

**CITY OF DAPHNE
CITY COUNCIL MEETING AGENDA
1705 MAIN STREET, DAPHNE, ALABAMA
OCTOBER 20, 2014
6:30 P.M.**

1. CALL TO ORDER

2. ROLL CALL / INVOCATION / Pastor Timothy Conaway Restoration Place Church

3. APPROVE MINUTES: Council meeting minutes / October 6, 2014
Council Work Session minutes / October 13, 2014

PRESENTATION: Lions Club International / Ron Mitchell

PRESENTATION: Beautification Quarterly Awards: District 1: Terry Thompson Chevrolet
District 2: Certpro Painting

PROCLAMATION: America Recycles Day

4. REPORT STANDING COMMITTEES:

A. FINANCE COMMITTEE – Conaway

Review minutes / October 13th

1.) Ordinances:

- a.) FY 2015 Capital & Personnel Budget / *Ordinance 2014-46 (2nd Read)*
- b.) Reclassification of Finance Director Position / Grade 36 to Grade 40 / *Ordinance 2014-49*
- c.) Reclassification of Civic Center Director Position / *Ordinance 2014-50*
- d.) Appropriation of Funds: Maize’s Gulch Emergency Watershed Protection on Private Property / *Ordinance 2014-48*
- e.) Appropriate Funds: Donated Property / Park Drive and Pine Hill Road / *Ordinance 2014-51*
- f.) Garbage Collection Fee Increase / Amend Ordinance 2002-34 / *Ordinance 2014-47*

2.) Resolutions:

- a.) 2015 Severe Weather Sales Tax Holiday / *Resolution 2014-53*

3. Financial Reports:

- ❖ Treasurers Report / September 2014
- ❖ Sales & Use Tax Collection / August 2014
- ❖ Lodging Tax Collections / August 2014

B. BUILDINGS & PROPERTY COMMITTEE - Davis

Review minutes / October 6th

1.) Discuss donation of properties

- a.) Park Drive and Pine Hill Road (*Ordinance appropriating funds for associated fees / Ordinance 2014-51*)
- b.) Santa Rosa (*Across from Fastime Gas Station*) and Highway 98 (*East Side by Chevron Station*)

2. Acquisition of Property

- a.) TimberCreek (*Off Woodrow Lane*)

C. PUBLIC SAFETY - Rudicell

Review minutes / October 8th

D. CODE ENFORCEMENT/ORDINANCE COMMITTEE - Scott

Review minutes / October 8th

E. PUBLIC WORKS COMMITTEE / SOLID WASTE AUTHORITY – LeJeune

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. Board of Zoning Adjustments – Adrienne Jones

Review minutes / August 7th and Staff Report / October 2nd meeting

- B. Downtown Redevelopment Authority – Conaway
- C. Industrial Development Board – Davis
- D. Library Board - Lake
- E. Planning Commission – Scott
- F. Recreation Board – LeJeune

MOTION: To authorize staff to advertise for Request for Proposals (RFP) as outlined in the RFP for recreation facilities

G. Utility Board - Fry

6. REPORTS OF OFFICERS:

A. Mayors Report

B. City Attorney’s Report:

MOTION: To authorize the Mayor to execute contracts that bind the City of Daphne up to, but not exceeding, a value of \$15,000, as long as the purpose of the contract has been funded or budgeted by the the City Council until such time as the Council enacts an ordinance relating to this authority.

C. City Clerk’s Report

- 1.) Event Permit / Run for Shep / 5K / January 24, 2015
- 2.) NLC Voting Delegate for the business meeting being held Saturday, November 22, 2014 / Austin, Texas

7. PUBLIC PARTICIPATION:

8. RESOLUTIONS & ORDINANCES:

RESOLUTIONS:

- a.) Approving the City of Daphne’s Participation in the State of Alabama Severe Weather Preparedness Tax Holiday for the Year 2015. /Resolution 2014-53

ORDINANCES:

2ND READ

- a.) Adopting the FY 2015 Personnel and Capital Budget. /Ordinance 2014-46

1ST READ

- a.) Amending Ordinance 2002-34 / Garbage Collection and Amending the FY 2015 Budget for the Increased Garbage Collection Fee. /Ordinance 2014-47
- b.) Appropriating Funds: Emergency Watershed Protection on Private Property: Mazie’s Gulch & Palmetto Court (Creekside). /Ordinance 2014-48
- c.) Job Reclassification: Finance Director. /Ordinance 2014-49
- d.) Job reclassification: Civic Center Director / Reclassify the Civic Center Director to the Convention/Visitor’s Bureau & Civic Center Director. /Ordinance 2014-50
- e.) Appropriation of Funds: Appraisal, Survey and Closing Fees Associated with Donated Property Located at Park Drive and Pine Hill Road. /Ordinance 2014-51

9. COUNCIL COMMENTS

10. ADJOURN

**CITY OF DAPHNE
CITY COUNCIL**

ROLL CALL

CITY COUNCIL:

COUNCILWOMAN CONAWAY	PRESENT___	ABSENT___
COUNCILMAN RUDICELL	PRESENT___	ABSENT___
COUNCILMAN LAKE	PRESENT___	ABSENT___
COUNCILMAN SCOTT	PRESENT___	ABSENT___
COUNCILMAN LEJEUNE	PRESENT___	ABSENT___
COUNCILMAN DAVIS	PRESENT___	ABSENT___
COUNCIL PRESIDENT FRY	PRESENT___	ABSENT___

MAYOR:

MAYOR HAYGOOD	PRESENT___	ABSENT___
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CITY CLERK:

REBECCA HAYES	PRESENT___	ABSENT___
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CITY ATTORNEY:

JAY ROSS	PRESENT___	ABSENT___
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**OCTOBER 6, 2014
CITY COUNCIL MEETING
REGULAR BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

1. CALL TO ORDER:

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

2. ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE:

Reverend Dan Morris with Daphne United Methodist Church gave the invocation.

COUNCIL MEMBERS PRESENT:

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

Also present: Mayor Haygood; Rebecca Hayes, City Clerk; Sarah Toulson, Assistant City Clerk; Jay Ross, City Attorney; Vickie Hinman, HR Director; David Carpenter, Police Chief; James White, Fire Chief; Margaret Thigpen, Civic Center Director; Christine Ciancetta, Deputy Finance Director; Suzanne Henson, Senior Accountant; Ashley Campbell, Environmental Programs Manager; Jonathan Vickery, Fire Department; Officer Jaimie Huffman, Police Department; Al Guarisco, Village Point Foundation; Dorothy Morrison, Beautification Committee and DRA; Tomasina Werner, Beautification Committee; Mickey Boykin, Daphne Museum; Bob Segalla, Utility Board; Kevin Boucher, Adams & Reese, LLC; Rusty Russell, Adams & Reese, LLC; Ray Moore, HMR.

Absent: Michael Hoyt, Municipal Judge; Richard Johnson, Public Works Director; Richard Merchant, Building Official; David McKelroy, Recreation Director; Tonja Young, Library Director; Adrienne Jones, Planning Director.

3. APPROVE MINUTES:

September 15, 2014 Council Meeting Minutes

There were no corrections to the September 15, 2014 council meeting minutes and the minutes stand approved as written.

September 23, 2014 Special Called Council Meeting Minutes

Councilwoman Conaway asked that the September 23, 2014 minutes be amended to include the reason she abstained on the vote for the increase in contribution for Community Action as she is on the board.

Councilman President Fry asked that the second the motion to adopt ordinance 2014-44 be amended that Councilman Scott could not make the motion and second the motion.

The September 23, 2014 Special Called Council meeting minutes stand approved as amended.

PROCLAMATION: National Breast Cancer Awareness Month

Councilwoman Conaway read the proclamation and the Mayor presented it to Daphne Firefighter/EMT Jonathan Vickery who is in charge of collecting contributions for the Fire Department.

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PRESENTATION: Winner of Daphne Firefighters Breast Cancer Awareness T-Shirt Contest from Daphne High School

Fireman/EMT Jonathan Vickers awarded Sidney Sain and Rebecca Boatwright with a T-Shirt and a \$25 gift card for designing the front and back of this year's Breast Cancer Awareness T-Shirt.

PROCLAMATION: National Fire Prevention Week / October 5-22, 2014

Fire Chief James White read the proclamation declaring the week of October 5-11, 2014 as Fire Prevention Week in the City of Daphne.

PROCLAMATION: National Domestic Violence Awareness Month / Ms. Joann Sheils, Executive Director for the Lighthouse

Council President Fry read and presented the proclamation to Ms. Joann Sheils, Executive Director for the Lighthouse.

PROCLAMATION: National Dyslexia Awareness Month

Councilman John Lake read and presented the proclamation to Mrs. Suzanne Efird and her daughter Caroline.

4. REPORT OF STANDING COMMITTEES:

A. *FINANCE COMMITTEE* – Conaway

The next meeting will be Monday, October 23th at 4:00 p.m.

B. *BUILDINGS & PROPERTY COMMITTEE* - Davis

The committee met before the council meeting and the minutes will be in the next packet. They covered 12 items at that meeting of which council will be seeing some of them in the future.

C. *PUBLIC SAFETY COMMITTEE* – Rudicell

The next meeting will be Wednesday at 4:30 p.m.

D. *CODE ENFORCEMENT/ORDINANCE COMMITTEE* – Scott

The next meeting will be Wednesday after the Public Safety meeting.

E. *PUBLIC WORKS COMMITTEE* – LeJeune

The September 15th Public Works minutes are in the packet along with the September 3rd Beautification Committee minutes and August 11th Daphne Museum minutes.

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MOTION BY Robin LeJeune to take affirmative action regarding the Violation of the Right-of-Way ordinance 2004-23 as presented in the packet:

1. **Direct Public Works to take all action necessary to fully comply with the USACE Violation File #SAM-2014-00614-GAC – Sections: a, b, c & d as described in the September 5, 2014 violation letter which entails:**
 - a. **A complete delineation of all impacted waters of the United States**
 - b. **A restoration plan consisting of plan view and cross-sectional drawings of the proposed restoration area**
 - c. **A list of proposed plantings to restore impacted wetland area**
 - d. **A proposed monitoring plan verifying the success of all restoration over a three year period**
2. **Supporting the issuance of a Municipal Offense Ticket (M.O.T.) to the Fannon’s for the violation of the City of Daphne Right-Of-Way (ROW) Ordinance No.: 2004-23.**
3. **Direct City Legal Counsel to take the following action concerning the Fannon’s:**
 - a. **Send a Cease and Desist Letter**
 - b. **File notice that all appropriate legal action will be taken to recover all expense and damages to the City from them**
 - c. **Prepare liens against their property for the cost of the remediation**

Seconded by Councilman Lake.

MOTION CARRIED UNANIMOUSLY

The next meeting will be October 20th.

5. REPORTS OF SPECIAL BOARDS & COMMISSIONS:

A. *Board of Zoning Adjustments* – Adrienne Jones

No report.

B. *Downtown Redevelopment Authority* – Conaway

The minutes for the September 24th meeting are in the packet, and the next meeting will be October 22th at 5:30 p.m.

C. *Industrial Development Board* – Davis

The next meeting will be October 27th at 6:00 p.m. in the Executive Conference room. Councilman Davis pointed out that in August the IDB, at the request of the Baldwin County Economic Development Alliance, agreed to expend \$15,000 for a study that was requested and required to pursue a \$439,000 grant from the state dealing with industrial development.

D. *Library Board* – Lake

The next meeting will be Thursday, October 9th at 4:00 p.m. at the Library.

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E. Planning Commission – Scott

The August 21st minutes are in the packet along with a staff report regarding the September 25th meeting. The Site Review meeting will be Wednesday, October 15th at 8:30 p.m., and the Planning Commission meeting will be Thursday, October 23rd at 5:00 p.m. in the Council Chambers.

F. Recreation Board – LeJeune

The next meeting will be Wednesday at 6:30 p.m. The council will be discussing revisions to the RFP at the work session on October 13th.

G. Utility Board – Fry

The August 27th minutes are in the packet. The board will be having a budget meeting Wednesday at 6:30 p.m. at the Central Services building.

6. REPORTS OF OFFICERS:

A. Mayor's Report

Mayor Haygood explained the significance of the pink and purple bows. He thanked the Beautification Committee and Public Works staff, Michele, Denise and Meredith with the Fire Department, for their hard work on them. He said “good job” so that the city can stay active in the arena.

Trione Sports Complex Agreement with the Baldwin County Board of Education:

MOTION BY Councilman Scot to authorize the Mayor to fully execute a lease agreement on behalf of the city with the Baldwin County Board of Education for the Trione Sports Complex property. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

Mayor Haygood reported that there have been a number of property issue there as some donations, as well as, some people approaching the city about buying property that was presented at the Buildings and Property meeting this evening. He brought one to council's attention, no action required by council given that there was some prior consent with the TAP grant, but it has been a long road to get to this point, but the Gator Alley Boardwalk expansion project that has been on hold while negotiating and dealing with the Alabama Department of Transportation's cumbersome process of acquisition of property, but that has finally been satisfied and will proceed to closing in the coming weeks. Legal has reviewed it and feels no additional action is required. The closing will probably occur before the next council meeting.

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B. City Attorney's Report

Contract with Adams and Reese for Federal and State Government Relations, Grant and Consulting Services.

MOTION BY Councilman Scott to approve the proposal and authorize the Mayor to fully execute an agreement on behalf of the city with Adams & Reese for Federal and State Government Relations, Grant and Consulting Services. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

C. Department Head Comments

James White – Fire Chief – reported that Saturday Dan Castrillo's name will be added to the Alabama Fallen Firefighters Memorial.

Margaret Thigpen Civic Center Director – complemented her staff for a job well done this year. She reported that they were up \$10,000 from where they were last year. She said it was a great year, and it takes a team effort.

D. City Clerk's Report

- 1.) ABC License / Allocations Distributing, LLC / 100 – Wholesale Table Wine Only – 24% or Less

MOTION BY Councilman LeJeune to approve the ABC License for Allocations Distributing, LLC / 100 – Wholesale Table Wine Only – 24% or Less. *Seconded by Councilman Scott.*

MOTION CARRIED UNANIMOUSLY

- 2.) Events Permit / Mama Mia Cook Off / November 1, 2014

MOTION BY Councilwoman Conaway to approve the Events Permit for Mama Mia Cook Off / November 1, 2014. *Seconded by Councilman Lake.*

MOTION CARRIED UNANIMOUSLY

7. PUBLIC PARTICIPATION

Mr. Rod Drummond – Ridgewood Avenue – spoke regarding a sign in the council chambers that says “In God We Trust.”

Mrs. Barbara Comstock – 107 Wildwood Drive - spoke regarding the landscape project on Randall Avenue and Highway 98 and the trees that were cut down.

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Mr. Mark Russell – Belrose Avenue – spoke regarding making a side walk on Lea Avenue so the street can be wheelchair accessible.

8. RESOLUTIONS & ORDINANCES:

- a.) In Support of the Create A Clean Water Future Stormwater Education Outreach...../Resolution 2014-52

MOTION BY Councilwoman Scott to waive the reading of Resolution 2014-52. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilwoman Conaway to adopt Resolution 2014-52. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

ORDINANCES:

2ND READ

- a.) Amending the Land Use and Development Ordinance 2011-54 Appendix “H” / Revision to Zoning Map...../Ordinance 2014-38
- b.) Appropriating Funds: Donette Loop Properties Drainage Repair...../Ordinance 2014-40
- c.) Appropriating Funds: Lancaster Way Drainage Crossing...../Ordinance 2014-41
- d.) Appropriating Funds: Design Engineering for Sewer Projects...../Ordinance 2014-42
- e.) An Ordinance Adopting the Rules of Procedure in All Instances for Meetings of the City Council / Repealing 2013-21...../Ordinance 2014-43

MOTION BY Councilman Scott to waive the reading of Ordinances 2014-38, 2014-40, 2014-41, 2014-42 and 2014-43. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

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MOTION BY Councilman Scott to adopt Ordinance 2014-38. *Seconded by Councilman LeJeune.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Scott to adopt Ordinance 2014-40 and 2014-41. *Seconded by Councilman Lake.*

MOTION CARRIED

MOTION BY Councilman Scott to adopt Ordinance 2014-42. *Seconded by Councilwoman Conaway.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Scott to waive the reading of Ordinance 2014-43. *Seconded by Councilman Lake.*

MOTION CARRIED UNANIMOUSLY

MOTION BY Councilman Scott to adopt Ordinance 2014-43. *Seconded by Councilman Lake.*

After discussion with the City Attorney:

MOTION BY Councilman Scott to amend the motion to include amending Section XIV (F) to end the sentence after the word chairman and delete “along with the department head associated with the committee”. *Seconded by Councilman Lake.*

VOTE ON AMENDMENT

MOTION CARRIED UNANIMOUSLY

VOTE ON ORIGINAL MOTION AS AMENDED

MOTION CARRIED UNANIMOUSLY

ORDINANCES 2014-46 AND 2014-47 ARE 1ST READ

Council President Fry stated that council would consider the Capital and Personnel Budget at the Finance Committee meeting next Monday.

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9. COUNCIL COMMENTS

Mayor Haygood reported that the Jubilee Festival was a success, and the bows around the city were provided by Mrs. Dorothy Morrison and the Beautification Committee.

Councilwoman Conaway announced that the Drug, Alcohol and Crime Forum is Saturday October 11th at 6:00 p.m. at Macedonia Baptist Church on Daphne Avenue.

Councilman Lake said that he was present at the I-10 Bridge meeting Monday, and he would like to see provisions for pedestrians and bikes on the new bridge. He agreed with Mrs. Comstock's comments.

Councilman Scott said that the pedestrian part of the bridge is estimated at between \$25-40 million. He thinks the state is committed to having some way to have pedestrian traffic, but it might be the other bridge, it could be leaving the tunnel open, but it doesn't necessarily have to be taxed \$40 million to go over it. There are other ways to get pedestrians and bicycles across. The MPO is involved, and the MPO cannot expend funds for recreational biking, but if it is transportation, getting to and from work, that is very important to transportation.

Councilman Davis encouraged citizens to fill out the comment sheets regarding the I-10 bridge. The deadline is November 7th. The more responses the better chance there is to getting the bridge. He mentioned an article regarding real estate with Lee Lawson with the Baldwin County Economic Development Alliance. The article was about making the area better.

10. ADJOURN:

MOTION BY Councilman Lake to adjourn into Executive Session to discuss the good name and character of an individual and a matter that could lead to litigation. *Seconded by Councilman LeJeune.*

The City Attorney, Jay Ross, certified that the above stated reason for going into Executive Session is according to the Open Meeting Act.

ROLL CALL VOTE

Conaway	Aye	LeJeune	Aye
Rudicell	Aye	Davis	Aye
Lake	Aye	Fry	Aye
Scott	Aye		

MOTION CARRIED UNANIMOUSLY

**OCTOBER 6, 2014
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6:30 P.M.**

**THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING ADJOURNED AT
8:00 P.M.**

Respectfully submitted by,

Certification of Presiding Officer

Rebecca A. Hayes,
City Clerk

Randy Fry,
Council President

**OCTOBER 13, 2014
CITY COUNCIL WORK SESSION
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

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

Also present: Rebecca Hayes, City Clerk; Jay Ross, City Attorney; David McKelroy, Recreation Director; Richard Johnson, Public Works Director; Kevin Boucher, Adams & Reese, Attorneys.

1. CALL TO ORDER

2. ROLL CALL/INVOCATION

Councilman Lake gave the invocation.

3. REQUEST FOR PROPOSALS / RECREATION FACILITIES

Richard Johnson, Public Works Director, gave a synopsis of the revisions.

Council discussed the proposal and asked that a skateboard park be added to Group E, and that a clause regarding the facilities being ADA compliant be added to the proposal.

Consensus of council is to put the proposal on the agenda for the October 20th meeting.

4. ANYTHING ELSE DEEMED NECESSARY

Councilman Davis requested the donation of properties be on the October 20th agenda for discussion.

5. ADJOURN

There being no further business to discuss the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Certification of Presiding Officer

Rebecca A. Hayes, City Clerk

Randy Fry, Council President



Lions Clubs International

A new Lions Club will be forming in

Daphne

We invite you and other community-minded individuals to join us for an informational meeting

Wednesday, October 22, 2014 at 12 pm (noon) at the Eastern Shore Chamber of Commerce, 29750 Larry Dee Cawyer Dr., Daphne, AL

If you cannot attend and would like to join or obtain additional information please contact:

Lion RON MITCHELL, phone 591-6872, email: ronniekmitchell@gmail.com. Membership cost: \$30 one-time fee plus \$25 quarterly dues for a total of \$55 payable with check or credit card. Make check to Daphne LC. Club dues \$25 per quarter.

Lions Clubs International is the world's largest service club organization. We have more than 1.3 million members in more than 45,000 clubs worldwide.

Lions are everywhere. We're active men and women in more than 200 countries and geographic areas.

Lions have a dynamic history. Founded in 1917, we are best known for fighting blindness – it's part of our history as well as our work today. But we also volunteer for many different kinds of community projects – including caring for the environment, feeding the hungry and aiding seniors and the disabled.

www.lionsclubs.org

BEAUTIFICATION QUARTERLY AWARD

The following businesses were selected at the DBC meeting this morning.

District 1 Terry Thompson Cheverolet - Tommie Conaway
1402 Highway 98
626-0631

District 2 Certpro Painting - Pat Rudicell
2100 Main Street & Randall Dr.
288-3808

The presentation will be on Monday, October 20, at 6:30 p.m.
At City Council Meeting at City Hall.

CITY OF DAPHNE

AMERICA RECYCLES DAY

NOVEMBER 15, 2014

WHEREAS, the City of Daphne recognizes the importance of protecting and preserving our natural resources, and work to make the world a better place by adopting conscientious living habits that will improve our daily lives and bring about a cleaner, safer and healthier environment; and

WHEREAS, the City of Daphne has undertaken many positive and successful waste reduction programs that have helped make Daphne a recycling leader, however, we can further reduce waste and recycle even more; and

WHEREAS, although there has been a significant increase in the amount of recycling in Daphne today, we must continue to focus on other initiatives such as waste reduction, composting, the reuse of products and materials, and purchasing recycled products and packaging; an

WHEREAS, by encouraging businesses, State agencies, nonprofit organizations, schools and individuals to help celebrate “America Recycles Day”, we can further promote recycling as an environmentally efficient and economically smart way of life; and

WHEREAS, local community leaders can help encourage recycling by informing citizens about the importance of buying recycled products; they can also help foster greater awareness of the need to expand collection programs for recyclable goods and materials by promoting the benefits of recycling investments for businesses; and

WHEREAS, it is important that all Daphne residents become involved in recycling activities and learn more about the many recycled products and packaging available to them as consumers; it is also fitting for Daphne to celebrate American Recycles Day to help ensure a safe and healthy environment and an improved quality of life for present and future generations;

NOW, THEREFORE, the Mayor and City Council of the City of Daphne, Baldwin County, Alabama, do hereby recognize Saturday, November 15, 2014 as America Recycles Day in the Daphne, Alabama.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk



City of Daphne

will be celebrating

America's Recycle Day

& Amnesty Day

November 15, 2014

Join us for a day of Free Family Fun, Games and Great Prizes.

MEET US ON THE FRONT LAWN AT CITY HALL

10:00 A.M. -2:00 P.M.

