet; to the Point of Beginning;
then run East 1280 feet, more or less, to the North-South Quarter Section Line;
then run North 60 feet; then run West 1280 feet, more or less, to the East Right-
of-Way line of Pollard Road; then run South 60 feet to the Point of Beginning.

To Have and To Hold by Baldwin County, or its Assigns, and for and in
consideration of the benefit to our property by reason of the construction or
improvement of said road, we hereby release the Baldwin County aforesaid, and all
of its employees and officers from all consequential damages, present or
prospective, to our property, arising out of the construction improvement,
maintenance or repair of said road, and that said road is a benefit to our
property is hereby admitted and acknowledged. All agreements covering the
moving, relocation and/or changing of the buildings and/or structures located
wholly or partially on the above described right-of-way shall be in writing and
approved by the Baldwin County Highway Department before same shall be valid and
binding on the said Baldwin County Highway Department. The Grantor hereby grants
permission with right of ingress and egress to Grantor's adjoining property at
any time during construction period of project for purpose of moving Grantor's
buildings and/or structures from the above described right-of-way.

In witness whereof, we have hereunto set our hands and seal this 16th day
of December, 1996.

Witness Signatures:

COPY

Owners Signature(s):

X Samuel Jenkins Sr.
Chairman, Baldwin County Commission

Samuel W. Jenkins
Administrator, Baldwin County

This instrument prepared by:
John E. Taylor
Engineering Division
Baldwin County Public Works Department
203 Dickman Road
Bay Minette, Alabama 36507

ROW Location:
Sec-T-R Sec. 16, T-5-S, R-2-E
Tax Map: 43-05-16



COUNTY COMMISSION

BALDWIN COUNTY
P. O. BOX 1488
BAY MINETTE, ALABAMA
36507

(334) 937-9561
(334) 580-2500, FAX

MEMBERS
DIST. 1. SAMUEL JENKINS, SR.
2. FRANK BURT
3. HILLIARD M. (HILO) MIDDLETON
4. MAX M. FOREMAN, D.V.M.
5. C. DEAN HANSEN
6. T. JOE FAUST
7. ALLEN D. PERDUE

June 5, 1997

Mayor Harry Brown
City of Daphne
P.O. Box 400
Daphne, AL 36526

RE: Quit Claim Deed - Well Road

Dear Mayor Brown:

The Baldwin County Commission during their regular scheduled meeting of June 3, 1997 approved your request to Quit Claim deed Well Road to the City of Daphne as you are in the process of annexing this area.

Attached you will find an two (2) original executed Quit Claim Deeds for Well Road which you will need to have recorded in the Judge of Probate office. Once you have recorded, please forward a copy back to the Commission office.

Sincerely,

SAMUEL JENKINS, SR., Chairman
Baldwin County Commission

SJ/klk

cc: Tom Granger, PWD
Matt Bell
John Taylor

STATE OF ALABAMA
BALDWIN COUNTY

QUITCLAIM DEED
Well Road
Deed No. 1-97

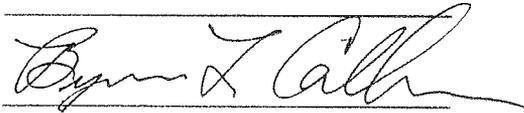
KNOW ALL MEN BY THESE PRESENTS, That we the undersigned,
Baldwin County Commission
P. O. Box 1488 Bay Minette, Alabama 36535 of the County and State aforesaid, in
and for the consideration of _____ (\$0.00) in hand paid by The City of
Daphne the receipt whereof is hereby acknowledged, have and by these presents
do hereby REMISE, RELEASE AND QUITCLAIMS unto the City of Daphne, its
successors or assigns, all their right, title and interest in and to the
following described right of way situated in Baldwin County, Alabama, said
right-of-way herein conveyed being more particularly described as follows, to-
wit:

Commence at the Southwest corner of the Southeast Quarter of then Northwest
Quarter of Section 16, T-5-S, R-2-E; then run South 15 feet; then run East 1320
feet, more or less; to a point on the North-South half section line; then run
North 15 feet to the half section corner; then Continue North 15 feet to a
point; then run West 1320 feet, more or less, to a point on the North-South
Quarter line; then run South 15 feet to the Point of Beginning.
Said right of way containing 0.909 acres, more or less.

To Have and To Hold by the City of Daphne, or its Assigns, and for and in
consideration of the benefit to our property by reason of the construction or
improvement of said road, we hereby release the City of Daphne aforesaid, and
all of its employees and officers from all consequential damages, present or
prospective, arising out of the construction improvement, maintenance or repair
of said road. The Grantor hereby grants permission with right of ingress and
egress to Grantor's adjoining property at any time during construction period
of project for purpose of moving Grantor's buildings and/or structures from the
above described right-of-way.

In witness whereof, we have hereunto set our hands and seal this 3rd
day of June, 1997.

Witness Signatures:



Owners Signature(s):


Chairman, Baldwin County Commission

Administrator, Baldwin County

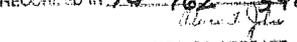
This instrument prepared by:
John E. Taylor
Engineering Division
Baldwin County Public Works Department
203 Dickman Road
Bay Minette, Alabama 36507

ROW Location:
Sec-T-R Sec. 16, T-5-S, R-2-E

RECORD FEE 2.50
STATE OF ALABAMA
BALDWIN COUNTY
I CERTIFY THIS INSTRUMENT WAS
FILED AND TAXES COLLECTED ON

JUN 30 11 40 AM '97

Seal

RECORDED BY 120-762-342

JUDGE OF PROBATE

REEL 762 PAGE 0342

**CITY COUNCIL MEETING
STANDING COMMITTEE RECOMMENDATIONS:**

FINANCE COMMITTEE REPORT

BUILDINGS & PROPERTY COMMITTEE REPORT

PLANNING/ZONING/CODE ENFORCEMENT COMMITTEE REPORT

PUBLIC SAFETY/ORDINANCE COMMITTEE REPORT

PUBLIC WORKS/BEAUTIFICATION/MUSEUM COMMITTEE REPORT

CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
December 12, 2011
4:00 P.M.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:02 pm. Present were Chairman Derek Boulware, Councilman Ron Scott, Deputy Finance Director Christine Ciancetta, Senior Accountant Suzâne Henson, and Accountant Donna Page.

Finance Director Kim Briley was absent.

Also in attendance were Mayor Bailey Yelding, Human Resources Director Vickie Hinman, Public Works Director Richard Johnson, Fire Chief James White, Police Lieutenant Ric Yelding, Building Maintenance Supervisor Frank Barnett, Human Resources Payroll/Benefits Coordinator Sherree Hilburn, and Municipal Court Administrator Leah Fort.

II. PUBLIC PARTICIPATION

Mr. Pfil Hunt, Gardnyr Michael Capital, Inc discussed the 2002 and 2006 bond refunding. He presented comparisons showing (1) savings of approximately \$200,000 per year for a total of \$5,019,881.25 if the maturity date remains the same at 2/1/2037; or (2) paying the debt off ten years early with annual costs increasing slightly, but totaling \$7,870,615 in savings. Mr. Hunt discussed that this is the time to take advantage of the lower interest rates and the City's AA rating. He stated he could get the final rate next Monday morning, call to confirm with the Council and lock the rate in. He would then have the "Bond Purchase Agreement" ready for Monday night's Council meeting.

Mr. Scott noted that we currently do not have a legal obligation on the debt, but if it is refunded we will. However, he thinks the risk would be minimal and would be worth it. He discussed going with option (1) to save the approximately \$200,000 each year, but would like to see the annual savings committed to capital projects.

Mr. Scott requested the Council discuss it at tonight's work session, then forward to the next Council meeting.

III. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Ms. Vickie Hinman presented the Human Resources activity update. Open positions include Public Service Worker (3), and part-time Firefighter (2) positions. Interviews are on-going for the Revenue Tech position.

The Safety Committee discussed Fire Exit Safety Program for Public Works – the Public Works Administrative Assistant has the layout of all PW buildings, offices and exit routes. Fire Marshall, Chip Martin has reviewed and approved fire plans. Supervisors are to be trained on exit procedures, reporting and accountability procedures and a fire drill will be performed in the near future. There has been a citizen complaint of non-accessibility to playground equipment because edging is higher than the fall zone material. Recreation has requested a purchase order for ramps to install at parks. The next meeting will be Wednesday, December 14, 2011, at 10:00 a.m.

Ms. Hinman reported on the following HR department projects:

Directors/Supervisors Performance Review Training – January 12 & 18
Harassment Training for Civic Center Employees – November 21

Ms. Sherree Hilburn discussed the meeting on November 21 and report from the AMIC Loss Control Representative, Richard Buttenshaw. She stated that our Exp Mod has decreased steadily over the last five years from 1.02 to .77; noting that lower is better - anything under one is good. Ms. Hilburn credited the Safety

Committee for helping lower the City's rating. One concern of Mr. Buttenshaw's is the sewer lift station located behind the City's Fire Station, and determining if it is on City or Utility Board property. Mr. Richard Johnson stated that it has been determined that it is on public utility easement of private land, so is not on City property.

B. Court Personnel Restructure

Ms. Hinman discussed the request from Judge Kenneth Hitson to restructure Court from three to two positions, eliminating the open position of Magistrate. This would leave one Magistrate and one Court Administrator. Judge Hitson would then like to see the salaries for these two positions raised since their work load has increased. His projections would save the City \$9,125 annually. Human Resources and the Mayor have suggested eliminating the third position and increasing the salaries of the remaining two, but at a lower rate for a net savings of \$19,927.13 annually.

Mr. Boulware stated that if the department heads think they can restructure with less personnel he thinks it's a good idea to empower the department heads to compromise. It was discussed that our personnel handbook allows 2-step increases only; any more has to be by approved by ordinance.

Motion by Mr. Scott to recommend Council authorize the Mayor and Judge Hitson to present an Ordinance for Council's approval to restructure Court by eliminating one position and increasing the salaries of the remaining two positions. Seconded by Ms. Conaway. Motion carried.

IV. CURRENT BUSINESS

A. Financial Reports

1. Treasurer's Report: November 30, 2011

The Treasurer's Report totaling \$18,790,779.43 was presented. Ms. Henson noted that the information Mr. Scott had requested at the last meeting showing the previous years same month total was listed at the bottom of the Treasurer's Report.

Motion by Mr. Scott to accept the Treasurer's Report as of November 30,, 2011, in the amount of \$18,790,779.43. Seconded by Ms. Conaway. Motion carried.

2. Sales and Use Taxes: October 31, 2011

Sales and Use Tax Collected for October 2011	-	\$864,731
Sales and Use Tax Budgeted for October 2011	-	<u>\$817,268</u>
Over Budget (for October)	-	\$ 47,463

YTD Budget Collections Variance – Over Budget - \$47,463

3. Lodging Tax Collections, October 2011

The Lodging Tax Collections report shows \$52,002 collected for October, 2011

4. Report: New Business Licenses – November 2011

The list of new businesses, and businesses closed, in November was presented.

5. Bills Paid Reports – October 2011

The November Bills Paid Report for FY 2011 was included in Packet #2 and the November Bills Paid Report for FY 2012 was included in Packet #2-A.

B. Appropriation Request

1. General Fund -

- Daphne Museum Video Security System - \$3,990 +\$500 Monitoring / Total \$4,490

A request to install a video security system at the Daphne Museum due to vandalism at the cemetery was presented. Total cost, including installation is \$3,990, plus a \$50 per month monitoring fee. Ms. Henson noted that \$500 would be needed for monitoring for the remainder of FY12 Budget year. Mr. Scott asked about ownership of the property, and it was determined that the City has a 99 year lease on the property.

Motion by Mr. Scott to recommend Council adopt an ordinance appropriating \$4,490 for a video security system and monitoring for the Daphne Museum. Seconded by Ms. Conaway. Motion carried.

2. Lodging Tax -

- Bayfront Roof (\$29,995) & Insulation (\$12,768) - \$42,763 (Review Encumbered monies available - \$57,317, see Motion made at October 17th Council Meeting)

Quotes for installation of a metal roof of \$29,995 from Weather Guard Metal Roofing, and \$12,768 for insulation of the subfloor from Profoam of South Alabama were discussed. Mr. Frank Barnett noted that the roof is 12 to 15 years old and does have leaks. Ms. Henson noted the \$57,317 encumbered monies available for these repairs and asked Mr. Barnett if any other repairs were pending on these funds. Mr. Barnett noted all other previous repairs had been completed.

Motion by Mr. Scott to recommend Council adopt an ordinance appropriating the funds necessary from Lodging Tax after verifying the balance of the encumbered funds, up to \$42,763, to replace the roof and insulate the sub-floor at Bayfront. Seconded by Ms. Conaway. Motion carried.

NOTE: Encumbered Funds are available for the requested repairs - \$42,763

3. Capital Reserve – Road Projects

A. Main Street Resurfacing :

- Appropriation Request - Design Only for Bid - \$25,815
- Bid Request – Total Project Cost Estimate - \$499,075

Ms. Henson noted that the total engineering cost for the project is estimated to be \$71,838, that the \$25,815 portion is for design to go out to bid. Mr. Johnson noted that this includes resurfacing approximately 2.54 miles from McAdams Avenue to Bayfront Drive.

Motion by Mr. Scott to recommend Council adopt an ordinance appropriating \$25,815 from Capital Reserve for a design for bid for the Main Street Resurfacing of 2.54 miles from McAdams Avenue to Bayfront Drive and to allow staff to put the project out for bid. Seconded by Ms. Conaway. Motion carried.

B. Well Road Extension :

- Appropriation Request - Design Only for Bid- \$ 21,930
- Bid Request – Total Project Cost Estimate - \$196,597

Ms. Henson noted the total engineering cost for this project is estimated to be \$52,330 with the requested \$21,930 being for design for bid only. Discussion was made that this is .265 miles of new road and drainage from Public Works Road to County Road 13. Mr. Scott asked if the City would have to purchase any right-of-ways. Mr. Johnson stated we would not, but would perhaps have to have some surveys done, which would be included in the engineering costs.

Motion by Mr. Scott to recommend Council adopt an ordinance appropriating \$21,930 from Capital Reserve for a design for bid for the Well Road extension of .265 miles from Public Works Road to County Road 13 and to allow staff to put the project out for bid. Seconded by Ms. Conaway. Motion carried.

C. Bid

2012-A-FD / NATURAL GAS GENERATOR

Three bid invitations were sent out, with one sealed bid received. Ms. Henson noted that this generator is for the fire training facility on Stanton Road recently constructed, and the cost will be reimbursed to the City by the Daphne Volunteer Firefighters Association. Staff recommends the bid from Energy Systems Southeast LLC in the amount of \$25,238 be accepted. (Note: The agreement for the Volunteer Firefighters to refund the City for this project has been previously approved)

Motion by Mr. Scott to recommend Council adopt a resolution awarding bid 2012-A-FD/NATURAL GAS GENERATOR to Energy Systems Southeast LLC in the amount of \$25,238, to be paid for by the Daphne Volunteer Firefighters Association. Seconded by Ms. Conaway. Motion carried.

D. FY 2012 Personnel & Capital Requests List

Mr. Scott stated that he did not think the capital requests could be considered until the reserve balance at the end of FY 2011 is known. Ms. Ciancetta noted that general fund revenues were budgeted at \$21,663,877 for FY 11, and to date total \$22,228,531, and capital expenditures for FY 11 total \$1,002,480. Ms. Ciancetta stated she would be working on closing September, for year end pre-close numbers. Mr. Johnson stated that the need for the additional positions he originally requested in Streets and Grounds have changed, and he is not requesting any additional positions for FY 2012.

E. Declare City Property Surplus:

The following equipment was presented for surplus:

Dept	Tag/Veh#	Description	Vin# / Serial #
Parks	1003	1600 John Deere Wing Mower	TC1600T0203662
Parks	1180	Bush Hog	12-07880
Parks	247	Mill Creek Top Dresser	TD3320
Grounds	1089	2004 Toro Push Mower	240113325
Grounds	1090	2004 Toro Push Mower	240113384
Grounds	924	2002 Mantis Tiller	286328

Ms. Henson noted that the Library Book Drop Box is being requested to be donated to a small municipality that has a need for it.

Library Book Drop Box

Motion by Mr. Scott to recommend Council adopt a resolution declaring the listed property surplus and authorizing the Mayor to dispose of such property as for sale and donation as requested. Seconded by Ms. Conaway. Motion carried.

V. OLD BUSINESS

Ms. Henson noted that our insurance policies will be up for renewal in February 2012, and the rates we had locked in for three years with a discount. Mr. Scott discussed the need to get quotes from multiple sources to be sure we get the best rates. Mayor Yelding asked Ms. Ciancetta to get pricing from at least three different companies.

VI. ADJOURN

The meeting was adjourned at 5:30 p.m.

Fred Small
Mayor

Vickie Hinman
Human Resources Director



Sherree Hilburn
Payroll and Benefits Coordinator

Michele Hanson
Human Resources Assistant

The Jubilee City
the jubilee city

December 7, 2011

HUMAN RESOURCES DEPARTMENT
ACTIVITY REPORT

Open Positions

Revenue Accounting Tech
Public Service Worker
PT Firefighter

Status

Interviewing
Closes: December 14, 2011
Closes: December 15, 2011

Safety Committee Meeting on November 30, 2011:

- Discussed Fire Exit Safety Program for Public Works – Public Works Administrative Assistant has layout of all PW buildings, offices and exit routes. Fire Marshall, Chip Martin has reviewed and approved fire plans. Supervisors are to be trained on exit procedures, reporting and accountability procedures and a fire drill will be performed in the near future.
- Citizen complaint of non-accessibility to playground equipment because edging is higher than the fall zone material. Recreation has requested P.O. for ramps to install at parks.

Next meeting will be Wednesday, December 14, 2011 at 10:00 a.m.

Human Resources Department Projects:

- Directors/Supervisors Performance Review Training – January 12 & 18
- Harassment training for Civic Center employees – November 21
- Meeting with Loss Control Representative, Richard Buttenshaw – Nov. 21

**Ordinance 2012-
Court Personnel Restructure:
An Ordinance Approving Court Approved Positions & Pay Step Change**

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, the Fiscal Year 2012 budget does include an appropriation three (3) positions: (1) Administrator and (2) Magistrates; and

WHEREAS, there has been a vacancy in one of the Magistrate's positions; and

WHEREAS, the restructuring of Court's personnel was evaluated and it was found that a savings could be obtained if the additional duties were reassigned between the remaining two positions with the following change made in Step increases:

- Grade
- *Municipal Court Administrator - Grade 17: From Step 2 to Step 9*
 - *Municipal Court Magistrate - Grade 12: From Step 4 to Step 13*

Furthermore, be it ordained that the Magistrate position is no longer to be funded or filled until such time as the City Council determines necessary.

FY2012 Cost Reduction \$19,927.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that: the one Magistrate position be eliminated in the Court department and the two remaining Court positions receive the step increases designated above for a total savings for the FY2012 Budget of \$19,927.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2012.

Cathy Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk, MMC

City of Daphne



Loss Control Survey

Conducted by: Richard Buttenshaw

November 21, 2011





ALABAMA MUNICIPAL INSURANCE CORPORATION
 MUNICIPAL WORKERS COMPENSATION FUND, INC.



Loss Control Division

November 30, 2011

Ms Sherree Hilburn, Payroll and Benefits Coordinator
 City of Daphne
 P.O. Box 400
 Daphne, AL 36526

Dear Ms Hilburn:

It was a pleasure to meet with you and Vickie Hinman on my recent loss control visit. Thank you for taking the time to discuss loss information and various areas of loss control procedures regarding your operations. I hope that the information I left with you will be a helpful resource for your safety program.

I would like to take this opportunity to personally congratulate you and the City of Daphne on receiving a Bronze Award in the 2010 Risk Management Awards. That shows a great ongoing commitment to safety. Well done.

Review of Losses for 2010/2011

Municipal Workers Compensation Fund

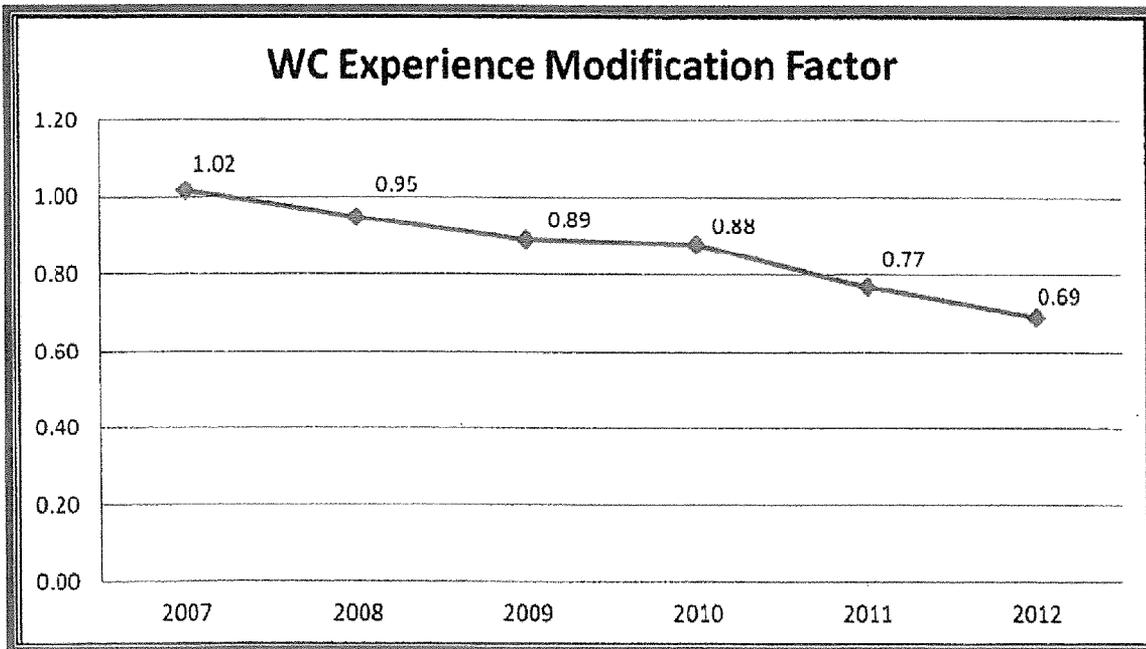
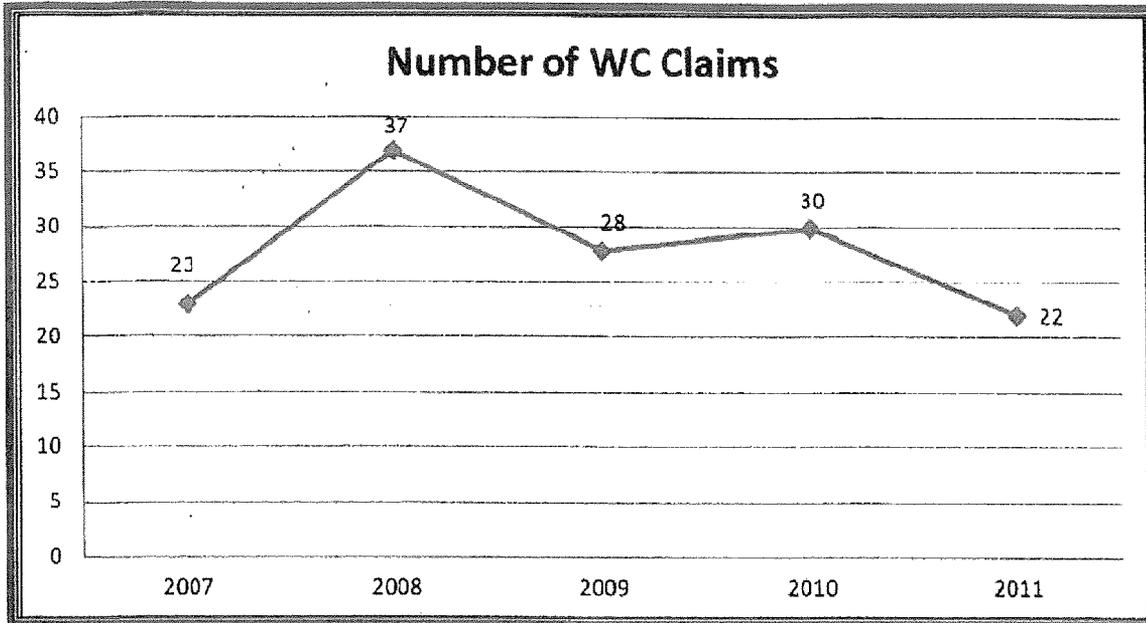
52 - Claims

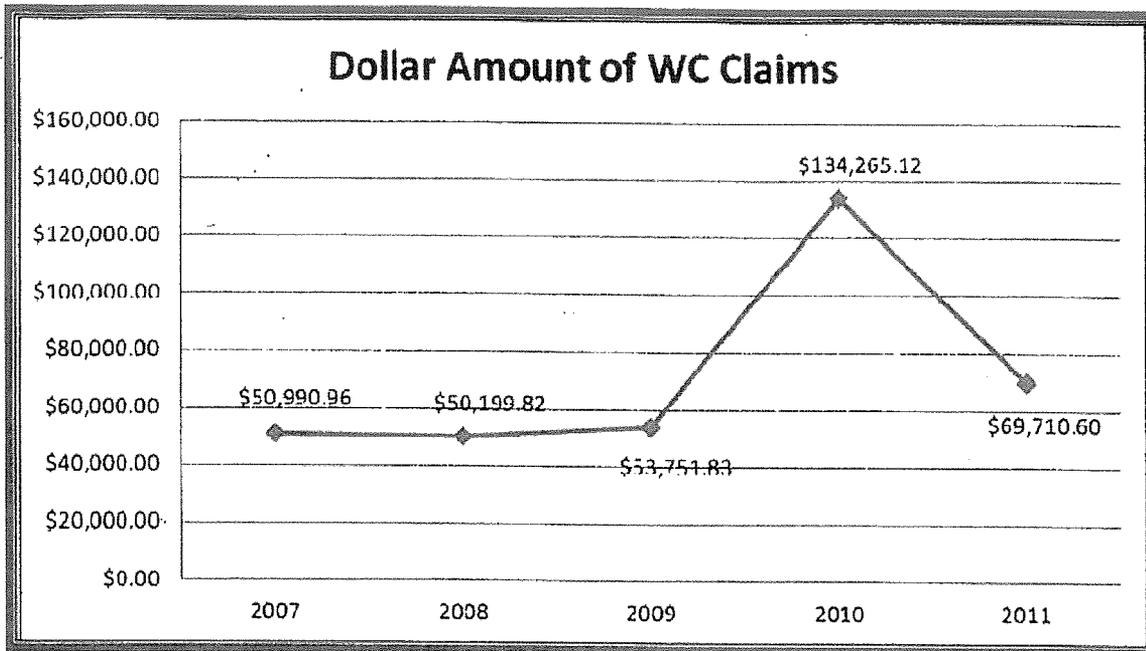
\$203,975.72 - Total Incurred Claims Amount

<u>Year</u>	<u>WC Claims</u>	<u>Incurred Cost</u>	<u>Exp Mod</u>
2007	23	\$50,990.96	1.02
2008	37	\$50,199.82	0.95
2009	28	\$53,751.83	0.89
2010	30	\$134,265.12	0.88
2011	22	\$69,710.60	0.77
2012			0.69*

* The 2012 exp mod is an unofficial estimate until confirmed by NCCI

P.O. Box 1270 • 535 ADAMS AVENUE • MONTGOMERY, AL 36102
 PHONE: (334) 262-2566 • FAX: (334) 262-2809





Alabama Municipal Insurance Corporation

25 – Claims

\$215,625.64 - Total Incurred Claims Amount

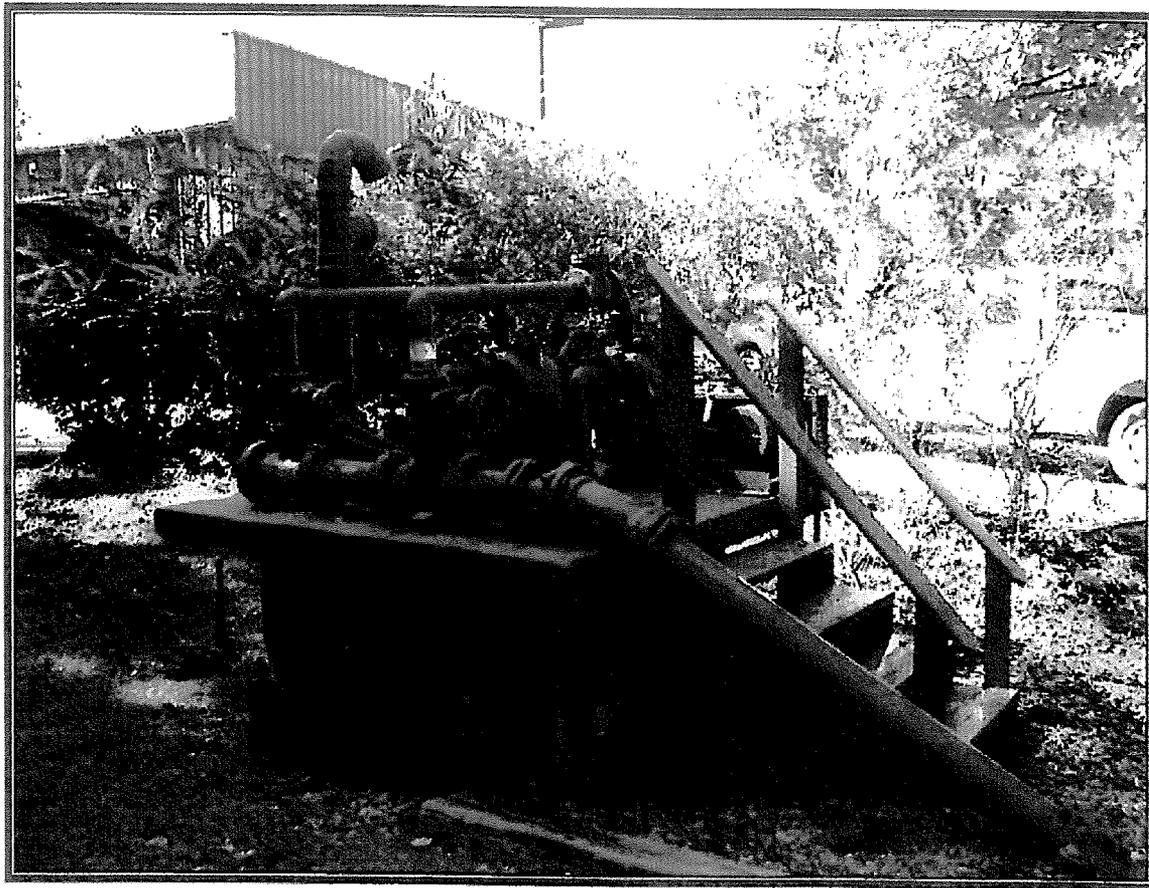
Loss Control Survey

The purpose of this visit was to assist you in the development of your own loss control program. Based upon the observations made during this visit of facilities and discussions of policies and procedures, the following advisory recommendations are being submitted:

- 2011-1 During our meeting we discussed that we are concerned that currently an informal mutual aid agreement may exist between the City of Daphne's police and fire departments and other towns and cities in the area. To help clarify how this mutual aid agreement will operate and to avoid confusion should there be a claim during such work, I recommend that you formalize these agreements and I have enclosed a copy of a sample mutual aid agreement that may be useful in developing your own.