For More Information: www.daphneal.com or 251-621-3182



Sponsors:



**CITY OF DAPHNE
FINANCE COMMITTEE MINUTES
OCTOBER 13, 2014
4:00 P.M.**

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 4:00 p.m. Present were Chairperson Mrs. Conaway, Councilman Joseph Davis, Councilman Ron Scott , Senior Accountant Suz anne Henson, Revenue Officer Jamie Smith, Deputy Director Christine Ciancetta, Human Resource Director Vickie Hinman, and Accounting Technician Sue Moody.

Councilman John Lake arrived at 4:17p.m.

Also in attendance were Councilman Pat Rudicell, Councilman Robin LeJeune, Council President Randy Fry, Public Works Director Richard Johnson, Recreation Director David McKelroy, Environmental Programs Manager Ashley Campbell, Library Director Tonja Young, Fire Chief James White, and Captain Scott Taylor.

I. PUBLIC PARTICIPATION

A. Sewer Hookup – Residence on Wilson Avenue

Mrs. Ashley Campbell discussed a complaint received from the neighbors of a residence on Wilson Avenue concerning sewer issues. Mrs. Campbell discussed that the residence was not hooked up to the City Sewer system and notification has now been sent that they have to hook up within 60 days. Mr. Johnson noted that there were previously additional family members living in the home and recent heavy rains that were a factor in this sewage problem but both of those situations have changed. Mrs. Campbell noted the home owner is on a fixed income and has stated they cannot afford the hookup fee. Mrs. Campbell noted she and others at the City are working to help the owner find funding options to assist with the hookup fee. Mrs. Campbell has been in touch with the Daphne Utility Board to discuss the issue. Discussion continued on some other options to check on for funding.

III. HUMAN RESOURCES BUSINESS

A. Update on Human Resources Department Activity

Mrs. Vickie Hinman reviewed the Human Resource Report including open position status.

<u>Positions</u>	<u>Status</u>
Finance Director	Open
Computer Services Technician	Open
Accountant	Interviewing
City Hall Office Asst.	Temp. employee
HR position	Open
Firefighter (2)	Interviewing

Safety Committee meeting was on September 10, 2014.

The Committee Reviewed reports of City employee injuries and property damages for previous month. Employee Safety Committee reviewed and revised Safety Handbook policies.

HR projects/meetings:

- Sexual Harassment training for Supervisors and Department Heads on Sept. 30 & Oct. 1
- Auditing Personnel Files
- Off-site ½ day EEOC training seminar
- Scheduled flu shots for employees (includes City Council & Mayor) September 24 & 26 and October 8 & 10

Mr. Scott discussed the Finance Director position still being vacant. Mr. Scott asked if salary was the problem then did they need to increase the starting salary \$20,000. Mr. Scott read a survey of salary information listing surrounding municipalities salaries for the Finance Director position:

- Fairhope - \$57,343 - \$91,748
- Robertsdale - \$50,128 - \$92,082
- Baldwin County - \$74,237 - \$117,594
- Foley - \$69,592 - \$97,429
- Orange Beach – current Salary - \$96,137
- Daphne - \$52,380 - \$86,836

Mr. Davis stated Daphne is the largest municipality in Baldwin County and the salary should be competitive and reflect that. *Survey information included in the survey (completed in 2011) was the current average salary of Finance Directors of surrounding municipalities: Baldwin County-\$85,000, Daphne-\$77,985, Fairhope-\$84,270, Orange Beach-\$81,473.* The Mayor stated he has to operate and advertise according to the ordinance. Discussion continued on reclassifying the pay grade for the Finance Director from a 36 to a 40. Ron recommended advertising the position at a Grade 40 Step 16 (\$80,521). The Mayor asked what the salary was for a Grade 40 Step 25 and discussed advertising up to a step 25 and have any recommendation above a step 12 require a Council approval. Mrs. Ciancetta answered step 25 would be a salary of \$93,663. Mr. Scott amended his motion to reclassify the Finance Director position to a Grade 40 and allowing the Mayor to advertise the position pay up to Grade 40 Step 25.

Motion by Mr. Scott to adopt an ordinance approving the 1) reclassification of the Finance Director position from a Grade 36 to a Grade 40, 2) allowing the Mayor to advertise the position up to a Step 25 pay - \$93,663 with Council approval required for any recommendation above a step 12, and 3) approve an appropriation of \$44,243 (\$38,311 wages + \$5,932 benefits) . Seconded by Mr. Davis. Motion carried.

IV. CURRENT BUSINESS

A. Financial Reports

1. Treasurer’s Report: September, 2014

Mrs. Henson reviewed the Treasurer’s Report and noted:

- Total Unrestricted Funds - \$9,547,829
- Decrease from Last Year’s Unrestricted Funds – (\$782,467)
- # of months of Unrestricted cash to cover monthly operating Expenses & Debt Service – 4.3 months compared to the previous year – 4.9 months

Included in the packet are graphs that show the current year’s activity is below the previous year’s activity.

Mrs. Henson noted the # of months of unrestricted cash to cover monthly operating expenses and debt service is up from last month’s 3.7 due to debt transfers and payments and end of year purchases. Mr. Scott asked if the unrestricted amount reflected the transfer to the Lodging Tax Fund for the debt forgiveness of the Recreation loan \$643,644. Mrs. Henson stated that entry has been recorded. Mr. Davis asked about the previous year’s encumbrances. Mrs. Henson noted that Council generally clears some of the older encumbrances and others that are no longer needed off this report – it is good to review the encumbrance list each year at budget time. Mr. Scott read an e-mail from Pfil Hunt, Harbor Financial Services, LLC that the City received a rating of AA+ from Standards and Poors.

The Treasurer’s Report as of September 30, 2014 Total Unrestricted Funds - \$9,547,829 and Total City Funds - \$16,532,945 was presented to be filed for audit.

2. Sales and Use Taxes: September, 2014

Mrs. Henson reviewed the Sales & Use Tax Reports and Graphs: \$1,129,483 was collected for August 2014:

- YTD Variance over Budget:+\$80,401 / 6%

- Percent change from last year's collections: +664,828 / 5.6%

Graphs were included in the packet. Discussion was made on the Sales Tax collections information.

3. Lodging Tax Collections, August, 2014

Mrs. Henson reviewed the Lodging Tax Collections Report and noted the collections for August 2014 were \$93,733 which is up \$41,305 from August's 2013's collections of \$52,427.

- YTD Variance over Budget: \$224,422
- Percentage change from last year's collections: +25.3 %

Mr. Scott noted that even with the increase in the Lodging tax of 4% to 6% the increase from August collections for 2013 was a 44% increase so there is definitely an increase in activity.

4. Lodging Tax Fund : Statement of Rev over Exp, September 30,2014 (draft/Unreconciled)

Mrs. Henson reviewed the reviewed the Lodging Tax Fund Statement and noted that previous months balances have been added to the report for reference and comparison information. Mrs. Henson stated the unreserved balance for Bayfront property related expenditures is \$1,911,746 and the reserve for recreation is \$234,103.

6. Report: New Business Licenses – August & September, 2014

Mrs. Henson introduced the new Revenue Officer Jamie Smith. Mrs. Smith stated she was very happy to be at the City of Daphne. Mrs. Smith noted she had 13 years experience working in the Revenue Department at the City of Foley and she had also worked at the Baldwin County Sherriff's department. Mrs. Smith included the August Business License Report since it was not included in last month's Finance packet information then reviewed the totals for the September report.

Total business license issued YTD is 4,153 - up 180 from last year

144 - Total Business License issued in September - up 84 from September 2013 (60 licenses issued).

80 - Renewals – out of the 144

47 - New businesses with 13 ***of those having a physical location in Daphne*** and

17 - Prior year licenses. A map was included showing each of the 10 new businesses locations.

Mrs. Smith stated that out of the increase of 84 license issued in September 60 of those were from state collections for insurance companies. Discussion continued on the new businesses with a physical location in Daphne. Mrs. Smith noted that 4 of the new businesses with physical locations in Daphne were ownership changes. Mrs. Smith provided maps for the committee members so they could see the physical location of the new businesses. Mr. Davis noted that there were 14 new businesses that opened in August that were based out of Mobile and 1 in September and noted this is another reason the new I-10 Bridge is needed. Mrs. Smith noted that she and Mrs. Anita Allen, Revenue Technician would be traveling to Tuscaloosa, AL Tuesday for Revenue Officer (AMRO) Certification training and that after this training session Mrs. Allen will receive her final certification and she would be re-certified. The Finance Committee commented they were glad to have her on board.

6. Bills Paid Reports – September, 2014

The Bills Paid Report was presented with the packet. Mrs. Henson noted that the format was different because Mrs. Donna Page, Accountant did not have access to the old report writer on her new computer setup. Mrs. Henson stated that all that is missing from the old format was the department column and that the department was generally referenced in the description column. Mrs. Henson noted that Mrs. Sue Moody, A/P Technician does an excellent job entering detailed descriptions for future reference information. Mrs. Henson noted that if there were any questions she could not directly answer she would be glad to research the information and get an answer.

A. Appropriation Request: (Ordinance)

1. **Mazie's Gulch Additional Appropriation – \$12,606 – Tabled from August 18th Council Meeting (Sponsor Match)** - Emergency Watershed Protection (EWP) program project for repair: private property watershed issues: (NRCS-\$69,630.12/ City-\$23,817.07 = Total Project cost - \$93,447.19)

Mr. Richard Johnson reviewed the Mazie's Gulch project and noted the final construction cost was almost double the original estimate. Mr. Johnson reviewed the complications of the project. Mr. Johnson noted that part of the monies were appropriated based upon the original estimate and that \$12,606 additional funds were needed. Mr. Johnson noted the additional eligible cost have been submitted to NRCS for reimbursement.

Motion by Mr. Scott to adopt an ordinance appropriating \$12,606 out of the General Fund for the completion of the Mazie's Gulch project. Seconded by Mr. Lake. Motion carried.

2. Lake Forest Sidewalk - \$125,996

Mr. Johnson noted these are preliminary numbers for the pending sidewalk project and was presented for informational purposes only at the recent Public Works Committee meeting.

3. FY2015 Capital & Personnel Budget Request

A spreadsheet listing the 23 new personnel request, 2 upgrades, and 4 reclassifications was presented in the packet. A spreadsheet listing Capital request was also included in the packet.

The Mayor gave his top 6 personnel request:

- General Government Director
- Assistant Human Resource Director
- IT Technician
- Revenue Technician
- Marketing Director – Part-Time
- Code Enforcement Officer

The Mayor also asked if Council would reinstate the Deputy Director position. The Mayor stated he thought he had some qualified potential candidates for this position.

Mr. Scott discussed that in the past full Council has reviewed and voted on the Personnel and Capital request in the past and he wanted to present the request to the full Council. Mr. Lake agreed. Mr. Davis made a motion to approve the Mayor's recommended 6 positions. The motion died for a lack of a second.

Mrs. Conaway read a letter from the Library Board referencing the excellent job that Mrs. Louis Youngblood had done for the City and as the Young Adult Librarian. Mrs. Youngblood's position is listed as a proposed reclassification from a Library Technician (part-time to a Young Adult Librarian (full-time) along with other reclassification request including the Environmental Program Manager, Senior Accountant, and GIS Manager Planner.

4. FY2015 Operating Budget Convention & Visitors Bureau - \$37,000

Mr. Rudicell handed out the Convention and Tourism operating budget (\$37,000) and discussed appropriating monies. Mr. Rudicell's handout also referenced adding a Part-Time Events Assistant (13,047) or temporary services budget (\$11,000) and overtime (\$2,000). Mr. Davis wanted to note that this request was for the Convention and Visitor's Bureau associated cost and did not cover all the City-wide marketing needs/expenditures. Mr. Fry discussed amending the City's Job Classification Plan to include the Civic Center and Convention and Visitor's Bureau Director job description. Discussion continued to prepare these ordinances for full Council to vote on.

5. Donated Property Appraisal: Park Drive/Pine Hill Drive - \$7,500

Mrs. Ashley Campbell, EPM discussed the donation of property located at Park Drive & Pine Hill Drive. Mrs. Campbell discussed that part of this property is used as a water retention area so it would be good for the City to own this property in order to maintain storm water management of this area. Mr. Johnson noted that the property abuts Park City Park and that the entrance to Park City Park runs through a portion of this property.

Discussion continued on the property and the estimated survey, appraisal and associated closing costs. The Mayor recommended that \$7,500 be appropriated to cover these costs.

Motion by Mr. Scott to adopt an ordinance appropriating \$7,500 out of the General Fund for the survey, appraisal, and associated closing cost of donated property located at Park Drive & Pine Hill Drive. Seconded by Mr. Davis. Motion carried.

B. 2015 Severe Weather Sales Tax Holiday: February 20-22, 2015: (Resolution)

Mrs. Henson reviewed the 2015 Severe Weather Sales Tax Holiday Resolution and noted this resolution has been adopted in previous years. Mrs. Henson noted the State of Alabama has to be notified of the City of Daphne's participation in the Sales Tax Holiday by January 20, 2015.

Motion by Mr. Scott to recommend to Council to approve the Resolution for the City of Daphne to participate in the Severe Weather Sales Tax Holiday on February 20-22, 2015. Seconded by Mr. Davis. Motion carried.

D. Ordinance Authorizing the Mayor to Enter into Certain Contracts

Mr. Scott discussed the recent copier contract for replacement of copiers city-wide that the Mayor signed and stated Council would like to be aware when contracts of this nature are being signed. An ordinance was forwarded from the Ordinance Committee addressing the delegation of which contracts the Mayor is authorized to sign. Discussion continued on the \$15,000 threshold listed in the ordinance and that there are several Purchase Orders that will exceed this threshold. Mrs. Henson stated that verbiage could be added to each new year's Ordinance appropriating funds for Capital that would authorize the Mayor to sign any contracts associated with the purchase of the equipment... – as allowed by State of Alabama bid law (ex. purchasing through cooperative agencies). Discussion continued that the City attorney will need to update the ordinance in order to better facilitate day-to-day operations and allow purchases of approved capital equipment.

E. Ordinance Amending Ordinance 2002-34 / Garbage Collection

Discussion was made concerning increasing the garbage collection fee from \$13.90 to \$15.40. Mr. Davis recommended rounding the fee up to \$16.00. Mr. Lake stated he was against the increase and noted that some surrounding municipalities do not charge for garbage pickup. Mr. Lake stated he felt this fee creates an economic hardship for some citizens. Mr. Johnson noted that eligible Senior citizens on a fixed income can apply to be exempt from paying the garbage collection fee so this increase would not affect them.

Motion by Mr. Davis to recommend to Council to approve the Ordinance amending Ordinance 2002-34 to increase the Garbage collection fee from \$13.90 - \$16.00 effective January 1, 2015. Seconded by Mr. Scott. Mr. Lake – NAY. Motion carried.

..

V. OLD BUSINESS

VI. ADJOURN The meeting adjourned at 6:00 p.m.

Dane Haygood
Mayor
Vickie Hinman
Human Resources Director



Sherree Hilburn
Payroll and Benefits Coordinator

Sandi Cushway
Human Resources Assistant

The Jubilee City

October 9, 2014

HUMAN RESOURCES DEPARTMENT
ACTIVITY REPORT

<u>Positions</u>	<u>Status</u>
Finance Director	Open
Computer Services Technician	Open
Accountant	Interviewing
City Hall Office Asst.	Temp. employee
HR position	Open
Firefighter (2)	Interviewing

Safety Committee meeting was on September 10, 2014.
The Committee Reviewed reports of City employee injuries and property damages for previous month. Employee Safety Committee reviewed and revised Safety Handbook policies.

HR projects/meetings:

- Sexual Harassment training for Supervisors and Department Heads on Sept. 30 & Oct. 1
- Auditing Personnel Files
- Off-site 1/2 day EEOC training seminar
- Scheduled flu shots for employees (includes City Council & Mayor) September 24 & 26 and October 8 & 10

Human Resources Department
P.O. Box 400 Daphne, Alabama 36526
Phone: (251) 621-3075 • Fax: (251) 621-4506

City	Job Title	Min. Sal.	Max. Sal.	Current Sal.
Robertsdale	CFO	\$50,128.00	\$92,081.60	\$96,137.00
Baldwin County	Budget Director	\$74,237.00	\$117,594.00	
Fairhope	Finance Director	\$57,342.54	\$91,748.07	
Orange Beach	Finance Director			
Foley	Finance Mgr./Trea	\$69,592.00	\$97,429.00	
Daphne	Finance Dir./Trea.	\$52,380.00	\$86,836.00	

ORGANIZATION	TITLE SURVEYED	# of EEs POS	AVE ANNUAL BASE	SALARY RANGE			= HRS + PER - YR
				Min	Midpt	Max	
Cities							
Alexander City							
Auburn, AL	Finance Director						2080
Baldwin County Govt	Finance Director	1	\$85,000	\$71,040	\$91,785	\$112,530	2080
Biloxi, MS							
Bradenden, FL							
Clear Water, FL	Finance Director	1	\$114,384	\$76,331	\$95,358	\$114,384	- 1950
Corpus Christi, TX							
Daphne	Finance Director	1	\$77,985	\$50,313	\$63,425	\$77,985	+ 2080
Destin, FL							
Dothan	Finance Director	1	\$99,382	\$83,512	\$105,394	\$127,275	2080
Dunedin, FL	Director of Finance	1	\$109,000	\$84,986	\$101,982	\$123,230	2080
Fairhope	Financial Reporting Mgr		\$84,270				? 2080
Foley	No Match						
Fort Meyers Beach, FL							
Fort Meyers, FL							
Fort Walton Beach, FL	Finance Director	1	\$81,113	\$58,834	\$80,999	\$103,163	- 2080
Gulf Breeze, FL							
Gulf Port, MS	Director of Finance	1	\$94,817	\$89,374	\$106,717	\$127,426	= 2080
Hoover, AL	Director of Finance	1					2080
Huntsville							
Mobile	No Match						
Myrtle Beach, SC	No Match						
Newport Richey, FL							
North Myrtle Beach, SC							
Ocean Springs, MS							
Orange Beach	Finance Director/Treasurer	1	\$81,473				
Panama City, FL							
Pensacola, FL	Director of Finance	1	\$120,640	\$63,627	\$95,430	\$127,233	= 2080
Point Clear							
Sarasota, FL							
South Padre Island, TX	Chief Financial Officer	1	\$88,598	no salary range			2080
Spanish Fort							

11 \$94,242 # \$72,252 \$92,636 \$114,153 8
\$88,598 \$73,686 \$95,394 \$118,807

Deleted:

Hoover, AL	Director of Finance	1	\$142,376	\$100,812	\$139,588	\$164,431	2080
Auburn, AL	Finance Director			\$115,000	\$120,000	\$125,000	2080

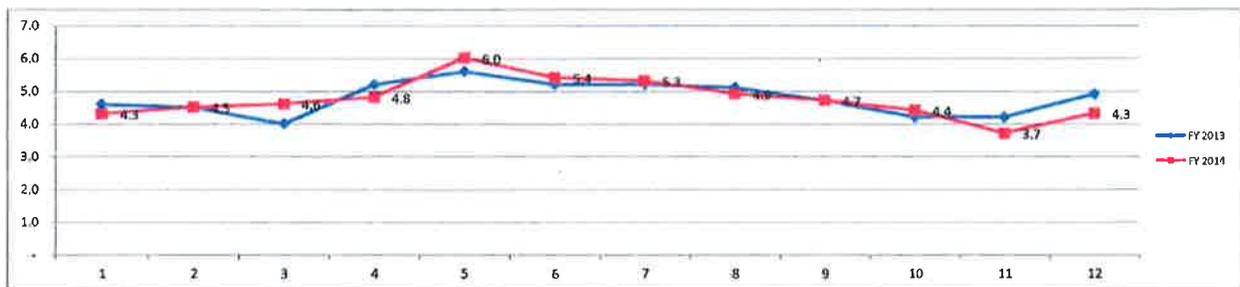
Jan. 2011

TREASURER'S REPORT
As of September 30, 2014

Account Type/Title	Bank / Brokerage	9/30/2014	8/31/2014	Increase (Decrease) from last Month	Balance	Increase
					Last Year 9/30/2013	(Decrease) from Last Year
GENERAL FUND & ENTERPRISE FUNDS	Compass Bank1	\$ 4,282,585	\$ 2,792,833	\$ 1,489,752	\$ 5,066,595	\$ (784,010)
INVESTMENT FUND	Raymond James	5,186,737	5,204,064	(17,327)	\$ 5,164,072	\$ 22,665
MUNICIPAL COURT	Compass Bank2	78,507	124,964	(46,457)	\$ 99,629	\$ (21,122)
Total Unrestricted Funds		9,547,829	8,121,861	1,425,968	\$ 10,330,296	\$ (782,467)
SPECIAL REVENUE FUNDS						
MUNICIPAL COURT	Compass Bank1	29,457	3,195	26,262	(30,110)	59,567
SELF INSURANCE	Compass Bank1	59,941	43,427	16,514	46,780	13,161
FLEX SPENDING	Compass Bank1	12,183	9,040	3,143	11,260	923
4 CENT GAS TAX	PNC Bank1	100,760	95,754	5,006	114,037	(13,277)
7 CENT GAS TAX	PNC Bank2	386,508	380,096	6,412	400,971	(14,463)
TREE & FLOWER	Compass Bank1	17,200	11,200	6,000	-	17,200
SAIL SITE	PNC3/Compass1	3,220	650	2,570	1,124	2,096
NON-MAJOR STORMS	Compass Bank1	(178,591)	(276,094)	97,503	-	(178,591)
BP OIL SPILL	Compass Bank1	426,768	426,768	0	426,768	0
FEDERAL DRUG FORFEITURES	Compass Bank1	37,654	37,939	(285)	51,058	(13,404)
LOCAL DRUG FORFEITURES	Compass Bank1	21,822	19,444	2,378	7,972	13,850
LIBRARY	Compass Bank1	(11,856)	(6,823)	(5,033)	29,590	(41,446)
CONCESSION STAND	Compass Bank1	(3,710)	(4,377)	667	(4,592)	882
COURT TRAINING & EQUIPMENT	Compass Bank2	27,385	26,340	1,045	23,904	3,481
COURT JUDICIAL ADMINISTRATIVE	Compass Bank2	86,334	79,011	7,323	45,721	40,613
COURT CORRECTION	Compass Bank2	189,229	183,465	5,764	232,244	(43,015)
LODGING TAX	Compass Bank1	2,126,556	2,057,914	68,642	948,372	1,178,184
		3,330,858	3,086,949	243,909	2,305,099	1,025,759
CAPITAL PROJECT FUNDS						
CAPITAL RESERVE	Wells Fargo Bank1	1,024,741	1,187,487	(162,746)	1,639,013	(614,272)
2012 CONSTRUCTION	Regions Bank	504,272	504,285	(13)	908,942	(404,670)
		1,529,013	1,691,772	(162,759)	2,547,955	(1,018,942)
DEBT SERVICE FUNDS						
DEBT SERVICE	Wells Fargo Bank2	2,125,245	2,125,238	7	1,258,400	866,845
Total Restricted Funds		6,985,116	6,903,959	81,157	6,111,454	873,662
Total City Funds		\$ 16,532,945	\$ 15,025,820	\$ 1,507,125	\$ 16,441,750	\$ 91,195

of Months of UNRESTRICTED Cash to cover monthly Operating Expenses & Debt Service