2011-2

The picture below is from a Daphne Utilities sewer lift station behind the Fire Station at 1705 Main Street. Although perhaps hard to see in the picture the pumps at the rear of this facility have drive belts that are moving at high speed when the pumps are running. Even with the guards installed, a child's hand can easily reach past the guard. I have already discussed this issue with Daphne Utilities and apparently there is some confusion as to whether it is the City or the Utility Board that owns the land. So I recommend that you discuss with the Utility Board the need to install some form of fencing to help protect the equipment from accidental damage or vandalism and help reduce the liability from children being injured while playing around this facility.



Ms Hilburn
November 30, 2011
Page 5

A Recommendation Response Form is enclosed. Please inform us as to your compliance with the recommendations on the form by entering a number (1-5) in the "Compliance Code No." column for each recommendation. Please do not leave any blanks. Comments are welcome, but not required. Please mail or fax the form back to this office within 30 days as to the actions taken or plans to comply with the recommendations. If you should have any questions regarding these recommendations, or if we may be of additional assistance, please contact me at (334) 262-2566.

Sincerely,

Richard Buttenshaw

Richard Buttenshaw
Loss Control Representative

cc: Honorable Bailey Yelding, Jr, Mayor
John A. Robertson, Agent
Mr. Steve Wells, President, AMIC
Mr. Steve Martin, Operations Manager, MWCF
Underwriting, AMIC
Underwriting, Millennium Risk Managers, MWCF

Enclosures: Sample Mutual Aid Agreement

DISCLAIMER: The Alabama League of Municipalities (League), the Municipal Worker's Compensation Fund (MWCF), the Alabama Municipal Insurance Corporation (AMIC), their successors, assigns, affiliated corporations, merged successors, heirs, personal representatives, shareholders, agents, insurers, employees, officers, and directors make no representation or warranties regarding the information contained in any loss control report or other information provided to the Member without verification. The information contained in the loss control report is intended as a guide and is not to be utilized by the Member in any way as a substitute for legal advice or the advice of an independent inspector, industrial hygienist, contractor or other professional. The members should not utilize or rely on any protocol, program, procedures, forms, or other information contained in this loss control report and the League, MWCF, AMIC, their successors, assigns, affiliated corporations, merged successors, heirs, personal representatives, shareholders, agents, insurers, employees, officers and directors, specifically disclaim any responsibility for problems, losses, liability, or errors that result from the Member relying on any information contained in the loss control reports or other information provided to the member. It is the sole responsibility of the members to ascertain the local regulations, laws or codes applicable or related to any items or topics on the loss control report.

Daphne, AL

General Obligation Refunding Bonds
 Series 2011 - Level Savings
 (Refunds Series 2002 & 2006)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2012	62,415.00	62,415.00	445,178.75	382,763.75
02/01/2013	749,490.00	749,490.00	947,980.00	198,490.00
02/01/2014	744,802.50	744,802.50	950,255.00	205,452.50
02/01/2015	744,177.50	744,177.50	946,510.00	202,332.50
02/01/2016	747,527.50	747,527.50	946,945.00	199,417.50
02/01/2017	739,727.50	739,727.50	941,345.00	201,617.50
02/01/2018	741,927.50	741,927.50	944,732.50	202,805.00
02/01/2019	743,927.50	743,927.50	946,695.00	202,767.50
02/01/2020	748,677.50	748,677.50	947,222.50	198,545.00
02/01/2021	741,990.00	741,990.00	946,305.00	204,315.00
02/01/2022	740,165.00	740,165.00	943,932.50	203,767.50
02/01/2023	741,965.00	741,965.00	944,957.50	202,992.50
02/01/2024	737,860.00	737,860.00	944,187.50	206,327.50
02/01/2025	737,050.00	737,050.00	941,562.50	204,512.50
02/01/2026	740,250.00	740,250.00	942,000.00	201,750.00
02/01/2027	737,250.00	737,250.00	940,312.50	203,062.50
02/01/2028	732,937.50	732,937.50	936,500.00	203,562.50
02/01/2029	738,062.50	738,062.50	940,375.00	202,312.50
02/01/2030	735,862.50	735,862.50	936,500.00	200,637.50
02/01/2031	737,862.50	737,862.50	939,937.50	202,075.00
02/01/2032	733,262.50	733,262.50	935,250.00	201,987.50
02/01/2033	566,912.50	566,912.50	762,687.50	195,775.00
02/01/2034	571,512.50	571,512.50	765,125.00	193,612.50
02/01/2035	565,050.00	565,050.00	759,375.00	194,325.00
02/01/2036	562,950.00	562,950.00	760,250.00	197,300.00
02/01/2037	-	-	(192,625.00)	(192,625.00)
Total	\$17,143,615.00	\$17,143,615.00	\$22,163,496.25	\$5,019,881.25

Payoff

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings	3,848,266.60
Effects of changes in DSR investments	(358,555.93)
Net PV Cashflow Savings @ 4.001%(AIC)	3,489,710.67
Accrued Interest Credit to Debt Service Fund	27,046.50
Contingency or Rounding Amount	3,983.50
Net Present Value Benefit	\$3,520,740.67
Net PV Benefit / \$10,930,000 Refunded Principal	32.212%
Net PV Benefit / \$11,355,000 Refunding Principal	31.006%

Refunding Bond Information

Refunding Dated Date	12/01/2011
Refunding Delivery Date	12/27/2011

Daphne, AL

General Obligation Refunding Bonds

Series 2011 - Level Savings

(Refunds Series 2002 & 2006)

Total Issue Sources And Uses

Dated 12/01/2011 | Delivered 12/27/2011

	Series 2006 Refunding	Series 2002 Refunding	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$9,060,000.00	\$2,295,000.00	\$11,355,000.00
Accrued Interest from 12/01/2011 to 12/27/2011	21,904.28	5,142.22	27,046.50
Transfers from Prior Issue DSR Funds	950,000.00	-	950,000.00
Total Sources	\$10,031,904.28	\$2,300,142.22	\$12,332,046.50
Uses Of Funds			
Original Issue Discount (OID)	138,251.60	31,231.80	169,483.40
Total Underwriter's Discount (1.000%)	90,600.00	22,950.00	113,550.00
Costs of Issuance	51,862.62	13,137.38	65,000.00
Deposit to Debt Service Fund	21,904.28	5,142.22	27,046.50
Deposit to Current Refunding Fund	9,726,116.85	2,226,866.25	11,952,983.10
Rounding Amount	3,168.93	814.57	3,983.50
Total Uses	\$10,031,904.28	\$2,300,142.22	\$12,332,046.50

Daphne, AL

General Obligation Refunding Bonds
Series 2011 - Level Savings
(Refunds Series 2002 & 2006)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i
02/01/2012	-	-	62,415.00	62,415.00
02/01/2013	375,000.00	1.250%	374,490.00	749,490.00
02/01/2014	375,000.00	1.500%	369,802.50	744,802.50
02/01/2015	380,000.00	1.750%	364,177.50	744,177.50
02/01/2016	390,000.00	2.000%	357,527.50	747,527.50
02/01/2017	390,000.00	2.000%	349,727.50	739,727.50
02/01/2018	400,000.00	2.000%	341,927.50	741,927.50
02/01/2019	410,000.00	2.500%	333,927.50	743,927.50
02/01/2020	425,000.00	2.750%	323,677.50	748,677.50
02/01/2021	430,000.00	2.750%	311,990.00	741,990.00
02/01/2022	440,000.00	3.000%	300,165.00	740,165.00
02/01/2023	455,000.00	3.100%	286,965.00	741,965.00
02/01/2024	465,000.00	3.400%	272,860.00	737,860.00
02/01/2025	480,000.00	3.500%	257,050.00	737,050.00
02/01/2026	500,000.00	3.600%	240,250.00	740,250.00
02/01/2027	515,000.00	3.750%	222,250.00	737,250.00
02/01/2028	530,000.00	3.750%	202,937.50	732,937.50
02/01/2029	555,000.00	4.000%	183,062.50	738,062.50
02/01/2030	575,000.00	4.000%	160,862.50	735,862.50
02/01/2031	600,000.00	4.100%	137,862.50	737,862.50
02/01/2032	620,000.00	4.250%	113,262.50	733,262.50
02/01/2033	480,000.00	4.250%	86,912.50	566,912.50
02/01/2034	505,000.00	4.250%	66,512.50	571,512.50
02/01/2035	520,000.00	4.250%	45,050.00	565,050.00
02/01/2036	540,000.00	4.250%	22,950.00	562,950.00
Total	\$11,355,000.00	-	\$5,788,615.00	\$17,143,615.00

Yield Statistics

Accrued Interest from 12/01/2011 to 12/27/2011	27,046.50
Bond Year Dollars	\$154,332.50
Average Life	13.592 Years
Average Coupon	3.75074277%
Net Interest Cost (NIC)	3.9341347%
True Interest Cost (TIC)	3.9427854%
Bond Yield for Arbitrage Purposes	3.8418003%
All Inclusive Cost (AIC)	4.0012777%

IRS Form 8038

Net Interest Cost	3.9146005%
Weighted Average Maturity	13.545 Years

Daphne, AL

2nd Scenario

General Obligation Refunding Bonds
 Series 2011 - Early Pay-off
 (Refunds Series 2002 & 2006)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2012	50,348.75	50,348.75	445,178.75	394,830.00
02/01/2013	952,092.50	952,092.50	947,980.00	(4,112.50)
02/01/2014	958,967.50	958,967.50	950,255.00	(8,712.50)
02/01/2015	948,992.50	948,992.50	946,510.00	(2,482.50)
02/01/2016	947,355.00	947,355.00	946,945.00	(410.00)
02/01/2017	943,855.00	943,855.00	941,345.00	(2,510.00)
02/01/2018	950,155.00	950,155.00	944,732.50	(5,422.50)
02/01/2019	951,055.00	951,055.00	946,695.00	(4,360.00)
02/01/2020	953,055.00	953,055.00	947,222.50	(5,832.50)
02/01/2021	952,705.00	952,705.00	946,305.00	(6,400.00)
02/01/2022	951,805.00	951,805.00	943,932.50	(7,872.50)
02/01/2023	948,405.00	948,405.00	944,957.50	(3,447.50)
02/01/2024	948,605.00	948,605.00	944,187.50	(4,417.50)
02/01/2025	945,555.00	945,555.00	941,562.50	(3,992.50)
02/01/2026	945,805.00	945,805.00	942,000.00	(3,805.00)
02/01/2027	944,125.00	944,125.00	940,312.50	(3,812.50)
02/01/2028	-	-	936,500.00	936,500.00
02/01/2029	-	-	940,375.00	940,375.00
02/01/2030	-	-	936,500.00	936,500.00
02/01/2031	-	-	939,937.50	939,937.50
02/01/2032	-	-	935,250.00	935,250.00
02/01/2033	-	-	762,687.50	762,687.50
02/01/2034	-	-	765,125.00	765,125.00
02/01/2035	-	-	759,375.00	759,375.00
02/01/2036	-	-	760,250.00	760,250.00
02/01/2037	-	-	(192,625.00)	(192,625.00)
Total	\$14,292,881.25	\$14,292,881.25	\$22,163,496.25	\$7,870,615.00

Payoff

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings	4,779,553.66
Effects of changes in DSR investments	(414,183.10)
Net PV Cashflow Savings @ 3.404%(AIC)	4,365,370.56
Accrued Interest Credit to Debt Service Fund	21,817.79
Contingency or Rounding Amount	2,136.65
Net Present Value Benefit	\$4,389,325.00
Net PV Benefit / \$10,930,000 Refunded Principal	40.159%
Net PV Benefit / \$11,310,000 Refunding Principal	38.809%

Refunding Bond Information

Refunding Dated Date	12/01/2011
Refunding Delivery Date	12/27/2011

Daphne, AL

General Obligation Refunding Bonds
Series 2011 - Early Pay-off
(Refunds Series 2002 & 2006)

Total Issue Sources And Uses

Dated 12/01/2011 | Delivered 12/27/2011

	Series 2006 Refunding	Series 2002 Refunding	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$9,020,000.00	\$2,290,000.00	\$11,310,000.00
Accrued Interest from 12/01/2011 to 12/27/2011	17,385.15	4,432.64	21,817.79
Transfers from Prior Issue DSR Funds	950,000.00	-	950,000.00
Total Sources	\$9,987,385.15	\$2,294,432.64	\$12,281,817.79
Uses Of Funds			
Original Issue Discount (OID)	100,864.00	25,916.25	126,780.25
Total Underwriter's Discount (1.000%)	90,200.00	22,900.00	113,100.00
Costs of Issuance	51,839.08	13,160.92	65,000.00
Deposit to Debt Service Fund	17,385.15	4,432.64	21,817.79
Deposit to Current Refunding Fund	9,726,116.85	2,226,866.25	11,952,983.10
Rounding Amount	980.07	1,156.58	2,136.65
Total Uses	\$9,987,385.15	\$2,294,432.64	\$12,281,817.79

Daphne, AL

General Obligation Refunding Bonds
Series 2011 - Early Pay-off
(Refunds Series 2002 & 2006)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2012	-	-	50,348.75	50,348.75
02/01/2013	650,000.00	1.250%	302,092.50	952,092.50
02/01/2014	665,000.00	1.500%	293,967.50	958,967.50
02/01/2015	665,000.00	1.750%	283,992.50	948,992.50
02/01/2016	675,000.00	2.000%	272,355.00	947,355.00
02/01/2017	685,000.00	2.000%	258,855.00	943,855.00
02/01/2018	705,000.00	2.000%	245,155.00	950,155.00
02/01/2019	720,000.00	2.500%	231,055.00	951,055.00
02/01/2020	740,000.00	2.750%	213,055.00	953,055.00
02/01/2021	760,000.00	2.750%	192,705.00	952,705.00
02/01/2022	780,000.00	3.000%	171,805.00	951,805.00
02/01/2023	800,000.00	3.100%	148,405.00	948,405.00
02/01/2024	825,000.00	3.400%	123,605.00	948,605.00
02/01/2025	850,000.00	3.500%	95,555.00	945,555.00
02/01/2026	880,000.00	3.600%	65,805.00	945,805.00
02/01/2027	910,000.00	3.750%	34,125.00	944,125.00
Total	\$11,310,000.00	-	\$2,982,881.25	\$14,292,881.25

Yield Statistics

Accrued Interest from 12/01/2011 to 12/27/2011	21,817.79
Bond Year Dollars	\$97,535.00
Average Life	8.624 Years
Average Coupon	3.0582675%
Net Interest Cost (NIC)	3.3042103%
True Interest Cost (TIC)	3.3229738%
Bond Yield for Arbitrage Purposes	3.1835484%
All Inclusive Cost (AIC)	3.4040151%

IRS Form 8038

Net Interest Cost	3.2158271%
Weighted Average Maturity	8.586 Years

TREASURER'S REPORT

As of November 30, 2011

TO: FINANCE COMMITTEE

FROM: KIMBERLY BRILEY, FINANCE DIRECTOR/TREASURER

<u>ACCT TITLE</u>	<u>BANK</u>	<u>BALANCE</u>
GENERAL FUND & ENTERPRISE FUNDS		
MMA ACCT	COMPASS	\$7,412,181.28
OPERATING ACCT	COMPASS	(\$165,401.11)
PAYROLL ACCT	COMPASS	\$0.00
		<u>\$7,246,780.17</u>
INVESTMENT FUND	RAYMOND JAMES	\$5,069,769.92
	(investment \$4,828,875.15)	
AGENCY FUNDS		
MUNICIPAL COURT	COMPASS	\$346,444.34
SPECIAL REVENUE FUNDS		
SAIL SITE	RBC BANK	\$3,711.41
4 CENT GAS TAX	RBC BANK	\$364,811.56
7 CENT GAS TAX	RBC BANK	\$320,546.93
		<u>\$689,069.90</u>
CAPITAL PROJECT FUNDS		
CAPITAL RESERVE	WACHOVIA	\$1,568,127.74
2006 CONSTRUCTION	WACHOVIA	\$638,733.88
		<u>\$2,206,861.62</u>
DEBT SERVICE FUNDS		
DEBT SERVICE	WACHOVIA	\$1,872,981.81
2006 DEBT SERVICE	RBC BANK	\$1,358,871.67
		<u>\$3,231,853.48</u>
		<u>\$18,790,779.43</u>

PRIOR YEAR BALANCE: NOVEMBER 30, 2010 \$17,873,631.16

SALES & USE TAXES

ACTUAL COLLECTIONS

	2004	2005	2006	2007	2008	2009	2010	2011	2012	Actual, 2012	Budget	Monthly Variance	YTD Variance	% of Budget
October	697,830.58	833,700.71	932,634.66	944,542.36	867,190.18	806,503.85	764,641.13	800,512.03	864,730.85	864,730.85	817,268	47,462.71	47,462.71	5.81%
November	710,788.74	814,666.03	901,512.38	918,637.95	915,890.97	801,075.91	761,955.37	819,834.09			836,995			
December	941,151.87	1,091,073.78	1,168,443.68	1,182,584.39	1,120,005.09	1,078,330.45	1,004,037.20	1,121,363.45			1,144,856			
January	697,083.68	771,837.83	887,468.11	914,876.33	822,020.87	755,541.41	723,504.28	817,230.14			834,336			
February	688,421.54	788,825.08	878,123.66	877,975.60	865,625.83	748,620.87	733,335.60	840,768.01			858,367			
March	848,156.86	917,832.17	1,081,774.83	1,071,598.38	998,616.04	863,555.78	916,657.55	976,181.39			996,615			
April	752,039.55	863,144.81	968,760.72	960,140.54	963,691.85	823,173.33	809,588.73	916,536.59			935,721			
May	757,610.49	867,446.44	1,000,424.48	1,021,498.14	957,167.20	829,099.81	862,254.54	889,945.33			908,573			
June	818,209.20	982,863.46	1,024,091.07	1,066,433.92	997,274.15	868,309.52	887,262.88	946,355.76			966,165			
July	803,051.14	908,576.13	941,407.68	993,216.66	888,690.34	808,113.93	839,192.33	901,772.80			897,527			
August	745,320.33	869,818.11	950,539.01	954,421.57	964,626.26	831,984.35	790,713.80	888,624.95			848,627			
September	830,260.80	998,476.08	967,616.16	965,107.35	918,551.15	825,257.74	841,035.40	863,510.67			899,386			
Totals	9,289,924.78	10,708,260.63	11,702,796.44	11,871,233.19	11,279,349.93	10,039,546.95	9,934,178.61	10,782,655.21	864,730.85	864,730.85	10,944,435	47,462.71		

FY 2012 BUDGET/ACTUAL COMPARISONS

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FISCAL YEAR COMPARISONS

	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
October	135,870.13	98,933.95	11,907.70	(77,352.18)	(60,666.33)	(41,862.72)	35,870.90	64,218.82											
November	103,877.29	86,846.35	17,325.57	(2,946.98)	(114,815.06)	(39,120.54)	57,878.72												
December	149,921.91	77,369.90	14,140.71	(62,579.30)	(41,674.64)	(74,293.25)	117,346.25												
January	74,754.15	115,630.28	27,408.22	(92,855.46)	(66,479.46)	(32,037.13)	93,725.86												
February	100,403.54	89,298.58	(148.06)	(12,349.77)	(117,004.96)	(15,285.27)	107,432.41												
March	69,675.31	163,942.66	(10,176.45)	(72,982.34)	(135,080.26)	53,121.77	59,523.84												
April	111,105.26	105,615.91	(8,620.18)	3,551.31	(140,518.52)	(13,584.60)	106,947.86												
May	109,835.95	132,978.04	21,073.66	(64,330.94)	(128,067.39)	33,154.73	27,690.79												
June	164,654.26	41,227.61	42,342.85	(69,159.77)	(128,964.63)	18,953.16	59,093.08												
July	105,524.99	32,831.55	51,808.98	(104,526.32)	(80,576.41)	31,078.40	62,580.47												
August	124,497.78	80,720.90	3,882.56	10,204.69	(132,641.91)	(41,270.55)	97,911.15												
September	168,215.28	(30,859.92)	(2,508.81)	(46,556.20)	(93,293.41)	15,777.66													
Annual \$ Change	1,418,335.85	994,535.81	168,436.75	(591,883.26)	(1,239,802.98)	(105,368.34)	826,001.33	64,218.82	Annual % Change	9.29%	-4.99%	-10.99%	-1.05%	8.31%					

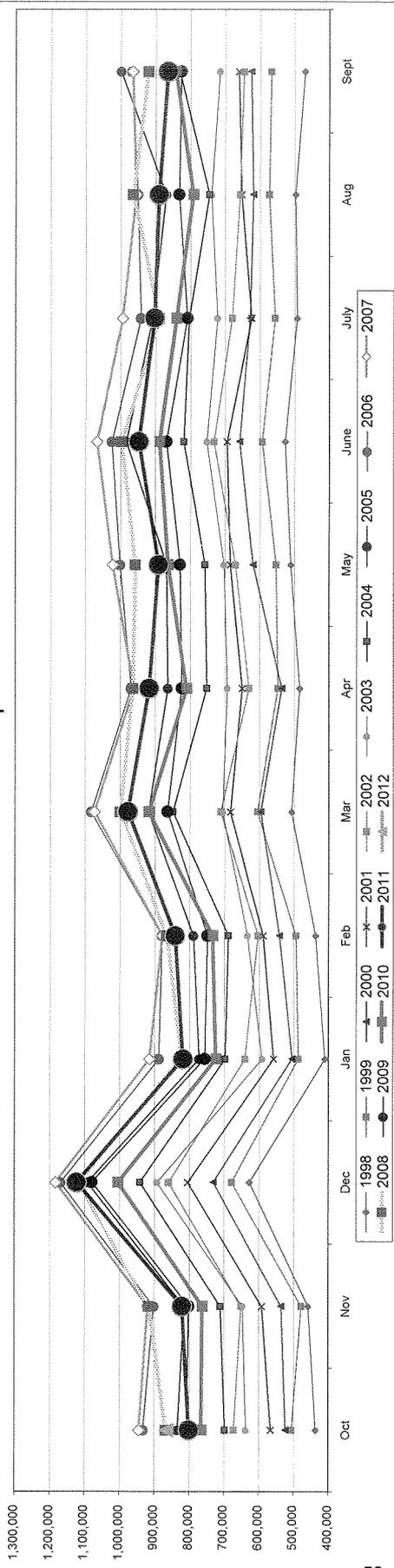
Percent Change

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
October	11.87%	1.28%	1.92%	-12.54%	-7.00%	-8.19%	11.87%											
November	10.66%	1.92%	1.92%	-12.54%	-7.00%	-8.19%	10.66%											
December	7.09%	1.21%	1.21%	-3.72%	-8.89%	-5.29%	7.09%											
January	14.98%	3.09%	3.09%	-8.09%	-8.09%	-10.15%	14.98%											
February	11.32%	-0.02%	-0.02%	-13.52%	-2.04%	-6.81%	11.32%											
March	17.86%	-0.94%	-0.94%	-13.53%	6.15%	-6.81%	17.86%											
April	12.24%	-0.89%	-0.89%	-14.58%	-1.65%	0.37%	12.24%											
May	15.33%	2.11%	2.11%	-13.38%	4.00%	-6.30%	15.33%											
June	4.19%	4.13%	4.13%	-12.93%	2.18%	-6.49%	4.19%											
July	3.61%	5.50%	5.50%	-9.07%	3.85%	-10.52%	3.61%											
August	9.28%	0.41%	0.41%	-13.75%	-4.96%	1.07%	9.28%											
September	-3.09%	-0.26%	-0.26%	-10.16%	1.91%	-4.82%	-3.09%											
Totals	9.29%	1.44%	1.44%	-10.99%	-1.05%	-4.99%	9.29%	64,218.82	Annual % Change	9.29%	-4.99%	-10.99%	-1.05%	8.31%				