4.3 3.7 4.9



Encumbrances FY 03 - FY 13: \$572,576

SALES & USE TAXES

FY 2014 BUDGET vs ACTUAL

ACTUAL COLLECTIONS

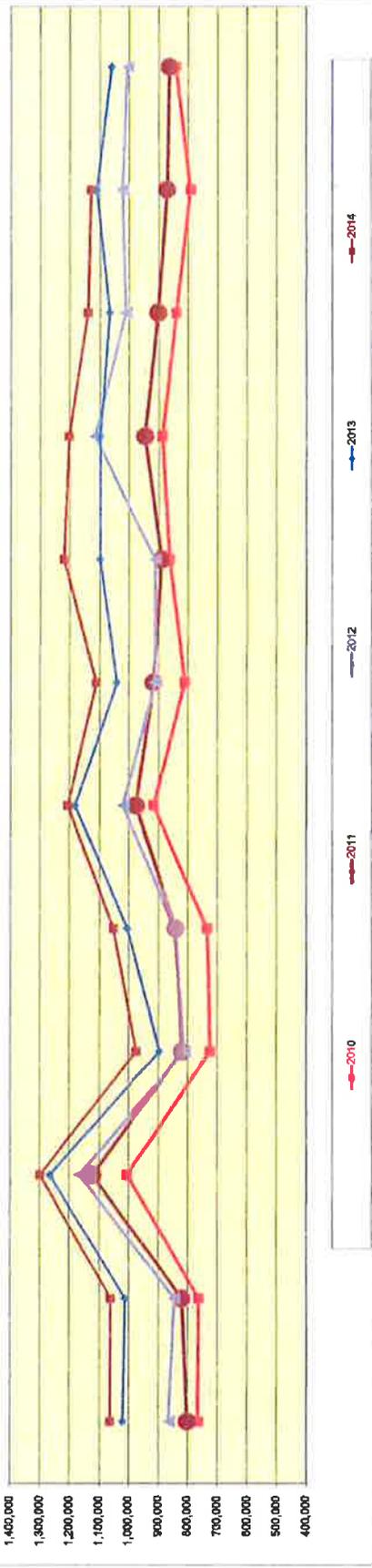
Month	7/8 Year												Totals		
	2010	2011	2012	2013	2014	Sparklines						Budget		Monthly Variance	YTD Variance
October	764,641.13	800,512.03	864,727.27	1,019,065.37	1,062,861.14							1,031,207	31,654.56	31,654.56	3.1%
November	761,955.37	819,834.09	845,342.45	1,011,813.96	1,061,121.86							1,028,387	32,725.11	64,379.67	3.2%
December	1,004,037.20	1,121,383.45	1,165,135.62	1,266,051.50	1,299,075.20							1,364,761	(65,685.73)	(1,306.06)	-4.8%
January	723,504.28	817,230.14	809,785.59	895,717.19	974,224.69							969,137	5,087.76	3,781.70	0.5%
February	733,335.60	840,788.01	845,101.34	1,004,349.50	1,051,602.29							1,033,479	18,123.71	21,905.41	1.8%
March	916,657.55	976,181.39	1,018,721.43	1,181,007.55	1,205,342.67							1,220,063	(14,719.90)	7,185.51	-1.2%
April	809,588.73	916,536.59	911,438.60	1,039,789.87	1,110,085.05							1,101,677	8,407.73	15,593.24	0.8%
May	862,254.54	889,945.33	911,839.30	1,098,548.05	1,218,956.40							1,114,196	104,760.17	120,353.41	9.4%
June	887,262.68	946,206.78	1,114,149.53	1,097,507.32	1,202,126.66							1,213,130	(11,003.05)	109,350.36	-0.9%
July	839,192.33	902,457.24	1,010,193.08	1,065,215.02	1,139,120.72							1,143,981	(4,860.57)	104,489.79	-0.4%
August	790,713.80	871,437.04	1,021,267.76	1,110,126.44	1,129,483.17							1,153,572	(24,089.06)	80,400.73	-2.1%
September	841,035.40	863,630.36	1,004,661.04	1,058,958.43								1,125,482			
Totals	9,934,178.61	10,766,122.45	11,522,363.01	12,848,130.20	12,453,999.85							13,499,081	80,400.73		0.6%

Budgeted Dollar Increase FY13 vs FY14: 650,951
 Budgeted Percent Increase FY13 vs FY14: 5.1%

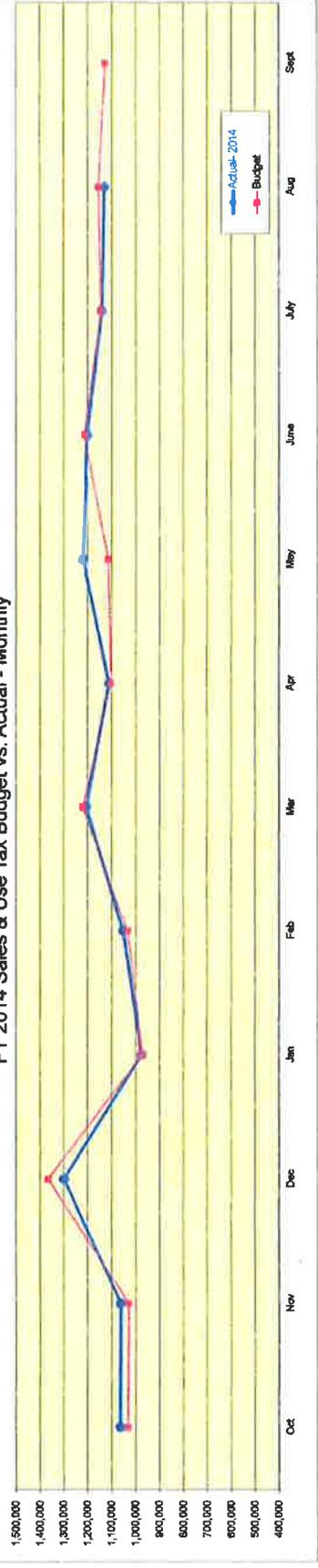
Fiscal Year Changes Year Over Year

Month	Percent Change												Annual % Change	
	2010-2011	2011-2012	2012-2013	2013-2014	Sparklines						2010-2011	2011-2012		2012-2013
October	35,870.90	64,215.24	154,338.10	43,795.77							4.7%	8.0%	17.8%	4.3%
November	57,878.72	25,508.36	166,471.51	49,307.90							7.6%	3.1%	19.7%	4.9%
December	117,346.25	43,752.17	100,915.88	33,023.70							11.7%	3.9%	8.7%	2.6%
January	93,725.86	(7,444.55)	85,931.60	78,507.50							13.0%	-0.9%	10.6%	8.8%
February	107,432.41	4,333.33	159,248.16	47,252.79							14.6%	0.5%	18.8%	4.7%
March	59,523.84	42,540.04	162,286.12	24,335.12							6.5%	4.4%	15.9%	2.1%
April	106,947.86	(5,097.99)	128,331.27	70,315.18							13.2%	-0.6%	14.1%	6.8%
May	27,690.79	21,893.97	186,708.75	120,408.35							3.2%	2.5%	20.5%	11.0%
June	58,944.10	167,942.75	(16,942.21)	104,619.34							6.6%	17.7%	-1.5%	9.5%
July	63,264.91	107,735.84	55,021.94	73,905.70							7.5%	11.9%	5.4%	6.9%
August	80,723.24	149,830.72	88,858.68	19,356.73							10.2%	17.2%	8.7%	1.7%
September	22,594.96	141,030.68	54,297.39								2.7%	16.3%	5.4%	
Annual \$ Cha	831,943.84	756,240.56	1,325,767.19	664,828.08							8.4%	7.0%	11.5%	5.6%

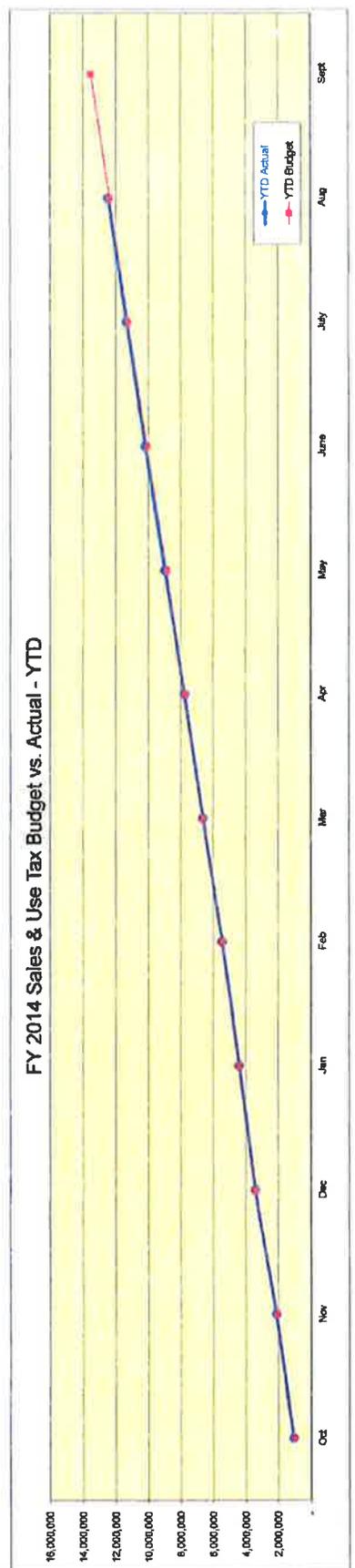
Sales & Use Tax Comparisons



FY 2014 Sales & Use Tax Budget vs. Actual - Monthly



FY 2014 Sales & Use Tax Budget vs. Actual - YTD



MONTHLY LODGING TAX COLLECTIONS

ACTUAL COLLECTIONS

	FY 10	FY 11	FY 12	FY 13	FY 14	10 Year Spark Line
October	39,405.56	56,001.39	52,002.53	51,978.40	48,382.05	
November	33,763.37	48,329.73	47,588.08	43,459.48	43,912.92	
December	31,571.38	47,210.56	42,279.22	40,495.14	39,122.53	
January	42,883.70	49,006.12	41,917.34	47,548.01	43,198.04	
February	46,998.32	43,052.68	47,346.50	54,207.03	49,784.71	
March	52,771.52	67,422.43	70,058.33	64,325.47	71,954.97	
April	41,531.05	48,487.83	51,939.06	47,434.55	86,245.34	
May	56,820.96	57,880.48	54,740.45	68,448.49	107,155.55	
June	79,822.84	67,544.77	69,822.91	71,090.69	127,920.37	
July	91,905.47	76,631.86	79,417.80	94,310.47	139,397.37	
August	63,323.58	52,820.33	50,417.73	52,427.99	93,733.35	
September	52,662.79	45,216.75	46,968.89	45,148.35		
Total	643,461.54	659,604.93	654,478.84	680,474.07	850,807.20	

Ord 1997-28 adopted December 5, 1997 incr levy from 3% to 4%.
 Ord 2014-06 adopted February 17, 2014 incr levy from 4% to 6% - effective for Collections for April 2014 reflected in May 2014

FY 2014 BUDGET vs. ACTUAL

	Budget	Monthy Variance	YTD Variance	% of Budget
October	50,915.78	(2,533.73)	(2,533.73)	-5.0%
November	44,297.04	(384.12)	(2,917.85)	-0.9%
December	41,338.02	(2,215.49)	(5,133.34)	-5.4%
January	46,404.03	(3,205.99)	(8,339.34)	-6.9%
February	49,026.58	758.13	(7,581.20)	1.5%
March	65,139.77	6,815.20	(766.00)	10.5%
April	48,460.57	37,784.77	37,018.76	78.0%
May	53,428.65	43,726.90	80,745.66	68.9%
June	73,763.60	54,156.77	134,902.43	73.4%
July	87,577.05	51,820.32	186,722.75	59.2%
August	56,033.71	37,699.64	224,422.39	67.3%
September	48,615.19			
Total	675,000.00	224,422.39		33.2%

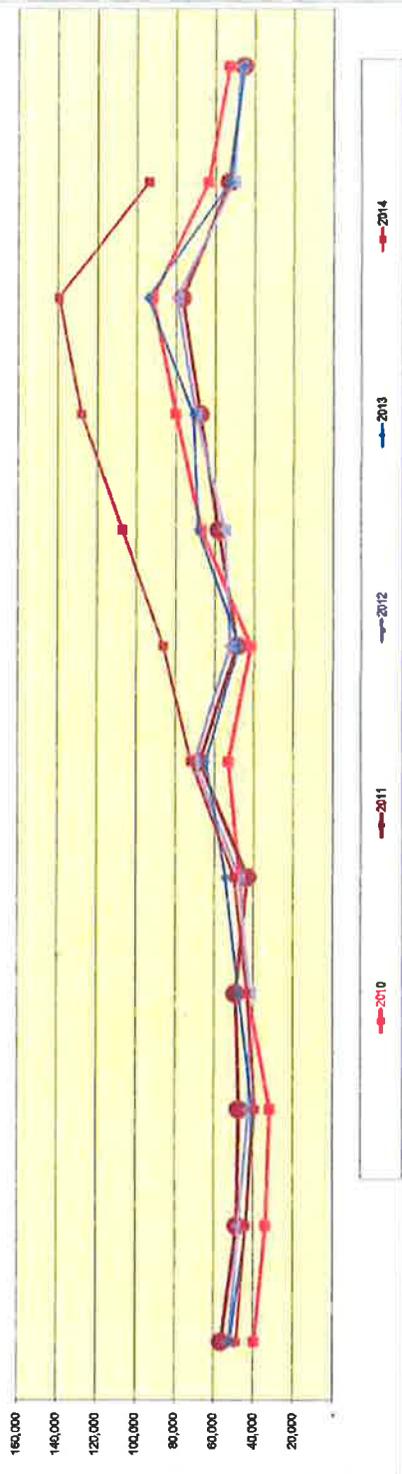
CHANGE IN DOLLARS

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	9 Year Spark Line
October	(7,137.64)	16,595.93	(3,998.86)	(424.13)	(3,196.35)	
November	(6,415.32)	14,566.36	(761.65)	(4,108.60)	453.44	
December	(6,573.31)	15,639.18	(4,931.34)	(1,784.08)	(1,372.61)	
January	3,177.66	6,122.42	(7,088.78)	5,630.67	(4,349.97)	
February	299.31	(3,945.64)	4,293.82	6,860.53	(4,422.32)	
March	(459.33)	14,650.91	2,635.90	(5,732.86)	7,629.50	
April	(2,746.70)	6,956.78	3,451.23	(4,504.51)	38,810.79	
May	23,527.22	(8,940.48)	(3,140.03)	13,708.04	38,707.06	
June	23,328.73	(12,278.07)	2,278.14	1,267.78	56,829.68	
July	31,286.59	(15,274.61)	2,785.94	14,892.67	45,086.90	
August	18,686.76	(10,503.25)	(2,402.60)	2,010.26	41,305.36	
September	17,232.17	(7,446.04)	1,752.14	(1,820.54)		
Total	94,206.24	16,143.38	(5,126.09)	25,995.23	215,481.48	

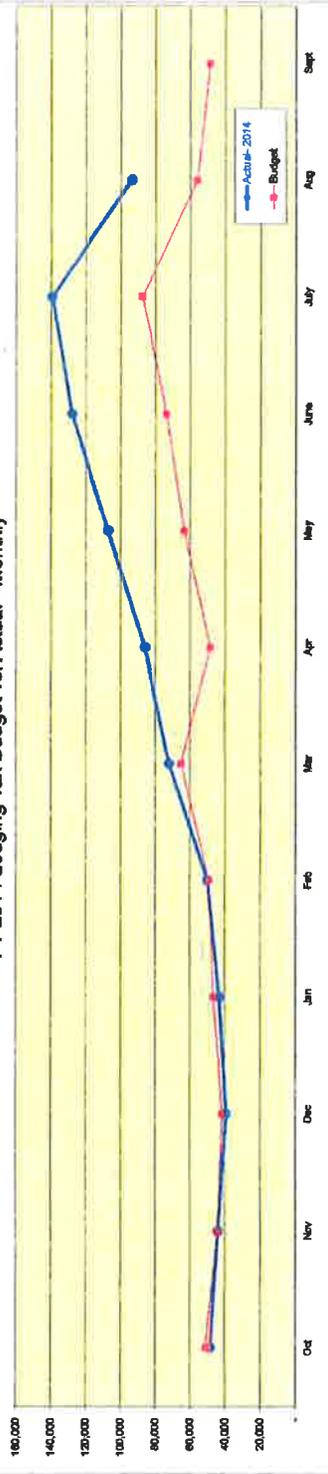
CHANGE IN PERCENTAGE

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	9 Year Spark Line
October	-18.1%	29.6%	-7.7%	-0.8%	-6.6%	
November	-19.0%	30.1%	-1.6%	-9.5%	1.0%	
December	-20.8%	33.1%	-11.7%	-4.4%	-3.5%	
January	7.4%	12.5%	-16.9%	11.8%	-10.1%	
February	0.6%	-9.2%	9.1%	12.7%	-8.9%	
March	-0.6%	21.7%	3.8%	-8.9%	10.6%	
April	-6.6%	14.3%	6.6%	-9.5%	45.0%	
May	35.2%	-15.4%	-5.7%	20.0%	36.1%	
June	29.2%	-18.2%	3.3%	1.8%	44.4%	
July	34.0%	-19.9%	3.5%	15.8%	32.3%	
August	29.5%	-19.9%	-4.8%	3.8%	44.1%	
September	32.7%	-16.5%	3.7%	-4.0%		
% Change	14.6%	2.4%	-0.8%	3.8%	25.3%	

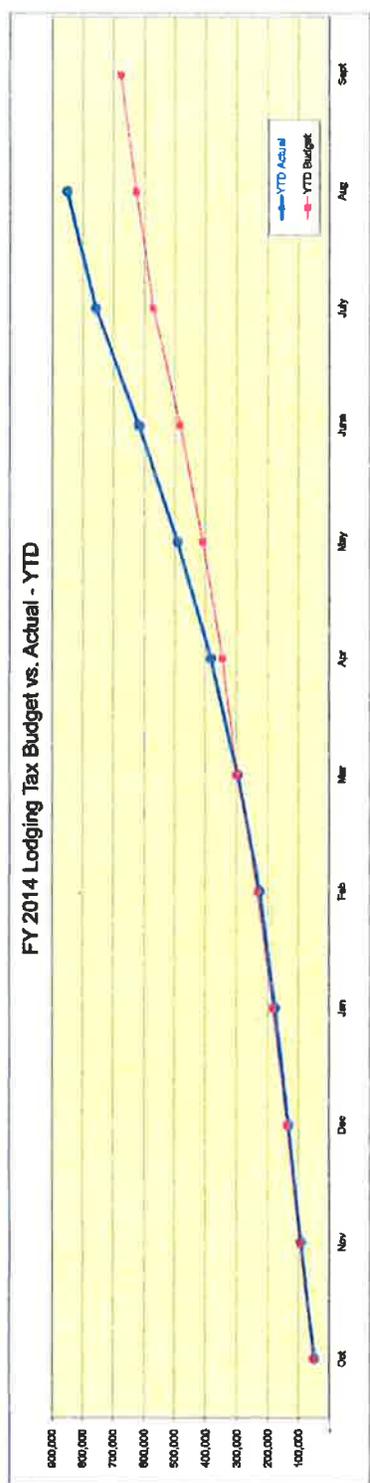
Lodging Tax Comparisons Year over Year



FY 2014 Lodging Tax Budget vs. Actual - Monthly



FY 2014 Lodging Tax Budget vs. Actual - YTD



Lodging Tax Fund - DRAFT
Statement of Revenues Over(Under)Expenditures
For the Fiscal Year ended September 30

	ACTUAL FY 1995-2004	ACTUAL FY 2005-2009	ACTUAL FY 2010	ACTUAL FY 2011	ACTUAL FY 2012	ACTUAL FY 2013	DRAFT URB* 9/30/14	Total
Revenues								
Lodging Taxes	1,596,764.95	2,863,011.18	643,461.54	659,604.93	654,478.84	680,474.07	895,955.55	7,993,751.06
Settlement	30,000.00	-	-	-	-	-	-	30,000.00
Donations	240,300.00	10,000.00	-	-	-	-	-	250,300.00
Grants	498,100.00	935,843.00	454,205.13	21,768.93	52,629.91	98,059.17	-	2,060,606.14
Total Revenues	2,365,164.95	3,808,854.18	1,097,666.67	681,373.86	707,108.75	778,533.24	895,955.55	10,334,657.20
Expenditures								
Industrial Development Board	45,002.65	143,255.34	32,173.09	32,980.25	32,723.95	34,023.69	92,652.93	412,811.90
Downtown Redevelopment Authority	-	-	-	-	97,877.29	34,023.69	42,540.38	174,441.36
Cost of Debt Issuance	112,241.61	-	-	-	-	-	-	112,241.61
	157,244.26	143,255.34	32,173.09	32,980.25	130,601.24	68,047.38	135,193.31	699,494.87
BayFront Property Related Exp								
Bay Front Property	4,684,723.62	666,067.18	-	-	-	-	-	5,350,790.80
Bay Front Parking Lot	-	94,932.03	10,861.03	-	-	-	24,028.11	129,821.17
Bay Front Swing Bench	-	-	3,896.87	-	-	-	-	3,896.87
Bay Front Park Improvements	-	-	2,358.75	500.00	-	-	-	2,858.75
Bay Front Park Deck	-	-	-	-	-	20,000.00	-	20,000.00
Bay Front Restrooms	-	-	44,139.11	1,947.28	-	-	-	46,086.39
Bay Front Invasive Species Grant	-	-	-	-	47,163.35	-	3,181.25	50,344.60
Boardwalk Parking Lot	-	-	-	-	-	-	17,459.00	17,459.00
Boardwalks & Walking Trails	-	-	-	-	2,535.00	-	-	2,535.00
Building Improvements	48,956.54	56,000.97	-	-	44,158.00	-	-	149,115.51
Captain O'Neal Sidewalk	-	-	25,413.49	-	-	-	-	25,413.49
D'Olive Creek Pedestrian Bridge	-	85,279.08	-	7,965.00	-	98,627.66	2,043.73	193,915.47
Gator Alley Bridge	-	-	-	-	-	8,174.90	1,097.45	9,272.35
May Day Playground Eqpt	-	30,792.49	-	-	-	-	-	30,792.49
May Day Boat Ramp	-	41,652.67	373,002.96	18,247.24	-	-	-	432,902.87
May Day Parking Lot	-	-	271,248.90	-	-	-	-	271,248.90
May Day Drainage	-	-	5,000.00	-	-	-	-	5,000.00
May Day Sand Movement Study	-	-	12,273.50	15,726.50	20,634.00	14,147.00	-	62,781.00
May Day Grounds & Landscaping	-	-	-	-	5,000.00	-	-	5,000.00
Mobile Bay NEP Contribution	-	-	-	-	7,000.00	-	-	7,000.00
Property Improvements	1,712.30	-	2,244.00	-	2,829.57	-	-	6,585.87
Village Point Grant	-	-	-	10,823.95	-	24,852.02	-	35,675.97
Williams Property (1/2) Brdwrk Prkng Lot	-	-	-	-	-	-	47,138.87	47,138.87
Total Bay Front Related Exp	4,735,392.46	974,724.42	750,438.61	55,209.97	129,119.92	165,801.58	94,948.41	6,905,635.37
Recreation Exp								
(Rec Loan from GF-\$643,644 Forgiven 6/1/14)	-	-	-	-	51,647.38	779,444.30	48,517.98	879,609.66
Sports Complex Entrance Rd (FY12-14)	-	-	-	449,084.04	-	-	-	449,084.04
Softball/Football Lighting (FY11)	-	-	1,152.00	273,593.93	-	-	-	274,745.93
Bathroom/Concessions (2) (FY10-11)	-	-	-	50,000.00	-	-	-	50,000.00
Bleachers (4) (FY11)	-	-	-	2,062.50	-	-	-	2,062.50
Fence/Net Replacmnt-net of ins (FY11)	-	-	-	23,197.52	-	-	-	23,197.52
Repair-Blchr/Conces Roof-net of ins (FY11)	-	-	1,152.00	797,937.99	51,647.38	779,444.30	48,517.98	1,678,699.65
Total Recreation Exp	-	-	1,152.00	797,937.99	51,647.38	779,444.30	48,517.98	1,678,699.65
Other Financing Sources (Uses)								
Debt Proceeds	5,177,983.00	-	-	-	-	-	-	5,177,983.00
Transfers from General Fund	353,433.00	(353,433.00)	-	-	-	-	643,643.56	643,643.56
Transfers to Debt Service	(3,042,540.12)	(913,975.74)	(166,662.56)	(166,139.22)	(167,064.00)	(103,080.00)	(137,838.00)	(4,697,299.64)
Transfers to Gen Fund	(20,322.18)	-	-	-	-	-	-	(20,322.18)
Other Financing Sources (Uses)	2,468,553.70	(1,267,408.74)	(166,662.56)	(166,139.22)	(167,064.00)	(103,080.00)	505,805.56	1,104,004.74
Rev & Financing Sources Over								
(Under) Expend & Financing Uses	(58,918.07)	1,423,465.68	147,240.41	(370,893.57)	228,676.21	(337,840.02)	1,123,101.41	2,154,832.05