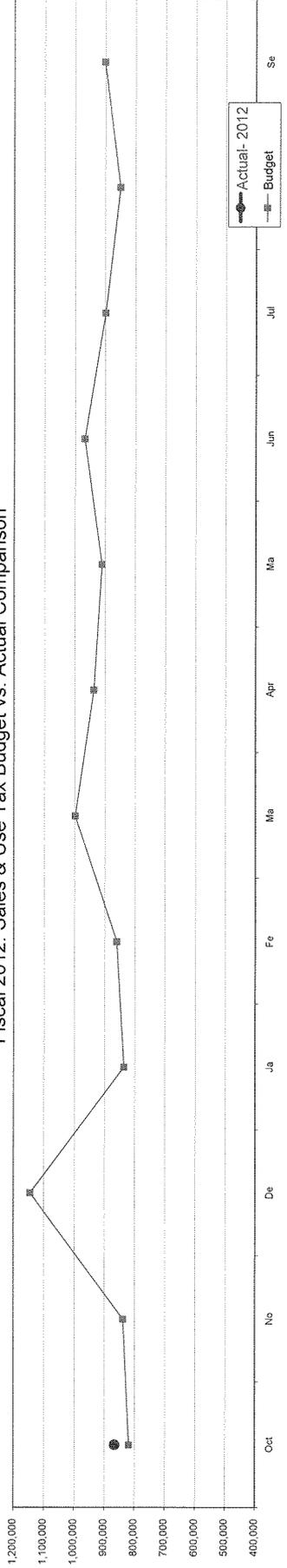
TOTAL collections: FY 11	10,782,655
TOTAL est. bdgt coll: FY 12	10,944,435
Budgeted Dollar Variance 11/12	161,780
Budgeted Percent Variance 11/12	1.50%

TOTAL collections thru: 10-31-11	864,731
Budgeted thru: 10-31-11	817,268
Actual Colls (<) Budget, 9-30-12	47,463
% Over/(Under) Budget, 9-30-12	5.81%

Sales & Use Tax Comparisons



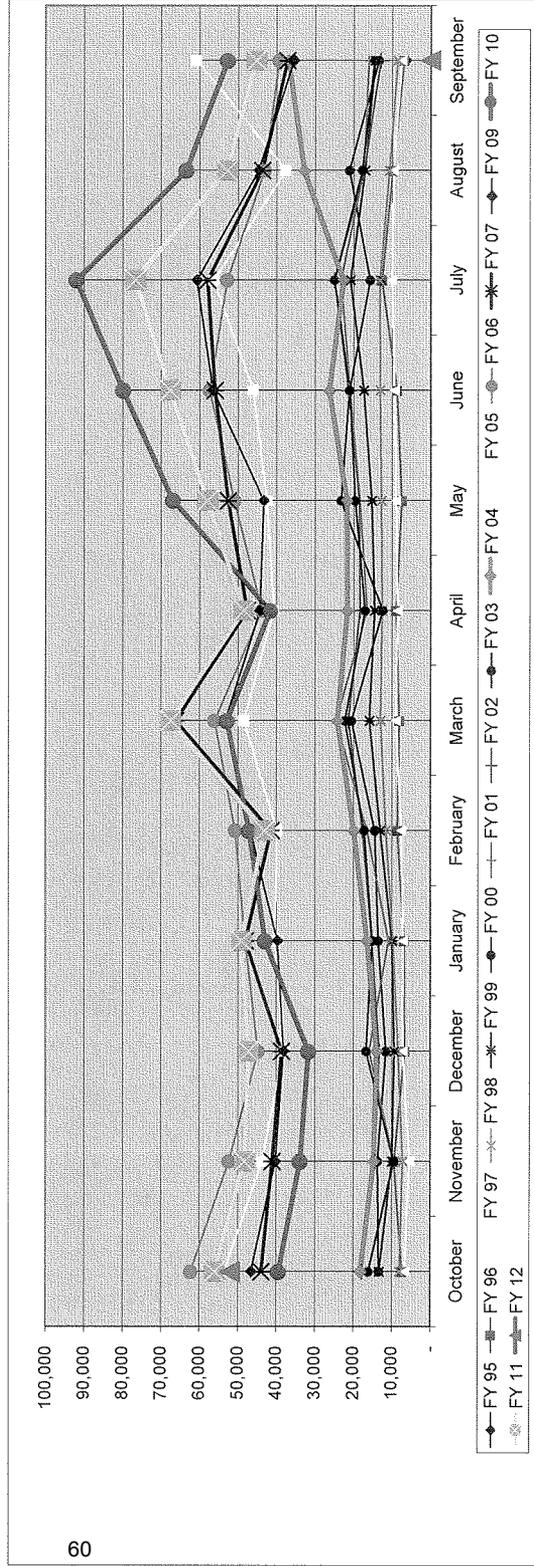
Fiscal 2012: Sales & Use Tax Budget vs. Actual Comparison



Monthly Lodging Tax Collections

	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 12
6,701.69	8,042.55	13,241.96	13,344.97	16,021.98	17,757.16	16,103.81	18,110.90	53,490.95	62,191.49	43,874.01	46,360.47	46,543.20	39,405.56	56,001.39	52,002.53	
5,419.99	7,156.30	9,963.87	13,712.88	9,378.73	14,346.00	9,488.82	14,652.46	43,652.17	52,326.23	41,028.15	42,599.84	40,178.69	33,763.37	48,329.73		
7,076.44	8,327.51	9,303.23	11,505.34	15,885.37	13,257.40	16,693.64	13,940.92	38,197.96	44,694.55	38,605.47	31,081.14	38,144.69	31,571.38	47,210.56		
6,990.72	9,704.80	9,934.03	13,517.89	10,802.39	15,150.55	15,089.26	16,416.20	40,334.81	48,014.80	48,012.19	45,607.80	39,706.04	42,883.70	49,006.12		
7,536.69	11,579.98	13,024.87	14,425.61	16,482.91	17,680.30	17,174.37	19,952.91	39,797.68	50,694.11	41,381.78	47,340.33	46,699.01	46,998.32	43,052.68		
8,902.63	13,048.18	15,837.90	20,536.51	24,601.77	21,371.61	22,248.25	24,206.01	48,474.92	56,076.62	66,060.49	53,123.15	53,230.85	52,771.52	67,422.43		
8,533.40	12,559.65	14,513.45	12,327.50	16,532.24	18,354.06	16,974.57	21,626.29	40,666.33	43,813.91	47,594.84	46,736.02	44,277.75	41,531.05	48,487.83		
9,358.97	12,786.85	15,280.40	23,309.92	18,386.51	18,526.24	19,610.83	21,785.09	42,479.97	50,871.74	52,564.61	46,145.12	43,293.74	66,820.96	57,880.48		
9,359.82	13,101.68	17,379.01	21,073.57	20,948.57	21,322.07	21,031.35	26,336.81	46,037.59	57,338.25	55,924.22	64,626.19	56,494.11	79,822.84	67,544.77		
9,975.46	13,200.77	20,840.98	15,680.49	23,389.72	25,013.71	25,026.81	22,654.15	56,266.23	52,752.31	57,842.80	62,035.23	60,619.78	91,906.47	76,631.86		
9,549.66	10,730.24	17,009.26	21,117.00	17,432.39	17,223.03	17,749.12	32,788.35	37,501.21	43,139.77	43,701.41	55,792.89	44,636.82	63,323.58	52,820.33		
7,400.70	8,586.97	14,397.17	13,393.86	16,116.04	12,997.60	14,563.86	36,847.13	60,635.33	39,398.90	37,180.99	49,698.91	35,430.62	52,662.79	45,216.75		
96,406.17	128,825.48	170,726.13	193,945.54	205,978.62	212,999.73	211,754.69	269,317.22	547,555.15	601,302.68	573,770.96	591,147.09	549,255.30	643,461.54	659,604.93	52,002.53	

Ordinance 1997-28 adopted December 8, 1997 increased levy from 3% to 4%.



NEW BUSINESSES

November-11

CITY LIMITS		CONTRACTORS	
RETAILERS		WP PROPERTIES	1
		PICKERING INVESTMENTS	1
ALL OTHER		DANIEL CHINROCK	1
BRIDGEWELL RESOURCES	1	JOHN HORNE	1
BREAK-THRU GOSPEL	1	GULF COAST ASPHALT CO LLC	1
RHYTHMS BALLROOM STUDIO	1	PHILLIP VLAHOS HOMES LLC	1
ELECTRIC MUSTACHE	1	TED WHITE	1
BISHOP PHYSICAL THERAPY	1		
GASCO OF MOBILE	1		
TOTAL CITY LIMITS		TOTAL CONTRACTORS	
	6		7
OUTSIDE CITY LIMITS		TOTAL NEW BUSINESSES IN DAPHNE	
MEDICAL ARTS PRESS	1		
AIRGAS REFRIGERANTS	1		
MITEL TECHNOLOGIES	1		
MICHE, LLC	1		
GOLDEN PACIFIC SYSTEMS	1		
KANDIES BY KAREN	1		
CINGULAR SUPPLY II	1		
BROTHER INTERNATIONAL CORP	1		
WACHTER TECHNOLOGY	1		
DJO LLC	1		
THINK OUTSIDE	1		
FOUR SEASONS SALES & SERVICES	1	CLOSED BUSINESSES IN DAPHNE	
NEW CINGULAR WIRELESS	1	AT&T MOBILITY	1
GRADPRO RECOGNITION PRODUCTS	1		
TOTAL OUTSIDE CITY LIMITS		TOTAL CLOSED BUSINESSES IN DAPHNE	
	14		1

OCTOBER 17, 2011
REGULAR CITY COUNCIL MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.

4. REPORT OF STANDING COMMITTEES:

A. FINANCE COMMITTEE – Boulware

The minutes for the October 10th meeting are in the packet.

MOTIONS:

MOTION BY Councilman Boulware to approve the City Prosecutor contract for FY 2012, for \$30,000 annually to be paid upon receipt of a monthly itemized statement with an additional sum of \$100/ hour for appeals, not to exceed \$10,000, upon receipt of a monthly itemized statement, for representation of the City of Daphne and to authorize the Mayor to enter into this agreement. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to approve any remaining previously encumbered monies in the Lodging Tax Fund for the following projects: Building Foundation - \$29,354, Scardamalia Pavilion – \$33,819 (*subfloor/insulation*) restrooms - \$57,317 be utilized for other building repairs needed for the Scardamalia Pavilion after initial state projects have been completed. *Seconded by Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to recommend that Council reject Bid: 2011-CC-PW/Extended Cab-4Door Truck Bid and purchase off state bid list. *Councilman Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

MOTION BY Councilman Boulware to accept the Treasurers Report as of September 30, 2011, in the amount of \$18,502,352.25. *Seconded by Mr. Scott.*

AYE ALL IN FAVOR NAY NONE OPPOSED MOTION CARRIED

Sales and Use Taxes: August 31, 2011

Sales and Use Tax Collected for August 2011 - \$888,625
Sales and Use Tax Budgeted for August 2011 - \$781,228
Over Budget (for August) - \$107,397

YTD Budget Collections Variance – Over Budget - \$935,090

Lodging Tax Collections, August 2011

The Lodging Tax Collections report shows \$52,820.33 collected for August, 2011.



INTERNAL MEMORANDUM

TO: Suzanne Henson
FROM: Jane Ellis 
DATE: December 2, 2011
SUBJECT: Items for Finance Committee

The Buildings & Property Committee met on November 21 and the following two items were voted on to bring before the Finance Committee.

Daphne Museum

The volunteers have asked that the City install a video security system at the museum due to vandalism at the cemetery. Attached is a quote from Hunter Security. Motion was made to take to Finance Committee for approval. Total \$3990 – full installation - \$50 per month.

Bayfront Roof and Insulation

New metal roofing at this facility and insulation of the sub floor.
Roofing \$29,995 Insulation \$12,768

Attached is backup for these quotes.

Jane Ellis - City of Daphne

From: Frank Barnett <frankb@bellsouth.net>
Sent: Friday, November 04, 2011 8:54 AM
To: 'Jane Ellis - City of Daphne'
Subject: Museum video camera system
Attachments: scan Museum camera system0001.jpg; scan Museum camera system0002.jpg; scan Museum camera system0003.jpg

Hi Jane, Ken Balme wants to have a video system installed at the Old Methodist Church Museum due to vandalism at the cemetery. I have attached the quote from Hunter Security for the committee meeting Monday. I think he will attend and present it himself. I will send you the quotes for the Bayfront roof and insulation in a separate e-mail for the packet. Hope it is not too late. Thanks Frank.

DAPHNE, AL 36526
(251)626-5112
FAX - 626-0836
10/17/2011

INVESTMENT SUMMARY - KEN BALME

DAPHNE MUSEUM-CEMETARY

VMAX 4CH, 500GB, 240 FPS	1				4 Channel Digital Recorder
Speco HR Infra-red I/D/N AI	2				Outdoor Dome Cameras
Wireless Door Bell System	1				XT-30 Communication
Wireless Motion Detectors	3				Wiring, parts and labor
Total					\$3,990.00 Full Installation *

Notes: Price includes 17" flat screen color monitor

8 System has room for 2 additional cameras

New Feature: Video accessibility over Blackberry, iPhone and 3G Phones

Capabilities:

1. No tapes
2. Search by date/time
3. Remote viewing
4. Motion search
5. Hot spot recording
6. Store approximately 30 days
7. Alarm activated recording
8. Individual settings/zoom control

HUNTER SECURITY CCTV MONITORING , INC. \$50 PER MONTH

The above monitoring cost is included, because in night time situations, coverage of area, even with infrared long distance vision, no camera will provide a picture clear enough for facial identification, consequently with the above equipment, Hunter will be alerted when someone enters the property, evaluate situation to determine if police should be called.

Lease Purchase Agreements Available :

DAPHNE, AL 36526

CCTV Equipment Detail

Customer: Daphne Museum/Cemetery
Address: 405 Dryer Avenue
Daphne, AL 36526
Attn: Ken Balme

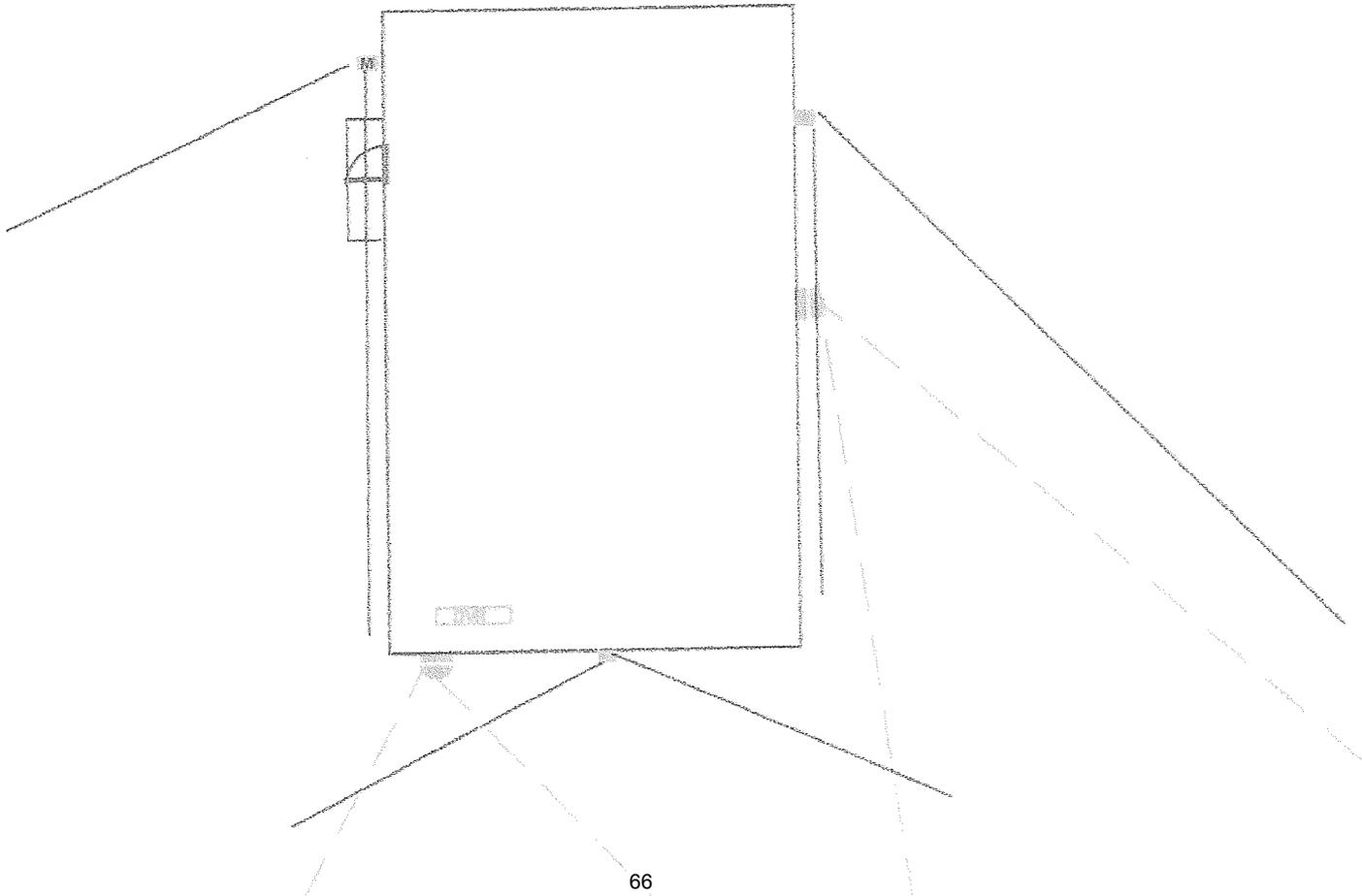
Date: 11-17-111

Acct: # _____

SYMBOL LEGEND

Monitor		Card Reader		Keypad Entry		Digital Video Recorder
Outdoor Camera		Door Phone Unit		Indoor Dome Camera		Motion Detector
Unic Button		Control Panel		PTZ Camera		

Low Cameras	
Present Cameras	



Jane Ellis - City of Daphne

From: Frank Barnett <frankb@bellsouth.net>
Sent: Friday, November 04, 2011 8:54 AM
To: 'Jane Ellis - City of Daphne'
Subject: Bayfront roof and insulation quotes
Attachments: scan Bayfront roof and insulation quotes0001.jpg; scan Bayfront roof and insulation quotes0002.jpg; scan Bayfront roof and insulation quotes0003.jpg

Hi Jane, here are the quotes for the Bayfront roof and insulation project. Was able to get price for both down below what the first quote was for just the roof. Frank.



METAL ROOFING

1861 Alton Road • Birmingham, AL 35210 • 205.533.7322 Fax 205.956.6245

Contact: Rip Hanks
Title: Regional Director
Phone: (850) 516-1000

Date: 10/18/2011
Customer: Frank Barnett
Address: 26435 Public Works Road, Daphne, AL 36526
Job Address: 6400 Bay Front Drive, Daphne, AL 36526

Weather Guard is in the permanent metal roofing business. We only use the very best products and installation accessories to ensure that the roof last as long as our guarantee. We do it right the first time and stand behind our work 100% with 25 years of experience to prove it.

Roof Assessment:**Shingle Removal**

The roof has one layer of asphalt roofing. We will remove the asphalt shingles around all pipes, vents, ridge vent, drip edge and any areas that require new decking. We will clean up and dispose of all asphalt shingles in a certified landfill.

Decking Repair

Most of the decking is good. However, in multiple areas we will replace the decking with top grade plywood that matches the thickness of the existing decking. Once the new decking is installed, we will apply Premium Grade Ice & Water Shield.

Flashing

We will provide new flashing at all transition areas, around all vents and pipes, air conditioning vent and all vertical wall transition areas

Ice & Water Shield

We will install Premium Ice & Water Shield Membrane on and around all metal flashing at all transition areas, around all vents and pipes, air conditioning vent, new decking and all vertical wall transition areas. This will ensure a water proof seal.

Turbine Removal

To provide a more efficient and wind resistant ventilation system, we recommend removing the existing 6 Turbine Vents and adding a Premium Grade Ridge Vent System. We will re-deck the holes with top quality plywood and apply Ice and Water Shield.

Ridge Vent

On the building, we will install a leak-free ridge vent system on the entire gable portion of the roof to allow for proper roof ventilation and provide increased energy savings.

Rake Trim & Drip Edge

We will expertly install a custom fit Heavy gauge steel rake trim and drip edge around the entire perimeter of the structure that matches the color of the roof. The rake trim is architecturally appealing and structurally functional. Rake trim will be installed on all gable parts of the roof. The drip edge which provides proper water drainage will accent all flat fascia areas of the roof.

We will Install a Premium 26 Gauge USA Made Rib Panel Metal Roofing System with a 40 Year Paint Guarantee:

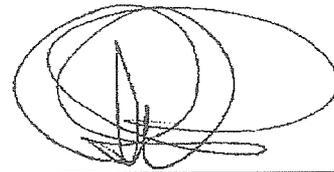
- *Life Time Warranty / 50 Year Fully Transferable
- *140 MPH Wind Guarantee
- *Premium Grade Ice & Water Shield
- *Premium Sealing Screws
- *Custom Tailored Rake Trim & Drip Edge
- *Premium Grade Flashings & Neoprene Boots
- *Energy Efficient Ridge Vent with Closure Strips
- *Substantial Energy Savings
- *Daily Clean-up on all job related Debris

Add Alternate:

Lifetime Warrantee Value \$ 3500

This price includes all products, labor, materials, applicable permits, taxes or and other fee or incidental costs

Building Quotation: \$ 29,995.



Rip Hanks
Regional Director



Of South Alabama Inc.

October 26, 2011

Mr. Frank Barnett
City of Daphne

Re: Bayfront Park building subfloor insulation

Mr. Barnett,

Below is a quote to insulate the subfloor of the above building with closed cell foam insulation. The foam is priced at 2" thickness.

Subfloor: 6,720 sq. ft. @ \$1.90 per sq. ft.	\$12,768.00
--	-------------

Total job:	\$12,768.00
------------	-------------

Thank you for your interest in sprayfoam insulation. Please feel free to contact us with any questions that you may have. We look forward to working with you on this project.

Sincerely,

Mark Sealy
Profoam of South Alabama
15745 Danne Rd.
Fairhope, Al 36532
251-928-8680 Office
251-605-4035 Cell

Hunter Security Proposal

"Door Bell System" you were referring to. The XT-30 functions as an alarm alert. It is used for (Door bell alerts, motions detectors, etc.) In the museum's case it should be detailed as motion alert, rather than door alert.

The museum wants Hunter Security to visually monitor your cameras during times specified, this would be the equipment that notifies Hunter Security to look at your cameras online if police should be called to the site.

Motion detectors that are currently in the building are for the interior use only.

\$50 monitoring fee is a monthly charge that can be discontinued at any time.

A monitor is included as a means to view recorded DVR documentation, cannot be used for playing DVD's etc. To do that you would need to purchase a TV monitor.

Please see the attached layout and proposal. I did take a look at the site layout, and thus developed the attached.

Even though we have developed a system that will meet all your needs as well as be effective for night time coverage. We will have a monitor at our site devoted only to your property. The door bell system combined with the motion detectors which will be set in various places as needed will alert Hunter Security to look at the cameras at your site and immediately make an determination as to whether to contact the police.

We have this sort of system at many homes and businesses, such as Rivera homes and construction sites.

The motions quoted are for the exterior, none are currently in place on the perimeter of the building. The motions alert Hunter if someone enters the property, then we check the cameras to determine if police should be called.

\$50 p/month monitoring charge can be discontinued at any time.

Suzanne

From: Richard Johnson [directorpw@daphneal.com]
Sent: Monday, December 05, 2011 8:49 AM
To: Kim Briley; 'Christine Ciancetta'
Cc: Suzanne Henson; Mayor Bailey Yelding; Jane Ellis
Subject: Capital Roadway Projects 2012 - Finance Committee Packet
Attachments: COD WS Capital Road 2012 Packet Rev 12-05-2011.pdf; _Certification_.htm

Kim and Christine:

Please see attached packet. This is the an overview of the "Top Three" projects for FY2012 as discussed in the November Work Session. It was the Council's desire that the request for authorization for Design & Engineering and request for bids be submitted to the Finance Committee for recommendation.

As you know, Finance has already acted on Project "A" and "B" & "C" awaits their deliberation. I have reviewed this with Mayor Yelding and he has endorsed this as well. There has been some tweaking of blown numbers and correction of Street names and distances (*Main Street Project is from South of McAdams to Bayfront rather than College to Bayfront*). All corrections were minor.

Please place this on next Monday's (12/12/2011) Finance Agenda. The request is for recommendation to fund Design & Engineering and request bids for the following projects:

1. FY2012-B - Main Street Resurfacing – McAdams Avenue to Bayfront Drive (13,400 L.F. - 2.54 miles) - Mill and Overlay (1000 L.F. Base Repairs)
2. FY2012-C - Well Road Extension - Public Works Road to County Road 13 (1,400 L.F. - 0.265 miles) - New Road & Drainage

Please insure that the attached packet is the documentation provided to Finance and Council, since it does contain some minor corrections.

Yours,

RDJ

Please note and save new email address

Richard D. Johnson, P.E.
Public Works Director
26435 Public Works Road
Daphne, AL 36526

Phone: (251) 621-3182
Fax: (251) 621-3189
Cell: (251) 379-1305

directorpw@daphneal.com

Fiscal Year 2012
City of Daphne Street Improvements
Project Proposal

1. FY2012-A - Intersection of Whispering Pines Rd and US Hwy 98
(Additional Turn Lanes and Signalization Upgrade)
2. FY2012-B - Main Street Resurfacing – McAdams Avenue to Bayfront Drive
(13,400 L.F. - 2.54 miles) - Mill and Overlay (1000 L.F. Base Repairs)
3. FY2012-C - Well Road Extension - Public Works Road to County Road 13
(1,400 L.F. - 0.265 miles) - New Road & Drainage

City of Daphne
Street Improvements
2012-2017

NO	DESCRIPTION	FY12	FY13	FY14	FY15	FY16	FY17	COMMENTS
2012-A	Intersection @ Whispering Pines Rd and US 98 - 0.265 Miles	\$464,000.00						Due to heavy westbound traffic, intersection needs to be widened with turn lanes. Traffic backs up to Old Spanish Trail Road during peak hours.
2012-B	Main St. McAdams Ave to Bayfront Drive (mill and overlay & base repairs) - 2.54 Miles	\$499,074.64						Resurfaced in 1990. This is the major street for all City activities and the gateway to our downtown area. Needs resurfacing; basically the wearing surface is worn thin. There are patches & low areas due to utility
2012-C	Well Road Extension (New Road Construction) - 0.265 Miles	\$196,597.00						Completing this vital east-west link would give motorist a bypass of the school traffic generated by the elementary and middle school on CR13 @ Whispering Pines. This would greatly reduce the traffic at peak times in the school zones. Furthermore, it would provide a safer alternate route for parents dropping of their school age children who need to travel west and/or south to work.
2013-A	Lake Forest - 1.1 Miles (Ridgewood Drive - North Route connecting 2a & 2b above) Project includes base repairs, drainage, asphalt resurfacing, concrete valley gutter, median curbing & landscaping		\$1,300,875.96					This area was leveled and overlaid in 1990. Failure due to utility bores, utility repairs, heavy traffic, tree roots, and settlement. (See 3-ring binder handed to council at January work session that shows condition.)
2013-B	Main St. Southern City Limits to McAdams Ave (mill and overlay & base repairs) - 0.92 Miles		\$200,000.00					Resurfaced in 1990. This is the major street for all City activities and the gateway to our downtown area. Needs resurfacing; basically the wearing surface is worn thin. There are patches & low areas due to utility
2014-A	Lake Forest - 2.0 Miles (Bayview and Ridgewood Drive - South Route) Project includes base repairs, drainage, asphalt resurfacing, concrete valley gutter, median curbing & landscaping		\$2,365,228.84					This area was leveled and overlaid in 1990. Failure due to utility bores, utility repairs, heavy traffic, tree roots, and settlement. (See 3-ring binder handed to council at January work session that shows condition.)
2014-B	Hwy 13: North form Whispering Pines to Lawson Rd (mill and resurface)		\$406,655.00					Heavily traveled road between High School, Middle School, Recreation Areas and major subdivisions. It is showing some signs of base failure at this time. Traffic has increased with the opening of CR13 from the south
2015-A	North Main Street: US Hwy 98 to D'Olive Creek Bridge (mill and overlay & base repairs) - 1.31 Miles			\$250,000.00				Resurfaced in 1990. This is the major street for all City activities and the gateway to our downtown area. Needs resurfacing; basically the wearing surface is worn thin. There are patches & low areas due to utility
2015-B	Pine Run: From Timber Creek Blvd to Hickory Ct (mill and overlay)			\$140,000.00				Constructed in 1997. Pavement is beginning to deteriorate due to heavy traffic.
2015-C	Public Works Rd (Extensive base repairs with new asphalt overlay)			\$350,000.00				Street was constructed during wet weather and the base is not stable. We have heavy trucks hauling in and out daily and the foundation is not strong enough
2015-D	Lake Forest - 1.0 Miles (Ridgewood Drive - from Bayview Drive to Windsor) Project includes base repairs, drainage, asphalt resurfacing, concrete valley gutter, median curbing & landscaping			\$1,182,614.42				This area was leveled and overlaid in 1990. Failure due to utility bores, utility repairs, heavy traffic, tree roots, and settlement. (See 3-ring binder handed to council at January work session that shows condition.)
2016-A	Daphmont Resurfacing			\$962,261.00				Resurfacing and striping of all streets within the Daphmont Community
2016-B	Hwy 13: North form Lawson Rd to US Hwy 90 (mill and resurface) - 1.1 Miles			\$425,000.00				Heavily traveled road between High School, Middle School, Recreation Areas and major subdivisions. It is showing some signs of base failure at this time. Traffic has increased with the opening of CR13 from the south
2016-C	Various City-Wide Street Resurfacing Projects			\$500,000.00				To be established by a street evaluation process
2017-A	Hwy 13: South from Whispering Pines to CR64 (widen and resurface) - 1.1 Miles					\$425,000.00		Heavily traveled road between High School, Middle School, Recreation Areas and major subdivisions. It is showing some signs of base failure at this time. Traffic has increased with the opening of CR13 from the south
2017-B	CR13 at CR64 Intersection Improvements					\$800,000.00		Heavily traveled road between High School, Middle School, Recreation Areas and major subdivisions. It is showing some signs of base failure at this time. Traffic has increased with the opening of CR13 from the south
2017-C	Various City-Wide Street Resurfacing Projects					\$700,000.00		To be established by a street evaluation process
	Total Costs	\$1,159,671.64	\$1,500,875.96	\$2,771,893.84	\$1,922,614.42	\$1,867,261.00	\$1,925,000.00	

Public Works Director Estimated Costs

City of Daphne Street Improvements - Fiscal Year 2012

Project 2012-A - Intersection of Whispering Pines Rd and US Hwy 98 (Additional Turn Lanes and Signalization Upgrade)

Item #	Description	Unit	Quantity	Unit Price	Amount	
1	50% Cost Sharing with ALDOT (\$800K total)	Each	1	\$400,000.00	\$400,000.00	
2	Engineering - Survey & Design (8% of Construction)*	Each	1	\$0.00	\$0.00	
3	Material Testing (3% of Construction)	Each	1	\$24,000.00	\$24,000.00	
4	Engineering - CE&I (5% of Construction)	Each	1	\$40,000.00	\$40,000.00	
* Funds already appropriated and expended					Project 2012-A Total Cost:	\$464,000.00

Engineering
Previously Approved
\$64,000

Project 2012-B - Main Street - McAdams Ave to Bayfront (13,400 L.F. - 2.54 miles) - Mill and Overlay (1000 L.F. Base Repairs)

Item #	Description	Unit	Quantity	Unit Price	Amount
1	Milling - 1.0" deep	Yd ²	12600	\$3.00	\$37,800.00
2	Asphalt wearing surface - 429A 135 #/sy - 1.25" thick	Ton	3150	\$75.00	\$236,250.00
3	Asphalt binder - 429B @ 165 #/sy - 1.5" thick	Ton	220	\$75.00	\$16,500.00
4	8" Crushed Aggregate "B-Base" base repairs w/geogrid	Yd ²	2667	\$16.14	\$43,045.38
5	Solid White Traffic Stripe (Class 2, Type A - 5")	Mile	6.5	\$3,000.00	\$19,500.00
6	Solid Yellow Traffic Stripe (Class 2, Type A - 5")	Mile	6.5	\$3,000.00	\$19,500.00
7	Misc. Traffic Control Markings (Class 2, Type A)	Ft ²	3500	\$4.20	\$14,700.00
8	Temporary Traffic Control (2.5%)	Each	1	\$9,682.38	\$9,682.38
9	Mobilization (3.5% of total)	Each	1	\$13,894.22	\$13,894.22
10	Contingencies (5%)	Each	1	\$19,364.77	\$19,364.77
10	Engineering - Survey & Design (6% of Construction)	Each	1	\$25,814.21	\$25,814.21
11	Material Testing (4% of Construction)	Each	1	\$17,209.47	\$17,209.47
12	Engineering - CE&I (6% of Construction)	Each	1	\$25,814.21	\$25,814.21
Project 2012-B Total Cost:					\$499,074.64

*
\$71,837.89

Project 2012-C - Well Road Extension - Public Works Road to CR13 (1,400 L.F. - 0.265 miles) - New Road & Drainage

Item #	Description	Unit	Quantity	Unit Price	Amount	
1	City Portion (See HMR Cost Estimate)	Each	1	\$62,427.50	\$62,427.50	
2	Contracted Portion (See HMR Cost Estimate)	Each	1	\$81,839.50	\$81,839.50	
3	Engineering - Survey & Design*	Each	1	\$21,930.00	\$21,930.00	
4	Material Testing*	Each	1	\$3,600.00	\$3,600.00	
5	Engineering - CE&I*	Each	1	\$26,800.00	\$26,800.00	
* Based on full contractor's price of \$244,000.00					Project 2012-C Total Cost:	\$196,597.00

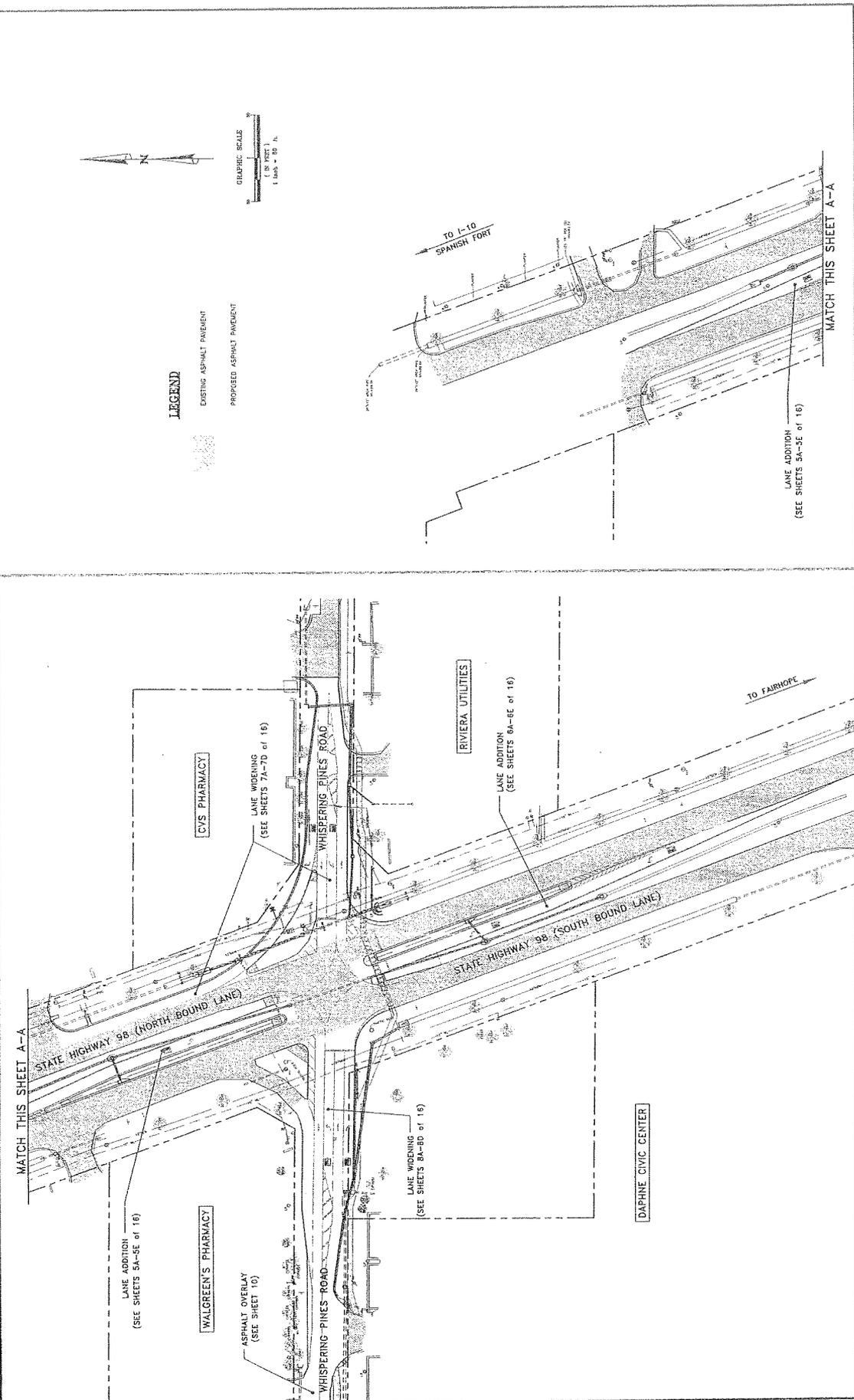
*
\$21,330

City of Daphne Street Improvements - Fiscal Year 2012 Summary

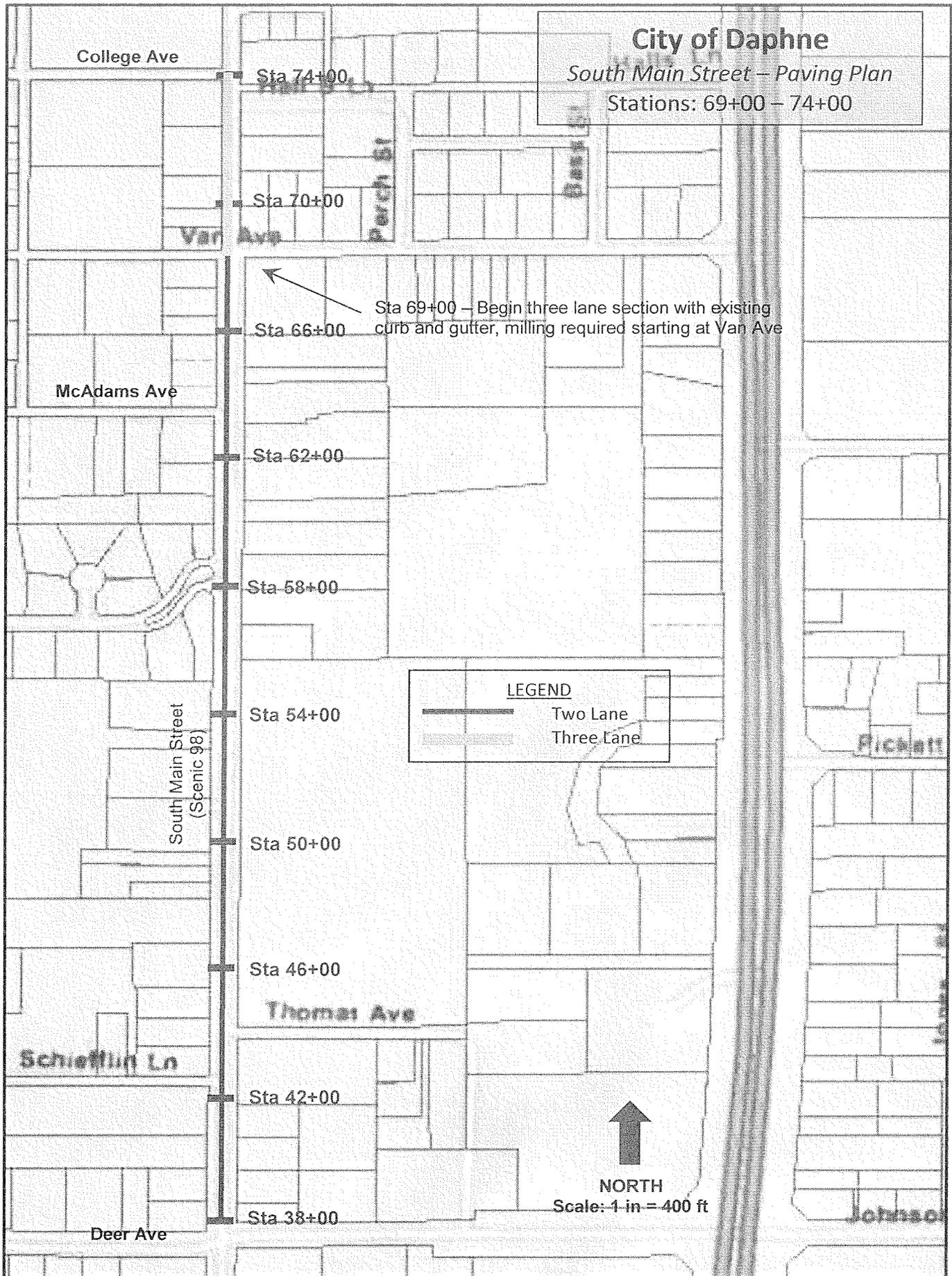
FY2012 Projects A, B & C: US98 @ W.P., Main Street & Well Road Ext. (15,000 L.F. - 2.84 Miles)

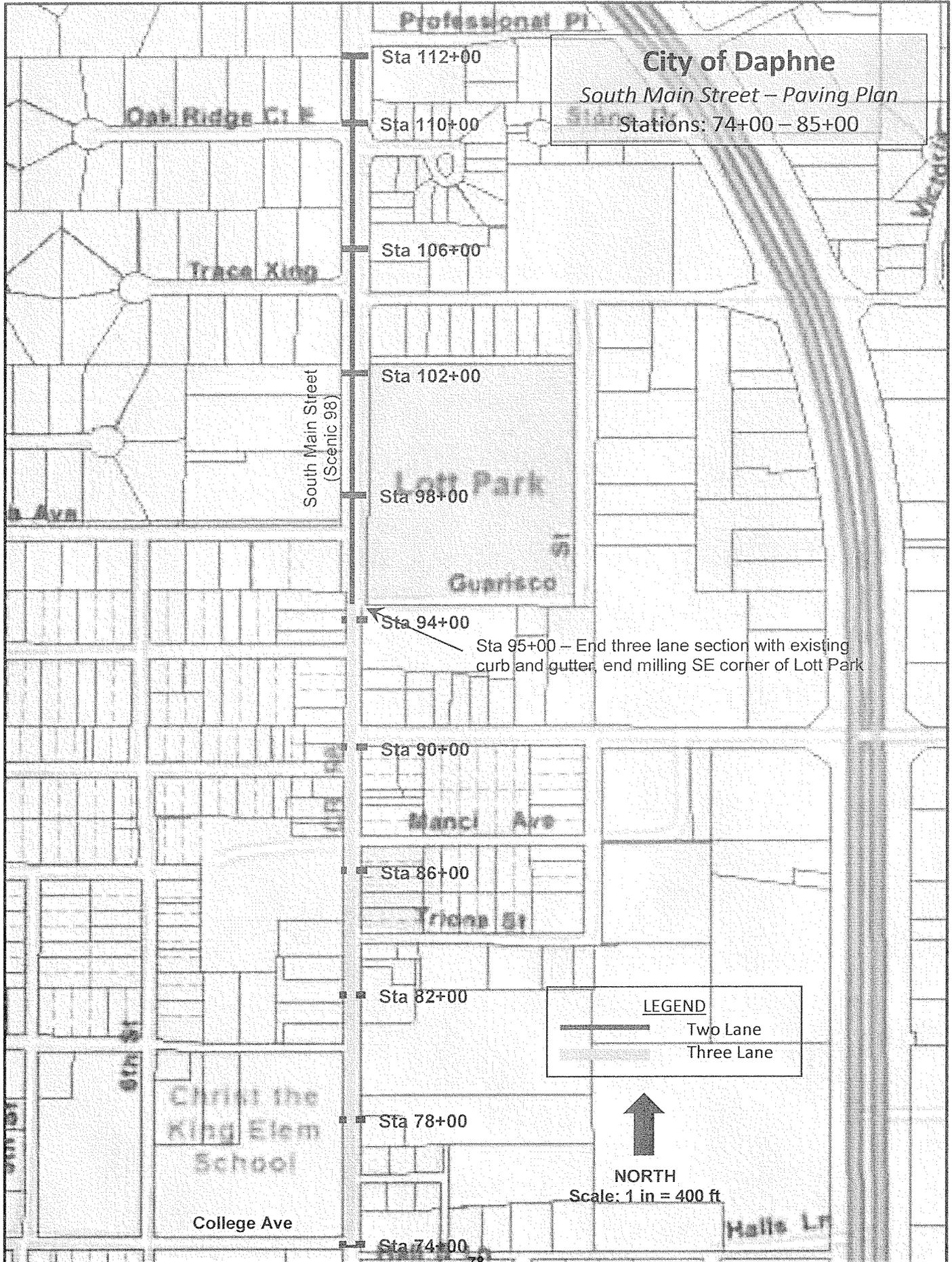
Item #	Activity	Project			Total
		A	B	C	
1	Construction Cost	\$400,000.00	\$430,236.76	\$144,267.00	\$974,503.76
2	Engineering - Survey & Design	\$0.00	\$25,814.21	\$21,930.00	\$47,744.21
3	Material Testing	\$24,000.00	\$17,209.47	\$3,600.00	\$44,809.47
4	Engineering - CE&I	\$40,000.00	\$25,814.21	\$26,800.00	\$92,614.21

Total Cost for FY2012: **\$1,159,671.64**



<p>2000-10-11-10-28 10-25-11 JHR DATE DATE</p>		<p>2000-10-11-10-28 10-25-11 JHR DATE DATE</p>	
<p>EXTEND CONC. NOSE SOUTHBND 98 TURN LN</p>		<p>EXTEND CONC. NOSE SOUTHBND 98 TURN LN</p>	
<p>203B MAIN STREET DAPHNE, ALABAMA 36526</p>		<p>203B MAIN STREET DAPHNE, ALABAMA 36526</p>	
<p>HUTCHINSON, MOORE & RAUCH, LLC ENGINEERS • SURVEYORS DAPHNE, ALABAMA</p>		<p>HUTCHINSON, MOORE & RAUCH, LLC ENGINEERS • SURVEYORS DAPHNE, ALABAMA</p>	
<p>TEL (251) 626-2626 FAX (251) 626-6934 daphne@hmrng.com</p>		<p>TEL (251) 626-2626 FAX (251) 626-6934 daphne@hmrng.com</p>	
<p>SCALE 1"=50'</p>		<p>SCALE 1"=50'</p>	
<p>CITY OF DAPHNE</p>		<p>CITY OF DAPHNE</p>	
<p>APRIL 2011</p>		<p>APRIL 2011</p>	
<p>OVERALL LAYOUT</p>		<p>OVERALL LAYOUT</p>	
<p>U.S. HIGHWAY 98 & WHISPERING PINES ROAD INTERSECTION IMPROVEMENTS</p>		<p>U.S. HIGHWAY 98 & WHISPERING PINES ROAD INTERSECTION IMPROVEMENTS</p>	
<p>4 OF 16</p>		<p>4 OF 16</p>	





City of Daphne
 South Main Street – Paving Plan
 Stations: 74+00 – 85+00

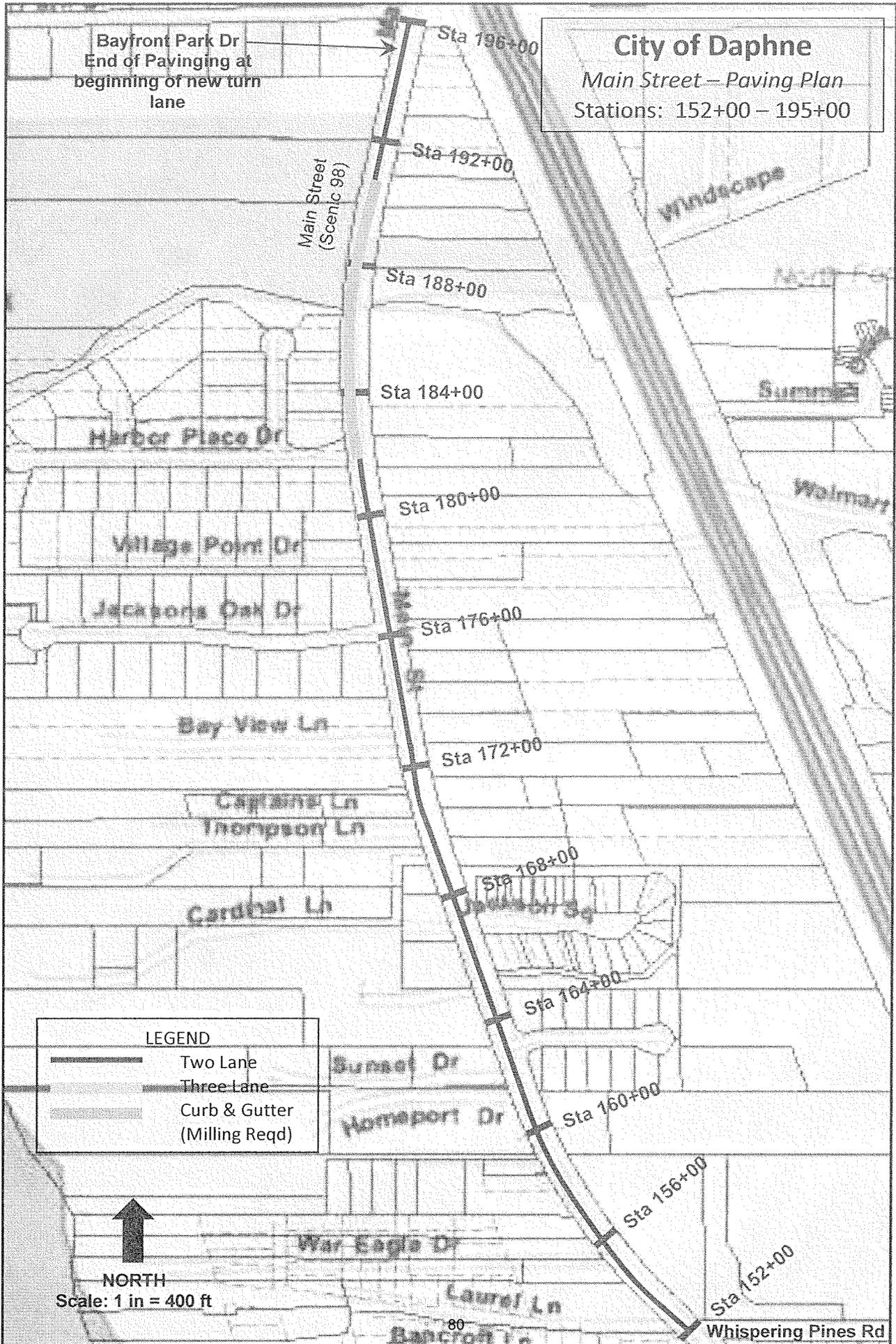
Sta 95+00 – End three lane section with existing curb and gutter, end milling SE corner of Lott Park

LEGEND

-  Two Lane
-  Three Lane


 NORTH
 Scale: 1 in = 400 ft





City of Daphne
 Main Street – Paving Plan
 Stations: 152+00 – 195+00

Bayfront Park Dr
 End of Pavinging at
 beginning of new turn
 lane

Main Street
 (Scenic 98)

Sta 196+00

Sta 192+00

Sta 188+00

Sta 184+00

Sta 180+00

Sta 176+00

Sta 172+00

Sta 168+00

Sta 164+00

Sta 160+00

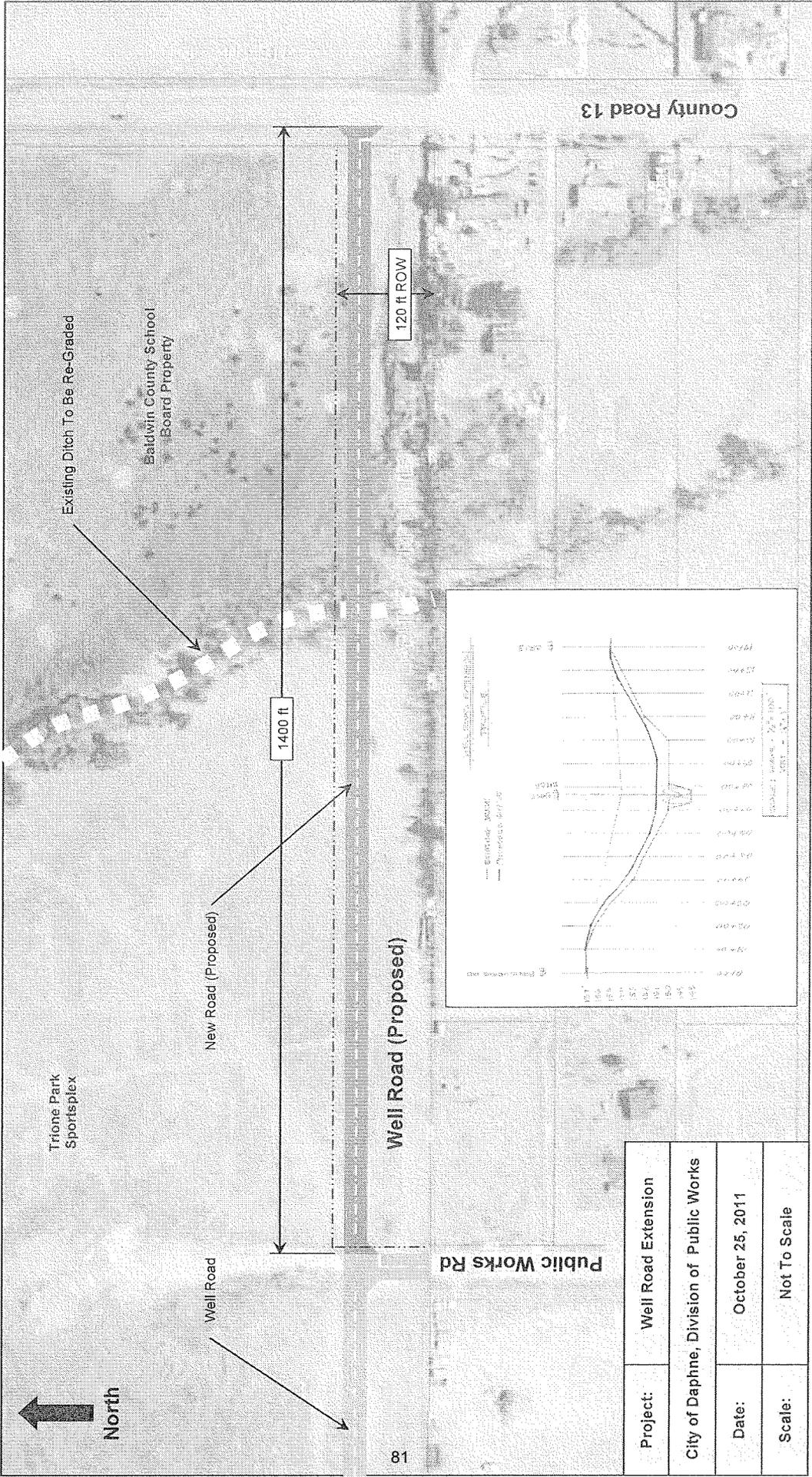
Sta 156+00

Sta 152+00

LEGEND

	Two Lane
	Three Lane
	Curb & Gutter (Milling Req'd)