Reserve: In-Progress Projects: BdWalk Repairs: as of 9/14 (8,982.90)
Reserve for Recreation (234,103.34)
Unreserved 1,911,745.81

Lodging Taxes were levied 9/95 @ 3%
12/97 increase to 4% (Ord 1997-28) / 4/14 increase to 6% (Ord 2014-06)
FY 01 IDB Contributions started / DTR Authority added FY 10
DTR: FY 10-\$32,173.09/ FY 11-\$32,980.25/FY 12-\$32,723.95=\$97,877.29
Current Allocations: 13% IDB
5% Downtown Redevelopment
32% Debt Service & Bay Front Property Uses:
Acq, Dev, & Maint
50% Recreation Related Capital

As of June 1, 2014:
Original Recreation Loan \$1,678,700
Repaid from Collections \$ (1,035,056)
Loan Balance 6/1/14 \$643,644
Ord 2014-27 Debt Forgiven \$ (643,644)
Recreation Balance Owed \$0

Prior Mo Unreserved 1,881,751.15

Prior Mo Res for Rec 187,236.66

BUSINESS LICENSE ACTIVITY -AUGUST 2014

NEW BUSINESS LICENSES (BY TYPE)		
NAICS	ACTIVITY	QTY
11	Agriculture, Forestry, Fishing and Hunting	
21	Mining, Quarrying, and Oil & Gas Extraction	
22	Utilities	19
23	Construction	1
31-33	Manufacturing	13
42	Wholesale Trade	1
44-45	Retail Trade	1
48-49	Transportation and Warehousing	1
51	Information	1
52	Finance and Insurance	1
53	Real Estate, and Rental & Leasing	2
54	Professional, Scientific, and Technical Services	6
55	Management of Companies & Enterprises	
56	Administrative, Support, Waste Mgmt, and Remediation Services	6
61	Educational Services	
62	Health Care and Social Assistance	1
71	Arts, Entertainment, and Recreation	1
72	Accommodation and Food Services	2
81	Other Services (not elsewhere specified, such as personal care)	5
TOTAL NEW BUSINESS LICENSES (BY TYPE)		59

NEW BUSINESS LICENSES (BY LOCATION)	
Daphne (physical location)*	10
Daphne (no physical location)	12
Baldwin County	12
Mobile County	14
In State (not including Baldwin/Mobile counties)	
Out of State	11
TOTAL NEW BUSINESS LICENSES (BY LOCATION)	59

*NEW BUSINESSES LOCATED IN DAPHNE		
NAICS	NAME & ADDRESS	
42	Construction	1
44-45	Retail Trade	1
48-49	Transportation and Warehousing	2
52	Finance and Insurance	1
53	Real Estate, and Rental & Leasing	2
54	Professional, Scientific, and Technical Services	1
62	Health Care and Social Assistance	1
99	Other Services	1
*TOTAL NEW BUSINESSES LOCATED IN DAPHNE		10

CLOSED BUSINESSES LOCATED IN DAPHNE		
NAICS	NAME & ADDRESS	
TOTAL CLOSED BUSINESSES LOCATED IN DAPHNE		0
NET GAIN/-LOSS BUSINESSES LOCATED IN DAPHNE		10

BUSINESS LICENSE COUNT through 07/31/2014	
Issued THIS MONTH:	
NEW Licenses	59
*** RENEWAL Licenses	66
PRIOR YEAR Licenses	64
Total Issued THIS MONTH	189
Total Issued THIS MONTH - PREVIOUS YEAR	64
Net Gain/-Loss Current VS Previous Yr MONTH	125
Total Issued YTD 2014	4,009
Total Issued in 2013	3,913
Net Gain/-Loss Current VS Previous Yr YTD	96

BUSINESS LICENSE ACTIVITY -SEPTEMBER 2014

NEW BUSINESS LICENSES (BY TYPE)		
NAICS	ACTIVITY	QTY
11	Agriculture, Forestry, Fishing and Hunting	
21	Mining, Quarrying, and Oil & Gas Extraction	
22	Utilities	
23	Construction	12
31-33	Manufacturing	1
42	Wholesale Trade	2
44-45	Retail Trade	9
48-49	Transportation and Warehousing	
51	Information	1
52	Finance and Insurance	7
53	Real Estate, and Rental & Leasing	2
54	Professional, Scientific, and Technical Services	1
55	Management of Companies & Enterprises	2
56	Administrative, Support, Waste Mgmt, and Remediation Services	5
61	Educational Services	
62	Health Care and Social Assistance	
71	Arts, Entertainment, and Recreation	1
72	Accommodation and Food Services	2
81	Other Services (not elsewhere specified, such as personal care)	2
TOTAL NEW BUSINESS LICENSES (BY TYPE)		47

NEW BUSINESS LICENSES (BY LOCATION)	
Daphne (physical location)*	13
Daphne (no physical location)	7
Baldwin County	11
Mobile County	1
In State (not including Baldwin/Mobile counties)	2
Out of State	13
TOTAL NEW BUSINESS LICENSES (BY LOCATION)	47

*NEW BUSINESSES LOCATED IN DAPHNE		
NAICS	NAME & ADDRESS	
23	Construction	2
31	Manufacturing	1
44-45	Retail Trade	3
53	Real Estate, and Rental & Leasing	2
54	Professional, Scientific, and Technical Services	1
55	Management of Companies & Enterprises	2
71	Arts, Entertainment, and Recreation	1
72	Accommodation and Food Services	1
*TOTAL NEW BUSINESSES LOCATED IN DAPHNE		13

CLOSED BUSINESSES LOCATED IN DAPHNE		
NAICS	NAME & ADDRESS	
72	Drinking Establishment	1
TOTAL CLOSED BUSINESSES LOCATED IN DAPHNE		1

NET GAIN/-LOSS BUSINESSES LOCATED IN DAPHNE	
	12

BUSINESS LICENSE COUNT through 07/31/2014	
Issued THIS MONTH:	
NEW Licenses	47
*** RENEWAL Licenses	80
PRIOR YEAR Licenses	17
Total Issued THIS MONTH	144
Total Issued THIS MONTH - PREVIOUS YEAR	60
Net Gain/-Loss Current VS Previous Yr MONTH	84
Total Issued YTD 2014	4,153
Total Issued in 2013	3,973
Net Gain/-Loss Current VS Previous Yr YTD	180

* 4 of 13 are "Owner Change" only.

*** DLQ Insurance Companies remitted payments.

**ORDINANCE 2014-
Appropriating Funds for Emergency Watershed Protection on Private Property: Mazie's
Gulch & Palmetto Court (Creekside)**

WHEREAS, Ordinance 2013-50 approved and adopted the Fiscal Year 2014 Budget on September 23, 2013; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2014 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2014 budget; and

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

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

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

WHEREAS, these two private property EWP Projects have been selected by NRCS for exigency funding with the City of Daphne as the "Sponsor" and *Ordinance#2014-36 was already approved for a Sponsor match of \$11,211 and an **additional appropriation of \$12,606** is needed to complete the project.*

NOW, THEREFORE, BE IT ORDAINED, that:

1. The City Council of the City of Daphne deems these private projects key to the recovery efforts associated with this rain event and the repair of these private property watershed issues is necessary to preserve the health, safety, and convenience of the public.
2. Fiscal Year 2014 Budget is hereby amended to include an **additional appropriation from the General Fund in the amount of \$12,606** for a **total City match of \$23,817** for this EWP Project:

Project	Name	Property Owners	Construction	Engineering	Total	Sponsor Match
DAP-14-003	Mazie's Gulch (2 Locations)	Bradley/ Davenport	\$84,951.99	\$8,495.20	\$93,447.19	\$23,817.07

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

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this 18th day of August, 2014.

Dane Haygood, Mayor

Attest:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014-36

Appropriating Funds for Emergency Watershed Protection on Private Property: Mazle's Gulch & Palmetto Court (Creekside)

WHEREAS, Ordinance 2013-50 approved and adopted the Fiscal Year 2014 Budget on September 23, 2013; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2014 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2014 budget; and

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

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

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

WHEREAS, these two private property EWP Projects have been selected by NRCS for exigency funding with the City of Daphne as the "Sponsor".

NOW, THEREFORE, BE IT ORDAINED, that:

1. The City Council of the City of Daphne deems these private projects key to the recovery efforts associated with this rain event and the repair of these private property watershed issues is necessary to preserve the health, safety, and convenience of the public.
2. Fiscal Year 2014 Budget is hereby amended to include an appropriation from the General Fund in the amount of \$19,956.00 the total City match for the below EWP Projects:

Project	Name	Property Owners	Construction	Engineering	Total	25% Sponsor Match
* DAP-14-003	Mazle's Gulch (2 Locations)	Bradley/Davenport	\$40,767.00 81,953.99	\$4,077.00 8,495.20	93,449.19	23,811.07
DAP-14-007	Palmetto Ct (Creekside)	DOBBINS	\$31,800.00	\$3,180.00	\$34,980.00	\$8,745.00
TOTALS:			\$72,567.00	\$7,267.00	\$79,834.00	\$19,956.00

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

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this 11th day of August, 2014.


Dane Haygood, Mayor

Attest:

Rebecca A. Hayes, City Clerk

23,811.07
Ord 2014-36 11,211.00
* Additional Appr. \$12,606.07 *
Needed

HUTCHINSON, MOORE & RAUCH, LLC PAY REQUEST

OWNER: **CITY OF DAPHNE**
PROJECT: **BRADLEY / DAVENPORT NRCS**

PROJECT NUMBER: **D25004042**
CONTRACT AMOUNT: **\$86,662.27**

CONTRACTOR: **AMMONS & BLACKMON**
WORK PERFORMED FROM

ESTIMATE NUMBER: 1
DATE: **September 18, 2014**

ITEM #	ITEM DESCRIPTION	UNIT	PLAN QTY	UNIT PRICE	THIS MONTH		TO DATE		
					QTY	AMOUNT	QTY	AMOUNT	
AREA 1 - DAVENPORT RESIDENCE									
1	MOBILIZATION AND DEMOBILIZATION	LS	1	\$ 6,000.00	1	6,000.00	1	6,000.00	
2	DEBRIS REMOVAL (SEDIMENT, TREES, CONCRETE, PIPE, ETC.)	LS	1	\$ 6,857.53	1	6,857.53	1	6,857.53	
3	SHAPING AND GRADING	LS	1	\$ 4,011.22	1	4,011.22	1	4,011.22	
4	18" REINFORCED CONCRETE PIPE	LF	88	\$ 69.66	88	6,130.08	88	6,130.08	
5	EARTHFILL	CY (TBM)	490	\$ 14.73	58.8	866.12	58.8	866.12	
6	RIP RAP, CLASS 2	TON	200	\$ 71.51	196.12	14,024.54	196.12	14,024.54	
7	7 OZ. NONWOVEN GEOTEXTILE FILTER BLANKET	SY	220	\$ 4.47	499.40	2,232.32	499.40	2,232.32	
8	EROSION CONTROL (INCLUDES TOPSOIL, SEEDING & MULCH)	LS	1	\$ 2,988.27	1	2,988.27	1	2,988.27	
9	WEIR INLET	LS	1	\$ 14,622.82	1	14,622.82	1	14,622.82	
AREA 2 - CAMP BRADLEY ROAD									
1	MOBILIZATION AND DEMOBILIZATION	LS	1	\$ 2,500.00	1	2,500.00	1	2,500.00	
2	DEBRIS REMOVAL (SEDIMENT, TREES, ETC.)	LS	1	\$ 6,862.25	1	6,862.25	1	6,862.25	
3	SHAPING AND GRADING	LS	1	\$ 3,211.18	1	3,211.18	1	3,211.18	
4	EARTHFILL	CY (TBM)	150	\$ 14.74	150	2,211.00	150	2,211.00	
5	RIP RAP, CLASS 2	TON	50	\$ 71.64	120.60	8,639.78	120.60	8,639.78	
6	7 OZ. NONWOVEN GEOTEXTILE FILTER BLANKET	SY	90	\$ 4.47	198.80	888.64	198.80	888.64	
7	EROSION CONTROL (INCLUDES TOPSOIL, SEEDING & MULCH)	LS	1	\$ 2,354.39	1	2,354.39	1	2,354.39	
8	ASPHALT REPAIR	LS	1	\$ 551.85	1	551.85	1	551.85	
TOTAL					*	84,951.99		*	84,951.99
RETAINAGE						8,495.20			8,495.20
STORED MATERIALS						0.00			0.00
LESS PREVIOUS PAYMENTS									0.00
AMOUNT PAYABLE						76,456.79			76,456.79

total with asphalt

**AUGUST 18, 2014
CITY COUNCIL MEETING
BUSINESS MEETING
1705 MAIN STREET
DAPHNE, AL
6:30 P.M.**

C. Department Head Comments

James White – Fire Chief – reported there was a fire on Captain O’Neal.

David Carpenter – Police Chief – reported that there was a bad storm and lighting this afternoon that held up traffic and kept the kids in school.

David McKelroy – reported on the schedule for soccer games, and that fall registration of now going on.

Margaret Thigpen Civic Center Director – reported that Taste of the Eastern Shore is Friday, and they had a press release last week on the event, and she is scheduled to be on Studio 10 to talk about the event.

Table per Scott Hutchinson - Final #'s Not Ready - Added to Oct's Fin Mtg

Richard Johnson – Public Works Director – reported to council that HMR moved quickly to get qualified bidders for the Maize’s Gulch project and the bids came in higher than first thought and will bring an amended ordinance to appropriate funds for the difference which is \$10,500. The ordinance will be on the first meeting in September, go to Finance Committee and then the second read will be September 15th.

\$12,600

Adrienne Jones – Planning Director – gave council a briefing on the progress of the comprehensive plan, and said she should have something documented by next month.

D. City Clerk Report – Rebecca A. Hayes

a.) Parade Permit / The Scott Ward Memorial Fund / November 15, 2014

MOTION BY Councilman Scott to approve the Parade Permit / Scott Ward Memorial Fund / November 15, 2014 Seconded by Councilman Rudicell.

MOTION CARRIED UNANIMOUSLY

7. PUBLIC PARTICIPATION

Mrs. Dorothy Morrison – 26197 Via del San Francesco spoke regarding the re-opening of Gator Alley on September 3rd at 9:00, and there will be a reception afterwards at the Hampton Inn.

Ronnie Champion – Daphne Search and Rescue – thanked the Mayor and Council and employees who helped put on the program Saturday. He said Governor Bentley and Lt. Governor Kay Ivey were present and were very impressed with the facility. There were 160 members in the facility and all were impressed. He also thanked council for the Carolina Skiff.

Mazie Gulch Project NRCS Portion DAP 14-003 Agreement 69-4101-14-0012	
Construction (Cost Invoice)	\$ 84,951.99
Asphalt (not covered by NRCS)	\$ (551.85)
Billable Construction Cost	\$ 84,400.14
Feds Allowable Engineer Share 7.5% of Construction Billable Cost	\$ 6,330.01
City Additional Engineering	\$ 2,165.19
City Additional (Asphalt)	\$ 551.85
Project Total Cost	\$ 93,447.19
Billable Project Cost Total	\$ 84,400.14
Fed Share	\$ 63,300.11
Fed Share Engineering	\$ 6,330.01
Fed Total 75 % & 7.5% of Construction Cost For Engineering	\$ 69,630.12
City Share 25 %	\$ 21,100.03
City Out of Pocket Engineering	\$ 2,165.19
Asphalt (not covered by NRCS)	\$ 551.85
City Total Project Cost	\$ 23,817.07

original Est - \$40,767

*orig Est \$11,211
orig 2014-36*

Engineering Invoice

*Need Additional Appropriation
\$ 12,606*



August 14, 2014

**Diane Guthrie
Natural Resources Conservation Service
3381 Skyway Drive
Auburn, Al 36830**

RE: NRCS Agreement No.: #69-4101-14-0012-DAP 14-003-Mazie Gulch

Dear Ms. Guthrie:

The City of Daphne respectfully requests an increase in the above reference NRCS approved job cost. The City received three emergency quotes (attached for review). All were much higher than the NRCS Damage Survey Report job cost. We request the additional \$45,896.53 for the project.

**Ashley Campbell, CPESC
City of Daphne
Environmental Programs Manager
epm@daphneal.com
251-621-3080**

Dear City Council:

October 10, 2014

The undersigned Daphne Public Library Board members support Ms. Louise Youngblood, a current library aid of seventeen years at the Daphne Public Library, being given a salaried position with the reclassification of her position to Young Adult Librarian.

Among other things, Louise has created a spectacular young adult program at the library and has been instrumental in the creating of a massive “young adult” section that is second to none—in the county.

Ms. Youngblood, however, is presently an *hourly* employee with limited benefits. She has worked for the library since 1997 and has earned two degrees, a MLS among them, to better serve the public.

Ms. Youngblood is a dedicated employee who is committed to serving the Daphne community and it would be in the best interests of the city to keep her.

Therefore, we support her being given a contract that reflects her dedication, service, and talents.

Most Respectfully Yours,

Andre M. LaPalme, Chair
Dr. James Morris
Ms. Nancy Volvecky

James Morris
Nancy Volvecky



Handout from Councilman Pat Rudicell

1. Move to approve reclassification of Civic Center Director to Convention/Visitors Bureau and Civic Center Director.

2. Move to add/change position: Director, CVB & Civic Center

Money for payroll change:

<u>Wages</u>	<u>Payroll Related</u>	<u>Other Personnel</u>	<u>Total</u>
\$6,160.00	\$890.12	\$23.41	\$7,703.53

3. Move to approve Part Time Events Assistant

Add Part Time Events Assistant

<u>Hire Date</u>	<u>Wages</u>	<u>Payroll Related</u>	<u>Other Personnel</u>	<u>Total</u>
Jan. 22, 2015	\$11,527.53	\$1,400.60	\$118.73	\$\$13,046.80
Annual	\$16,651.00	\$1,998.12	\$499.53	\$19,148.65

4. Add to the Operating Budget (if Part Time Events Assistant is not approved)

<u>Motion</u>	<u>Amount</u>	<u>Budget Name</u>	<u>Budget Item Number</u>
Add to Budget	\$11,000	Civic Center Temp	786079-53420
Add to Budget	\$2,000	Civic Center Overtime	786000-51178

5. Add to Operating Budget

<u>Motion</u>	<u>Amount</u>	<u>Budget Name</u>	<u>Budget Item Number</u>
Add to Budget	\$2,000.00	Office Supplies	786000-55211
Add to Budget	\$20,000.00	Advertising	786079-53353
Add to Budget	\$3,000.00	Travel	786000-52211
Add to Budget	\$12,000.00	Marketing	786000-53353

CITY OF DAPHNE, ALABAMA CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: DIRECTOR, CVB & CIVIC CENTER

PURPOSE OF CLASSIFICATION

The purpose of this classification is to promote and market City of Daphne, and as a destination for major events, conferences, tournaments, and tourism in general; this position has secondary responsibility for directing and coordinating operations and activities of the Convention and Visitors' Bureau, the Daphne Civic Center, and Bayfront Park, to include coordination of facilities management, sales/marketing, and special events. The emphasis of this position is on operational management to an emphasis on marketing, outreach, and public relations for the City of Daphne; while the incumbent retains responsibility for managing the Civic Center, it is expected that this position will focus more on strategic planning and rely more heavily on subordinates to run the day-to-day functions of the center. Success in this position is measured by volume of tourism, volume of tourism revenue, the collective success of individual events, and repeat tourism business.

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.

Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals; manages and resolves employee issues; and provides direction to volunteers and the advisory board.

Coordinates daily work activities; organizes, prioritizes, and assigns work; monitors status of work in progress and inspects completed work; confers with assigned staff, assists with complex/problem situations, and provides technical expertise; prepares guidelines for continued employee training.

Promotes and markets the City of Daphne as a destination in order to increase visitors for meetings, conventions, conferences, trade shows, tournaments, sporting events, motor coach tours and individual travelers; develops and implements a strategic operating and marketing plan for promotion and marketing of the City of Daphne and for servicing individual visitors and groups; develops marketing and promotional collateral and advertising campaigns; maintains awareness of competition and conducts market research; and provides City leaders with a vision and direction for sustaining existing and developing new local tourism projects.

Serve as a liaison with City, County and community organizations in coordinating special events, tours and tourism activities; maintain a contact database of community businesses, facilities, activities, and assets; maintains good relationships with state tourism industry, local organizations, and hospitality properties; represents the City of Daphne in local, state and regional travel associations; serves on various boards in an effort to increase presence in the industry; and coordinates with various agencies, businesses, and organizations as needed to promote the City and pursue general and specific opportunities for tourism and convention business.

Serves as a liaison to meeting planners, event organizers, and other clients or potential visitors to the City; facilitates services and solves problems as needed to ensure the success of their activities; coordinates between visitors, City facilities and services, host properties (retail, hotel, restaurant) and the community in general during both the planning phases and the actual events; and provides information to meeting planners, visitors, tour operators, and travel writers. Prepares and manages annual budget for the Convention and Visitor's Bureau, Civic Center and Bayfront Park; identifies/implements strategies to reduce costs and improve services; provides oversight and accountability for sponsorship and donated funds; conducts research for pricing rates and rental inventory.

Provides overall direction of facility operation and development to meet goals and objectives; oversees long-range and short-range planning; ensures implementation of facility plans within budgets and schedules to effectively meet the facility needs.

Directs and coordinates the administration of facility operations and services such as space utilization, security, capital expenditures, maintenance, housekeeping, utilities, and telecommunications.

Oversees facility planning; directs (or consults as end user on design for) construction and/or remodeling of facilities; oversees administration of outside contracts and services; manages facility improvement projects and monitors expenditures to ensure performance within budget requirements.

Prepares yearly marketing plans for facilities; prepares sales and marketing initiatives; conducts prospecting for new clients.

Plans, directs, and manages city events such as the Baldwin County Home and Garden Spectacular, the Taste of the Eastern Shore, the Baldwin County Bridal Extravaganza, concerts, tradeshow, music festivals, and other events.

Prepares continued development plans for support departments; develops, implements, and monitors accounting and customer service systems.

Prepares and updates standard operational procedures for operation of the Civic Center and Bayfront Park.

Develops and implements strategies and objectives required to maximize business relationships and facility usage.

Prepares meeting materials for Buildings and Property Committee and other city/departmental meetings.