NORTH
 Scale: 1 in = 400 ft



North

Project:	Well Road Extension
City of Daphne, Division of Public Works	
Date:	October 25, 2011
Scale:	Not To Scale



HUTCHINSON, MOORE & RAUCH, LLC
 ENGINEERS ♦ SURVEYORS ♦ LAND PLANNERS

ENGINEERING COST ESTIMATE

Owner: City of Daphne

Project: Well Road Extension to Highway 13 (*City and Contractor Joint Build*)

Date: November 9, 2011

CITY'S PORTION						
ITEM #	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT	
1	CLEARING AND GRUBBING (APPROX. 3.0 ACRES) (201-A)	LS	1			0.00
2	UNCLASSIFIED EXCAVATION (210-A)	CY	6,200	0.00		0.00
3	BORROW EXCAVATION (210-D)	CY (TBM)	3,850	\$ 2.45	\$	9,432.50
4	BORROW EXCAVATION (SHOULDER MATERIAL) (210-D)	CY	1,100	\$ 2.45	\$	2,695.00
5	SOIL STABILIZATION GEOGRID, TENSAR TRIAX TX160	SY	1,700	\$ 2.50	\$	4,250.00
6	65"X40" RCAP (TRIPLE RUN)	LF	56	\$ 405.00	\$	22,680.00
7	SLOPE PAVED HEADWALL (TRIPLE 65"X40")	LF	2	\$ 2,000.00	\$	4,000.00
8	TOPSOIL FROM STOCKPILES (650-A)	CY	750	0.00		0.00
9	RIPRAP	TON	230	\$ 60.00	\$	13,800.00
10	FILTER CLOTH	SY	560	\$ 2.00	\$	1,120.00
11	SEEDING (652-A)	ACRE	1.25	\$ 500.00	\$	625.00
12	MULCHING, CLASS A, TYPE 1 (656-A)	ACRE	1.25	\$ 500.00	\$	625.00
13	SOLID SODDING (654-A)	SY	500	\$ 2.00	\$	1,000.00
14	SILT FENCE, TYPE A (665-J)	LF	1,000	\$ 1.00	\$	1,000.00
15	WATTLES	LF	400	\$ 3.00	\$	1,200.00
CITY OF DAPHNE PORTION TOTAL AMOUNT					\$	62,427.50
CONTRACTOR'S PORTION						
16	ROADBED PROCESSING	RDBD STA	14	\$ 250.00	\$	3,500.00
17	GRANULAR SOIL BASE, COURSE, UPPER LAYER, TYPE A, ROAD MIXED, 4" COMPACTED THICKNESS (301-A)	SYCIP	2,700	\$ 1.45	\$	3,915.00

ITEM #	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
18	GRANULAR SOIL BASE, COURSE, LOWER LAYER, TYPE A, ROAD MIXED, 4" COMPACTED THICKNESS (301-A)	SYCIP	2,700	\$ 1.45	\$ 3,915.00
19	CRUSHED AGGREGATE BASE COURSE, 8" COMPACTED THICKNESS	SYCIP	1,100	\$ 13.25	\$ 14,575.00
20	BITUMINOUS TREATMENT, TYPE A (401-A)	SY	2,700	\$ 1.00	\$ 2,700.00
21	TACK COAT (0.03 GAL/SY) (405-A)	GAL	110	\$ 5.00	\$ 550.00
22	BITUMINOUS BINDER LAYER, 165 LBS/SY (424-B)	TON	310	\$ 75.00	\$ 23,250.00
18	BITUMINOUS WEARING SURFACE, 165 LBS/SY (424-A)	TON	290	\$ 75.00	\$ 21,750.00
19	MOBILIZATION (600-A)	LS	1		\$ 6,000.00
23	STRIPING, PAINT, DOUBLE YELLOW	MI	0.27	\$ 2,700.00	\$ 729.00
24	STRIPING, PAINT, SOLID WHITE	MI	0.53	\$ 1,350.00	\$ 715.50
25	REFLECTIVE PAVEMENT MARKERS, DOUBLE YELLOW	EA	40	\$ 6.00	\$ 240.00
CONTRACTOR'S PORTION TOTAL AMOUNT					\$ 81,839.50
TOTAL CONSTRUCTION AMOUNT					\$ 144,267.00
SURVEY & DESIGN (BASED ON \$243,647.00 CONTRACTOR'S PRICE)					\$ 21,930.00
CONSTRUCTION SURVEILLANCE (BASED ON \$243,647.00 CONTRACTOR'S PRICE)					\$ 26,800.00
MATERIALS TESTING (BASED ON \$243,647.00 CONTRACTOR'S PRICE)					\$ 3,600.00
TOTAL PROJECT AMOUNT					\$ 196,597.00

CITY OF DAPHNE

**BID OPENING MINUTES
BID DOCUMENT NO: 2012-A-FD / NATURAL GAS GENERATOR
DECEMBER 12, 2011
11:30 A.M.
CITY HALL**

Those present were as follows:

Ms. Suzanne Henson Sr. Accountant
Mr. Joey Holasz Fire Department

3 bid invitations were mailed/picked up , 1 sealed bids were received.

Joey Holasz opened the bids presented and the bids were read aloud as follows:

<u>VENDOR</u>	<u>UNIT COST</u>
Energy Systems Southeast, LLC (GENERAC 100 KW)	\$25,238



Suzanne Henson, Sr. Accountant

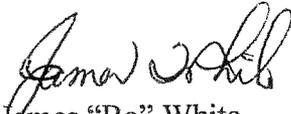
December 12, 2011

To: Finance Committee

CC: Suzanne Henson

Re: Fire Department Bid for Generator

In response to the bid that has been recommended by Battalion Chief Joseph Holasz, I am in agreement with this bid and think that we should move forward in an effort to complete the process of purchasing the generator from Energy Systems Southeast, LLC of Vestavia Hills, Alabama at a cost of \$25,238.00.

A handwritten signature in black ink, appearing to read "James White", written in a cursive style.

James "Bo" White
Fire Chief

December 12, 2011

To: Finance Committee

CC: Suzanne Henson

RE: Fire Department Bid for Generator

On December 12, 2011 at 11:30, in the presence of Suzanne Henson, I opened one received bid for a natural gas generator to be installed at the new Daphne Fire Department Training Facility. The bid is for the amount of \$25,238.00

It is my recommendation and request that this bid be awarded to Energy Systems Southeast, LLC of Vestavia Hills, Alabama.

It is to be noted that the payment for this equipment will be paid from the Daphne Volunteer Firefighters Association. Payment will be made to the City of Daphne prior to the purchase order being generated.

If you may have any question please contact me.

Thank you for your consideration and assistance.

Joseph Holasz

Battalion Chief/Project Coordinator

Daphne Civic Center Capital Plan 2012

Dept	DESCRIPTION	FY12
Civic Center	Roof	\$100,000.00
Civic Center	Carpet	\$50,000.00
Civic Center	Loss of Voltage Mon. System	
Civic Center	Telephone Upgrade	\$3,000.00
Civic Center	Kitchen Equipment	\$10,000.00
Civic Center	Video Intercom	\$4,000.00
Civic Center	Airwall for B & C	\$23,500.00
Civic Center	Security System	\$4,000.00
Civic Center	Interior Painting	\$1,000.00
		\$195,500.00

*Still obtaining quotes
 Not included in Capital Summary
 will include for January Finance meeting*


 12-8-11

**Fiscal 2012 Budget:
New Requests**

Personnel	52,611	Administration	Information Technology Coordinator
	44,070	Street	Yard Manager (16-1) Materials & Eqpt Mgt
	64,962	Grounds	(2) Public Svc Wkrs (6-1) Additional landscaping Hwy 181
	109,032		
	8,090	Library	Restructure to create IT Librarian; transfer from Library Tech
	5,960	Library	Reclassify PT Aide
	20,450	Library	Increase PT to FT & reclassify position
	1,810	Library	Restructure Temp Summer Help to Regular PT
	36,310		
			<i>Court * Restructure (Est Savings - \$9,125) (hardhat)</i>
	197,953	Total Personnel	

Community Contributions	7,000	Legislative	MBNEP
	3,000	Legislative	The Lighthouse
	1,000	Legislative	Bldwn County Volunteer Organizations Active in Disasters
	35,000	Legislative	Blueprint for Tomorrow
	10,000	Legislative	Ecumenical Ministries
	56,000		

Capital	17,000	Janitorial	Minivan (Replacement)
	600,000	Police	Justice Center Roof Repair - <i>Already Approved</i>
	94,205	Patrol ✓	(2) Vehicles & Eqpt (Replacement)
	64,378	Detective ✓	(2) Vehicles & Eqpt (Replacement)
	758,583		
	200,000	Fire ✓	Pumper Truck - <i>Total \$400,000 - VFD Pay Half</i>
	20,000	Fire ✓	Thermal Imaging Camera- Station #4
	20,000	Fire ✓	ALS Eqpt
	240,000		
	18,000	Street ✓	Traffic Counter System
	85,000	Street ✓	(8) Yard Dump Truck (Replacement) - <i>80,000</i>
	20,000	Street ✓	Hot Box Reclaimer
	20,000	Street ✓	Asphalt Roller (Replacement)
	25,000	Trash ✓	Supervisor Truck (Replacement) - <i>20,000</i>
	140,000	Trash ✓	Knuckleboom Truck (Replacement)
	30,000	Grounds ✓	Chemical Storage Bldg
	27,500	Mowing ✓	(4) Door Crew Cab Truck (Replacement) - <i>28,000</i>
	27,500	Mowing ✓	(4) Door Crew Cab Truck (Replacement) - <i>28,000</i>
	393,000		
	39,223	Mechanical	Fuel Mgt System (Replacement) - <i>Already Approved</i>
	63,533	Mechanical ✓	Service Truck (Replacement) - <i>64,000</i>
	15,000	Mechanical ✓	Parts Room A/C
	5,931	Mechanical ✓	Video Security Camera System - <i>6,000</i>
	123,687		
	20,000	Garbage	Vehicle Overhaul
	240,000	Garbage	Automated Garbage Truck
	450,000	Garbage	Transfer Station - <i>Study Approved</i>
	710,000		
	95,000	Library	Replace Carpet
	25,000	Library	Repaint all areas except Children's area (painted in 2007)
	120,000		
	2,362,270	Total Capital	

2,616,223	Total New Requests
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REQUEST FOR ADDITIONAL PERSONNEL

DATE: 8/12/2011/ Updated by Archer 12/01/2011

DEPARTMENT: IT
REQUESTED BY: Human Resources
POSITION: Information Systems Manager

Salary - \$40,470
Benefits - \$12,141
Total - \$52,611

REQUESTED: 1

PROPOSED JOB GRADE: 22

JUSTIFICATION:

With the change in technology in phone and data communications more assistance is needed to keep the City in a position to communicate with Citizens, businesses, County & State organizations, and other supporting organizations in order to keep the City operational.

All City departments will upgrading the format of data transfer from DSL to T1's / fiber / and wireless. This new format will require more technical expertise to maintain daily operations and the equipment required to route the information. Just communicating with the outside providers has become so much more time involved and the information basis has moved to such a technical level that the City needs someone in the Information field to keep the City current and it's various software programs and systems compatible with the ever-changing Microsoft Operating environment that mandates compatibility.

Also, with the implementation of the City's new e-mail system a centralized employee is needed to setup, monitor, and maintain these e-mail accounts. This position could assist in advising on the technical aspects of the City's annual cell phone bid and advise on technical issues concerning the City's website.

Backups of City information is crucial, this position could monitor these backups and assist with improving processes of securing the City's data. This position will **NOT** eliminate outsourced maintenance needs but will reduce the need for outsourcing and will communicate between the City Departments and these outsourced companies to coordinate the best path technologically for the City. Department Directors will still authorize and direct all their departments technology needs.. this position will just advise and facilitate those requirements.

MAJOR JOB DUTIES:

- * Keeping Computers & Servers and Data/Phone communication up and running and operational
- * Advise on new computer equipment purchases and coordinate installation of new equipment: data transfer/testing / coordinate/setup of interface w/other systems
- * Liason for installing new T1 / Fiber / Wireless connectivity between city departments
- * Liason with outsourced technology companies.....
- * Maintain and monitor City data backups
- * Maintain and new setup of City's e-mail accounts

Suzanne

From: Vicky Hinman [hrdirector@daphneal.com]
Sent: Thursday, December 01, 2011 4:00 PM
To: Suzanne Henson
Subject: IT projected salary range

Suzanne,

I talked to Chip King with Archer Co. regarding the IT position we are wanting to add to staff. Based on our description, he says it is estimated at a Grade 22. This grade's salary range would be (Step 1) @ \$37,319 to (Step 4) @ \$40,470. That's a little higher than \$35,000. Please make note of this when submitting it in the Capital request for finance committee meeting. Chip should have the survey and IT job description finalized by next mid-week.

Thank you,

Vickie Hinman

COMPUTER LABOR COMPARISON 2008 - 2011

Below is the total spent on computer labor since 2008 you had wanted to see. Note 2011 is only through 7/2011 So there will be Two -three more months of expenses. 2010 is a little high due to new Library construction and some remaining City Hall network issues and several servers crashed due to not being able to replace them after budgets had to be cut.

2011 - Company	Dept Covered	Hrly Rate	Actual Hrs.	Labor reconciled thru 7/2011
A Computer Store	PD/FD	70/95	0	\$ 18,800.00
Computer Backup, Inc.	EX/LEG/FIN/HR/MECH/PW/GARB/CC/BF/REV/Court	75	302.25	\$ 22,668.75
Business Information Solutions, Inc.	Fire	95/85.5	30.75	\$ 2,883.25
Others			-	\$ -
			333	\$ 44,352.00

2010 - Company	Dept Covered	Hrly Rate	Actual Hrs.	Labor
American Computer Enterprises, Inc.	PD/FD	70/95	20	\$ 11,403.75
A Computer Store	PD/FD		36.5	\$ 11,280.00
Computer Backup, Inc.	EX/LEG/FIN/HR/MECH/PW/GARB/CC/BF/REV/Court	75	661.25	\$ 51,400.00
Others			-	\$ 9,301.75
			717.75	\$ 83,385.50

2009 - Company	Dept Covered	Hrly Rate	Actual Hrs.	Labor
American Computer Enterprises, Inc.	PD/BI/PL/FD	70/95	0	\$ 24,540.00
Computer Backup, Inc.	EX/LEG/FIN/HR/MECH/PW/GARB/CC/BF/REV/Court	75	597.5	\$ 44,812.50
Others			-	\$ -
			597.5	\$ 69,352.50

2008 - Company	Dept Covered	Hrly Rate	Actual Hrs.	Labor
American Computer Enterprises, Inc.	PD/BI/PL/FD	70/95	94.5	\$ 33,646.25
Computer Backup, Inc.	EX/LEG/FIN/HR/MECH/PW/GARB/CC/BF/REV/Court	75	390	\$ 29,373.00
Others			0	\$ 6,625.00
			484.5	\$ 69,644.25

DEPARTMENTAL COMPUTER/SOFTWARE INVENTORY

Below is the equipment and Software the new Information Systems Technician would be responsible for:

Department	# Servers	# Computers / Laptops	# Software Programs	# Software Agreements <i>(Tech would work with software co. for solutions on issues)</i>
Legislative	1	3	4	1
Executive	-	3	4	-
Building Inspection	1	6	8	1
Community Development	1	6	20	1
Human Resources	1	3	5	1
Finance	8	12	10	3
Revenue	1	6	5	1
Fire	1	20	6	1
Police	6	88	19	2
Court	1	6	5	1
Civic Center	1	7	20	1
Library	3	71	11	8
Recreation	1	9	5	-
TOTAL	26	240	122	21

NOTE Printers not included in these totals.

Draft

Class Code

**CITY OF DAPHNE, ALABAMA
CLASSIFICATION DESCRIPTION**

CLASSIFICATION TITLE: INFORMATION SYSTEMS TECHNICIAN

Draft

PURPOSE OF CLASSIFICATION

The purpose of this classification is to coordinate and provide overall direction for the development, implementation, and maintenance of the City's Information Systems. Work is of a complex professional and technical nature, emphasizing daily operation and maintenance of the City's computer networks and personal computers, but with the responsibility for assisting City Management with development and implementation of a technology plan. This position will serve as the City's point-person for the future deployment of new technology systems, which is expected to include a company-wide fiber network, WiFi communications, and Geographical Information System.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Coordinates the operation and administration of network systems, accounts, and users: ensures continual operations and availability of computer systems; administers users, passwords, accesses, Internet Firewalls, and network security; determines the most appropriate configuration of software and hardware; implements procedures for ensuring data and systems integrity; develops and implements system back-up and integrity plans for all systems; develops and implements security and disaster recovery plans; updates standards to maintain seamless interface to all systems; and manages all server based software applications and systems.

Coordinates troubleshooting, maintenance, and help desk support for the City's information and communications systems and users: troubleshoots and repairs problems with computer, network, and communications equipment; performs and oversees the installation, configuring, and upgrading of hardware and software, including servers, desktops, peripherals, and electronic systems; develops and implements maintenance plans for all systems; responds to emergency situations; provides technical support, service, and advice for all City staff, responds to after-hours calls as needed.

Providing services for Information Systems: participates and interfaces with and monitors the contractors/consultants to ensure timely and quality completion of project; facilitates cooperation with the project throughout the organization; and provides information and support as needed.

Assist city management with the development and implementation of strategic and long-range planning for the City's information and communications systems: Conducts needs analysis for computer, data, and communication systems and documents findings; prioritizes needs according to short-term and long-range objectives; researches hardware and software innovations to determine solutions to meet needs; conducts capacity planning and performance monitoring on all systems and networks; provides recommendations for improvements; develops and updates the City's Technology Strategic Plan and related budget; provides recommendations for long range strategies to meet changing needs; and provides recommendations regarding policy changes.

Develops budget recommendations for the information and communications systems, including hardware, software, peripherals, and contractual services; manages expenditures to ensure compliance with adopted budget.

Coordinates purchasing and inventory control for computer and communication equipment: consults with departments to determine and analyze equipment and software needs; prepare related bid specifications for computer equipment, software, and services as required; analyze and reviews bids; and initiates or reviews purchase orders for City-wide computer and communication purchases; manages replaced/surplus equipment for transfer or data scrubbing.

Coordinates special projects for all City departments, including the review of existing contracts, the introduction of new programs, and various professional services: defines the scope of the project; formulates solutions and resolves problems; facilitates implementation of the project; and provides administrative support to the project as needed.

Completes a variety of routine administrative tasks for the City; prepares reports and presentations; manages software licenses; maintains records kept at each department; generates and distributes correspondence, memos, and reports;

Troubleshoots problems involving computer hardware, local area network (LAN) hardware, and wide area network (WAN) hardware; monitors server and backup system to identify potential problems; troubleshoots printing problems.

Provides Help Desk functions to users; provides information and technical assistance to users regarding computer operations, procedures, problems, software functions, upgrades, and other related issues.

Provides training in the use of tools including Excel, email, Access, Word, etc. and helps City departments learn various departmental software applications.

Assist departments with maintenance and updates to website and coordinate as needed with website host on technical issues. Monitor Domain License requirements.

Performs general/preventive maintenance tasks; performs data backups onto tape, diskette, storage devices, offsite backups or other media.

Monitors working conditions of equipment; performs computer maintenance tasks and performs preventive maintenance and cleaning of equipment as needed.

Maintains a working knowledge of a variety of computer operating systems and software programs, which may include word processing, spreadsheet, database, desktop publishing, networking, communications, utilities, diagnostic, or other programs. Maintains logs/documentation of system operations, modifications, maintenance, and other activities.

Prepares or completes various forms, reports, correspondence, technical function summary reports, diagrams, drawings, training materials, brochures, handouts, system documentation, or other documents.

Receives various forms, reports, correspondence, help requests, technical handbooks, program documentation, manuals, reference materials, or other documentation, reviews, completes, processes, forwards or retains as appropriate.

Communicates with Department Heads, employees, other department system users, vendors, sales representatives, contractors, city officials, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Maintains an awareness of new technology, products, trends, and advances in the profession; reads professional literature; attends workshops and training sessions as appropriate. Conducts user training classes as necessary.

Ensures compliance with industry and departmental standards pertaining to wiring, labeling, naming, conventions, methods, and documentation.

Attends City Council meetings, Work Sessions, Committee meetings and City staff meetings as required.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Minimum of five years experience managing networks, technological planning, hardware/software research, selection, installation, and maintenance. Experience required in all areas of computer networks, computer software applications, and windows applications expertise in Microsoft Exchange, Remote connections, Fiber/Wireless/T1/DSL connectivity, Word, Excel, Access, etc . Bachelor's degree or computer coursework/certification preferred or any equivalent combination of education, training, and experience which provides the requisite knowledge skills, and abilities for this job.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.

Human Interaction: Requires the ability to apply principles of persuasion and/or influence over others in coordinating activities of a project, program, or designated area of responsibility.

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, and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations involving basic algebraic principles and formulas, and basic geometric principles and calculations.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

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 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.

The City of Daphne, Alabama, 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.

CAPITAL BUDGET REQUESTS FOR FY2012
BUDGET
POLICE

AMENDED 11-30-11

SUBMITTED BY: CAPTAIN SCOTT TAYLOR

The only Capital Requests for the Police Department for the FY2012 Budget is for (4) four replacement vehicles and equipment for these vehicles. Attached are the costs and justifications. All four vehicles are a priority. We want to purchase these vehicles off of the State Bid List.

Capital Budget Requests for FY2012 Budget

Police

PATROL DIVISION: \$94,205

- 2 REPLACEMENT VEHICLES AND EQUIPMENT

DETECTIVE DIVISION: \$64,378

- 2 REPLACEMENT VEHICLES AND EQUIPMENT

Total overall Police Department requested Capital Budget:

\$158,583

SECTION II CAPITAL REQUESTS

LINE ITEM DESCRIPTION: Replacement Patrol Vehicles and Equipment

COST ESTIMATE: \$94,205.00

JUSTIFICATION:

Two replacement vehicles are requested this year for the patrol division. The vehicles being replaced have exceeded their life expectancy and have been in regular use for more than nine years. Replacing patrol cars every six to seven years has been the goal of the police department in order to maintain a high performing and low maintenance fleet with minimal liability. The proposed replacement of vehicles every six to seven years is designed to maximize the life expectancy of the vehicle while maintaining a minimal operating cost associated with older vehicles. Vehicles exceeding six years of police service require excessive maintenance and repair that often offset the cost of a new vehicle.

There is a direct interrelationship between capital costs for new vehicles and operating consequences for maintaining older vehicles. The excessive maintenance and repair associated with older vehicles negates the brief savings of vehicle purchasing by seeing an ever increasing operating cost. In some cases the added operating costs within a few years can equal to or exceed the initial cost of a new vehicle. This was apparent in 2008 when maintenance records were compared. The 2008 average yearly maintenance costs for the 2007 model police cars were \$400.00 per car. The 2008 average yearly maintenance cost for the 2000 model police cars were \$2,504.00 per car. Putting off the replacement expense of new vehicles causes an ever increasing overall fleet operating expense. The lack of reliability, lack of availability, uncertain safety, unacceptable condition and appearance, combined with the increased operating costs, are the reasons for setting a projected replacement date for older police vehicles.

The U.S. General Service Administration Federal Fleet Management lists the cost effective life of such vehicles at 3 years and 60,000 miles. Justification for this expected federal vehicle life projection includes the unmeasured and unquantified idle time of the vehicle, extreme driving required of the vehicle, and the need to maintain safety for the officers and general public. The police department chooses to replace vehicles every six to seven years doubling this federal vehicle life projection. This is safely accomplished by having a take home vehicle policy combined with a strict maintenance policy to ensure city vehicles are cared for and maintained at all times by the assigned officers.

The equipment purchased for these vehicles includes digital video and audio recording. This ability to record on-scene events significantly reduces the liability and the cost associated with defending the city from frivolous lawsuits. The United States Supreme Court recently cited the need and usefulness of the In-Car video system while reviewing a civil action involving an officer's judgment and the application of force used by the officer. Long life and low power drain LED lights and signals are also purchased to ensure adequate emergency signaling as required by state laws. These lights and signals ensure the safety of the public by alerting motorists to potential hazards and law enforcement actions being conducted.

Total Estimated Cost \$94,205.00

SECTION II CAPITAL REQUESTS

LINE ITEM DESCRIPTION: Replacement Detective Vehicles and Equipment

COST ESTIMATE: \$64,378.00

JUSTIFICATION:

Two 2001 model Ford Crown Victorias should be replaced this year. **Both vehicles are eleven years old.** These vehicles are currently in use as detective cars that respond to emergencies throughout the city. Emergency calls require high speed and top performance to ensure safety and reasonable response times. The 2001 model detective cars being replaced have been in regular use for eleven years and have sustained an excessive amount of wear. Replacing detective cars every six to seven years has been the goal of the police department in order to maintain a high performing and low maintenance fleet with minimal liability. The proposed replacement of vehicles every six to seven years is designed to maximize the life expectancy of the vehicle while maintaining a minimal operating cost associated with older vehicles. Vehicles exceeding six years of police service require excessive maintenance and repair that often offset the cost of a new vehicle.

There is a direct interrelationship between capital costs for new vehicles and operating consequences for maintaining older vehicles. The excessive maintenance and repair associated with older vehicles negates the brief savings of vehicle purchasing by seeing an ever increasing operating cost. In some cases the added operating costs within a few years can equal to or exceed the initial cost of a new vehicle. This was apparent over the last twelve months when maintenance records were reviewed. The average yearly maintenance cost for the 2007 model police cars was \$400.00 per car. The average yearly maintenance cost for the 2000 model police cars was \$2,504.00 per car. Putting off the replacement costs for new vehicles causes an ever increasing overall fleet operating cost. In 2008 the budgeted maintenance costs for detective vehicles was inadequate and overdrawn within five months. The lack of reliability, lack of availability, uncertain safety, unacceptable condition and appearance, combined with the increased operating costs, are the reasons for setting a projected replacement date for older detective vehicles.