Performs event marketing, public relations, and advertising; designs, modifies, and writes copy for floor plans, brochures, advertisements, event posters, flyers, and other marketing materials; develops quality radio, film, television, and newsprint advertising.

Develops and coordinates marketing initiatives with industry, organizations, hotels, restaurants, city services, shopping facilities, resorts, and vacation locations; coordinates marketing meetings with businesses, schools, government agencies, groups, and associations.

Develops quality community programs and special events pertaining to the Civic Center and Bayfront Park; prepares budgets, promotes community awareness, and provides all levels of support.

Ensures departmental compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures; ensures adherence to established safety procedures; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; ensures that facilities and operations are in compliance with Section 504, EPA, and other local, state, and federal agencies; initiates any actions necessary to correct deviations or violations.

Prepares ordinances, rates, leases, and other documents for review by mayor and city council.

Coordinates event planning activities with various city departments.

Establishes proactive service/preventive maintenance programs and related service contracts for facilities-related equipment.

Attends functions and provides staff support as needed, including events scheduled on weekends or outside of normal work hours; greets and directs visitors/guests.

Operates a personal computer, audio/visual equipment, kitchen equipment, general office equipment, or other equipment as necessary to complete essential functions, to include the use of word processing, spreadsheet, database, e-mail, Internet, or other computer applications.

Attends meetings, serves on committees, and makes presentations as needed.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

Bachelor's degree in Marketing, Communications, Facility Management, or closely related field; supplemented by five (5) years previous experience and/or training that includes special event planning/coordination (major events), facility management, sales/marketing, personnel management, budget administration, and personal computer operations; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. May require possession and maintenance of a valid Alabama driver's license.

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 function in a managerial capacity for a division or organizational unit. Includes the ability to make decisions on procedural and technical levels.

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

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

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication and division; ability to calculate decimals and percentages; may include ability to perform mathematical operations with fractions; may include ability to compute discount, interest, profit and loss, ratio and proportion; may include ability to calculate surface areas, volumes, weights, and measures.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

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

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert very moderate physical effort in light work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

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

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, pollen, odors, wetness, humidity, rain, temperature and noise extremes, fumes, machinery, vibrations, electric currents, traffic hazards, toxic agents, disease, or pathogenic substances.

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.

Buildings & Property Committee Meeting

Monday, October 6, 2014

5:30 PM

Daphne City Hall- Executive Conference Room

Committee Minutes

Present: Councilman Joe Davis; Councilman Randy Fry; Councilman Pat Rudicell; Margaret Thigpen, Civic Center Director; Sarah Toulson, Assistant City Clerk (Recording Secretary); Ashley Campbell, Environmental Programs Manager; Mayor Dane Haygood; Al Guarisco, Village Point Foundation; Selena Vaughn, Village Point Foundation

Absent: Rick Whitehead; Frank Barnett, Richard Johnson, Richard Merchant

The meeting brought to order at 5:24 pm by Chairman Joe Davis.



10. Property Donations & Acquisitions

Mayor Haygood updated the Committee on the following property donations and acquisitions:

- Park Drive-Pinehill Parcels:

The Mayor reported that these parcels would be donated to the City, but the City would need to pay appraisal costs.

Motion by Mr. Rudicell to recommend the Finance Committee and the City Council to appropriate funding to cover acquisition costs associated with the donated properties at Park Drive-Pinehill subject to inspection by the Environmental Programs Manager. 
Seconded by Mr. Fry. **Motion carried unanimously.**

Mayor Haygood additionally discussed other potential property acquisitions: one possible donation and two prospective purchase opportunities, which are still under negotiation.

With no further business to discuss, the meeting was adjourned at 6:25, motion by Mr. Rudicell and seconded by Mr. Fry.



Memorandum

Date: October 13, 2014

Re: Henry Arron Parcels: PIN #48403-2.9 Acres
PIN#55199-.85 Acres
PIN#234784-1.04 Acres

After inspecting the parcels, I have the following comments:

PIN #48403-2.9 Acres

This parcel adjoins the City's Park City Park. It is a drainage bottom that appears stable. A good bit of floatable debris (bottles, etc.) was noted in the drainage bottom. This Arron's parcel shares a fill slope with the City's park parcel. Concrete debris, asphalt and other construction debris was documented on the fill slope. Nothing at the surface appeared to be a great concern. The City already owns the majority of the fill area. Therefore, I see no problem with taking this parcel.

PIN #55199-.85 Acres

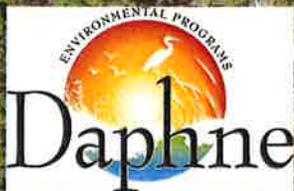
Minor trash was noted on this parcel. This parcel is a very nice drainage area that discharges to a culvert under Moore Lane. No apparent environmental issues documented on site.

PIN #234784-1.04 Acres

Minor trash noted on this parcel along the east property line and along Pine Hill Road. No apparent environmental issues documented on site.

Ashley Campbell, CPESC
Environmental Programs Manager
acampbell@daphneal.com
Phone 251-621-3080
Cell 251-234-7122

Park Drive Parcels



RESOLUTION NO. 2014-

**A RESOLUTION APPROVING THE CITY OF DAPHNE'S
PARTICIPATION IN THE STATE OF ALABAMA
SEVERE WEATHER PREPAREDNESS TAX HOLIDAY
FOR THE YEAR 2015**

BE IT RESOLVED, by the City Council of the City of Daphne, Alabama as follows:

Section 1. Section 4 of Alabama Act No. 2012-256 grants municipal governments authority to provide for the exemption of certain covered items from the payment of municipal SEVERE WEATHER PREPAREDNESS TAX during a period commencing at 12:01 a.m. on February 20, 2015 and ending at twelve midnight February 22, 2015 under the same terms, conditions and definitions as provided for by the State of Alabama SEVERE WEATHER PREPAREDNESS TAX holiday.

Section 2. The City of Daphne grants approval for the exemption of certain covered items from the payment of municipal SEVERE WEATHER PREPAREDNESS TAX for the period commencing at 12:01 a.m. February 20, 2015 and ending at twelve midnight February 22, 2015 under the same terms, conditions and definitions as provided for by Act No. 2012-256 and Alabama Department of Revenue Rule 11-51-210(e).

Section 3. This Resolution shall become effective upon adoption.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this the _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca Hayes, Interim City Clerk



JULIE P. MAGEE
Commissioner

State of Alabama Department of Revenue

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

August 28, 2014

MICHAEL E. MASON
Assistant Commissioner
JOE W. GARRETT, JR.
Deputy Commissioner
CURTIS E. STEWART
Deputy Commissioner

IMPORTANT

RESPONSE REQUIRED

IMPORTANT

2015 Severe Weather Preparedness Tax Holiday February 20-22, 2015

Deadline to notify ADOR: January 20, 2015

The 2015 Severe Weather Preparedness Tax Holiday begins at 12:01 a.m. on Friday, February 20, 2015, and ends at twelve midnight on Sunday, February 22, 2015. As required by the Sales Tax Holiday for Severe Weather Preparedness Rule, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Severe Weather Preparedness Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before January 20, 2015. The Department will compile this information into a list of all counties and municipalities participating in the Severe Weather Preparedness Tax Holiday and issue a current publication of the list on its website at: www.revenue.alabama.gov/salestax/WPSalesTaxHol.htm

Notification of participation in the sales tax holiday may not be included in the published list if received after Jan. 20, 2015.

**Your taxpayers want to know if your locality will participate
in the 2015 Weather Preparedness Tax Holiday.**

~ ACTION REQUIRED ~

Please put it on your calendar to discuss and vote on this matter soon and notify the ADOR of the decision before January 20, 2015.

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

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

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

Notification can be faxed, mailed or emailed:

FAX: 334-353-7666
MAIL: ALABAMA DEPARTMENT OF REVENUE
Attention: Wanda Robbins, Room 4311
Sales & Use Tax Division
Post Office Box 327900
Montgomery, Alabama 36132-7900
EMAIL: wanda.robbsins@revenue.alabama.gov
QUESTIONS: 334-353-8044

"An Affirmative Action / Equal Opportunity Employer"

**CITY OF DAPHNE
ORDINANCE NO. 2014-_____**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER
INTO CERTAIN CONTRACTS**

WHEREAS, pursuant to Alabama law, the City Council of the City of Daphne has the statutory authority over all expenditures of City funds; and

WHEREAS, the City Council of the City of Daphne has the sole authority to enter into contracts for the benefit of the City; and

WHEREAS, the City Council desires to delegate part of its authority to the Mayor of the City of Daphne to facilitate the day-to-day operations of the City and that authorizing the Mayor with the authority to enter into certain contracts not exceeding certain dollar amounts is in the best interest of the City;

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

SECTION 1: AUTHORITY

The Mayor is hereby authorized to execute contracts that bind the City of Daphne, and do not exceed FIFTEEN THOUSAND and 00/100 DOLLARS (\$15,000), as long as the purpose of the contract has been funded or budgeted by the City Council. Filling employment positions is specifically excluded from this authority. Nothing in this Ordinance shall prohibit the Daphne City Council from authorizing the Mayor to fill employment positions in the future.

SECTION 2: REPEALER

Those other ordinances, parts of other ordinances, or resolutions conflicting with the provisions of this Ordinance are hereby repealed, insofar as they conflict.

SECTION 3: SEVERABILITY

That the provisions of this Ordinance are severable. If any section, subsection, clause, provision or part of this Ordinance shall be held to be invalid or unconstitutional in a court of competent jurisdiction, such decision shall not affect or impair the remainder of this Ordinance, it being the legislative intent to ordain each provision, section, paragraph, sentence and part thereof separately and independently of each other.

ORDINANCE _____

CONTRACT ORDINANCE

PAGE 2

SECTION 4: EFFECTIVE DATE

This Ordinance shall take effect and shall be in force after approval by the City Council of the City of Daphne, Alabama and upon publication as provided by law.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA ON THIS THE _____ DAY OF _____, 2014.

DANE HAYGOOD
MAYOR

ATTEST:

REBECCA A. HAYES, CITY CLERK

CITY OF DAPHNE
ORDINANCE 2014-___

An Ordinance Amending Ordinance 2002-34 / Garbage Collection

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA THAT THE ABOVE ORDINANCE IS HEREBY AMENDED AS FOLLOWS:

SECTION 1: Whereby Section VI of Ordinance 2002-34 set fees for the collection and disposal of garbage and rubbish is hereby repealed and replaced by the following

SECTION 9: FEES FOR COLLECTION AND DISPOSAL

Every person or persons occupying a building or dwelling unit which generates garbage or rubbish within the city limits of the City of Daphne, Alabama shall be subject to a fee of ~~\$15.00~~ ^{\$12.00} per month. Such fees for the collection and disposal of garbage and rubbish shall be subject to change from time to time as deemed necessary in order to cover the increased cost of collection and disposal services. Any change in the fee for such services must be publicly advertised at least thirty (30) days before the effective date of the change.

SECTION 2: EFFECTIVE DATE. This ordinance will be in full force and effect January 1, 2015.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

Buildings & Property Committee Meeting
Monday, October 6, 2014
5:30 PM
Daphne City Hall- Executive Conference Room

Committee Minutes

Present: Councilman Joe Davis; Councilman Randy Fry; Councilman Pat Rudicell; Margaret Thigpen, Civic Center Director; Sarah Toulson, Assistant City Clerk (Recording Secretary); Ashley Campbell, Environmental Programs Manager; Mayor Dane Haygood; Al Guarisco, Village Point Foundation; Selena Vaughn, Village Point Foundation

Absent: Rick Whitehead; Frank Barnett, Richard Johnson, Richard Merchant

The meeting brought to order at 5:24 pm by Chairman Joe Davis.

1. Public participation

No one spoke.

2. Approval of minutes: September 2, 2014

<p>Motion by Mr. Rudicell to adopt the September 2, 2014 minutes as written. Seconded by Mr. Fry. Motion carried unanimously.</p>

3. Resolution for Surplus Property

Chairman Davis will inquire into the possibility of utilizing one of the listed vehicles for the shooting range.

<p>Motion by Mr. Rudicell to recommend the Resolution for Surplus Property for adoption by the Council. Seconded by Mr. Fry. Motion carried unanimously.</p>
--

4. Civic Center & Bayfront report (September): Margaret Thigpen

Margaret Thigpen distributed and discussed her September report. September 2014 revenue totaled \$14,746.00, an increase from September 2013 levels. Year to Date revenues stood at \$198,701.00, above figures listed for FY2013. Additionally, Ms. Thigpen reported total deposits for September stood at \$11,805.50, and that the Civic Center has seen nine events during September, for a total of 12 days used, not including setup days.

Ms. Thigpen then turned to Bayfront Pavilion, reporting revenues for September totaling \$2,300.00, below September 2013 levels, and year-to-date revenues totaling \$78,729.00, an increase from 2013 numbers. Additionally, Ms. Thigpen reported total deposits for September stood at \$8,661.00, and that Bayfront Pavilion has seen three events during September, for a total of three days used, not including setup days. These figures include two cancelations.

Ms. Thigpen listed a number of recently passed and upcoming events scheduled at the Civic Center which are listed on her report herein.

In addition, she updated the Committee on the following:

- Ms. Thigpen provided a list of public events and a chart depicting 2015 business that is already secured.
- Also provided graphs requested by Mayor Haygood depicting revenue levels for the Civic Center and Bayfront Pavilion.
- She referenced documentation contained with the packet herein depicting ticket sale information for Taste of the Eastern Shore.
- Phase two of the Civic Center roof project is complete. So far there have been no leaks.
- As requested by the Committee, Ms. Thigpen provided information regarding the difference in labor costs for maintaining the current carpets and proposed vinyl flooring for Bayfront Pavilion.
- Provided researched Hurricane/natural disaster policies for Committee to review, with the current policy given first.
- Looking to make the cleaning fee mandatory for Bayfront Pavilion.

5. Building inspection monthly reports (September): Ashley Campbell

Ms. Ashley Campbell reviewed the building report for the month of September. She reported nine new residential construction projects initiated, and no new commercial development. The department issued 102 permits during September, with a total job valuation of \$2,644,744.39 with permit fees totaling \$21,061.55.

6. Bayfront property

Chairman Davis addressed the ADA compliance issues reported at May Day Park. Richard Johnson and the public works staff are in the process of handling these complaints.

Mayor Haygood arrived at 5:46 pm.

Mayor Haygood stated that he was in touch with the complaining party regarding these issues.

7. Information kiosk at Bayfront Park

Ms. Selena Vaughn is collaborating with Ms. Campbell and Daphne Public Works to determine the appearance of signage and other elements, and will take over the selection process for the information kiosk.

8. Memorial policy

The Committee briefly discussed putting together some requirements and ideas for such a policy. Chairman Davis volunteered to bring example policies to the next meeting.

9. Building maintenance approval process

The Committee discussed the best way to handle minor building maintenance items such as lights or blinds. Discussion included the possibility of proposing a \$5,000.00 appropriation to City Hall building maintenance, with any purchase over \$500.00 requiring approval by the Buildings and Property Committee. No formal action taken.

10. Property Donations & Acquisitions

Mayor Haygood updated the Committee on the following property donations and acquisitions:

- Park Drive-Pinehill Parcels:

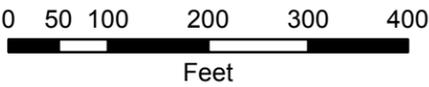
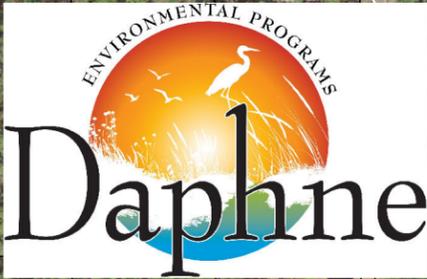
The Mayor reported that these parcels would be donated to the City, but the City would need to pay appraisal costs.

Motion by Mr. Rudicell to recommend the Finance Committee and the City Council to appropriate funding to cover acquisition costs associated with the donated properties at Park Drive-Pinehill subject to inspection by the Environmental Programs Manager.
Seconded by Mr. Fry. **Motion carried unanimously.**

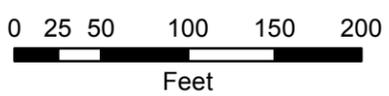
Mayor Haygood additionally discussed other potential property acquisitions: one possible donation and two prospective purchase opportunities, which are still under negotiation.

With no further business to discuss, the meeting was adjourned at 6:25, motion by Mr. Rudicell and seconded by Mr. Fry.

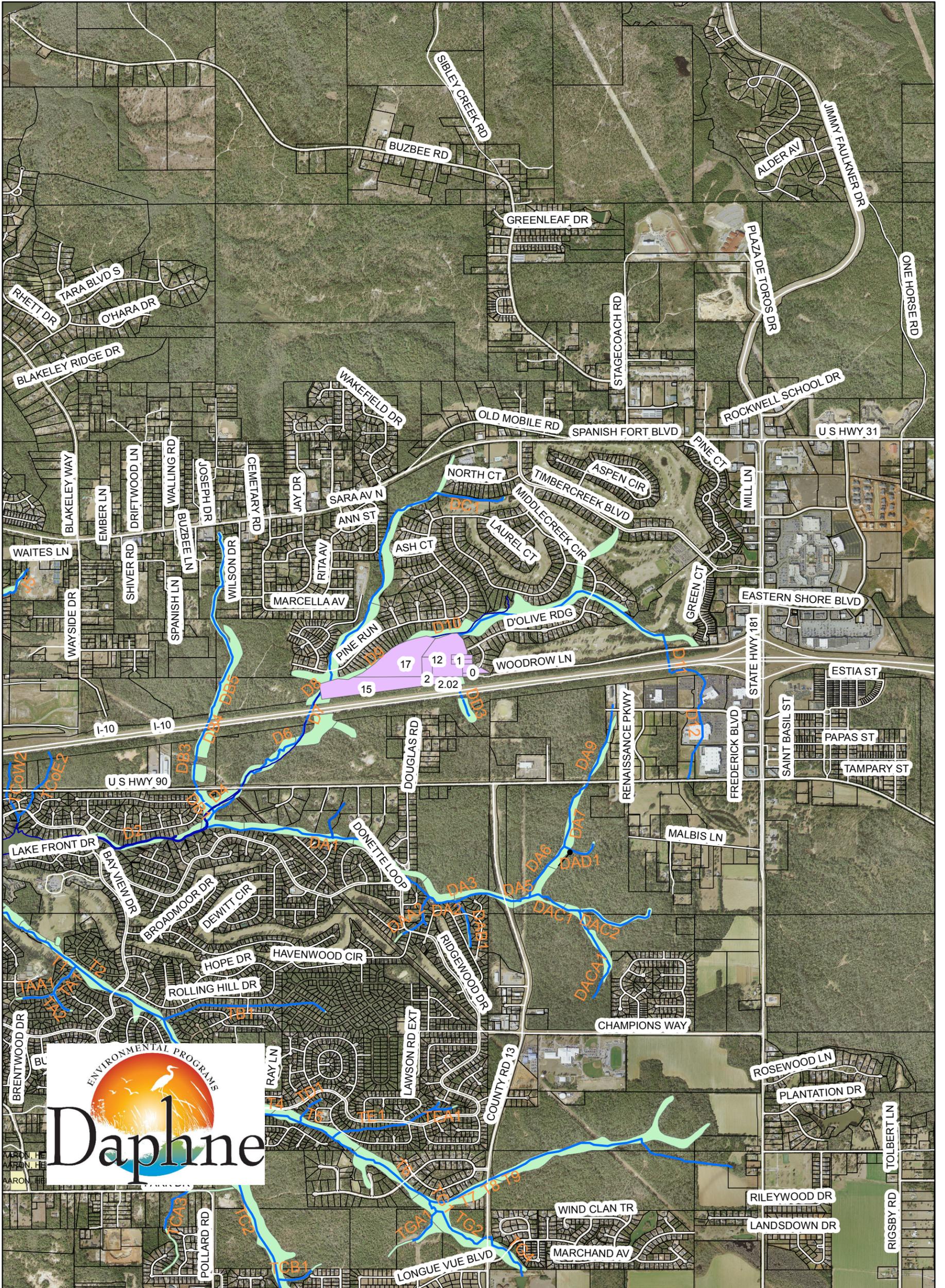
Park Drive Parcels



SANTA ROSA-HWY 98 LAND DONATIONS



Timber Creek Parcels



Public Safety Committee

Wednesday, October 8, 2014

Councilman Pat Rudicell
Councilman Randy Fry
Councilman Robin LeJeune
Councilman Ron Scott
Fire Chief James White
Public Works, Melvin McCarley

Police Chief David Carpenter
Captain Scott Taylor

Tracy Bishop - Secretary

Committee Members Attending:

Councilman Pat Rudicell, Councilman Robin LeJeune, Councilman Ron Scott, Councilman Randy Fry, Chief David Carpenter, Lt. Jud Beedy, Chief James White, and Melvin McCarley.

CALL TO ORDER

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

PUBLIC PARTICIPATION – Suzanne Sims was in attendance representing her son, daughter in law, and two grandchildren who live on Magnolia Avenue. She stated that they live at Sixthth Street and Magnolia Avenue and that speeding is an everyday occurrence on Magnolia and she would like it addressed. She suggested enforcing the speed limit which is 25 mph. Chief told her we would close patrol that area.

Leslie Simmons was also in attendance. She also lives on Magnolia Avenue and is the mother of the boy that was hit by the side mirror of an LSA driver while walking home from school on Magnolia Avenue. She also reiterated the speeding problem on Magnolia and would like something done also. Melvin is to check to make sure that the 25 mph signs are up. Richard Johnson also said he would go to Magnolia Avenue to see if there is room for a standard sidewalk. Councilman LeJeune is to bring this up at the Public Works meeting to make sure it is on the agenda. Melvin said he could put a stop sign at Magnolia Avenue and Sixthth Street if need be. Chief Carpenter stated that a sidewalk would be best and Chief White stated he was against putting a speed bump on Magnolia. Councilman Rudicell asked Sims to call him on the status. Sims also asked for a “Children at Play” sign and Melvin stated that by federal law those cannot be put up anymore.

Councilman Rudicell addressed the traffic problem on Santa Rosa Avenue/Bayhill Dr (Daphne Elementary School)that was called in to him by Mr. and Mrs. Ardis Fine. Lt. Beedy stated that he drops off his daughter every morning with no issue. He stated that the afternoons are probably an issue. Chief Carpenter there is probably an issue on Santa Rosa but there is no way to alleviate it. Councilman Rudicell said we would wait to see if we get any more phone calls.

APPROVAL OF MINUTES FROM PREVIOUS MEETING

Minutes from September 2014 were adopted with a change from Chief White. Motion was made by Councilman Scott and seconded by Councilman Rudicell. Motion passed as amended.

POLICE DEPARTMENT

A. New Business – Chief Carpenter went over the stats and D-Runs.

FIRE DEPARTMENT

A: New Business – Chief White stated that Dan Castrillo’s children received four year scholarships to the school of their choice from the Heart and Lung Bill. The fire department received \$1,000 from Walmart for smoke detectors and batteries. Lowe’s donated a large sectional sofa for Station #4. Chief stated that he hopes that Station #3 will have mold removal and renovation started in December or January. A cost guesstimate is \$200,000. Melvin stated that the mayor contacted him about the firefighter volunteers giving \$200,000 to fix Station #3. Melvin said that the volunteers agreed to pay \$200,000 on a new ladder truck and cannot pay both as the mayor put on the budget. Chief White talked to the mayor and the mayor said he had already talked to Melvin about this. White checked with Melvin and Melvin had not talked to the mayor. Public Safety Committee members will handle and address on Monday. It was mentioned that Public Safety Meeting day may change to either the first or third Monday of the month before the Council Meeting.