The U.S. General Service Administration Federal Fleet Management lists the cost effective life of such vehicles at 3 years and 60,000 miles. Justification for this expected federal vehicle life projection includes the unmeasured and unquantified idle time of the vehicle, extreme driving required of the vehicle, and the need to maintain safety for the officers and general public. The police department chooses to replace vehicles every six to seven years doubling this federal vehicle life projection. This is safely accomplished by having a strict vehicle policy to ensure city vehicles are cared for and maintained at all times by the assigned officers.

Detectives are required to carry in their vehicles an abundance of high dollar crime scene equipment and weapons. This equipment takes up a lot of room within the vehicle and requires additional security measures to safeguard the equipment and weapons. The additional security measures are not available nor are they applicable in the vehicle being replaced. The replacement vehicle will be a Chevrolet Tahoe. The Tahoe is

SECTION II CAPITAL REQUESTS

large enough to install the added security measures to safeguard the crime scene equipment and weapons.

The equipment purchased for these vehicles includes a steal cargo container. This cargo container is secured to the vehicle and has a security lock. The cargo container can not be opened without the vehicle keys and the cargo container keys. This cargo container maintains the equipment safely within the vehicle and prevents thefts and equipment damages. Long life and low power drain LED lights and signals are also purchased to ensure adequate emergency signaling as required by state laws. After-market alarms are added to the vehicle to ensure security concerns are minimized.

Estimated Total Cost	\$64,378.00
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City of Daphne Fire Department MEMORANDUM

Date: November 29, 2011
To: Mayor Yelding
From: Chief White
Subject: Capital Request

Because of the diminishing service life of our aging fire fighting fleet and the increased vehicle maintenance cost to keep them on the road, it has become imperative that we start the process of replacement.

Our capital request for fiscal year 2012 included the replacement of one of our pumper trucks. We are requesting that the city pay half of the cost of a new engine with the Volunteers paying the other half. We calculate the cost to be somewhere in the \$400,000.00 range. The final figures would be provided after the truck specs have been formulated by the Daphne Fire Department.

Cc: Suzanne Henson

City of Daphne Fire Department MEMORANDUM

Date: October 12, 2011
To: Daphne City Council & Public Safety Committee
From: Chief White
Subject: Fire Apparatus

There are no hard facts about the service life of fire engines. The criteria used by most industries and fire departments are based on age. There are other critical factors that can be tracked to determine replacement such as out of service time, mileage, work order history, cost per mile and technology changes. The recommendation of the Daphne Fire Department is to use a 10-15 year replacement cycle for guidelines.

Below please find an inventory of our firefighting fleet and the year that they were acquired:

1979	Ford Chass Cab Truck	1000 GPM Pumper
1988	E-One	1250 GPM Pumper
1993	E-One	1250 GPM Pumper
1996	E-One Aerial Ladder Truck	
2000	E-One Freightliner	1250 GPM Pumper
2003	E-One	1250 GPM Pumper
2005	E-One	1250 GPM Pumper

Justification for Capital Purchases

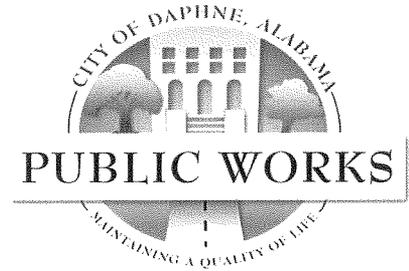
ALS Equipment

The request for ALS (Advanced Life Support) medical equipment will be necessary for the staffing of the recently completed fire station 1. This medical equipment will be needed to outfit the engine at that station to provide medical care to the patients within that district. Currently all other on-duty engines are provided with identical equipment. As part of our license to provide advanced level care through the Alabama Department of Public Health, we agree to provide this level of service on all on-duty apparatus within our community. It will allow the citizens of that district to receive rapid, advanced level medical care.

Thermal Imaging Camera

This will equip the engine in district 4 with a thermal imaging camera. Engine 4 is currently the only on-duty engine within the city that is not equipped with one. A thermal imaging camera allows firefighting crews to rapidly locate fire victims by creating an image of the heat signatures detected on the screen. This reduces search times in locating victims. It also allows crews to detect hidden fires by locating heat trapped within walls or ceilings, reducing fire damage. We have also successfully used these cameras in searching for victims in wooded areas or on the bay at night. The police department has also borrowed the cameras several times to successfully locate suspects hiding in the woods at night.

*Fiscal Year 2012
Division of Public Works
Capital Equipment Request*

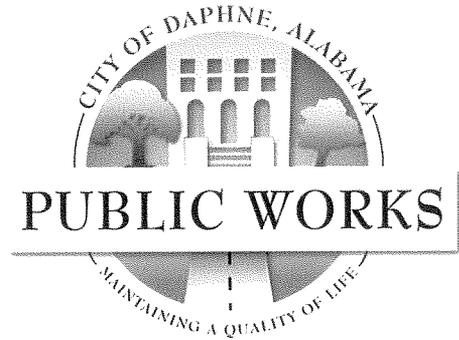


New

New

Item #	Description	Department	Cost Estimate	Total
1	2012 F150 Ford Supervisor's trucks - <i>New Request</i>	Streets	\$20,000.00	\$20,000.00
2 ✓	2012 F150 Ford Supervisor's trucks	Solid Waste	\$20,000.00	\$40,000.00
3 ✓	2012 8-10 yard capacity Medium-Duty Dump Truck	Streets	\$80,000.00	\$120,000.00
4 ✓	2012 Mauldin Vibratory Roller Compactor (Tow Behind)	Streets	\$20,000.00	\$140,000.00
5 ✓	New 4-ton Asphalt Hotbox Reheater/Reclaimer	Streets	\$20,000.00	\$160,000.00
6 ✓	2012 Ford F-450/550 HD Service Truck with Crane	Mechanical	\$64,000.00	\$224,000.00
7 ✓	2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck	Mowing	\$28,000.00	\$252,000.00
8 ✓	2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck	Mowing	\$28,000.00	\$280,000.00
9	2012 Ford F-450 Crew Cab and Chassis - <i>New Request</i>	Grounds	\$32,250.00	\$312,250.00
10 ✓	2012 PacMac Knuckle Boom Grapple Loader	Solid Waste	\$140,000.00	\$452,250.00
11 ✓	New Traffic Counter System	Administration	\$18,000.00	\$470,250.00
12 ✓	Chemical Storage Room Unit	Grounds	\$30,000.00	\$500,250.00
13 ✓	New HVAC System for Parts Room	Mechanical	\$15,000.00	\$515,250.00
14 ✓	Video Security Camera System	Mechanical	\$6,000.00	\$521,250.00
Total FY2012 Capital Equipment Expenditure Requested:			\$521,250.00	

Fiscal Year 2012
Division of Public Works
Capital Equipment Justification



- Items 1 & 2 Two (2) F150 Ford Trucks to replace Street Department Supervisor and Solid Waste Supervisor's trucks

The engines of both of these trucks are using oil. The transmission in the Street Department truck has gone completely out and the truck is having problems with the anti-lock braking system locking up. He is also having problems with the front end.

The Solid Waste truck is also experiencing transmission problems with the gear shift not going into the correct gear. The windshield wipers will not turn off once they have been turned on (you have to remove the fuse to turn them off). Additionally, there are problems with the instrument panel. The gauges are not working properly.

- Item 3 2012 8-10 yard capacity Medium-Duty Dump Truck – Streets Department Replacement for #21 – 1989 GMC 8 yd Dump

Truck 21 is 21 years old with extensive miles on it and has been "Red Tagged" by Mechanical Maintenance as not road worthy. This truck has become a hazard due to the wear and tear on it and it is no longer feasible to repair due to the lack of available parts. It has become liability and will need to be sent to surplus this year. Due to the need to work in tight confined areas in the city it must be replaced.

- Item 4 2012 Mauldin Vibratory Roller Compactor (Tow Behind) – Streets Department Supplement/Replacement for circa 1980's Mauldin

Replacement will improve the quality of work and reduce down time. The current asphalt roller is over 20 years old and is high maintenance. This new piece of equipment will supplement and compliment the Item #5 below.

- Item 5 New 4-ton Asphalt Hotbox Reheater/Reclaimer – Streets Department New Equipment used in hot patch street repair

Used on street projects, pot holes, drainage projects. It allows crews to reclaim leftover asphalt for reuse. Reclaimer will allow us to hot fill pot holes during cold winter months, cuts asphalt waste to zero and to keep hot asphalt on hand in the event of an emergency. With this reclaim box we can repair roads more efficiently and in a timelier manner.

- Item 6 2012 Ford F-450/550 HD Service Truck with Crane – Mechanical Maintenance
Replacement for #27 – 1992 F-350 Service Truck
- The new service truck is needed to replace one that has over **200,000** miles on it and is in need of some major repairs to front end and rust damage. The new truck should also be outfitted with a crane to help lift heavy objects that we have to replace on some of the city equipment.*
- Item 7 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #991 – 1991 GMC -1500
- This truck is 20 years old and has major mechanical problems. The dash is falling out, the brake lights don't always work, the front end needs to be replaced soon, the electrical system has massive problems, etc...*
- Item 8 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #1199 – 1994 GMC -3500
- This eighteen year old truck is past its prime and the interior is starting to deteriorate. It has serious electrical problems and some transmission problems.*
- Item 9 2012 Ford F-450 Crew Cab and Chassis – Grounds Department
Replacement for Truck #47 – 1998 GMC K3500 Crew Cab
- This fourteen year old truck has had a problematic service life. In its current state it requires \$13,615.00 worth of repairs: engine replacement (3rd), transmission rebuild and suspension overhaul. Truck without dumped is values at \$1,500.00. The cost verses benefits are insurmountable. It is time to surplus. The dump bed would be transferred to the new chassis.*
- Item 10 2012 PacMac Knuckle Boom Grapple Loader – Trash Department
Replacement for #1331* – circa 1980's Knuckle Boom
- Truck #1005 is 7 years old and showing wear, daily use is causing more maintenance on it. This truck will be transferred to the Grounds Department and truck #1331 will be sent to surplus. The Grounds Department uses a knuckle boom on an irregular basis and truck #1005 is sufficient for its needs. Truck #1331 has worn completely out and is not adequate for use.*
- Item 11 New Traffic Counter System – Public Works Administration
Replacement for outdated system
- Portable traffic analyzer designed to provide accurate traffic counts, speed and classification data. These devices will be used to monitor traffic flow on roadways to provide key data necessary for Public Works and Public Safety*
- Current traffic analysis equipment is outdated. Only six out of twelve units are in working condition. Replacement units and/or parts are no longer available. Current equipment has been discontinued and broken units cannot be repaired.*

Item 12 Chemical Storage Room Unit – Grounds Department
New unit to bring PW into Local Fire Code & State Compliance

This is to move all the chemicals that we use in the Grounds Department to a fire rated, self-contained, hurricane proof, state approved chemical storage room.

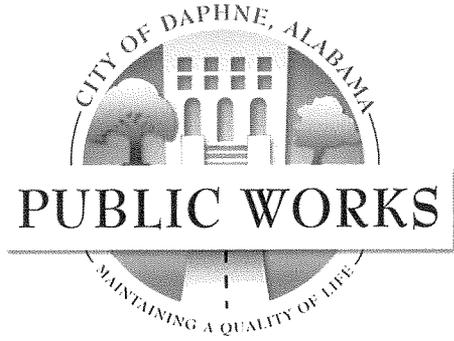
Item 13 New HVAC System for Parts Room – Mechanical Maintenance
New system to provide climate control for inventory area

***AIC** system for the parts room and office area is not adequate to cool the space as efficient as it should and the duct works needs to be replaced with metal ducts so they can be cleaned out.*

Item 14 Video Security Camera System – Mechanical Maintenance
Request based on recommendation on Insurance Carrier

The video security cameras will be an added benefit since we do not have a gate to secure the facility. The system that was quoted records to DVR all the time and will allow us to see all the shop area as well as the fueling station and could be used to keep a safe watch over the shop area and help in accident prevention.

Fiscal Year 2012
Division of Public Works
Capital Equipment Request

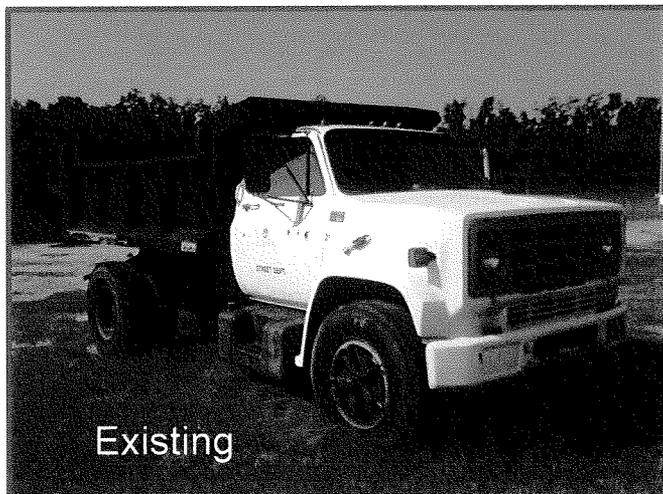


This is a summary of needed replacement and new Capital equipment for the Public Works Department to be procured in Fiscal Year 2012. These items are listed in prioritized order based on need.

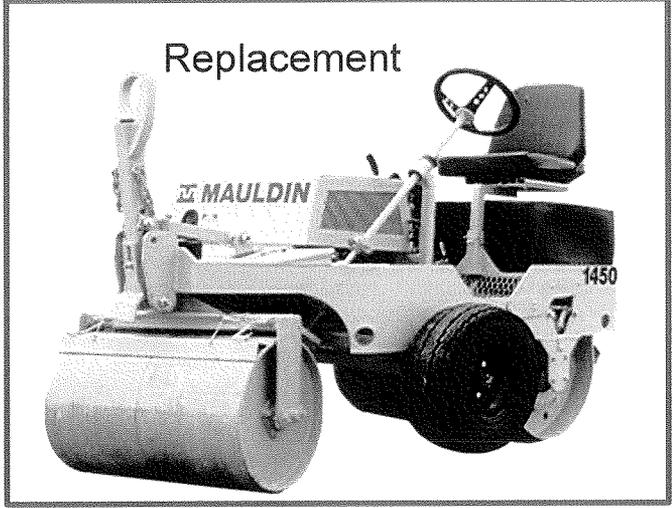
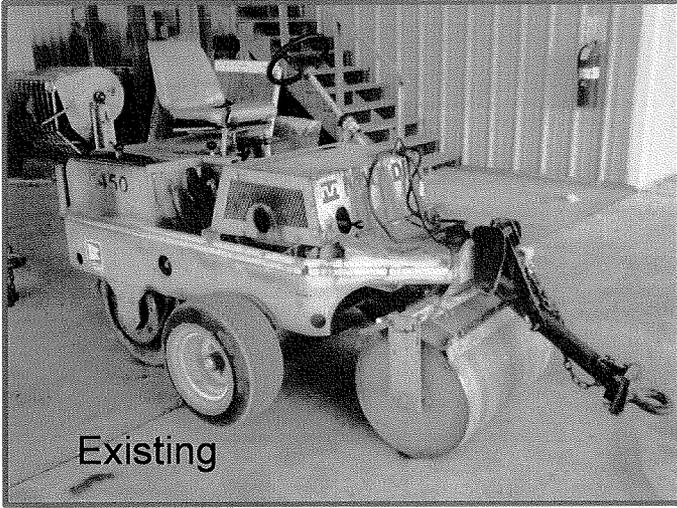
1. 2012 Ford F-150 ½ Ton Light-Duty Pickup Truck – Streets Department Supervisor
Replacement for #49 – 1999 F-150 **Cost: \$20,000.00**
2. 2012 Ford F-150 ½ Ton Light-Duty Pickup Truck – Solid Waste Department Supervisor
Replacement for #772 – 2000 F-150 **Cost: \$20,000.00**



3. 2012 8-10 yard capacity Medium-Duty Dump Truck – Streets Department
Replacement for #21 – 1989 GMC 8 yd Dump **Cost: \$80,000.00**



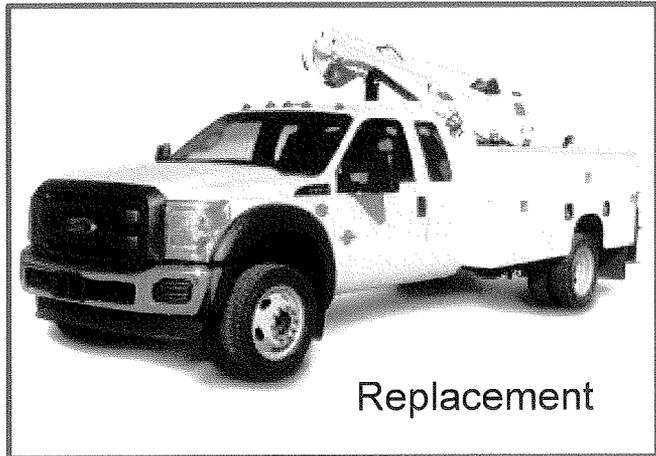
4. 2012 Mauldin Vibratory Roller Compactor (Tow Behind) – Streets Department
 Supplement/Replacement for circa 1980's Mauldin **Cost: \$20,000.00**



5. New 4-ton Asphalt Hotbox Reheater/Reclaimer – Streets Department
 New Equipment used in hot patch street repair **Cost: \$20,000.00**



6. 2012 Ford F-450/550 HD Service Truck with Crane – Mechanical Maintenance
 Replacement for #27 – 1992 F-350 Service Truck **Cost: \$64,000.00**



- 7. 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #991 – 1991 GMC -1500 **Cost: \$28,000.00**
- 8. 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #1199 – 1994 GMC -3500 **Cost: \$28,000.00**

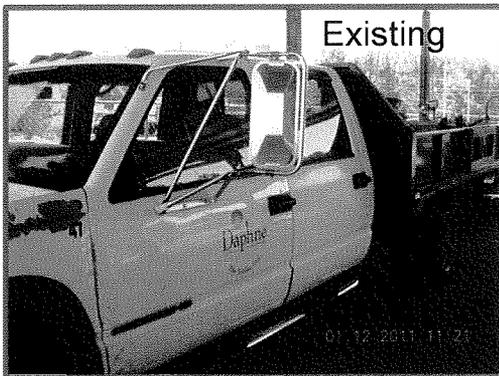


Existing



Replacement

- 9. 2012 Ford F-450 Crew Cab and Chassis – Grounds Department
Replacement for Truck #47 – 1998 GMC K3500 Crew Cab **Cost: \$32,250.00**



Existing

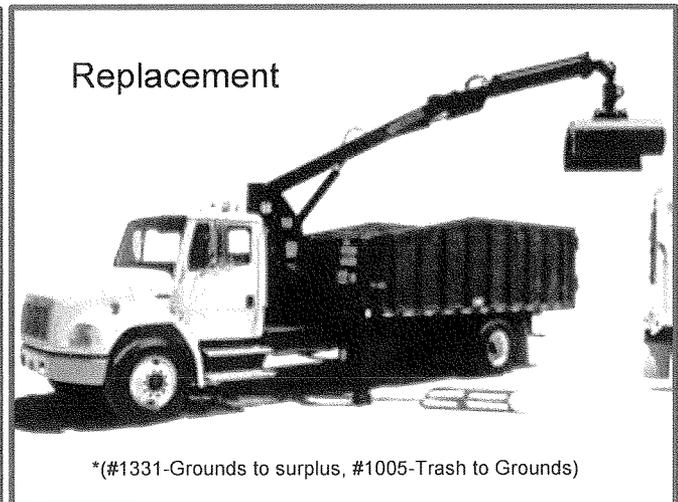


Replacement

- 10. 2012 PacMac Knuckle Boom Grapple Loader – Trash Department
Replacement for #1331* – circa 1980's Knuckle Boom **Cost: \$140,000.00**



Existing

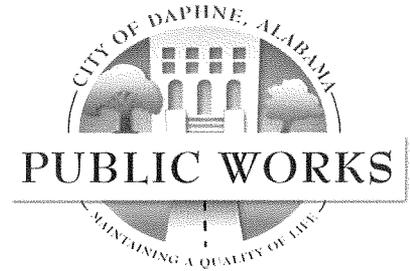


Replacement

*(#1331-Grounds to surplus, #1005-Trash to Grounds)

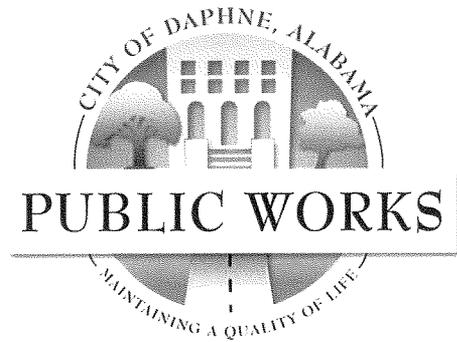
11. New Traffic Counter System – Public Works Administration Replacement for outdated system	Cost: \$18,000.00
12. Chemical Storage Room Unit – Grounds Department New unit to bring PW into Local Fire Code & State Compliance	Cost: \$30,000.00
13. New HVAC System for Parts Room – Mechanical Maintenance New system to provide climate control for inventory area	Cost: \$15,000.00
14. Video Security Camera System – Mechanical Maintenance Request based on recommendation on Insurance Carrier	Cost: 6,000.00
Total Capital Equipment Appropriation Requested in FY2012:	\$521,250.00

*Fiscal Year 2012
Division of Public Works
Capital Equipment Request*



Item #	Description	Department	Cost Estimate	Total
1	2012 F150 Ford Supervisor's trucks	Streets	\$20,000.00	\$20,000.00
2	2012 F150 Ford Supervisor's trucks	Solid Waste	\$20,000.00	\$40,000.00
3	2012 8-10 yard capacity Medium-Duty Dump Truck	Streets	\$80,000.00	\$120,000.00
4	2012 Mauldin Vibratory Roller Compactor (Tow Behind)	Streets	\$20,000.00	\$140,000.00
5	New 4-ton Asphalt Hotbox Reheater/Reclaimer	Streets	\$20,000.00	\$160,000.00
6	2012 Ford F-450/550 HD Service Truck with Crane	Mechanical	\$64,000.00	\$224,000.00
7	2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck	Mowing	\$28,000.00	\$252,000.00
8	2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck	Mowing	\$28,000.00	\$280,000.00
9	2012 Ford F-450 Crew Cab and Chassis	Grounds	\$32,250.00	\$312,250.00
10	2012 PacMac Knuckle Boom Grapple Loader	Solid Waste	\$140,000.00	\$452,250.00
11	New Traffic Counter System	Administration	\$18,000.00	\$470,250.00
12	Chemical Storage Room Unit	Grounds	\$30,000.00	\$500,250.00
13	New HVAC System for Parts Room	Mechanical	\$15,000.00	\$515,250.00
14	Video Security Camera System	Mechanical	\$6,000.00	\$521,250.00
Total FY2012 Capital Equipment Expenditure Requested:			\$521,250.00	

Fiscal Year 2012
Division of Public Works
Capital Equipment Justification



- Items 1 & 2 Two (2) F150 Ford Trucks to replace Street Department Supervisor and Solid Waste Supervisor's trucks

The engines of both of these trucks are using oil. The transmission in the Street Department truck has gone completely out and the truck is having problems with the anti-lock braking system locking up. He is also having problems with the front end.

The Solid Waste truck is also experiencing transmission problems with the gear shift not going into the correct gear. The windshield wipers will not turn off once they have been turned on (you have to remove the fuse to turn them off). Additionally, there are problems with the instrument panel. The gauges are not working properly.

- Item 3 2012 8-10 yard capacity Medium-Duty Dump Truck – Streets Department Replacement for #21 – 1989 GMC 8 yd Dump

Truck 21 is 21 years old with extensive miles on it and has been "Red Tagged" by Mechanical Maintenance as not road worthy. This truck has become a hazard due to the wear and tear on it and it is no longer feasible to repair due to the lack of available parts. It has become liability and will need to be sent to surplus this year. Due to the need to work in tight confined areas in the city it must be replaced.

- Item 4 2012 Mauldin Vibratory Roller Compactor (Tow Behind) – Streets Department Supplement/Replacement for circa 1980's Mauldin

Replacement will improve the quality of work and reduce down time. The current asphalt roller is over 20 years old and is high maintenance. This new piece of equipment will supplement and compliment the Item #5 below.

- Item 5 New 4-ton Asphalt Hotbox Reheater/Reclaimer – Streets Department New Equipment used in hot patch street repair

Used on street projects, pot holes, drainage projects. It allows crews to reclaim leftover asphalt for reuse. Reclaimer will allow us to hot fill pot holes during cold winter months, cuts asphalt waste to zero and to keep hot asphalt on hand in the event of an emergency. With this reclaim box we can repair roads more efficiently and in a timelier manner.

- Item 6 2012 Ford F-450/550 HD Service Truck with Crane – Mechanical Maintenance
Replacement for #27 – 1992 F-350 Service Truck
- The new service truck is needed to replace one that has over **200,000** miles on it and is in need of some major repairs to front end and rust damage. The new truck should also be outfitted with a crane to help lift heavy objects that we have to replace on some of the city equipment.*
- Item 7 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #991 – 1991 GMC -1500
- This truck is 20 years old and has major mechanical problems. The dash is falling out, the brake lights don't always work, the front end needs to be replaced soon, the electrical system has massive problems, etc...*
- Item 8 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #1199 – 1994 GMC -3500
- This eighteen year old truck is past its prime and the interior is starting to deteriorate. It has serious electrical problems and some transmission problems.*
- Item 9 2012 Ford F-450 Crew Cab and Chassis – Grounds Department
Replacement for Truck #47 – 1998 GMC K3500 Crew Cab
- This fourteen year old truck has had a problematic service life. In its current state it requires \$13,615.00 worth of repairs: engine replacement (3rd), transmission rebuild and suspension overhaul. Truck without dumped is values at \$1,500.00. The cost verses benefits are insurmountable. It is time to surplus. The dump bed would be transferred to the new chassis.*
- Item 10 2012 PacMac Knuckle Boom Grapple Loader – Trash Department
Replacement for #1331* – circa 1980's Knuckle Boom
- Truck #1005 is 7 years old and showing wear, daily use is causing more maintenance on it. This truck will be transferred to the Grounds Department and truck #1331 will be sent to surplus. The Grounds Department uses a knuckle boom on an irregular basis and truck #1005 is sufficient for its needs. Truck #1331 has worn completely out and is not adequate for use.*
- Item 11 New Traffic Counter System – Public Works Administration
Replacement for outdated system
- Portable traffic analyzer designed to provide accurate traffic counts, speed and classification data. These devices will be used to monitor traffic flow on roadways to provide key data necessary for Public Works and Public Safety*
- Current traffic analysis equipment is outdated. Only six out of twelve units are in working condition. Replacement units and/or parts are no longer available. Current equipment has been discontinued and broken units cannot be repaired.*

Item 12 Chemical Storage Room Unit – Grounds Department
New unit to bring PW into Local Fire Code & State Compliance

This is to move all the chemicals that we use in the Grounds Department to a fire rated, self-contained, hurricane proof, state approved chemical storage room.