Old Business -

OTHER BUSINESS: Councilman Davis had a resident inquire about the latest news on full jail systems and health issues. He asked if we had seen any increase in our jail of people with mental illness. Chief Carpenter stated that we send all mentally ill to Baldwin County Jail, and that all we house in our facility are misdemeanors.

ADJOURN

There being no further business to discuss, Councilman Fry made a motion to adjourn the meeting at 5:15 p.m. Councilman LeJeune seconded. The next meeting will be Wednesday, November 12, 2014 at 4:30 p.m. at City Hall Council Chambers.

Respectfully submitted,



Daphne Public Safety Committee

Patrol Division	Detective Division: (Capt. Bell/Lt. Beedy)		JAIL: (Capt. Taylor/Lt. Yelding)		Animal Control (Capt. Taylor/Lt. Yelding)		Crimes Reported This Month:
(Capt. Bell/Lt. Hempfleng)							
# Complaints	1,186	# New Cases Received: 67	Total Arrestees Received & Processed: 198	YTD			
Accidents, Private Property	18	# Previous Unsolved Cases: 62	Arrestees by Agency:	2,071			ARSON 0
Accidents, Roadway	57	# Cases Solved: 32	Daphne PD 119	1,294	#Complaints 88		Burglary - Commercial 1
Accidents, Traffic Homicide	0	Resulting in Total Arrests: 4	BCSO 14	144	#Follow-ups 101		Burglary - Residence 5
Arrest, Controlled Substance	2	Felonies: 4	Spanish Fort PD 48	482	# Citations 2		Burglary - Vehicle 8
Arrest, Drug Paraphernalia	5	Misdemeanors: 0	Silverhill PD 14	116	# Warnings 4		Criminal Mischief 5
Arrest, Felony Marijuana	1	Houses Searched 0	Troopers 3	34	# Felines Captured 21		Disorderly Conduct 2
Arrest, Misdemeanor Marijuana	1	Other Agencies 0	Other Agencies 0	1	# Canines Captured 26		Domestic Disturbance 5
Arrest, Alias Warrant	34				# Other Captured 11		False Info to Police 2
Arrest, DUI	17	Warrants:			# Returned to Owner 12		Felony Assault 0
Arrest, Felony	5	Served 42			# Adopted Out 21		Felony Theft 12
Arrest, Misdemeanor	67	Agency Assists 10	Highest 35		# Euthanized - Adoptable 0		Harassment 4
Assists, Motorist / Citizen	145	Recalls (Pd Fines) 34	Lowest 27		# Euthanized - Unadoptable 14		Identity Theft 0
Citations	384	Total Warrants Served 86					Indecent Exposure 1
Drug Report	5		Meals Served 2,806				Kidnapping 0
Routine Patrol/Special OPS	0	Sex Offender:	Medical Cost \$1,519.96	26,622			Menacing 0
Searches, Vehicle	33	New Registration: 2	Worker Inmate Hours 154.5	\$21,827.02			Misdemeanor Assault 1
Security Checks	230	Contact Verification 6					Misdemeanor Theft 14
Warnings	295	Total # registered in Daphne 6					Murder 0
		DARE:					Other Death Investigations 0
		# Hours Report Writing: 1					Public Intoxication 0
		# Students Instructed SRO 575					Public Lewdness 0
Drugs Seized:	3	# Students Instructed DARE 0					Receiving Stolen Property 2
Money Seized:	0	# Police Reports by SRO 1					Reckless Endangerment 0
Vehicles Seized:	0	# Arrest by SRO 1					Resisting Arrest 4
Vehicles Seized							Robbery 0
		CODE ENFORCEMENT:					Sex Crime Investigations 1
CMV Inspections / CMV OOS	54	Warnings: 3					Suicide 0
		Citations 0					Suicide, attempted 0
		Warning Compliance 7					Theft of Services 0
		Follow - Up 9					Unauthorized Use of Services 0
							Weapon Offenses 1
							White Collar Crimes 8

David Carpenter

CITY OF DAPHNE
FIRE DEPARTMENT MONTHLY REPORT
Report Period August 2014

	Current:	FY to Date:
Suppression:		
1-Fire/Explosion:	-	-
10-Fire, Other	2	10
11-Structure Fire/Commercial	0	5
11-Structure Fire/Residential	3	20
12-Fire in Mobile Property used as fixed structure	0	4
13-Mobile Property (vehicle) Fire	0	11
14-Natural Vegetation Fire	0	15
15-Outside Rubbish Fire	0	14
16-Special Outside Fire	0	5
17-Cultivated Vegetable Crop Fire	0	0
2-Overpressure Rupture:	0	0
3-Rescue Call and Emergency Medical Service Incidents:	176	1322
4-Hazardous Conditions (No fire):	3	24
5-Service Call:	18	134
6-Good Intent Call:	17	90
7-False Alarm & False Call:	22	146
8-Severe Weather & Natural Disaster:	1	10
9-Other Situation:	0	2
Total Emergency Calls:	242	1892
Monthly Total Calls:	247	1911
Highest:		
	14:00	14:00
Lowest:		
	<1:00	<1:00
Average (Minutes/Seconds) :		
	5:03	5:03
Miscellaneous Reports:		
Training Hours	467.00	2723.26
Property Loss - \$	\$108,000.00	\$505,600.00
Fire Personnel Injuries by Fire/Civilian Injuries by Fire	0	0
Advance Life Support Rescues	130	943
Number of Patients Treated	172	1287
Child Passenger Safety Seat Inspections/Installations	14	73
Pre-Plans	12	222
Classes		
	3	39
Persons Attending		
	61	487
Plan Reviews		
	1	14
Final/Certificate of Occupancy		
	0	4
General/Annual Inspections		
	55	235
General/Re-Inspections (Violation Follow-up - Annual)		
	1	72
Business Licenses		
	10	59
All Other/Misc. Activities		
	23	95
Total Activities:	90	479

Authorized by:

James White

Code Enforcement / Ordinance Committee

**Wednesday, October 8, 2014
1705 Main Street
Daphne, AL
Executive Conference Room
5:30 p.m.**

*Councilman Ron Scott, Chairman
Councilman Robin LeJeune*

*Councilman Pat Rudicell
Councilman Randy Fry*

I. CALL TO ORDER / ROLL CALL:

There being a quorum present Councilman Scott called the meeting to order at 5:15 p.m.

MEMBERS PRESENT: Ron Scott; Randy Fry; Robin LeJeune; Pat Rudicell.

Also present: Rebecca Hayes, City Clerk, recording secretary; Councilman Joe Davis.

II. APPROVE MINUTES / September 10, 2014

There were no corrections to the September 10, 2014 minutes and stand approved as written.

III. PUBLIC PARTICIPATION

No one spoke.

IV. ORDINANCE REVIEW

a.) Authorizing the Mayor to Enter Into Certain Contracts

MOTION BY Councilman Fry to send the ordinance Authorizing the Mayor to Enter Into Certain Contracts with a threshold of \$15,000 to the Finance Committee for review and to place the ordinance on the agenda for the October 20, 2014 council meeting agenda for a 1st Read. Seconded by Councilman Rudicell.

MOTION CARRIED UNANIMOUSLY

b.) Amending Ordinance 2002-34 / Increase Garbage Fees

MOTION BY Councilman LeJeune to send the ordinance increasing garbage fees to \$15.40 with an effective date of January 1, 2015 to the Finance Committee for review and to place the ordinance on the October 20, 2014 council meeting agenda for a 1st read. Seconded by Councilman Fry.

MOTION CARRIED UNANIMOUSLY

V. OTHER BUSINESS

No other business to discuss.

VIII. NEXT MEETING

The next meeting will be November 12, 2014

IX. ADJOURN

There being no further business to discuss the meeting adjourned at 6:00 p.m.

Respectfully submitted

Rebecca A. Hayes,
Recording Secretary

**CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 7, 2014 - 3:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

Chairman stated the number of members present constitutes a quorum and the regular meeting of the Board of Zoning Adjustment was called to order at 3:00 p.m. and he asked for roll call.

Members Present:

Larry Cooke
Billy Mayhand
Willie Robison, Chairman
Frank Lamb
Philip Durant
William Scully

Members Absent:

Thomas Warner

Staff Present:

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

Chairman called for the **Approval of Minutes** of the June 5, 2014 meeting. There were no corrections, additions or deletions.

A **Motion** was made by **Mr. Lamb** and **Seconded** by **Mr. Mayhand** to **approve the minutes. There was no discussion on the motion.**

The Motion carried unanimously.

Chairman called the next item on the agenda, **Appeal #2014-08 101 Villa Dr LLC**, a request for an interpretation of "Special Exception Variance" approved in Appeal #1997-20 in 1997, particularly in regard to the types of offices permitted in the Administrative Building and a second request, proposing to permit non-medical, professional-type offices to operate in the Administrative Building in addition to medical offices permitted by Appeal #1997-20. The property is 101-B Villa Drive, which is zoned R-1, Low Density Single Family Residential. He also stated proper advertising had been done by Community Development for the changed meeting time.

Ms. Jones displayed a Power Point Presentation of the original application submitted to the BZA, the approved minutes of Appeal #1997-20 and the Planning Commission's 1997 site plan minutes.

**CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 7, 2014 - 3:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

Ms. Jones also showed excerpts from Articles 8, 12, 13, and 35-Permitted Uses in the LUDO. Aerial imagery of the R-1 zoned area was shown and she stated that she recommends denial because under the present regulations in the LUDO a special exception cannot be granted for non-medical professional offices in an R-1 zone.

Chairman opened the floor for discussion. The Board questioned why this appeal was before them.

Ms. Jones stated because there is no such thing as a special exception variance.

Chairman opened the floor for public participation.

Ms. Sharon Wright, a representative for 101 Villa Dr, LLC, stated we are asking for approval to lease this vacant building to a potential client, who has asked me not to divulge their name, will have thirty-two employees whose hours of operation will be 8 to 5. The structure will be modified inside somewhat, but nothing major to the outer building and there will not be any constant foot traffic or noise.

The Chairman stated thank you. Is there anyone else that would like to speak in favor of this appeal?

Ms. Kelly Urban, a former Mercy Medical administrative office employee in the 101-B Villa Drive administrative office building, cited the facility formerly housed seventy employees that performed a number of jobs such as accounting, home health and hospice education training, and Board meetings which made it ideal for professional offices; Mr. Lee Lawson, a representative of BCEA, cited because there are no non-medical, white collar tech use offices readily available in this area and this would be an ideal spot for such a use; and Councilman Joe Davis; and Councilman Joe Davis as a liaison for the IDB spoke in favor of this appeal citing transportation improvements to expand the traffic flow in the area.

The Chairman stated thank you. Is there anyone else that would like to speak in favor or opposition of this appeal?

Mr. Lon Johnston, an adjacent property owner, presented thirty-four petitions objecting to this appeal stating the July 24, 1997 non-conforming use objections to traffic and noise. He gave a brief historical background of the site and Resolution 2011-71, and asked that no further special exceptions be approved.

**CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 7, 2014 - 3:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

Ms. Melinda Hicks, Mr. Rick Fine, Mr. Taylor Wilkins, Mr. John Cutright, Mr. Harry Still, Ms. Lee Yokel, adjacent property owners, and Councilman Pat Rudicell, all spoke in opposition to this appeal with objections ranging from the language in the original mortgage, traffic, garbage pick-up, noisy fire alarms and fire trucks, difficulty of family bike riding, growth, possible subletting, and lastly just wanting this disingenuous neighborhood to stay the way it is because it would be inappropriate to change it.

The Chairman stated thank you. Is there anyone else that would like to speak in favor or opposition of this appeal? Being none, the Chair closed the floor for public participation and entertained a motion.

A **Motion** was made by **Mr. Lamb** and **Seconded** by **Mr. Mayhand** to **approve Appeal #2014-08, 101 Villa Dr LLC, upholding an interpretation of "Special Exception" approved in Appeal #1997-20 in 1997, particularly in regard to the types of offices permitted in the Administrative Buildings.**

Upon roll call vote, **the motion carried unanimously.**

Mr. Cooke	Aye
Mr. Mayhand	Aye
Mr. Lamb	Aye
Mr. Durant	Aye
Mr. Robison	Aye

A **Motion** was made by **Mr. Lamb** and **Seconded** by **Mr. Mayhand** to **approve Appeal #2014-08, 101 Villa Dr LLC, a second special exception request, to permit non-medical, professional-type offices to operate in the Administrative Buildings in addition to medical offices permitted by Appeal #1997-20.**

Upon roll call vote, **the motion failed.**

Mr. Cooke	Nay
Mr. Mayhand	Nay
Mr. Lamb	Nay
Mr. Durant	Nay
Mr. Robison	Nay

CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT MINUTES
REGULAR MEETING OF AUGUST 7, 2014 - 3:00 P.M.
COUNCIL CHAMBERS, CITY HALL

A **Motion** was made by **Mr. Scully** and **Seconded** by **Mr. Mayhand** to **approve recommending to Planning Commission that 101-B Villa Drive be favorably recommended to Council for rezoning from R-1 to B-3.**

Upon roll call vote, **the motion failed.**

Mr. Cooke	Nay
Mr. Mayhand	Nay
Mr. Lamb	Nay
Mr. Durant	Nay
Mr. Robison	Nay

Chairman explained that paperwork can be picked up around nine o'clock in the morning in Community Development, and the fifteen day deadline to appeal to the Circuit Court of Baldwin County.

There being no other business the Chairman called for a **Motion to Adjourn.**

A **Motion** was made by **Mr. Lamb** and **Seconded** by **Mr. Mayhand** to **adjourn. There was no discussion on the motion.**

The Motion carried unanimously.

The meeting was adjourned at 4:50 p.m.

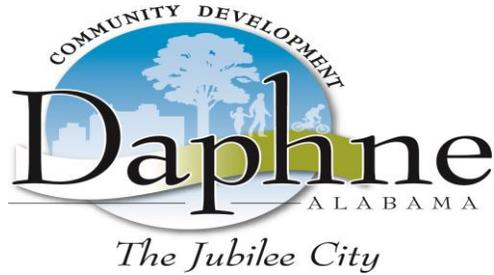
Respectfully submitted by:



Pat Johnson, Recording Secretary

APPROVED: October 2, 2014


Willie Robison, Chairman



**CITY OF DAPHNE
BOARD OF ZONING ADJUSTMENT AGENDA
OCTOBER 2, 2014 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL**

1. **CALL TO ORDER - 6:00 p.m.**
2. **CALL OF ROLL - Present W. Robison, L. Cooke, B. Mayhand, F. Lamb, P. Durant, W. Scully, T. Warner**
3. **APPROVAL OF MINUTES - Approved**

August 7, 2014

4. **OLD BUSINESS**
5. **NEW BUSINESS - Special Exception & Variance Approved as amended**

Appeal #2014-09 Verizon Wireless - Amended

A request for a Special Exception and a Variance to the Daphne Land Use and Development Ordinance has been filed with the City of Daphne Board of Zoning Adjustment. The Special Exception, if granted, would allow the construction of a Verizon Wireless telecommunications tower. The Variance to Article 32-3(c) of the LUDO, if approved, would allow the proposed wireless tower to be located 150-ft and 10 inches from the R-1 zoned property located to the north in lieu of the required 170-ft. The property is located at 26435 Public Works Road on a 30' x 35' land lease space along Well Road, which is zoned B-2 General Business.

Election of Officers - W. Robison, Chairman, L. Cooke, V. Chairman

6. **ADJOURNMENT - 6:34 p.m.**

REQUEST FOR PROPOSALS

PARKS AND RECREATION DEPARTMENT
PLANS FOR NEW RECREATION FACILITIES
CITY OF DAPHNE, ALABAMA



Proposal Due Date/Time
Friday, January 23, 2015
4:00 P.M. (CST)

CITY OF DAPHNE
Parks and Recreation Department

SECTION 1. - GENERAL INFORMATION

This document is to solicit request for proposals (RFP) to prepare plans for new Recreation Facilities for the City of Daphne, Alabama. The City of Daphne recently completed a preliminary needs assessment and has developed a prioritized listing of needed facilities. This listing is included in this document and should serve to guide the objectives of this RFP.

The City of Daphne has two principal sports recreation facilities: Lott Park on Main Street and Trione Sports Complex on Whispering Pines Road. This city also owns 116 acres off of Park Drive that has been identified as a potential sports recreation park. The entrance to the property has been developed, however the bulk of the remaining property remains undeveloped. The proposals submitted may involve improvements, redevelopment, new constructions and/or repurposing of all three properties. Applicants are further encouraged to be creative in their proposals to deliver the maximum amount of quality facilities for the funds available. This may include feasible proposals to acquire available new property for new recreation facilities.

Contract Administration

All correspondence regarding this Request for Proposal (RFP) and the proposed work must be addressed to:

City of Daphne, Parks and Recreation Department
Attention: David McKelroy, Director
P.O. Box 400
Daphne, AL 36526

All firms whom receive or download this RFP are requested to register their name and email address by sending an email to: dmckelroy@daphneal.com. Any revisions or corrections to this RFP, after it has been posted, will be communicated to those registered RFP holders. Failure to register your contact information is at your own risk. A proposal will not be considered if it fails to include all requested information as detailed in this original RFP and any subsequent modifications.

RFP Schedule

10/21/2014	Advertisement Begins
11/21/2014	Mandatory Letter of Intent to Submit Proposal due to City by 4 p.m.
12/01/2014	Mandatory Pre-Proposal Meeting: 10 a.m. – City Hall
12/23/2014	Deadline for written questions to the Department from proposers
01/09/2015	Deadline for Department responses to proposers questions
01/23/2015	RFP Submittal due to City by 4 p.m.
02/09/2015	Selected Proposers present to City Council at Work Session
03/02/2015	Final decision and announcement by Council Resolution

Mandatory Letter of Intent & Pre-Proposal Meeting

All firms who intend to submit proposals for the design of new recreational facilities shall be require to:

1. Submit a Letter of Intent by 4 p.m. – 11/14/2014 – Letter shall contain:
 - a. Simple statement of qualification and intent to submit proposal
 - b. Contact information for the firm
 - c. Name, phone number(s) and email of individual who will be the primary point of contact (POC) for the City
2. Firm must attend a Mandatory Pre-Proposal Meeting: 12/01/2014, 10 a.m. – Daphne City Hall – This meeting:
 - a. Will allow City Staff to meet your Firm
 - b. Allow proposers to ask questions and seek clarification concerning request
 - c. Allow for the issuance of addendums and revisions to this request

These two activities are mandatory. Proposals from firms who do not submit Letter of Intent and attend Pre-Proposal Meeting will not be accepted.

Any requests for additional information that may be needed for the preparation of the proposal should be directed to David McKelroy. All questions must be received before 4:00 pm, December 23, 2014. No questions after that time will receive a response.

Submittal of Proposal

Please provide twelve (12) bound paper copies and one electronic (pdf) copy of the proposal for the evaluation process.

Submittals shall be addressed to: David McKelroy at:

**Mail: P.O. Box 400
Daphne, AL 36526**

**Courier: 1705 Main Street
Daphne, AL 36526**

Submittals will be accepted until 4pm on January 23, 2015

SECTION 2. COMMUNITY BACKGROUND INFORMATION

Located on the 1-10 corridor connecting Texas to Florida, the City of Daphne (population 23,000+) is the largest of three Eastern Shore cities. The Eastern Shore Chamber of Commerce, which sits at the 1-10 exit to Daphne, estimates over the last three years, an average of 13,000 visitors to our Welcome Center each year. In 2012, upon reaching 50,000 population and being listed as a small urbanized area in US Census, the Eastern Shore Metropolitan Planning Organization was formed encompassing the cities of Spanish Fort, Daphne and Fairhope, a portion of Loxley and unincorporated areas near the municipalities. The US Census Bureau also listed the Daphne, Fairhope, Foley area as the second fastest growing population in the state and

this year the area is ranked as the ninth fastest growing Metropolitan Statistical Area (MSA) in the country.

Daphne is located in west central Baldwin County in the southwestern portion of the State. Encompassing 13.5 square miles, Daphne is a waterfront community, which lies on the eastern shore of Mobile Bay. The once Indian "Village" and later French Settlement in the 1700's became a resort area and later, a bedroom community of Mobile. Daphne often referred to as "The Jubilee City" has had a rich and colorful past and has tried hard to maintain the small town atmosphere, a trait that attracted many of its more recent residents. In 1868, the Baldwin County Commission selected Daphne as the County seat, which it remained until 1901. Daphne remained a small community until it annexed Lake Forest, Park City and Jackson Oaks in the late 1980's and instantly became the largest city in Baldwin County.

Over the past decade 2000-2010, Daphne's population continues to increase at a rapid pace. New businesses and developments continue to emerge along the commercial zones of US Highways 90 & 98 and State Route 181. As the economy grows along with Daphne's growth in population, there are increased demands for urban type services. Daphne continues to support and encourage parks and recreation facilities. The need for new facilities has been identified by citizens, elected officials and all those who are involved in team sports.

Daphne has done quite a remarkable job over the past decade in managing the tremendous growth and making community services and facilities available. Resources to provide these services come primarily from taxable revenues. These facilities and services, as listed above, increase the Quality of Life for Daphne's residents as well as the surrounding area.

SECTION 3. SCOPE OF SERVICES

The submitted proposal must include conceptual plans, architectural renderings, material samples, construction cost estimates, consultant fee estimates, project timeline and all other documents and data required for a full comprehension of the proposer's recreation facility plan for the City.