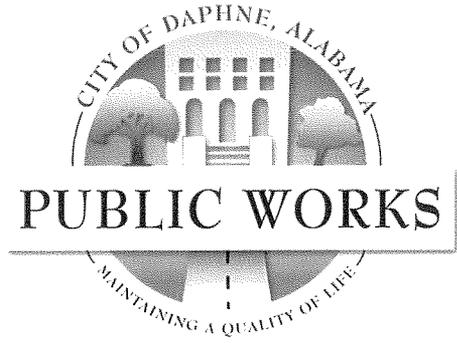
Item 13 New HVAC System for Parts Room – Mechanical Maintenance
New system to provide climate control for inventory area

***AIC** system for the parts room and office area is not adequate to cool the space as efficient as it should and the duct works needs to be replaced with metal ducts so they can be cleaned out.*

Item 14 Video Security Camera System – Mechanical Maintenance
Request based on recommendation on Insurance Carrier

The video security cameras will be an added benefit since we do not have a gate to secure the facility. The system that was quoted records to DVR all the time and will allow us to see all the shop area as well as the fueling station and could be used to keep a safe watch over the shop area and help in accident prevention.

Fiscal Year 2012
Division of Public Works
Capital Equipment Request

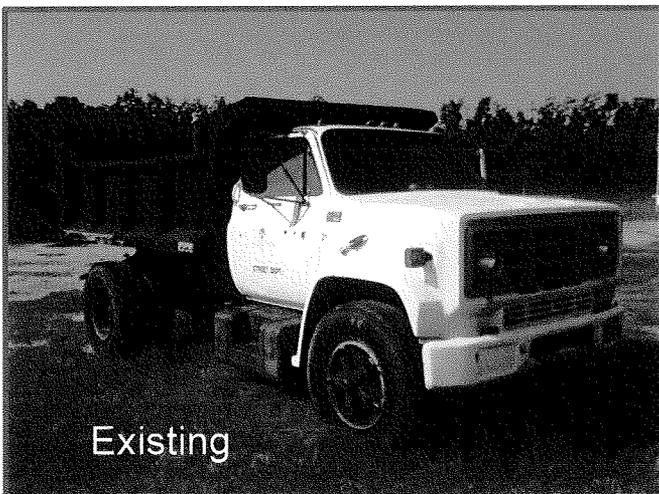


This is a summary of needed replacement and new Capital equipment for the Public Works Department to be procured in Fiscal Year 2012. These items are listed in prioritized order based on need.

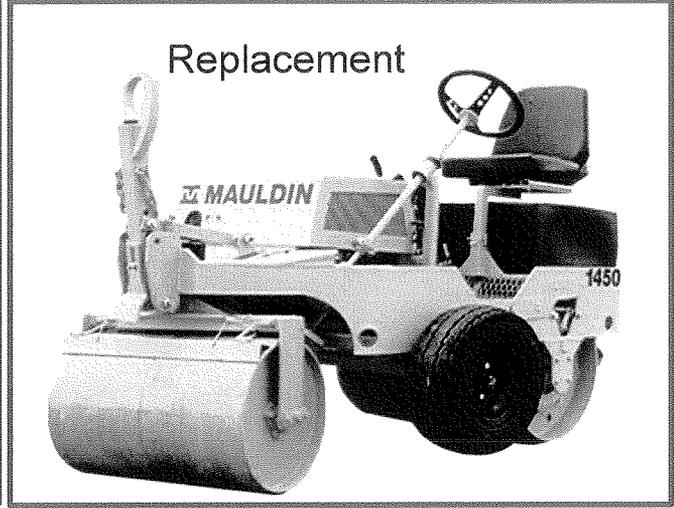
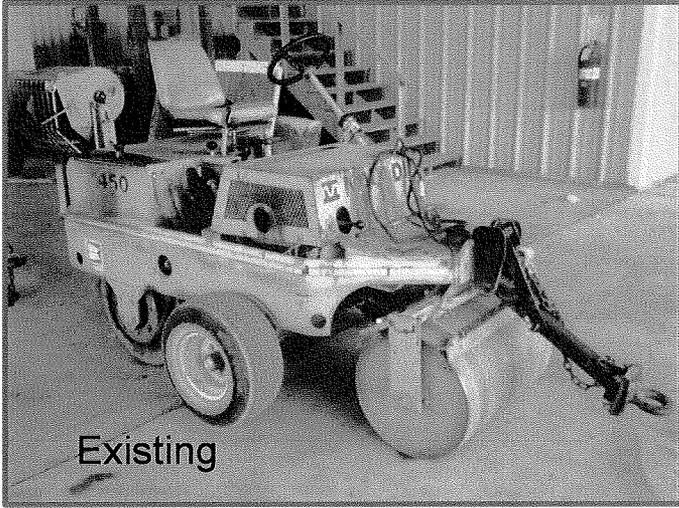
1. 2012 Ford F-150 ½ Ton Light-Duty Pickup Truck – Streets Department Supervisor
Replacement for #49 – 1999 F-150 **Cost: \$20,000.00**
2. 2012 Ford F-150 ½ Ton Light-Duty Pickup Truck – Solid Waste Department Supervisor
Replacement for #772 – 2000 F-150 **Cost: \$20,000.00**



3. 2012 8-10 yard capacity Medium-Duty Dump Truck – Streets Department
Replacement for #21 – 1989 GMC 8 yd Dump **Cost: \$80,000.00**



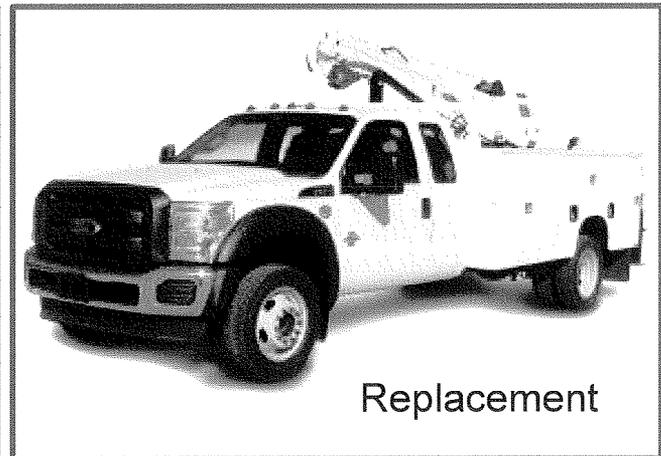
4. 2012 Mauldin Vibratory Roller Compactor (Tow Behind) – Streets Department
 Supplement/Replacement for circa 1980's Mauldin **Cost: \$20,000.00**



5. New 4-ton Asphalt Hotbox Reheater/Reclaimer – Streets Department
 New Equipment used in hot patch street repair **Cost: \$20,000.00**



6. 2012 Ford F-450/550 HD Service Truck with Crane – Mechanical Maintenance
 Replacement for #27 – 1992 F-350 Service Truck **Cost: \$64,000.00**



- 7. 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #991 – 1991 GMC -1500 **Cost: \$28,000.00**
- 8. 2012 Ford F-250 3/4 Ton Crew Cab Pickup Truck – Mowing Department
Replacement for #1199 – 1994 GMC -3500 **Cost: \$28,000.00**



- 9. 2012 Ford F-450 Crew Cab and Chassis – Grounds Department
Replacement for Truck #47 – 1998 GMC K3500 Crew Cab **Cost: \$32,250.00**



- 10. 2012 PacMac Knuckle Boom Grapple Loader – Trash Department
Replacement for #1331* – circa 1980's Knuckle Boom **Cost: \$140,000.00**



*(#1331-Grounds to surplus, #1005-Trash to Grounds)

11. New Traffic Counter System – Public Works Administration Replacement for outdated system	Cost: \$18,000.00
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Total Capital Equipment Appropriation Requested in FY2012:	\$521,250.00

RESOLUTION 2011 -

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY SURPLUS AND AUTHORIZING THE MAYOR TO DISPOSE OF SUCH PROPERTY

WHEREAS, the Department Heads of the City of Daphne have determined that the items listed below are no longer required for public or municipal purposes; and

WHEREAS, the items listed below are recommended for disposal.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Daphne that

- 1- The property listed below is hereby declared to be surplus property, and

DEPT	TAG/VEH#	DESCRIPTION	VIN # / SERIAL #
Parks	1003	1600 John Deere Wing Mower	TC1600T0203662
Parks	1180	Bush Hog	12-07880
Parks	247	Mill Creek Top Dresser	TD3320
Grounds	1089	2004 Toro Push Mower	240113325
Grounds	1090	2004 Toro Push Mower	240113384
Grounds	924	2002 mantis Tiller	286328

- 2- The Mayor is authorized to advertise and accept bids through Govdeals.com as contracted for the sale of such personal property, and

- 3- The Mayor is authorized to sell said property to the highest bidder and deposit any and all proceeds to the General Fund. The Mayor is further authorized to direct the disposition of any property which is not claimed by any bidder.

ADOPTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, this _____ day of _____, 2011.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk CMC

RESOLUTION 2011 -

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY SURPLUS AND AUTHORIZING DISPOSITION

WHEREAS, the Library Department of the City of Daphne has determined that a Library Book Drop Box is no longer required for public or municipal purposes; and

WHEREAS, such Library Book Drop Box listed below is beyond it's useful life for the City of Daphne; and

WHEREAS, the Library Department has been made aware that this Library Book Drop Box could be utilized by a smaller Library; and

WHEREAS, this Library Book Drop Box will be donated "AS IS" and without warranty of any kind, express, or implied, and recipient will release, acquit, and hold the City harmless for any and all claims for damages, causes of action, for any purpose;

WHEREAS, this Library Book Drop Box is recommended for disposal;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Daphne that

- 1- The following property is hereby declared to be surplus:

Library Book Drop Box – Green Book

and

- 2- The Mayor is authorized to direct the disposition of the above listed property to another Library.

ADOPTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, this _____ day of _____, 2011.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk CMC

Buildings & Property Committee Meeting
Monday, November 21, 2011 5:30 PM
Daphne City Hall

Committee

Councilman John Lake
Councilman Derek Boulware
Mayor Bailey Yelding, JR.
Richard Merchant, Building Official
Frank Barnett, Maintenance Supervisor
Margaret Thigpen, Civic Center Director

Committee Minutes (Summary)

Present: Councilman Derek Boulware, Councilman John Lake, Margaret Thigpen, Civic Center Director; Jane Ellis, Mayor's Assistant; Al Guarisco

A.) Minutes from November Meeting: Motion made to approve minutes from October Meeting. Approved.

B.) Items B thought E deferred to December Meeting –
BRAG Facility
Daphne Museum
Baryfront Roof & Insulation Project
Booth Property

C.) Civic Center Report – Margaret distributed her revenue comparison report for Civic Center and Bayfront facilities (attached). Report of upcoming events through end of year and also she and David McKelroy, Parks & Recreation Director are working on obtaining the Alabama High school Athletic Director's & Coaches Meeting. Have booked the Master Gardener Conference for 2014.

Derek inquired about eh 5013c status and where we are in getting information on that possibility. Margaret indicated that the City of Mobile was the only municipality in the area with that status and she was researching that.

Discussion about the dance floor and how it is coming apart and they are unable to use for safety reasons. The Ballroom Dance recently was on the Civic Center floor and there were no complaints – in fact some preferred it.

Bayfront stairs should be complete by end of December.

Margaret asked that the proposal for the roof and insulation additions to Bayfront be moved to Finance and not deferred to next meeting. The quotes were obtained by Frank and in fact we are able to get both of these items fixed for what we thought we would just spend on the roof. **Motion was made that the committee recommends the expense of \$29,995 for roof and \$12,768 for insulation move to the next Finance Committee for approval. Lodging tax dollars can be used for this improvement.**

D.) Building Department Reports – No representation but hard copies of report were distributed.

F. New Business-Al Guarisco was present and there was discussion about the cemetery next to the Daphne Museum and the need for a security and monitoring system because of vandalism. Frank obtained quote of \$3990 for installation and it would run about \$50 per month for service. **Motion was made that we go ahead and not table this item and move to the next Finance Committee meeting for approval of this expense.**

Al also mentioned that there was a terrible flea problem at the museum. Jane will get with Frank Barnett to address.

Meeting Adjourned.

Buildings & Property Committee Meeting
Monday, December 5, 2011 5:30 PM
Daphne City Hall

Committee

Councilman John Lake
Councilman Derek Boulware
Mayor Bailey Yelding, Jr.
Richard Merchant, Building Official
Frank Barnett, Maintenance Supervisor
Margaret Thigpen, Civic Center Director

Committee Minutes (Summary)

Present: Councilman Derek Boulware, Councilman John Lake, Mayor Yelding, Richard Merchant; Building Inspector, Margaret Thigpen, Civic Center Director; Jane Ellis, Mayor's Assistant; Frank Barnett; Maintenance Supervisor, Richard Johnson, Public Works Director; Ken Blaume - Museum

- A.) Minutes from November Meeting:** Motion made to approve minutes from November Meeting. Approved.
- B.) BRAG –** This item was tabled from last month's meeting. BRAG has requested a security system because of the artwork in the building. The cost is approximately \$3 - \$5000 for a security system and monthly monitoring. After discussion the committee agreed that this expense would go beyond the scope of responsibilities of a landlord. As a tenant they will be allowed to have a system installed but it would have to be at their own expense. **Jane Ellis will prepare a letter to BRAG stating the decision and John Lake will sign the letter as Committee Chairman.**
- C.) Booth Property Swap –** Richard Johnson presented an overview of the property proposed to be swapped between Dr. Barry Booth and the City of Daphne. The city property runs along Dr. Booth's property. It has been used as a dumping site for years. Dr. Booth has no immediate plans for it but would like it cleaned up. It is approximately less than an acre. Ashley Campbell reported that after look at the site and the items that have been dumped in it we would need to be very careful in cleaning it up. We would or could be disturbing the site as there are many items buried beneath the earth. Richard Johnson asked that if we swap this property that the City be given a perpetual drainage easement. This would take care of access to the property if need be. There are some other factors to consider – both pieces of property would need to be subdivided and who will pay for these costs? Are we setting a precedent with a

private/public party swap? The area needs to be assessed before the swap because of a lot of unsafe items, etc. Ashley will look at it further and get a price for a survey and an environmental assessment as well. Dr. Booth said that the 2 large pieces of sculpture on the property will be conveyed to the city. Richard Johnson said that all of this will have to go before the Planning Commission. The committee agreed that each party will cover their own costs related to the swap.

D.) Civic Center Report – Margaret provided a copy of her reports as it relates to revenue dollars for the Civic Center and the Bayfront facilities. Miscellaneous items mentioned were that the pursuit of the Alabama High School Leads is put aside for now – looking at actual costs for hosting the event. Capital Improvement requests have been submitted: Roof at Civic Center, decking at Bayfront and a voltage monitoring system. Additional parking possibilities at Bayfront were discussed. We currently do not have enough spaces for the amount of people that could attend an event. Could use the green area and block it off with railroad ties instead of using the gravel.

Margaret gave an update on the 5013c –she spoke with the Downtown Mobile Alliance and found that it can't be funded by one source – it will require board members, by laws and we may want to look at an enterprise fund – still fact finding and wanted to discuss with Kim Briley.

E.) Building Department Reports – 5 new residential for week/3 commercial – Total of 80 permits for the month with \$2 million representing \$18,450 in permit fees for the month.

Meeting Adjourned.

Civic Center

Month	2009-2010 Revenue		2009-2010 w/out		Month	2010-2011 Revenue		2010-2011 w/out		2011-2012 Revenue
	COHP	Revenue	COHP	Revenue		COHP	Revenue	COHP	Revenue	
Oct	\$10,305.00	\$6,763.00	\$3,542.00	\$10,618.00	Oct	\$10,618.00	\$0.00	\$10,618.00	\$15,271.00	
Nov	\$11,633.00	\$8,100.00	\$3,533.00	\$4,727.00	Nov	\$4,727.00	\$895.00	\$3,832.00	\$18,976.00	
Dec	\$8,985.25	\$7,729.50	\$1,255.75	\$9,253.20	Dec	\$9,253.20	\$7,159.20	\$2,094.00	\$11,132.00	
Jan	\$15,499.50	\$7,295.00	\$8,204.50	\$7,423.20	Jan	\$7,423.20		\$7,423.20	\$4,744.00	
Feb	\$20,334.00	\$1,751.00	\$18,583.00	\$12,692.00	Feb	\$12,692.00		\$12,692.00	\$1,080.00	
March	\$18,268.00	\$6,479.00	\$11,789.00	\$16,778.95	March	\$16,778.95		\$16,778.95	\$3,581.00	
April	\$34,493.25	\$30,840.25	\$3,653.00	\$6,683.95	April	\$6,683.95	\$211.00	\$6,472.95	\$7,200.00	
May	\$16,572.78	\$6,263.75	\$10,309.03	\$9,381.45	May	\$9,381.45		\$9,381.45	\$4,441.00	
June	\$14,677.75	\$8,918.75	\$5,759.00	\$13,831.95	June	\$13,831.95	\$125.00	\$13,706.95	\$891.00	
July	\$21,709.23	\$15,717.23	\$5,992.00	\$19,481.00	July	\$19,481.00		\$19,481.00	\$1,352.00	
Aug	\$17,885.30	\$16,395.60	\$1,489.70	\$11,129.50	Aug	\$11,129.50	\$125.00	\$11,004.50	\$3,620.00	
Sep	\$10,008.00	\$3,558.00	\$6,450.00	\$12,693.00	Sep	\$12,693.00	\$205.00	\$12,488.00		
TOTAL	\$200,371.06	\$119,811.08	\$80,559.98	\$134,693.20		\$134,693.20	\$8,720.20	\$126,172.90	\$72,302.00	

Bayfront

Month	2009-2010 Revenue		2011-2012 Revenue		2012-2013 Revenue		2013-2014 Revenue	
	Revenue	COHP	Revenue	COHP	Revenue	COHP	Revenue	COHP
Oct	\$1,539.00	\$5,707.00	\$6,057.00					
Nov	\$2,395.00	\$2,347.00	\$2,894.00					
Dec	\$2,284.00	\$6,709.00	\$4,185.00					
Jan	\$495.00	\$2,635.00	\$1,190.00					
Feb	\$2,540.00	\$3,881.00	\$460.00					
March	\$3,164.00	\$3,088.00	\$1,415.00					
April	\$2,944.00	\$6,365.00	\$1,735.00				\$280.00	
May	\$5,931.00	\$4,786.00	\$1,695.00					
June	\$4,143.00	\$4,834.00	\$760.00					
July	\$6,004.00	\$6,733.00	\$380.00					
Aug	\$7,282.00	\$7,892.25						
Sep	\$6,263.99	\$6,258.00						
TOTAL	\$44,984.99	\$61,235.25	\$20,391.00					



CITY OF DAPHNE
PO Box 400
DAPHNE, AL 36526

December 2, 2011 Meeting Minutes

District 1
Dorothy Morrison,
Chair

In attendance:

Pat Albert, Margorie Bellue, Dwayne Coley, Jane Ellis, Michele Hanson, Richard Johnson, Elaine Maxime, David McKelroy, Marilyn O'Connor Moore, Denise Penry, Rebecca Trosclair, Selena Vaughn, Tomasina Werner, Bea Wilson, Mayor Yelding

District 2
Carolyn Coleman
Marilyn O'Connor-
Moore
Bea Wilson

Richard gave an update on the road improvements in Lake Forest and the plans for Main Street. Mayor Yelding asked that PW consider extending the improvements to Van rather than stopping at McAdams.

District 3

Compliments were given both to Public Works for the holiday decorations and to Pat Albert for another successful year working with local students to make the ornaments for the tree in City Hall. (\$190 was spent and we had 394 ornaments)

District 4
Selena Vaughn,
Secretary

An update is needed from Parks and Recreation before our meeting on a schedule for making the requested park improvements discussed back in October.

District 6
Elaine Maxime

A meeting is needed for PW, Parks and DBC to discuss the schedule for May Day Park planting. Meeting is scheduled for next Wednesday morning at Parks.

District 7
Rebecca Trosclair

Marjorie gave an update on Mardi Gras decorations and Arbor Day. The trees are ordered and the paperwork for the Tree City application is underway. For Arbor Day, the following people are to assist Marjorie by helping in the planning for: Dwayne—mulch give-away, Dorothy-girl scouts, Selena-high school volunteers, Master Gardeners, proclamation and Daphne Utilities.

City Liaisons
Margorie Bellue
Richard Johnson
Dwayne Coley
David McKelroy
Denise Penry
Pat Albert

Dwayne will get an estimate for more bulbs needed and the cost for more poinsettias and a replacement deer for the missing one at Centennial.

The next Beautification award will be in District 1 in January.

Public Works Report: PW has completed their part in the Daphne Utilities park project across from Gator Alley. Median Crossovers are still in planning approval. The publicity for the Longhorn Beautification was submitted by Denise Last month.

Pat discussed the mural project bringing up that we have a couple of buildings such as Leon's and the Eastern Shore Café willing to host a mural. Volunteer artists are needed.

A presentation was made by Mayor Yelding who read a proclamation of appreciation to retiring volunteer Tomasina Werner.

Meeting adjourned.



**CITY COUNCIL MEETING
REPORTS OF SPECIAL COMMITTEES**

NOTES:

BOARD OF ZONING ADJUSTMENTS REPORT:

DOWNTOWN REDEVELOPMENT AUTHORITY REPORT:

INDUSTRIAL DEVELOPMENT BOARD:

LIBRARY BOARD:

PLANNING COMMISSION REPORT:

RECREATION BOARD REPORT:

UTILITY BOARD REPORT:

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF NOVEMBER 3, 2011 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Chairman: the number of members present constitutes a quorum and the regular meeting of the Board of Zoning Adjustment called to order at 6:00 p.m. Let us have roll call.

Call of Roll:

Members Present:

Willie Robison, Chairman
Jeri Hargiss, Secretary
Glen Swaney, Vice Chairman
Tony Felts
Frank Lamb
Billy Mayhand

Members Absent:

Jim Moss

Staff Present:

Adrienne D. Jones, Director of Community Development
Tony Hoffman, BZA Attorney
Pat Houston, Recording Secretary

Chairman: next item on the agenda is the approval of the October 6th, 2011 meeting minutes. The Chair will entertain a motion to approve the minutes as written.

Approval of Minutes:

The minutes of the October 6th, 2011 meeting were considered for approval.

A Motion was made by Mr. Lamb and Seconded by Mr. Swaney to approve the minutes as written.

The Motion carried unanimously.

New Business:

Appeal #2011-06 Cynthia McMeans

Chairman: next item for business on the agenda is Appeal #2011-06 Cynthia McMeans, a variance to allow an existing home to encroach into the side yard setbacks four-feet on the west side and five-feet on the east side. The property is located at 202 Potter's Mill Avenue, and it is in an R-1, Low Density, Single Family Residential Zone. Ms. Jones, if you would take us through this please.

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF NOVEMBER 3, 2011 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL

Ms. Jones: [displayed a Power Point Presentation of 202 Potter's Mill Avenue, Lot 10, Unit 1, Potter's Mill Subdivision.] The property is currently zoned R-1, Low Density, Single Family Residential. The required minimum setbacks are forty-feet on the front and rear and fifteen-feet on the sides. What is being requested tonight is, in lieu of the fifteen-foot side on both sides they are asking for twelve-foot on the west side and eleven-feet on the east side. This is an existing residence built in 1997, and the slide here shows the areas of encroachment. One area is the covered porch on the west side of the house and the other is the east side of the house. This is a picture from Potter's Mill Avenue and I tried to show you the areas of encroachment, but on the west side the trees are so thick you really cannot see where that area of encroachment is. On the east side there is a utility easement and if you look at the picture at the bottom of the page you will see a transformer box or a utility box, so the encroachment, on the upper picture, is shown where that window is, that area is encroaching into the setback. The key point here is that this encroachment has taken place for about fourteen years, and it has not caused any problems. Since it is the intent of the Zoning Ordinance to allow minor variances to accommodate extraordinary and exceptional conditions, I would call the fact that this has existed for fourteen years extraordinary. It is not where we would ask them to remove part of the house. So the thing for us to do would be to approve them. With that my recommendation is to approve it with a three-foot encroachment on the west side, which will leave a twelve-foot as the setback and to allow a four-foot encroachment on the east side, which will leave an eleven-foot setback, and that is all.

Chairman: is Mr. McMeans here tonight?

Ms. McMeans: yes, sir.

Chairman: would you like to address the Board? If you will, step to the podium and state your name and address for the record, please.

Ms. McMeans: good evening, I am Cynthia McMeans. The home at 202 Potter's Mill Avenue, in Daphne, was my former residence for fourteen years. My husband and I built the house in 1997 and a couple of years ago he died. It is a big house. I had to move. I could not keep it up, and I found a lovely family to buy it, and I want to go ahead and allow them to purchase the home and I have now moved to a smaller home in Daphne also, but that is the motivation for this at this time. My understanding was, as well, was that in 1997 when the house was built there were not any side setback lines at all. It was not like we overlooked something or did not do what we were supposed to do. I could not find any survey or the builder or anyone else that said that we were in violation of anything. Of course, we had a mortgage and everything too. I think that the law must have changed after we built the house. It is just the porch part of the west side that is more of an encroachment I think, but that is my motivation.

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Ms. McMeans: that is why I am trying to do what I am doing. Does anyone have any questions they want to ask me about it?

Mr. Felts: I just wanted to ask staff how we got here. Has the Ordinance changed? Was this annexed at a later date? Or how did we end up with nonconformity?

Ms. Jones: the Ordinance was actually established in 1987, ten years before this house was built. So it was a mistake on someone's behalf, and I do not know who. I cannot verify who, but it was a mistake on someone's behalf.

Mr. Felts: it is just being caught?

Ms. Jones: that is correct.

Ms. Swaney: but the house was probably built within the confines of the original subdivision plot plan I would guess, which would probably be ten-foot side setbacks. Do you recall?

Ms. McMeans: I could not find any side setback lines at all on any of the original plans, surveys or anything which led me to believe that the enforcement effect of it all was done later on, but it could have been overlooked on our part or the builders part. I do not know actually.

Chairman: does anyone else have any questions?

Mr. Lamb: yes, just a point of interest. Do you know when the Planning Commission put together their Land Use & Development Ordinance?

Ms. Jones: in 1987 that is when zoning was established for the City of Daphne.

Mr. Lamb: at that time did it have the width, depth and all like we have now?

Ms. Jones: yes, sir, they were always there, R-1 zoning has been the same since it was originally established.

Mr. Lamb: the failure here is not with Ms. McMeans, the failure was in the system. Before he can record at the County you have to have sign-offs from the City and the engineers that everything is going to work, and everything is in compliance. Whoever signed off on that subdivision was derelict in their responsible duties. Sadly, whoever the Building Official was at the time the plans were approved for construction, he failed in his duties also. It is not Ms. McMeans fault. It is a failure of the system, which brings us here today, and cost her some money because at least two individuals did not do their job.

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Mr. Lamb: the Planning Commission is supposed to make sure that the setbacks are in order, but they rely on a city official to make sure of that. So I apologize that you had to spend this money, but that was an administrative failure in two areas. Last, but not least the developer failed and we see this over and over again, developers choosing, with a malice of forethought, to circumvent the City and then we have poor residents that have to spend money to get us to give them a variance. So I am always after these devious developers who knowingly and willingly cause our citizens money. I have made my speech. Thank you.

Ms. McMeans: anything else?

Chairman: thank you, Ms. McMeans.

Ms. McMeans: thank you.

Chairman: let the record show that there are no adjacent property owners here to speak in opposition to this variance. At the time the Chair will entertain a motion, and remember the motion must be made in the affirmative.