Prioritized Listing of Proposed Recreation Facilities

Below is a prioritized listing of needed facilities that should be included in the proposal:

Group A	Qty 5 300' Softball/Baseball Fields (Lighted) ^{See Field Notes, 3} Qty 1 Multi-Use Football/Soccer/Lacrosse Field (Lighted) ¹ Qty 1 Playground for Trione Park Qty 6 Tennis Courts (Lighted) ^{See Court Notes, 3} Qty 1 Playground for any new park(s) for which team sport fields are proposed
Group B	Qty 5 Youth Baseball Fields ^{See Field Notes, 2, 3}
Group C	Qty 1 Multi-Use Football/Soccer/Lacrosse Field (Lighted) ¹
Group D	Qty 4 Tennis Courts (Lighted) ^{See Court Notes, 3}
Group E	Qty 1 Splash Pad & Outdoor Gathering Area Qty 1 Skateboard Park (20,000 sf minimum)

Group F	Qty 1 Recreation Facility Building ⁴ <ul style="list-style-type: none"> - Administrative Offices (2,000 SF) - Indoor Basketball Court (stage/multipurpose capabilities) - 2 Multi-function Classroom/ Instructional Area (750 SF each) - Indoor Walking Track - Fitness Area (Cardio + Weightlifting) - Showers - Large Multi-function Classroom/ Instructional Area (2,000 SF)
Group G	Qty 1 Seniors Center Building ⁴ <ul style="list-style-type: none"> - Administrative Offices (1,000 SF) - Commercial Kitchen & Dining Area Meeting Space (Dining for 75) - Large Multi-function Classroom/ Instructional Area (2,000 SF) - 2 Small Multi-function Classroom/ Instructional Area (750 SF each) - Seniors Fitness Area (Cardio)
Group H	Qty 1 Community Pool
Group I	Qty 2 Bocce Courts (shaded)
Group Z	Other Amenities not specified but could be beneficial to community: <ul style="list-style-type: none"> - Outdoor Beach Volleyball Court - Outdoor Basketball Court - Any others no specified
NOTES:	<p>General:</p> <ol style="list-style-type: none"> 1. Include necessary restroom/concession facilities as appropriate 2. Include necessary maintenance/storage facilities as appropriate 3. Include necessary parking facilities as appropriate 4. Include walking paths for connectivity between elements. 5. Landscaping and aesthetics should be considered as part of design. 6. Shade and Shelter should be provided for in design. <p>Field:</p> <ol style="list-style-type: none"> 1. Each complex is to have a concession, restroom, storage building with a scorekeeping space with a separate office and restroom on the second floor. 2. All fields are skinned infields, no grass, grassed outfield 3. Covered dugouts with benches, wrapped with chain link fence 4. 30' tall backstop with distance from home plate of 30' 5. MUSCO Lighting with Control-Link System – 50 infield/30 outfield maintained foot candle.(Through City purchasing agreement) 6. Scoreboards – wireless with timers 7. 50 seat capacity bleachers (5 row – 15') – two per field 8. Concrete sidewalks and spectator seating areas 9. 6' outfield fence to terminate at dugouts, dugouts to be 8' chain link 10. Storage for field maintenance item (field liner, chalk machine, chalk, rakes, etc) 11. Batting cages with covered concrete surface – 6 minimum; 10 preferred – ½ with Group A and ½ with Group B 12. Maintenance building with office and bathroom 13. Asphalt surface parking area with concrete curbs

	<p>Court:</p> <ol style="list-style-type: none"> 1. On Court Benches and Shade 2. Wind Screen 3. Bleachers providing 20 seat capacity at each court 4. Concrete sidewalks and pads for seating area 5. Options for court surfaces: Base-level, Mid-level & High-end <p>Footnotes:</p> <p>¹If possible, include adjacent baseball/softball infields to extend multi-use capabilities to also provide to softball/baseball uses (two baseball/softball for each multi-use field)</p> <p>²To replace existing Baseball fields at Lott Park</p> <p>³Options (See Section e, f & j – Budget):</p> <ol style="list-style-type: none"> 1. Base-level - example: Galvanized chain link fencing with backstop 2. Mid-Level - example: Powder coated chain link fencing with backstop 3. High-end - example: Both options of chain link fencing with brick and net backstop <p>⁴This proposal may be made with three levels of materials/finishes</p>
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Groupings:

The Groupings A, B, C... are prioritized with A being the most urgent need and Z being the least. The proposal should accommodate the Groupings in terms of priority, timeline and budget. However, the proposer should feel empowered to “mix and match” elements from different groups if it yields economy of scales, is cost effective or advances the project development timeline. Regardless, the resulting final overall plan must recognize all groupings and their respective time of development and cost.

Proposed Recreation Facilities:

Proposals for Facilities (Group A-Z) listed above should be wholly inclusive of all work required to deliver them “turnkey” to the City. The work and associated cost should include, but is not limited to:

1. Minimum Specifications listed above
2. Surveying, Delineation, Design and Engineering that is site specific
3. All permits: Federal, State and Local – including building permits
4. All associated Civil Site Work: Grading, Drainage, Base & Paving
5. All utility services required
6. Compliance with City of Daphne Land Use Requirements
7. Compliance with all applicable State and Federal Regulations including full ADA Compliance

See Section 5. Project Budget for items that should be included as “add-alternatives” within the proposal.

Locations of Proposed Recreation Facilities

The City would prefer to keep all baseball/softball diamonds on the same property and keep fields in relative close proximity of each other. As stated in Section I, the proposers have available to them the three recreation properties currently owned by the City: Lott Park, Trione Sports Complex, and the Park City Sports Complex. The proposals should use these three properties to their maximum potential and deliver to the City the best scenarios of facilities fitted to their respective property. There is no predisposition by the City as to where each facility should be located; the City is looking toward the proposer to make a recommendation as to the best and highest use of the City’s Recreation Assets. See Section 6 - Creativity and Uniqueness of Plan – the City is looking for the proposer to present the best plan to deliver the maximum facilities for the best value. The proposer may recommend the acquisition of new property to achieve the development goal. However, the property must be available and the cost of acquisition must be included in the construction estimate.

Current City Recreational Facilities Inventory:

Lott Park	Qty 4 Youth Baseball Fields (1 Tee Ball, 3 Youth Fields) Qty 2 Tennis Courts (Lighted) (not regulation spacing) Qty 1 Playground Qty 2 Bocce Courts (1 regulation, 1 non-regulation, inadequate shade & drainage)
Trione Park	Qty 4 300’ Softball/Baseball Fields (Lighted) Qty 4 Soccer / Lacrosse Fields (Lighted) Qty 2 Football / Soccer / Lacrosse Fields (Lighted) Qty 1 Dog Park
DMS/Trione Field	Qty 1 Multi-use practice field (Lighted) at “Daphne Middle School Field”
Park Drive	Parking
Joe Patrick Lewis	Qty 2 300’ Softball/Baseball Fields – Practice Quality Only (Lighted) Qty 1 Playground
Daphne High School	Qty 1 Football Practice Field (“the Pitt”) – Practice Quality Only (Lighted) Qty 1 Beach Volleyball Court (COMING SOON)

Project Timeline

The proposal shall include a detailed, by phases (to include groupings), project timeline. Each phase should cover by (minimum and maximum) the following:

- A. Survey, Design, Specifications and Letting
- B. Required Permitting
- C. Project Construction
- D. Punch List/Closeout
- E. Time (post construction) Facility can be Used

F. Recommendation of best date for Construction to start

Loss of Use

Proposals submitted may involve improvements, redevelopment, new constructions and/or repurposing of all three City-owned properties. For properties proposed to be repurposed, there can be no loss of use of the current facility. Meaning: if the proposal recommends removing diamonds from Lott Park and replacing them with a Recreation Center then those diamonds may not be removed until the new diamonds are constructed and open for unrestricted use. The City has a limited number of facilities and any loss use is unacceptable. All timelines and construction estimates should factor all facilities being available for unfettered use until such time as replacement facilities are open for use.

Facilities to be Maintained in Current Condition

Final proposals shall preserve the following existing recreation facilities:

- Four baseball/softball diamonds at Trione Sports Park
- Four Soccer Fields at Trione Sports Park
- Two Football (multipurpose) Fields at Trione Park

These facilities are not subject to or candidates for repurposing, they shall be kept intact along with all associated support facilities (drainage, parking, concessions, bathrooms, lighting, etc...).

SECTION 4. SERVICES PROVIDED BY THE CITY

1. The Parks and Recreation Director for reference of city history and to act as project liaison on behalf of the City
2. Copies of earlier Preliminary Master Parks/Recreation Plans
3. Access to GIS Data possessed by the City
4. Copies of all existing studies, plans, programs, and other data including access to all applicable records
5. Assistance with on-going community engagement

SECTION 5. PROJECT BUDGET

The City of Daphne understands that in order to make significant gains in the construction of new recreation facilities, there must be an equal capital dollar investment. The proposer's ultimate goal is to deliver the most number of recreation facilities for the best value to the City.

Funding Phases

The scope indicates that the proposal shall be presented by a phasing plan. The City is anticipating two to three funding phases as follows:

Two Funding Phases:

- Phase I - \$5-8 Million Dollars
- Phase II - Up to a total of \$12 Million Dollars

Three Funding Phases:

- Phase I - \$4-5 Million Dollars
- Phase II - \$4-8 Million Dollars
- Phase III - Up to a total of \$12 Million Dollars

These are ranges and Project cost estimates need to be presented by phases. In addition cost estimates can include levels of quality of material and equipment finishes:

- Base-level - Example: Galvanized Chain-link Fence
- Mid-level - Example: Vinyl/Powder-Coated Chain-link Fence
- High-end - Example: Brick Veneer Stem Wall with Coated Fence and Netting

Project Cost Estimates must be inclusive of all costs associated with the described recreation facility. The project(s) proposed are to be “turnkey” in their delivery to the City. However, the use of add-alternatives should be used by the proposers for the following scope of work items:

1. Landscaping (beyond turf on fields and vegetative stabilization and erosion control)
2. Supplemental Landscape Irrigation
3. Parking/Roadway Lighting

Consulting Fees

Proposed Fees need to be presented as a percentage of the construction cost for the following activities by phase:

- Project Design: Survey, Design, Plans & Specifications, and Letting
- Special Services: Environmental, Ecological, Historical, Geotechnical, etc...
- Project Management: Construction Engineering & Inspection and Material Testing

Respondents shall include a detailed budget with a breakdown, fee schedule and price for each for each phase of the project proposed. Note: the selected consultant will enter into an agreement with the City defining the term and parameters of fees to be paid for services rendered.

SECTION 6. CONSULTANT SELECTION

The Selection Panel will consist of the full City Council. The Mayor, Recreation Board Chairman, Recreation Board Council Liaison and Recreation Director will serve as advisory panel to the City Council. The Advisory Panel will review submitted proposals and select qualified firms to present to the City Council starting at the Work Session on February 9, 2015.

Selection Criterion

Proposals will be reviewed and evaluated on the basis of the following weighted criteria:

1. Creativity and Uniqueness of Plan	20%
2. Qualifications and Experience	20%
3. Proposed Project Timeline	10%
4. Panel's Confidence in Proposer's Plan	30%
5. Total Cost & Fee Structure Proposal	20%
Total	100%

1. *Creativity and Uniqueness of Plan* – The City is looking for a firm that can develop a plan that delivers the maximum amount of quality facilities for the budget outlined. The panel will evaluate how the proposer uses the City's current facilities to their maximum capacities while adding new facilities to address current and future needs. The City desire that the proposer submit a plan that brands the City and delivers a recreation facility upgrade and improvement that is unique to the City of Daphne and sets a standard for the eastern shore.
2. *Qualifications and Experience* - Provide a statement that portrays your firm's qualifications as related to the local office and experience in relation to the described work. The response should address the following:
 - a. General qualifications and experience of the firm. Please limit information to that which is specific to the local office.
 - b. Specific areas of expertise applicable to the described work.
 - c. Similar projects, by type, location and total project cost, which have been performed by the firm. Do not include projects that current personnel performed for another firm. (Please note proposals may be excluded from further consideration if projects are included that the firm did not perform)
 - d. If including a sub-consultant, include their role in the described work: prime consultant or sub-consultant
3. *Proposed Project Timeline* – The Panel will judge the overall presented timeline for the project as well as consider the proposer's ability to insure no loss of use of current facilities during construction and improvements.
4. *Panel's Confidence in Proposer's Plan* – The City Council will determine this through their experience with the proposer's presentation and their interpretation of the quality, feasibility, organization and detail of the proposer's submittal.
5. *Total Cost & Fee Structure Proposal* – The panel will consider the details, options, add alternatives, etc. presented in the construction cost estimates, how well proposal fits within the city project budget funding phases and consulting fee structure proposed.

The City of Daphne reserves the right to (1) reject any or all proposals not in compliance with RFP procedures if it is in the best interest of the public to do so, (2) to take no action on the accepted RFP's (3) waive informalities in the proposals, (4) to select the proposals which appear to be in the best interest of the City, (5) limit the number of qualifying firms to present before the City Council and (6) select multiple firms and divide the work based on a negotiated scope of work.



City of Daphne Event Permit Application

Date of Application: 8.26.14 Permit Requested: Event/Fundraiser Benefit Run Parade/Run Band

Contact Information

Organization Name: Run for Shep
Contact Name: Brady Hall or Lauren Babcock E-mail Address: runforshepa@gmail.com
Address: 29865 gregor street Daphne, AL 36526
Street / P.O. Box City/State/Zip Code
Primary Phone Number: 251 4061301 Secondary: 251 5331916

Event Information

Event Name: Run for Shep Event Date: January 24, 2015
Event Location: Bounds family YMCA # Participants/Vehicles: last year: 250 + we used 2 churches off of pollard for parking
Start Time: 9AM Stop Time: 11 AM Assembly Time: 6AM
Special Requests: *5K-start Y p-lot down Whispering Pines, turn left onto Well. Run through Trionc complex, turn left onto Pollard. Finish YMCA p-lot. Road Closures Requested: Yes No

Special Instructions

Approval: Internal Use Only

Date Routed: 9/10/14
Fire Dept: [Signature]
Police Dept: [Signature]
Public Works: [Signature]
Parks & Recreation: [Signature]
Only required if event interrupts traffic near Daphne parks

Not valid unless stamped "Approved"

For Special Event/Band Permits:

Parade/Run Permits ONLY

Council Member: _____
District # Signature

Fee Paid: \$ _____ N/A Waived

For Parade/Run Permits & Use of City Grounds:

Insurance Filed N/A

City Council: _____
Date of Approval

Route Selection: 1 2 3 4

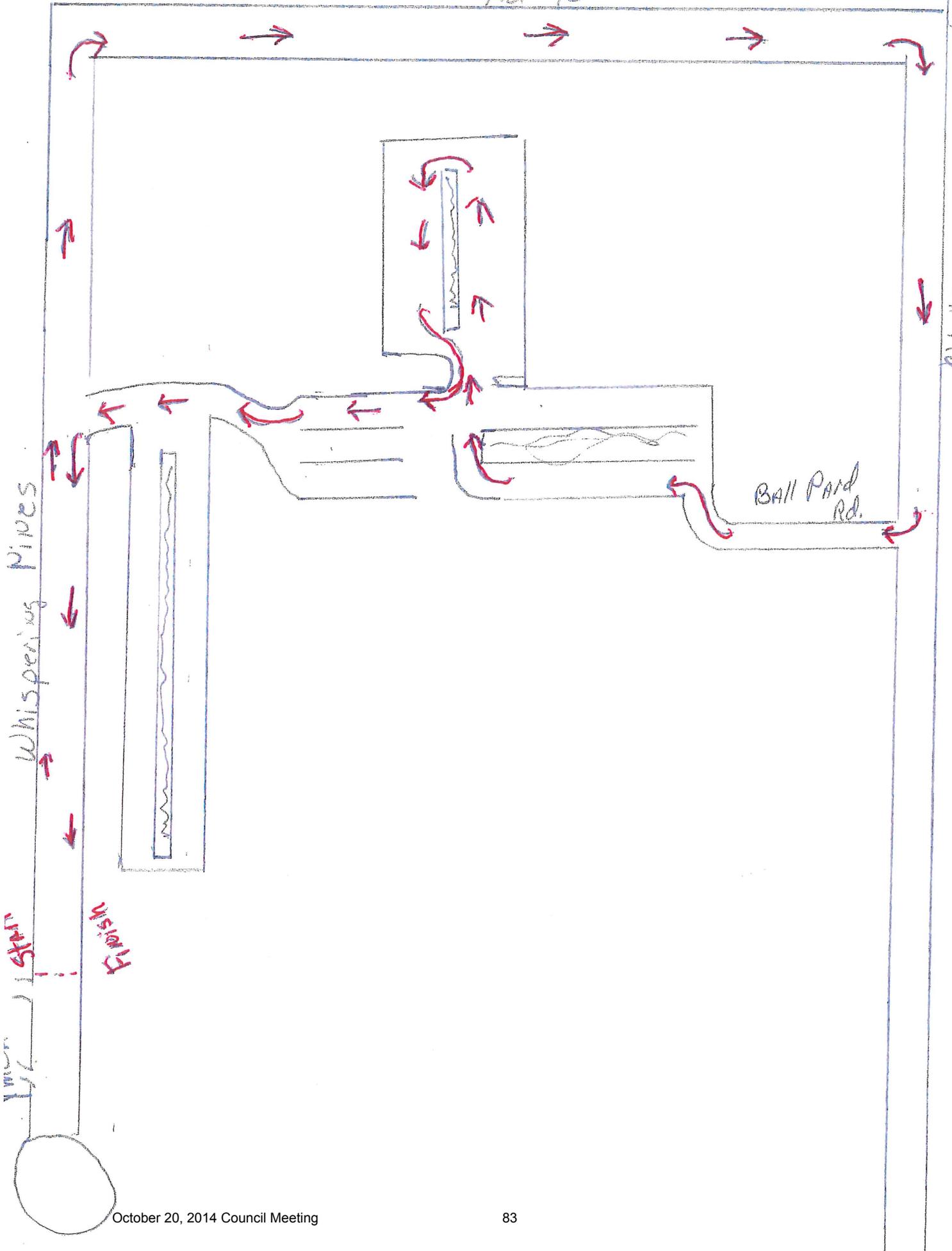
Co Rd 13

Well Rd

Ball Pond Rd.

Whispering Pipes

Start Finish





2014 Officers

President

Christopher B. Coleman
Mayor
Saint Paul, Minnesota

First Vice President

Ralph E. Becker
Mayor
Salt Lake City, Utah

Second Vice President

Melodee Colbert Kean
Mayor
Joplin, Missouri

Immediate Past President

Marie Lopez Rogers
Mayor
Avondale, Arizona

Executive Director

Clarence E. Anthony

Deputy Executive Director

Antoinette A. Samuel

September 30, 2014

Rebecca A. Hayes
City Clerk
City of Daphne
PO Box 400
Daphne, AL 36526-0400

Dear City Clerk Hayes:

The National League of Cities' (NLC) Annual Business Meeting will be held on Saturday, November 22, 2014, at the conclusion of the Congress of Cities and Exposition in Austin, Texas. As a direct member city, your city is entitled to vote at this meeting. Based on your population as of the 2010 Census, each member city may cast between one and twenty votes. The number of votes for each population range can be found below.

POPULATION	VOTES	POPULATION	VOTES
Under 50,000	1 vote	500,000 – 599,999	12 votes
50,000 – 99,999	2 votes	600,000 – 699,999	14 votes
100,000 – 199,999	4 votes	700,000 – 799,999	16 votes
200,000 – 299,999	6 votes	800,000 – 899,999	18 votes
300,000 – 399,999	8 votes	900,000 and above	20 votes
400,000 – 499,999	10 votes		

To be eligible to cast a city's vote, a voting delegate and alternate(s) must be officially designated by the city using the enclosed credentials form and the city's membership in NLC must be up to date. NLC bylaws expressly prohibit voting by proxy.

At the Congress of Cities, the voting delegate must pick up and sign for the city's voting card at the Ask NLC Booth before the Annual Business Meeting and must be present at the Annual Business Meeting to cast the city's vote. The Ask NLC Booth will be open during scheduled times throughout the Congress of Cities and Exposition.

Please return the completed form to NLC by mail, fax (202-626-3109) or email membership@nlc.org before November 5, 2014, and keep a copy for your files. If you have any questions, please contact Mae Davis, at mdavis@nlc.org or 202-626-3150; or contact Gail Remy, Director of Member Relations at remy@nlc.org, or 202-626-3026.

Thank you,

Clarence E. Anthony
Executive Director

Enclosure





CREDENTIALS FORM

NATIONAL LEAGUE OF CITIES · 2014 CONGRESS OF CITIES AND EXPOSITION · AUSTIN, TEXAS

At the Annual Business Meeting on Saturday, November 22, 2014, from 2:30 p.m. to 4:30 p.m., each direct member city of the National League of Cities (NLC) is entitled to cast from one to 20 votes based upon the city's population per the 2010 census, through its designated voting delegate. Please indicate below your city and state, your voting delegate and alternate(s), and sign and date the form. The form should be returned by November 5, 2014.

The official voting delegate and alternate(s) for:

City of Daphne Daphne, AL

VOTING DELEGATE:

1. NAME: _____

TITLE: _____

ALTERNATE VOTING DELEGATE(S):

2. NAME: _____

TITLE: _____

3. NAME: _____

TITLE: _____

<p>FOR OFFICE USE ONLY</p> <p><i>Voting card issued to:</i></p> <p>_____ (signature)</p> <p>Votes: (1)</p>
--

PLEASE SIGN AND RETURN THIS FORM TO NLC BY NOVEMBER 5, 2014
ATTENTION: MAE DAVIS, NATIONAL LEAGUE OF CITIES, 1301 PENNSYLVANIA AVE., NW, SUITE 550, WASHINGTON, DC 20004
EMAIL: MEMBERSHIP@NLC.ORG; FAX: 202-626-3109

Signature (city representative): _____

Title: _____ Date: _____

RESOLUTION NO. 2014-53

**A RESOLUTION APPROVING THE CITY OF DAPHNE'S
PARTICIPATION IN THE STATE OF ALABAMA SEVERE
WEATHER PREPAREDNESS TAX HOLIDAY FOR THE YEAR
2015**

BE IT RESOLVED, by the City Council of the City of Daphne, Alabama as follows:

Section 1. Section 4 of Alabama Act No. 2012-256 grants municipal governments authority to provide for the exemption of certain covered items from the payment of municipal SEVERE WEATHER PREPAREDNESS TAX during a period commencing at 12:01 a.m. on February 20, 2015 and ending at twelve midnight February 22, 2015 under the same terms, conditions and definitions as provided for by the State of Alabama SEVERE WEATHER PREPAREDNESS TAX holiday.

Section 2. The City of Daphne grants approval for the exemption of certain covered items from the payment of municipal SEVERE WEATHER PREPAREDNESS TAX for the period commencing at 12:01 a.m. February 20, 2015 and ending at twelve midnight February 22, 2015 under the same terms, conditions and definitions as provided for by Act No. 2012-256 and Alabama Department of Revenue Rule 11-51-210(e).

Section 3. This Resolution shall become effective upon adoption.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this the _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014 - 46

ADOPTING THE FISCAL YEAR 2015 CAPITAL & NEW PERSONNEL BUDGET

WHEREAS, the City Council adopted the FY 2015 Operating Budget on September 23, 2014 where total revenues exceeded appropriations in the amount of \$1,554,331 and general fund revenues exceeded appropriations in the amount of \$620,025; and

WHEREAS, the Mayor of the City of Daphne has submitted to the City Council capital and new personnel requests for Fiscal Year 2015 which begins October 1, 2014 and ends September 30, 2015 based on City Department requirements; and

WHEREAS, the City Council has reviewed and considered such proposed capital and personnel requests; and

WHEREAS, the City Council has determined that funds are available for certain Fiscal 2015 appropriations and such appropriations should be considered, approved and made a part of the Fiscal Year 2015 budget; and

WHEREAS, the Mayor and City Council have reviewed such requests and prioritized them according to needs and available funds and has incorporated them into the FY15 Capital and New Personnel Budget;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that the Fiscal Year 2015 Capital and New Personnel Budget is hereby appropriated in the amount of \$634,007 (\$410,815 for capital equipment and \$223,192 for personnel requests) of which \$467,507 are from the general fund and \$166,500 are from the lodging tax fund. Such appropriations are itemized in the attached lists and made a part hereof.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

FY15 MAYOR'S PROPOSED CAPITAL REQUESTS

MAYORS PROPOSED

GENERAL FUND	LODGING TAX			CONTINGENT		SCHEDULE		
	COMMENTS	CAPITAL EXPENSE	LEASING	RECREATION	WATERFRONT	PI EXERCISE	FY15 SAVINGS	NOTES
Human Resources		\$6,000						
Finance	Munis HR Training	\$55,000	\$0					Note: 1
Building Maintenance	Munis Upgrade	\$30,000	\$0					Note: 2
Building Maintenance	Ford F250 Extended Cab Truck	\$165,000	\$0					Note: 3
Building Maintenance	70' Aerial Lift		\$0					
General Government Total:		\$256,000	\$0	\$0	\$0	\$0	\$0	(\$1,750)

Public Safety

Fire	Fire Station #3 Remodel	\$200,000	\$200,000					Note: 4
Volunteer Firefighters	VFD Contributions, F5#3 Remodel, FY15 - Payoff of F5#1.	(\$200,000)	(\$200,000)					Note: 5
Fire	\$775,000 75 Aerial Ladder Truck		\$0					Note: 6
Search & Rescue	\$27,000 F250 - Necessary for towing & deploying our Fire Dept's equipment		\$0					Note: 7
PD - Administration	\$40,000 Replace Flooring at Justice Center		\$0					Note: 8
PD - Administration	\$9,840 Replace Fire Alarm System at the Justice Center		\$9,840					Note: 9
PD - S.W.A.T.	\$13,500 Tactical Radio Headsets		\$0					Note: 10
PD - Patrol	\$267,000 6 Tahoes - Replacement Vehicles & Equipment		\$0					Note: 8
PD - Detective	\$18,500 Professional Polygraph Examiner's Basic Training (Non-Capital)		\$0					Note: 8
PD - Corrections	\$10,000 Jail Kitchen Upgrade		\$0					Note: 10
PD - Code Enforcement	\$39,250 Vehicle & Equipment (only if new personnel request is approved)		\$0					Note: 8
Public Safety Total:		\$1,200,090	\$9,840	\$229,500	\$0	\$0	\$0	(\$146,125)

Public Works

PW - Solid Waste	\$140,000 Knuckleboom Truck		\$0					Note: 11
PW - Streets	\$75,000 Sewer Jetter		\$0					Note: 12
PW - Streets	\$42,000 Ford F450 Crew Cab Chassis		\$0					Note: 13
PW - Streets	\$132,000 Cat D5 Bulldozer		\$0					Note: 13
PW - Streets	\$114,000 Cat 430		\$0					Note: 13
PW - Grounds	\$170,000 60 Bucket Truck		\$0					Note: 14
PW - Grounds	\$50,000 Water Truck		\$0					Note: 15
PW - Grounds	\$7,500 Stump Grinder		\$7,500					Note: 15
PW - Facility Support	\$60,000 Equipment Shed		\$0					Note: 15
PW - Mech Maintenance	\$20,000 Oil/Grit-Water Separator		\$0					Note: 15
PW - Parks: May Day	\$24,000 Gazebo / Shade-Shelter Structure - 30x40		\$0		\$24,000			Note: 16
PW - Parks: Park City	\$17,500 Gazebo / Shade-Shelter Structure		\$0		\$17,500			Note: 16
Public Works Total:		\$852,000	\$7,500	\$116,000	\$41,500	\$0	\$0	(\$48,750)

Recreation

Recreation	\$5,000 Sod Cutter		\$5,000					Note: 15
Recreation	\$18,000 Toro Drag Machine		\$0					Note: 15
Recreation	\$15,000 2 - John Deere Gator Utility Vehicle		\$7,500					Note: 15
Recreation	\$32,000 Chemical Sprayer		\$0					Note: 15
Recreation	\$35,000 Compact John Deer Tractor 4066M with Loader		\$0					Note: 15
Recreation	\$37,500 3 - John Deere Z Trac Mowers (One w/ Bag Catcher, Two Without)		\$15,000					Note: 17
Recreation	\$20,000 Concrete pads for bleachers at soccer & new batting cages at Trione Park		\$0		\$20,000			Note: 16
Recreation	\$10,000 Refurbish bathrooms at Trione Park		\$0		\$10,000			Note: 16
Recreation	\$10,000 Turf for concrete pads in batting cages		\$0		\$10,000			Note: 16
Recreation	\$20,000 3 - Pavillions at Trione Park		\$0		\$20,000			Note: 16
Recreation	\$20,000 Fencing for Trione & Lott Parks		\$0		\$20,000			Note: 16
Recreation	\$46,000 2 - 2015 Dodge RL500 Crew Cabs P/U		\$23,000					Note: 18
Recreation	\$3,600 Upgrade 15 year old Telephone System (Split b/w Rec. & Civic Center)		\$3,600					Note: 18
Recreation Total:		\$272,100	\$54,100	\$0	\$80,000	\$0	\$0	\$0

Civic Center & Bayfront

Civic Center	\$12,000 Floor Scrubber		\$12,000					Note: 1
Civic Center	\$1,000 Interior Painting		\$0					Note: 1
Civic Center	\$10,000 Kitchen Equipment		\$10,000					Note: 1
Civic Center	\$100,000 Loss of Voltage Monitoring System		\$0					Note: 1
Civic Center	\$7,028 Upgrade 15 year old Telephone System (Split b/w Rec. & Civic Center)		\$7,000					Note: 1
Bayfront	\$25,000 Windows		\$0		\$25,000			Note: 19
Bayfront	\$20,000 Flooring		\$0		\$20,000			Note: 19
Civic Center & Bayfront Total:		\$175,028	\$29,000	\$0	\$45,000	\$0	\$0	\$0

Garbage & Recycling

Enterprise Fund: Garbage	\$265,000 Garbage Truck Replacement		\$0					Note: 11
Enterprise Fund: Garbage	\$20,000 Complete Automated Arm Assembly		\$0					Note: 11
Garbage & Recycling Total:		\$285,000	\$0	\$0	\$0	\$0	\$0	(\$28,000)

FY 2015 CAPITAL REQUESTS:

FY 2015 CAPITAL REQUESTS:	\$3,040,218	\$0	\$0	\$0	\$0	\$0	\$0	(\$28,000)
FY15 MAYOR'S PROPOSED CAPITAL BUDGET		\$244,315		\$121,500		\$121,500		(\$232,625)
LOGGING TAX - RECREATION								(\$232,625)
LOGGING TAX - WATERFRONT F								(\$232,625)
TOTAL		\$410,815		\$410,815		\$410,815		(\$232,625)

FUTURE BUDGET OPERATIONAL IMPACT

GENERAL FUND		\$356,500						
LOGGING TAX - RECREATION		(\$165,000)						
LOGGING TAX - WATERFRONT F		\$45,000						
TOTAL		\$191,500						

Notes:

- Shift to operating
- Core upgrade an FY14 expense. TCM module can be explored later.
- Richard Johnson indicates not needed at this time.
- Need to discuss with VFD.
- Leasing option with Volunteers paying expense (est \$130k)
- Confiscated Funds or Court Fund.
- PJ Exercise or Confiscated Funds
- PJ Exercise or Leasing as Operating Budget Expense
- PJ Exercise or Confiscated Funds (if eligible expense)
- FY14 Expenses via Court Fund.
- Proposed to be included as a Operating Expense in the Mayor's Proposed Budget.
- Need to explore used equipment option.
- CAT Lease. 3 Year FMV Lease (not \$1 buyout, service included)
- Leasing Options?????
- Move to FY16 Request
- Recreational Expense from Lodging Tax.
- Leasing options exist. 5 Year Lease = \$7,500/Yr. Purchase the Bagger unit in FY15.
- Leasing options exist. 5 Year Lease = \$5,000/Yr/Vehicle.
- Lodging Tax - Waterfront Property \$555

Already included in Budget
Scheduling FY15 Savings

(\$52,000)
(\$232,625)
\$120,440
\$123,875

FY 2015 New Personnel Requests - UPDATED VERSION

										REGULAR PAYROLL					MAYOR RECOMMENDATION				HIRING TIMELINE		
Job Class Description	Pay Type Description	Position Description	Account Description	Grade	Step	Periods Per Year	Hours Per Year	Hourly Rate	Annual Salary	Over Time	Total Wages	Payroll Related Total	Other Personnel	Total Payroll	Most Critical	PJ	Upgrades & Overlap	TOTAL	Start Date	FY15 Savings	Notes
Assistant HR Director	BASE SAL		Assistant HR Director	27	1	26	2080	\$20.76	\$43,178	\$0	\$43,178	\$6,503	\$5,968	\$55,648	\$55,648			\$55,648	\$41,944	(\$4,637)	
General Governmental Director	BASE SAL	General Governmental Director	General Governmental Director	29	3	26	2080	\$22.97	\$47,779	\$0	\$47,779	\$7,195	\$5,987	\$60,961	\$60,961			\$60,961	\$41,974	(\$10,160)	
Marketing Coordinator	BASE SAL	Marketing Coordinator	Marketing Coordinator (20 Hrs)	23	4	26	1040	\$20.38	\$21,195	\$0	\$21,195	\$3,192	\$90	\$24,477	\$24,477			\$24,477			
ACCT 1	BASE SAL	ACCOUNTANT 1	ACCOUNTANT I	17	4	26	2080	\$17.18	\$35,734	\$0	\$35,734	\$5,381	\$5,946	\$47,061				\$0			
ACCT TECH	F/T HRLY	ACCOUNTING TECH	TECHNICIAN-REVENUE	11	4	26	2080	\$13.97	\$29,060	\$0	\$29,060	\$4,376	\$5,918	\$39,354	\$39,354			\$39,354	\$42,095	(\$19,677)	
PLANNER	BASE SAL	PLANNER	Upgrade from GIS TECH to PLANNER	18	4	26	2080	\$1.93	\$4,009	\$0	\$4,009	\$604	\$17	\$4,630			\$4,630	\$41,974	(\$772)	NOTE: 1	
FIRE FIGTR	F/T HRLY	FIREFIGHTERS	FIREFIGHTER	PF20	1	26	2808	\$12.87	\$36,147	\$0	\$36,147	\$5,444	\$7,279	\$48,870				\$0			
FIRE FIGTR	F/T HRLY	FIREFIGHTERS	FIREFIGHTER	PF20	1	26	2808	\$12.87	\$36,147	\$0	\$36,147	\$5,444	\$7,279	\$48,870				\$0			
FIRE FIGTR	F/T HRLY	FIREFIGHTERS	FIREFIGHTER	PF20	1	26	2808	\$12.87	\$36,147	\$0	\$36,147	\$5,444	\$7,279	\$48,870				\$0			
CODE ENF	F/T HRLY	CODE ENFORCEMENT	CODE ENFORCEMENT OFFICER	12	4	26	2080	\$14.50	\$30,157	\$0	\$30,157	\$4,542	\$6,293	\$40,992		\$40,992		\$40,992	\$42,095	(\$20,496)	
Yard Manager	BASE SAL	Yard Manager	Yard Manager	16	4	26	2080	\$16.64	\$34,614	\$0	\$34,614	\$5,213	\$5,971	\$45,798				\$0			
Deputy PW Director	BASE SAL	P W SUPERINTENDENT	Deputy Public Works Director	27	4	26	2080	\$22.52	\$46,835	\$0	\$46,835	\$7,053	\$6,023	\$59,912			\$12,000	\$12,000			NOTE: 2
SOL WST SR	F/T HRLY	SR SOLID WASTE WKR	SR PUBLIC SERVICE WORKER-SW	11	4	26	2080	\$13.97	\$29,059	\$0	\$29,059	\$4,376	\$7,640	\$41,075				\$0			
STREET SR	F/T HRLY	PSW SR STREETS	SR PUBLIC SERVICE WORKER-STR	11	4	26	2080	\$13.97	\$29,060	\$0	\$29,060	\$4,376	\$7,438	\$40,874				\$0			
CREW LEADR	F/T HRLY	CREW LEADER	CREW LEADER-GROUNDS	13	4	26	2080	\$15.04	\$31,277	\$0	\$31,277	\$4,710	\$7,099	\$43,087				\$0			
PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	PUBLIC SERVICE WORKER-GROUNDS	6	4	26	2080	\$11.30	\$23,505	\$0	\$23,505	\$3,540	\$6,757	\$33,802				\$0			
PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	Upgrade to SR PSW	11	3	26	2080	\$2.02	\$4,211	\$0	\$4,211	\$634	\$185	\$5,032			\$5,032	\$42,095	(\$2,516)		
SLDWST WKR	F/T HRLY	SOLID WASTE WORKER	SOLID WASTE WORKER	6	4	26	2080	\$2.02	\$4,211	\$0	\$4,211	\$634	\$185	\$5,032			\$5,032	\$42,095	(\$2,516)		
PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	Upgrade to SR PSW	11	5	26	2080	\$1.59	\$3,315	\$0	\$3,315	\$499	\$146	\$3,961				\$0			
PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	"Contingent On Call" Park/Activity Attendant	n/a	n/a	n/a	750	\$10.00	\$7,500	\$0	\$7,500	\$1,130	\$32	\$8,661				\$0			
PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	"Contingent On Call" Park/Activity Attendant	n/a	n/a	n/a	750	\$10.00	\$7,500	\$0	\$7,500	\$1,130	\$32	\$8,661				\$0			
EVNT ASST	F/T HRLY	EVENT ASSISTANT	Civic Center EVENT ASSISTANT	5	5	26	2080	\$11.04	\$22,967	\$0	\$22,967	\$3,459	\$6,098	\$32,524	\$0			\$0			
IT TECHNICIAN	F/T HRLY		IT Network/SysAdmin/Helpdesk Technician	14	5	26	2080	\$15.27	\$31,761	\$0	\$31,761	\$4,783	\$7,595	\$44,139	\$44,139			\$44,139	\$42,095	(\$22,070)	NOTE: 3
SR ACCT.	BASE SAL	SR ACCOUNTANT	Position Reclassification	23	24	26	2080	\$2.11	\$4,384	\$0	\$4,384	\$660	\$10	\$5,055				\$5,055			NOTE: 4
ENVI PRG M	BASE SAL	ENVIRON PROG MGR	Position Reclassification	22	14	26	2080	\$1.84	\$3,828	\$0	\$3,828	\$576	\$15	\$4,419	\$4,419			\$4,419			NOTE: 4
LIB SRV TE	P/T HRLY	PT LIBRARY SVC TECH	Upgrade to Full-Time Young Adult Librarian	18	1	26	2080	\$1.77	\$10,494	\$0	\$10,494	\$1,580	\$5,822	\$17,896	\$17,896			\$17,896			NOTE: 4
TOTALS:											\$595,372	\$92,479	\$113,103	\$819,660	\$251,950	\$40,992	\$26,694	\$319,636	FY15 SAVINGS	(\$82,844)	

Position Upgrades:

PSW-GRNDS	F/T HRLY	PUBLIC SERVICE WORKR	PUBLIC SERVICE WORKER-MOWING	6	5	26	2080	\$11.59	\$24,109	\$0	\$24,109	\$3,631	\$12,449	\$40,189							
			Upgrade to SR. Public Service Worker	11	3	26	2080	\$13.62	\$28,320	\$0	\$28,320	\$4,265	\$12,634	\$45,219							
								\$2.02	\$4,211	\$0	\$4,211	\$634	\$185	\$5,030							
PARK PSW	F/T HRLY	PUBLIC SERVICE WORKR	PUBLIC SERVICE WORKER	6	9	26	2080	\$12.73	\$26,484	\$0	\$26,484	\$3,988	\$6,928	\$37,400							
			Upgrade to SR. Public Service Worker	11	5	26	2080	\$14.33	\$29,798	\$0	\$29,798	\$4,488	\$7,074	\$41,360							
								\$1.59	\$3,315	\$0	\$3,315	\$499	\$146	\$3,959							
SR ACCT.	BASE SAL	SR ACCOUNTANT	SR ACCOUNTANT	22	21	26	2080	\$28.5100	\$59,301	\$0	\$59,301	\$8,931	\$11,711	\$79,942							
			Position Reclassification	23	24	26	2080	\$30.6177	\$63,685	\$0	\$63,685	\$9,591	\$11,721	\$84,997							
								\$2.11	\$4,384	\$0	\$4,384	\$660	\$10	\$5,055							
ENVI PRG M	BASE SAL	ENVIRON PROG MGR	Environmental Programs Mgr	20	13	26	2080	\$23.1576	\$48,168	\$0	\$48,168	\$7,254	\$12,077	\$67,499							
			Environ prog manager positik Position Reclassification	22	14	26	2080	\$24.9978	\$51,995	\$0	\$51,995	\$7,831	\$12,092	\$71,918							
								\$1.84	\$3,828	\$0	\$3,828	\$576	\$15	\$4,419							
LIB SRV TE	P/T HRLY	PT LIBRARY SVC TECH	PT TECHNICIAN-LIB	8	11	26	1612	\$14.5739	\$23,493	\$0	\$23,493	\$3,538	\$576	\$27,608							
			Upgrade to Full-Time Young Adult Librarian	18	1	26	2080	\$16.3401	\$33,987	\$0	\$33,987	\$5,119	\$6,398	\$45,504							
								\$1.77	\$10,494	\$0	\$10,494	\$1,580	\$5,822	\$17,896							
GIS TECH	F/T HRLY	GIS MANAGER	GIS MANAGER	16	2	26	2080	\$15.7799	\$32,822	\$0	\$32,822	\$4,943	\$5,934	\$43,699							
Planner	BASE SAL	PLANNER	PLANNER	18	4	26	2080	\$17.7073	\$36,831	\$0	\$36,831	\$5,547	\$5,951	\$48,329							
								\$1.93	\$4,009	\$0	\$4,009	\$604	\$17	\$4,630							

Notes:

1. Not included is the additional \$7,281 Savings from the Timeline Savings of existing GIS Position.
2. Overlap of 60 Days of PW Superintendent Retirement. PW Superintendent eliminated.
3. Additional Savings of \$13,600 From Operating Budget Object 561812 (CMPT LABOR)
4. Additions to original version

(\$7,283) Est Timeline Savings

MAYOR'S PROPOSED FY15 NEW PERSONNEL BUDGET	
NEW PERSONNEL REQUESTS	\$319,636
OPERATING BUDGET SAVINGS ((\$13,600)
FY15 TIMELINE SAVINGS	(\$82,844)
TOTAL	\$223,192
FUTURE BUDGET OPERATIONAL IMPACT	
LESS ONE TIME OVERLAP	\$0
OPERATING BUDGET SAVINGS ((\$13,600)
RECURRING PERSONNEL COSTS	\$319,636
LESS ONE TIME OVERLAP	(\$12,000)
OPERATING BUDGET SAVINGS ((\$13,600)
FUTURE YEAR SAVINGS (PW)	(\$16,300)
TOTAL	\$277,736

CITY OF DAPHNE
ORDINANCE 2014-47

**An Ordinance Amending Ordinance 2002-34 / Garbage Collection
And Amending the FY2015 Budget for the increased Garbage Collection Fee**

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

WHEREAS, the City Council approved a garbage fee increase of \$1.50 per month per household (*from \$13.90/month to \$15.40/month*) in ordinance 2014-44 resulting in an additional \$135,000 in annual garbage collection revenues ; and

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

WHEREAS, after further review Council recommends an additional garbage fee increase of \$0.60 per month per household (*from \$15.40 to \$16.00/month*).

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that FY2015 Budget be amended to include the increased garbage collection fee to begin on January 1, 2015 and made a part of the Fiscal Year 2015 budget in the amount of \$6,750

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA THAT THE ABOVE ORDINANCE IS HEREBY AMENDED AS FOLLOWS:

SECTION 1: Whereby Section VI of Ordinance 2002-34 set fees for the collection and disposal of garbage and rubbish is hereby repealed and replaced by the following

SECTION 9: FEES FOR COLLECTION AND DISPOSAL

Every person or persons occupying a building or dwelling unit which generates garbage or rubbish within the city limits of the City of Daphne, Alabama shall be subject to a fee of \$16.00 per month. Such fees for the collection and disposal of garbage and rubbish shall be subject to change from time to time as deemed necessary in order to cover the increased cost of collection and disposal services. Any change in the fee for such services must be publicly advertised at least thirty (30) days before the effective date of the change.

SECTION 2: EFFECTIVE DATE. This ordinance will be in full force and effect January 1, 2015.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014-48

Appropriating Funds for Emergency Watershed Protection on Private Property: Mazie’s Gulch & Palmetto Court (Creekside)

WHEREAS, Ordinance 2013-50 approved and adopted the Fiscal Year 2014 Budget on September 23, 2013; and

WHEREAS, subsequent to the adoption of the Fiscal Year 2014 budget, the City Council has determined that certain appropriations are required and should be approved and made a part of the Fiscal Year 2014 budget; and

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

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

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

WHEREAS, these two private property EWP Projects have been selected by NRCS for exigency funding with the City of Daphne as the “Sponsor” and *Ordinance#2014-36 was already approved for a Sponsor match of \$11,211 and an **additional appropriation of \$12,606** is needed to complete the project.*

NOW, THEREFORE, BE IT ORDAINED, that:

1. The City Council of the City of Daphne deems these private projects key to the recovery efforts associated with this rain event and the repair of these private property watershed issues is necessary to preserve the health, safety, and convenience of the public.
2. Fiscal Year 2014 Budget is hereby amended to include an **additional appropriation from the General Fund in the amount of \$12,606** for a **total City match of \$23,817** for this EWP Project:

Project	Name	Property Owners	Construction	Engineering	Total	Sponsor Match
DAP-14-003	Mazie’s Gulch (2 Locations)	Bradley/ Davenport	\$84,951.99	\$8,495.20	\$93,447.19	\$23,817.07

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

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this 18th day of August, 2014.

Dane Haygood, Mayor

Attest:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014-49

JOB RECLASSIFICATION: FINANCE DIRECTOR

**An Ordinance Approving the Job Reclassification of
the Finance Director**

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

WHEREAS, Ordinance 2014-44 approved and adopted the Fiscal Year 2015 Budget on September 23, 2014 which funded the position of the Finance Director; and

WHEREAS, after further review, the City Council recommends that the Finance Director position should be reclassified within the existing Job Classification Schedule.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that:

- 1) The authorized position of the Finance Director with a Grade 36, shall be reclassified to Grade 40 and the existing Job Classification Schedule shall be amended to include such revision; and
- 2) The total annual increase of such reclassification is \$44,243 (*\$38,311 wages and \$5,932 benefits*) and shall be appropriated from the general fund; and
- 3) The Mayor is hereby authorized to advertise for the position of Finance Director at Steps 1 through 25.

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014-50

JOB RECLASSIFICATION: CIVIC CENTER DIRECTOR

**An Ordinance Approving the Job Reclassification of
the Civic Center Director to the Convention / Visitor's Bureau & Civic Center
Director**

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

WHEREAS, Ordinance 2014-44 approved and adopted the Fiscal Year 2015 Budget on September 23, 2014 which funded the position of the Civic Center Director; and

WHEREAS, after further review by the Archer Company, it has been determined that the Civic Center Director position should be reclassified to the Convention / Visitor's Bureau & Civic Center Director within the existing Job Classification Schedule.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that:

- 1) The authorized position of the Civic Center Director with a Grade 29, shall be reclassified to the Convention / Visitor's Bureau & Civic Center Director at Grade 32 and the existing Job Classification Schedule shall be amended to include such revision; and
- 2) The additional responsibilities of the new position related to tourism and conventions require additional operating appropriations from the General Fund as follows:

a. Office Supplies	\$ 2,000
b. Advertising	\$20,000
c. Travel	\$ 3,000
d. <u>Marketing</u>	<u>\$12,000</u>
TOTAL:	\$37,000

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk

ORDINANCE 2014-51

Appropriation for Appraisal, Survey, Title Search and Associated Closing Fees for Donated Property Located at Park Drive & Pine Hill Drive

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

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

WHEREAS, an offer has been made by the property owner for property located near Park Drive and Pine Hill Drive; and

WHEREAS, there are appraisal, survey, title search and other closing fees associated with the donation of such property ; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that funds from the General Fund are hereby appropriated and made a part of the Fiscal Year 2015 budget in the amount of \$7,500 for the appraisal, survey, and associated closing fees for the property located at Park Drive and Pine Hill Drive properties:

- PPIN#48403 - 2.92 Acres
- PPIN#55199 - .85 Acres
- PPIN#234784 -1.05 Acres

APPROVED AND ADOPTED by the City Council of the City of Daphne, Alabama, this _____ day of _____, 2014.

Dane Haygood, Mayor

ATTEST:

Rebecca A. Hayes, City Clerk