A Motion was made by Mr. Swaney and Seconded by Mr. Felts to approve Appeal #2011-06, Cynthia McMeans, for a variance to allow an existing home to encroach into the side yard setbacks four-feet on the west side and five-feet on the east side. The property is located at 202 Potter's Mill Avenue, and it is in an R-1, Low Density, Single Family Residential Zone.

Upon roll call vote, the motion carried unanimously.

Mr. Swaney	Aye
Mr. Mayhand	Aye
Mr. Lamb	Aye
Ms. Hargiss	Aye
Mr. Robison	Aye
Mr. Felts	Aye

Chairman: the appeal is granted unanimously. You may go by the Community Development office here in city hall in the morning around 9:00 a.m. and pick up your paperwork.

Chairman: next item on the agenda is Appeal #2011-07 Victor & Elizabeth Schneider, a variance allowing road frontage of an existing lot of record to be eighty four-feet in lieu of ninety-feet wide. The property is Lot 2, William O'Neal Subdivision between 1207 and 1209 Lovette Lane, which is zoned R-2, Medium Density, Single Family Residential. Ms. Jones, if you would please take us through this.

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Ms. Jones: [displayed a Power Point Presentation of Lot 2, William O'Neal Subdivision.] The slide showing is an aerial view of the subject property. You see north of the arrow it is adjacent to Mobile Bay and to the north and south is a residence. This is the existing zoning map shot and the subject property is zoned R-2, Medium Density, Single Family. The front and rear setback requirements are thirty five-feet, the sides are ten-feet and the lot width required is ninety-feet. This is a survey of the subject property and what I have is a comparison between what is required, as our minimum standards, and what is being requested. The minimum lot area required is fifteen thousand square feet and they actually have over twenty two thousand square feet. The width is required to be ninety-feet, and what we have today is eighty four point zero five-feet according to the survey, and the depth is two hundred and seventy two-feet, although the Ordinance does not require a minimum depth, we know that it has to be at least one hundred and sixty six-feet in order to meet the fifteen thousand square feet area. So the only area where they need any adjustment or variance is on the lot width, and this is an existing lot of record, Lot 2, William O'Neal Subdivision, which was recorded in 1920. What we have here are pictures of the subject property. The star shows that there is a fence that is on the outside of the subject property. The picture next to it shows kind of a pan to the right if you are standing on Lovette Lane, you will see a view of Mobile Bay. The picture in the bottom left corner pans a little bit farther to the right and the picture next to that shows the property that is located north. The question we have to consider here is whether there is an unnecessary hardship. Well the hardship in this case is that it is an existing lot of record that was developed prior to the development of zoning in the City of Daphne, and that would be counted as an extraordinary condition. Will approval of this proposal create a substantial detriment to the public good? The answer to this would be no and there is no other way for this lot to be brought into compliance because both the lots adjoining it are already developed. An inherent hardship does exist, and a little enforcement of the Ordinance would actually keep this lot from being developed as a residence, and that is something that we are not allowed to do. So the solution would be to allow the variance reducing the front lot width to match what they currently have. So with that, my recommendation is to approve the six-foot variance, allowing the lot width to be eighty four-feet in lieu of the required ninety-feet for this existing lot of record. Any questions?

Chairman: would you explain to them how you did to me, a little while ago, how this would be classified as a vacant lot?

Ms. Jones: you asked me earlier why this would not be considered a grandfathered use. If we are looking at the use of the property at this time it is grandfathered as a vacant lot, and not as a lot with a house on it, so that is the reason. In order to have a building permit issued we have to have compliance with the zoning requirements.

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Ms. Jones: since we have the lot width as being deficient we have to have it varied in order for them to obtain a building permit, and meet all the minimum standards of the zoning regulations.

Chairman: thank you. I believe Mr. Hitson you are here representing the Schneider's. If you would, state your name and address, and you are out of your flock tonight are you not. You are just here as their representative.

Mr. Hitson: yes. I am not here on my part-time job for the City of Daphne. Ken Hitson and Mr. & Mrs. Schneider were sitting beside me in the second row. My first job as a lawyer was to Clerk for a Judge in Montgomery, and one of the first things he taught me was the Warren Reese Rule of Law, and I will tell you what that is. It is when you are winning shut-up, so I have nothing to say unless you guys have any questions. Warren Reese use to talk himself out of winning. He just kept talking, so I am not going to do that.

Mr. Swaney: would you restate the request for the appeal?

Ms. Jones: the request we have is to allow, and this is my short version, it is to allow an existing lot of record to remain as eighty four-feet in width, in lieu of ninety-feet, as per the Land Use and Development Ordinance.

Mr. Swaney: in other words what we are requested to do is qualify the lot as an R-2 lot.

Ms. Jones: we want to qualify it as meeting all of the standards for a typical R-2 lot. Yes.

Mr. Swaney: okay, but this really does not influence at all the setbacks that would be required for any property or house that is built on said lot?

Ms. Jones: it does not, but we do have provisions for substandard lots of record, which would apply to this.

Mr. Swaney: okay, thank you.

Ms. Jones: you are welcome.

Mr. Lamb: would you clarify something for me? Nine point six, lots of record, where the owner of a lot of record or his successor to the title thereto does not own sufficient land to enable him to conform to the dimensional requirements of this Ordinance, the following exceptions may be allowed. Now, he does not own sufficient land for the frontage? Is that correct? He is six-feet short.

Ms. Jones: correct.

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Mr. Lamb: (a) Where a lot, tract, or parcel of land has an area or width which does not conform to the requirements of the district in which it is located, said lot may be used for a single family dwelling in any residential district, provided the lot to be used has a minimum area of four thousand square feet, and this exceeds that, and a minimum lot width at the building line of forty-feet and is connected to public sewer. In Commercial/Industrial Districts uses does not apply. So my question is it is a lot of record and he is going to build a single family dwelling, and the area exceeds four thousand square feet, so my question is why do we have the petition?

Ms. Jones: you have the petition without going into a lot on the background of how the property was previously incorporated or considered to be one with Lot 1 by the tax record. At that time, it was the same single owner.

Mr. Lamb: it was one single ownership.

Ms. Jones: that is right, and now it is being separated and it has a new owner. So this lot needs to have its own compliance, in order to move forward.

Mr. Lamb: I did not know that it was single ownership.

Ms. Jones: yes it was.

Mr. Lamb: that is (b). Now it has to be platted and re-parceled. Do they know that?

Ms. Jones: that is if Lot 1 and Lot 2 were considered as one. We do not have that as being the case now. It has never been re-parceled to start with. It was always two separate lots of record, but through the Tax Assessors office it was considered to be one, as it was under one ownership.

Chairman: this has nothing to do with it, but I noticed that you put in your report that across the street from it there are two similar lots so in the future something may come up.

Ms. Jones: absolutely.

Chairman: anyone else?

Mr. Swaney: are both Lot's 1 & 2, in this particular area, each eighty four-foot wide or there about?

Ms. Jones: I think Lot 1 is a little bit bigger than eighty four-feet. I think it may have been closer to ninety, but not quite ninety.

Mr. Lamb: I think it is eighty-six or eighty-seven.

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Ms. Jones: but that one would be considered grandfathered because it has a structure on it already.

Chairman: thank you, Mr. Hitson.

Mr. Hitson: okay, thank you.

Chairman: would anyone else like to address the Board?

Mr. Hitson: I would like to say one other thing just for the purpose of your consideration in the future. I think and I do not know if it is for convenient sake or whatever, the Land Use Department here uses the tax records and that is because they are easily accessible and that kind of thing I suspect. I do not know that for sure.

Mr. Swaney: can you speak up? I cannot quite hear you.

Mr. Hitson: I said Ms. Jones and her staff uses the tax records in determining lots of record and I suspect that has something to do with convenience, although I do not want to put words in your mouth. I am not sure about that, but just for the future in the definition section of the Ordinance, Section 8, Lot of Record is defined as a description, excuse me, a lot which is part of a record plat or a plot described in metes and bounds, the map and or a description of which has been recorded according to Alabama Law, and as you know, if you had a deed you cannot record a deed in the Tax Assessors Office. That is recorded in the Probate Office, in the County's Probate Office, and of course, that is where this was originally plotted in 1902 and it was recorded. So how we determine lot of record might want to be kind of amended so that you can look at the Tax Assessors record so it is technically legal, and that is just something I came across, but your lawyer might disagree with me about that. Anyway, just a little future problem that the City might want to consider, that is all. It has nothing to do with us obviously.

Chairman: thank you, sir.

Mr. Hitson: thank you.

Mr. Swaney: just for my information, what are the side setbacks for R-2?

Ms. Jones: ten-feet on each side are required for a typical R-2, but for a substandard lot of record we would consider the properties that are two hundred-feet, one hundred-feet on each side and do an average of the setbacks that they use and allow that to be the setback for side yards and front.

Mr. Lamb: would that be more than ten-feet?

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Ms. Jones: not more than ten-feet.

Mr. Felts: so you can reduce it, but not make it larger.

Ms. Jones: that is correct. It can be reduced, but not increased.

Chairman: is there anyone here to speak in opposition of this appeal? Let the record show that there are no adjacent property owners here to speak in opposition to this variance. Public participation is closed. At this time the Chair will entertain a motion, and remember the motion must be made in the affirmative.

A Motion was made by Mr. Mayhand and Seconded by Ms. Hargiss to approve Appeal #2011-07, Victor & Elizabeth Schneider, for a variance allowing road frontage of an existing lot of record to be eighty four-feet in lieu of ninety-feet wide. The property is Lot 2, William O'Neal Subdivision between 1207 and 1209 Lovette Lane, which is zoned R-2, Medium Density, Single Family Residential.

Upon roll call vote, the motion carried unanimously.

Mr. Swaney	Aye
Mr. Mayhand	Aye
Mr. Lamb	Aye
Ms. Hargiss	Aye
Mr. Robison	Aye
Mr. Felts	Aye

Chairman: the appeal is granted unanimously, and if you were here earlier when I told Ms. McMeans where to go to pick up her paperwork you may also go by the Community Development office here in city hall any time after 9:15 a.m. in the morning to pick up yours. Thank you.

Mr. Lamb: we do not often make everybody happy.

Mr. Hitson: at least tonight you did. Thank you.

Chairman: I am with Mr. Lamb on these things where we have quite a few in which the citizenry has to spend their hard earned money on something that they really should not have to be coming in front of the BZA for.

Mr. Felts: I agree with my colleagues.

Ms. Jones: I do not have the power to make those determinations on my own.

Mr. Felts: perhaps that may be something that needs to be looked at in our Land Use Ordinance.

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Mr. Lamb: out of all the variances we have done we have never had a side setback issue in Potter's Mill. This is the first one and there are houses turned over in that subdivision all the time.

Ms. Jones: well is someone calls and ask for a zoning letter or certification that everything is in order and they submit a survey that does not meet the requirements I cannot issue a letter to say that they are in compliance with the zoning regulations. So I agree and I would rather there be a different way to do it, but at this time we do not have any other way to do it.

Mr. Lamb: that is right you are just doing your job.

Chairman: Mr. Terry, are you just here listening or do you have anything to say?

Mr. Terry: I am here for the pep rally.

Chairman: okay, great. Now since you are on the Planning Commission some of the things that we have said you may want to go back to your compadres with.

Mr. Terry: sure thing.

Mr. Swaney: I do want to applaud your new signage and so forth.

Ms. Jones: thank you.

Chairman: the first time I saw one I thought the neighbors had put it out to say, hey, come help us fight this, but I found out later that Ms. Pat had indeed put it up. Ms. Jones, you have the submittal applications that you want to discuss.

Ms. Jones: yes. I also have included the upcoming calendar for 2012. Ms. Pat had already sent you a copy earlier to take a peek at. I just wanted you to have it because there is one meeting, at least, in July where we would not meet on the first Thursday because of the holiday. We would instead meet on July 10th, which would be the second Tuesday.

Mr. Swaney: the second Tuesday instead of the 5th of July.

Chairman: meet on that Tuesday where you have that little asterisk there.

Ms. Jones: meet of the 10th rather than on the 5th.

Chairman: should we have an appeal we would meet then.

Ms. Jones: that is right.

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Mr. Swaney: okay.

Ms. Jones: but hopefully you had a chance to review the supplemental application material. We are revamping all of our applications trying to get organized, more streamlined and more efficient. So I wanted you to take a peek at them to see if there was anything blatant that you thought was out of place and needed to be changed or whether I missed anything. It is not anything necessarily that you have to vote on it is just me extending a courtesy to you.

Chairman: that is for our information. Is it more streamlined?

Ms. Jones: I think so.

Chairman: well if it is more streamlined and it easier to do I am all for it.

Mr. Lamb: I was a little confused on submissions. It said you have to be submitted no later than 4:30 p.m. in accordance with the 2012 Board of Adjustment meeting schedule and application deadline calendar. First time I read that I did not know when that was, but in a closer reading it is actually thirty days in advance. I mean if you want it on the calendar next month you have to do it thirty days in advance. I got it.

Ms. Jones: essentially yes, but we will also have a copy of the calendar included with each one of the packets, so that reference will be to this document.

Mr. Lamb: okay. It took me a minute. That was the only thing that I saw that I was a little confused about. Now are you increasing the fees?

Ms. Jones: the Council already increased the fees.

Mr. Lamb: okay, they did.

Ms. Jones: yes, the fees have been increased.

Mr. Lamb: I know a few years ago they had not even looked at it and everybody around us, Foley, and everybody else was way more money than the City of Daphne was asking. So we are up to snuff on that.

Ms. Jones: I think so.

Chairman: is that it Ms. Jones?

Ms. Jones: yes, sir.

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Chairman: if there is no other business, the Chair will entertain a motion to adjourn.

Adjournment:

A Motion was made by Mr. Lamb and Seconded by Mr. Mayhand to adjourn.

The Motion carried unanimously.

There being no further business the meeting was adjourned at 6:34 p.m.

Respectfully submitted by:



Pat Houston, Recording Secretary

APPROVED: December 1, 2011



Glen Swaney, Vice Chairman

/ph

**CITY COUNCIL MEETING
MAYOR'S REPORT**

NOTES:

CITY ATTORNEY'S REPORT

NOTES:

DEPARTMENT HEAD'S COMMENTS

**CITY COUNCIL MEETING
RESOLUTIONS, ORDINANCES, ORDERS & OTHER BUSINESS**

NOTES:

RECOMMENDATIONS

COUNCIL COMMENTS:

CITY OF DAPHNE

RESOLUTION 2011-82

APPROVING THE CITY OF DAPHNE, ALABAMA'S EMERGENCY OPERATIONS PLAN, AUTHORIZING AND DIRECTING THE MAYOR TO IMPLEMENT THE PLAN

WHEREAS, the Alabama Emergency Operations Plan (EOP) requires each jurisdiction to develop, maintain and revise as necessary an Emergency Operations Plan; and

WHEREAS, Daphne's Emergency Management Coordinator is responsible for developing and maintaining the city's EOP; and

WHEREAS, plans written after October 2005 must be consistent with the National Incident Management System (NIMS) which has been incorporated into this plan; and

WHEREAS, in November 2010 the Federal Emergency Management Agency (FEMA) issued Comprehensive Preparedness Guide (CPG) 101 – Developing and Maintaining Emergency Operation Plans. This EOP conforms to the guidance contained in CPG 101; and

WHEREAS, The City of Daphne formed a Core Planning Team with City Departments and governmental and none-governmental agencies to participate in a collaborative process to develop the EOP; and

WHEREAS, the EOP is comprised of the following components: 1) Introductory Material; 2) Basic Plan; 3) Lead and Support Agency Annexes; 4) Functional and Hazard Specific Annexes; 5) and Supporting Appendices; and

WHEREAS, The Emergency Management Coordinator, Department Heads or their designee, and the EOP Core Planning Team have reviewed the EOP, participated in a Table Top Exercise and submitted changes that have been incorporated into this plan; and

WHEREAS, The City of Daphne Emergency Operations Plan is being submitted to the City Council for adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA that the Emergency Operations Plan be adopted and to direct the Mayor to implement the plan. Furthermore, the Mayor is authorized to approve future necessary revisions

to the EOP and approve updates to Departmental Annexes and Functional and Hazard Specific Annexes as may be needed to supplement/update the Emergency Operations Plan.

ADOPTED AND APPROVED this _____ day of _____, 2011.

**CITY OF DAPHNE,
A MUNICIPAL CORPORATION**

**Cathy S. Barnette,
Council President**

**Bailey Yelding, Jr.,
Mayor**

ATTEST:

David L. Cohen,
City Clerk, MMC

RESOLUTION 2011 - 83

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY SURPLUS AND AUTHORIZING THE MAYOR TO DISPOSE OF SUCH PROPERTY

WHEREAS, the Department Heads of the City of Daphne have determined that the items listed below are no longer required for public or municipal purposes; and

WHEREAS, the items listed below are recommended for disposal.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Daphne that

- 1- The property listed below is hereby declared to be surplus property, and

DEPT	TAG/VEH#	DESCRIPTION	VIN # / SERIAL #
Parks	1003	1600 John Deere Wing Mower	TC1600T0203662
Parks	1180	Bush Hog	12-07880
Parks	247	Mill Creek Top Dresser	TD3320
Grounds	1089	2004 Toro Push Mower	240113325
Grounds	1090	2004 Toro Push Mower	240113384
Grounds	924	2002 mantis Tiller	286328

- 2- The Mayor is authorized to advertise and accept bids through Govdeals.com as contracted for the sale of such personal property, and

- 3- The Mayor is authorized to sell said property to the highest bidder and deposit any and all proceeds to the General Fund. The Mayor is further authorized to direct the disposition of any property which is not claimed by any bidder.

ADOPTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, this _____ day of _____, 2011.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

RESOLUTION 2011 - 84

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY SURPLUS AND AUTHORIZING DISPOSITION

WHEREAS, the Library Department of the City of Daphne has determined that a Library Book Drop Box is no longer required for public or municipal purposes; and

WHEREAS, such Library Book Drop Box listed below is beyond it's useful life for the City of Daphne; and

WHEREAS, the Library Department has been made aware that this Library Book Drop Box could be utilized by a smaller Library; and

WHEREAS, this Library Book Drop Box will be donated "AS IS" and without warranty of any kind, express, or implied, and recipient will release, acquit, and hold the City harmless for any and all claims for damages, causes of action, for any purpose;

WHEREAS, this Library Book Drop Box is recommended for disposal;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Daphne that

1- The following property is hereby declared to be surplus:

Library Book Drop Box – Green Book

and

2- The Mayor is authorized to direct the disposition of the above listed property to another Library.

ADOPTED AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, this _____ day of _____, 2011.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

**RESOLUTION NO. 2011-85
2012-A-FD/NATURAL GAS GENERATOR**

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

WHEREAS, The City of Daphne acknowledges that the cost for the NATURAL GAS GENERATOR will exceed this amount; and

WHEREAS, Staff has reviewed the bids for the NATURAL GAS GENERATOR and determined that the bid as presented is reasonable; and

WHEREAS, Staff recommends the bid for the NATURAL GAS GENERATOR be awarded to Energy Systems Southeast, LLC

NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED, THAT THE MAYOR AND CITY COUNCIL OF THE CITY OF DAPHNE, hereby accept the bid of Energy Systems Southeast, LLC for a cost of \$25,238 per generator as specified in BID SPECIFICATION NO: 2012-A-FD/NATURAL GAS GENERATOR.

APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, THIS _____ day of _____, 2011.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

ORDINANCE 2011-82

Mobile Bay National Estuary Program

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, the Fiscal Year 2012 budget does include an appropriation to the Mobile Bay National Estuary Program (MBNEP) in the amount of \$3,000; and

WHEREAS, the MBNEP is instrumental in addressing environmental challenges in Daphne through its various programs and grants made available to the City; and

WHEREAS, the City Council has determined it to be in the best interest of the City to make an additional \$7,000 contribution to the MBNEP.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that funds from the Lodging Tax fund are hereby appropriated and made a part of the Fiscal Year 2012 budget in the amount of \$7,000 for a contribution to the MBNEP. Furthermore, the Mayor is authorized to execute an agreement, on behalf of the City of Daphne, as necessary for such purpose.

APPROVED AND ADOPTED by the Mayor and City Council of the City of Daphne, Alabama, this _____ day of _____, 2011.

Cathy Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

ORDINANCE NO. 2011-85

**FOR THE ANNEXATION OF CERTAIN PROPERTY TO THE CORPORATE LIMITS
OF THE MUNICIPALITY OF THE CITY OF DAPHNE, ALABAMA**

Well Road

**(Located Approximately One Thousand Three Hundred and Twenty-Four Linear Feet of
an Unimproved portion of the Right-of-Way of Well Road and the Northeast Portion of the
Gipson Tract)**

**BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA, AS
FOLLOWS:**

WHEREAS, the owners of the property described in Section 2 of this Ordinance have signed and filed a written petition with the City Clerk of the City of Daphne, Alabama, requesting that such property be annexed to the corporate limits of the City of Daphne, Alabama; and,

WHEREAS, all of such property is located and contained within an area contiguous to the corporate limits of the City of Daphne, Alabama and does not lie within the corporate limits or police jurisdiction of any other municipality; and,

WHEREAS, said petition contains an accurate description of the property or territory proposed to be annexed together with a map of said property showing its relationship to the corporate limits of the City of Daphne; and,

WHEREAS, said petition has been presented to the Planning Commission of the City of Daphne on September 22, 2011 and a affirmative recommendation was **approved** for the City Council to consider said request for annexation; and,

WHEREAS, after proper publication, a public hearing was held by the City Council on December 19, 2011 concerning the petition for annexation; and,

WHEREAS, the City Council of the City of Daphne, Alabama has determined that it is in the best interest of said City that the property described in Section 2 hereof be annexed to the corporate limits of the City of Daphne, and that all the requirements of Sections 11-42-21 through 11-42-24, Code of Alabama, 1975, as amended have been complied with by said Petitioner.

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

SECTION 1: CONSENT TO ANNEXATION. The City Council of the City of Daphne, Alabama does by this Ordinance assent to the annexation of the property described in Section 2 of this Ordinance to the corporate limits of the City of Daphne, Alabama, and does by the adoption of this Ordinance, extend and rearrange said corporate limits to embrace and include such property.

SECTION 2: THE PROPERTY. That property requested to be annexed into the City of Daphne is described in Exhibit "A", attached hereto and made a part of this Ordinance as if fully set out herein.

SECTION 3: MAP OF PROPERTY. The property hereby annexed to the City of Daphne, Alabama, is set forth and described in Exhibit "B" and attached hereto a map of the property showing its relationship to the corporate limits of the municipality of the City of Daphne and made a part of this Ordinance.

SECTION 4: PUBLICATION. This Ordinance shall be published as required by Section 11-42-21, Code of Alabama, 1975, as amended, and the property described herein shall be annexed to the corporate limits of the City of Daphne, Alabama, upon such publication.

SECTION 5: PROBATE COURT. A description of the property described in this Ordinance shall be filed in the Office of the Judge of Probate of Baldwin County, Alabama, as required by Section 11-42-21, Code of Alabama, 1975, as amended.

LEGAL DESCRIPTION:

Commencing at the southwest corner of the southeast quarter of section 16, township 5 south, range 2 east; thence run n-00°21'08"-e, 2589.01 feet to the point of beginning; thence run s-89°48'42"-e 14.69 feet to a point; thence northeasterly along a curve having a radius of 3562.47 feet, a delta angle of 05°39'14", the chord of which bears n-87°20'11"-e, 351.40 feet, an arc distance of 351.54 feet to a point; thence run n-89°41'15"-w 453.45 feet to a point; thence run n-00°21'08"-e ±32.74 feet to a point on the north rights-of-way of well road (a 60 foot rights-of-way); thence run west ±1324.00 feet to a point; thence run south ±60.00 feet to a point on the south rights-of-way line of well road; thence run east ±1324.00 feet to the point of beginning, containing 2.01 acres, more or less.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA on this ____ day of _____, 2011.

Cathy S. Barnette,
Council President

Bailey Yelding, Jr.,
Mayor

ATTEST:

David L. Cohen,
City Clerk, MMC

Ordinance 2011-86
Court Personnel Restructure:
An Ordinance Approving Court Approved Positions & Pay Step Change

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, the Fiscal Year 2012 budget does include an appropriation three (3) positions: (1) Administrator and (2) Magistrates; and

WHEREAS, there has been a vacancy in one of the Magistrate's positions; and

WHEREAS, the restructuring of Court's personnel was evaluated and it was found that a savings could be obtained if the additional duties were reassigned between the remaining two positions with the following change made in Step increases:

- Grade
- *Municipal Court Administrator - Grade 17:* From Step 2 to Step 9
 - *Municipal Court Magistrate – Grade 12:* From Step 4 to Step 13

Furthermore, be it ordained that the Magistrate position is no longer to be funded or filled until such time as the City Council determines necessary.

FY2012 Cost Reduction \$19,927.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that: the one Magistrate position be eliminated in the Court department and the two remaining Court positions receive the step increases designated above for a total savings for the FY2012 Budget of \$19,927.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2012.

Cathy Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk, MMC

ORDINANCE 2011-87

Main Street–McAdams to Bayfront: Mill & Overlay Road Project: Design Engineering

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, Main Street – McAdams to Bayfront: Mill & Overlay Road project (2.54 miles) and the project needs to go out for bid; and

WHEREAS, design engineering services in the amount of \$25,815 is required to prepare the project for bid (*with total engineering estimate if project approved: \$71,838*); and

WHEREAS, the City Council has determined it to be in the best interest of the City to obtain bids for this project.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that funds from the Capital Reserve Fund are hereby appropriated and made a part of the Fiscal Year 2012 budget in the amount of \$25,815 for Engineering Design services for the Main Street – McAdams to Bayfront: Mill & Overlay Road project.

APPROVED AND ADOPTED by the Mayor and City Council of the City of Daphne, Alabama, this _____ day of _____, 2012.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

ORDINANCE 2011-88

Well Road Extension: Design Engineering

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, Well Road needs to be extended from Public Works Road to County Road 13 (.265 miles) and the project needs to go out for bid; and

WHEREAS, design engineering services in the amount of \$21,930 is required to prepare the project for bid (*with total engineering estimate if project approved: \$52,330*); and

WHEREAS, the City Council has determined it to be in the best interest of the City to obtain bids for this project.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that funds from the Capital Reserve Fund are hereby appropriated and made a part of the Fiscal Year 2012 budget in the amount of \$21,930 for Engineering Design services for the Well Road Extension road project.

APPROVED AND ADOPTED by the Mayor and City Council of the City of Daphne, Alabama, this _____ day of _____, 2012.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC

ORDINANCE 2011-89

Daphne Museum/Cemetery: Video Security System & Monthly Monitoring Service Appropriation

WHEREAS, Ordinance 2011-81 approved and adopted the Fiscal Year 2012 Budget on November 21, 2011; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2012 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2012 budget; and

WHEREAS, due to vandalism at the Daphne Museum/Cemetery a Video Security System needs to be installed; and

WHEREAS, this Video Security System will assist in stopping vandalism.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that funds in the amount of \$4,490 from the General Fund are hereby appropriated and made a part of the Fiscal Year 2012 budget for the Video Security System and monthly monitoring service.

APPROVED AND ADOPTED by the Mayor and City Council of the City of Daphne, Alabama, this ____ day of _____, 2012.

Cathy S. Barnette, Council President

Bailey Yelding, Jr., Mayor

ATTEST:

David L. Cohen, City Clerk MMC